



2024 - 2025

Primero RE-2 School District Vision and Mission:

Primero School District will be an exemplary 21st century learning community in which graduates are prepared to excel in a complex, interconnected, changing world.

The mission of Primero School District is to build collaborative partnerships in a safe and secure environment among educators, students, parents, and our community so our students acquire the knowledge and skills needed to thrive and contribute in a world where change is constant and learning never stops.

We believe in the success of all learners!

Primero Reorganized School District RE-2
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WELCOME TO PRIMERO!!

Dear Parents, Guardians, and Students,

Welcome to the 2024-2025 school year. The Primero School District faculty and administration are excited to start the next year here at the home of the mighty Bulldogs! Be assured that our goal is to make your student's education a successful and wonderful experience. Primero provides a safe learning environment where all students can focus on academics with access to the most up-to-date technology. Our staff always has high expectations and strives to deliver high-quality instruction to every student every day.

We believe that you are a great support in your student's academic success by ensuring:



Encouraging your student to utilize their time productively

- **Making sure your student is in school every day**
- **Communication with your student's teacher/teachers**
- **Helping them make smart choices and living a healthy lifestyle**

We are excited that you chose Primero School District for your student's education. We hope to develop a close working relationship with all our families, as it takes a collaborative effort to ensure the success of your student. Primero's staff has an open-door policy and is willing to assist you with any concerns you may have in a timely manner. There are several ways to find information about upcoming activities, schedules, and all other information by accessing our amazing website, [www. Primeroschool.org](http://www.Primeroschool.org) parent connect; Primero School District App; and social media platforms, Primero School on Facebook or our Twitter handles @Primero School or @PrimeroAthletics. Our goals include ensuring that our students are competitive with their peers in the 21st century. **"Individually, we are one drop. Together we are an ocean."** -Ryunosuke Satoro. We look forward to an amazing school year, and as always, LET'S GO BULLDOGS!!

Sincerely,

Mrs. Jeanine Duran
Superintendent



ADMINISTRATION

Superintendent	Jeanine Duran
Secondary Dean of Students	Paula Maldonado
Transportation Director	Darryl Abeyta
Business Manager	Jessica Robinson
Elementary/MS/HS School Counselor	Paula Maldonado, Dean of Students
Elementary Principal	Holly Massarotti
Athletic Director/Activities Coordinator	Jessica Robinson
Facilities Manager	Gerald Duran
IT Director	Richard Garrison
Director of Safety & Security/School Resource Officer	James Wilson
Administrative Assistant	Tina East

JUNIOR AND SENIOR HIGH SCHOOL FACULTY

Art K-12	Stephanie Warren
Business Education/Technology Coordinator	Brandee Gallegos
English	Ruth Stodghill, Anthony Mangus
Industrial Arts	Roger Diller
Yearbook	Brittany Hammel
Mathematics	Rilla Slaughter
Science	Josette Andrews
MS/HS Health	
Social Studies	Benjamin Gandy
K-12 Physical Education	John Hickey
Special Education Teacher	Mike Duran
Special Education Teacher	Patricia Prince
Secondary GT Coordinator	Ruth Stodghill
Sixth Grade	Brittany Hammel

ELEMENTARY SCHOOL FACULTY

Preschool	Kathy Ritz, Tiffany Harris, Briana Duran
GT Coordinator	Holly Massarotti I
Kindergarten	Mrs. Maria Gallegos
Grade 1	Denise Fernandez
Grade 2	Stephanie Mascarenas
Grade 3	Cynthia Isaac
Grade 4	Roxann Fernandez
Grade 5	Kimberly Radle
Special Education Teacher	Mike Duran
Paraprofessional Teacher Aide	Elise Mangino, Briana Duran, Reyna Lujan
K-12 Music/Art Teacher	Julie McDaniel
Title 1	Shirley Duran

SUPPORT STAFF

Nurse	Cindy Abeyta
Custodians	Ed Ortiz, Austin Price, Juan Garza
Food Services	Cindy McKorkle, Ashely Garza
Grounds	Nick Mangino

NOTICE TO STUDENTS, PARENTS AND EMPLOYEES OF NON-DISCRIMINATION (Board Policy [AC](#))

Applicants for admission and employment, students, parents, persons with disabilities, employees, and all unions or professional organization holding collective bargaining or professional agreements with the Primero RE-2 School District are hereby notified that this school district does not discriminate on the basis of race, color, national origin, sex, age, or disability admission or access to, or treatment or employment in, its programs and activities. Any person having inquiries concerning the school's compliance with the regulations implementing Title VI, Title IX, the American with Disabilities Act (ADA), or Section 504 is directed to contact Jeanine Duran, Superintendent, at (719)-868-2715 or at 20200 State Highway 12, Weston, CO 81091. Mrs. Duran will coordinate efforts to comply with the regulations regarding non-discrimination.

The district is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. It is critical to this commitment that anyone who may have experienced discrimination or harassment in the context of the district's educational programs, activities, or employment can report their concerns without fear of retaliation.

STUDENTS RIGHTS AND RESPONSIBILITIES

You have the right of free access to an education. Your school, in addition to providing educational experiences, provides an environment where you, as a student, have the freedom to exercise your own judgment and to make responsible decisions. If you act irresponsibly, however, the rights of others must be protected.

Rules and regulations have been designed to protect the rights of everyone, to respect the individual and diversity of students and staff, and to ensure that school is conducted in an orderly fashion. They are designed to protect your right to an education. All of the responsibilities, regulations, and disciplinary actions listed in later sections of this handbook are designed with one purpose in mind – to ensure and protect the rights of all students to receive free access to an education in a safe academic setting.

It is the student's RIGHT to:

- Attend school in the district until graduation or other legal disengagement requirements are met
- Obtain access to an education at public expense and to participate in the school requirements
- Help in making decisions affecting school life and activities, and be represented by a student government
- Express opinions in an appropriate and acceptable manner
- Expect the school to be a safe place for all
- Be provided, upon request, a review of charges relating to possible suspension in accordance with procedure for due process
- Expect anonymity to the extent legally possible when circumstances require giving information in discipline cases involving others
- Know exactly what requirements are for each course in which he/she is enrolled and be evaluated fairly
- Peacefully assemble on the school grounds during non-class time

It is the student's RESPONSIBILITY to:

- Pursue and complete courses of study prescribed by the state, the school district, and the school
- Make course selections based upon interest, need, and district program, know the requirements for each course selected, and be on time, and complete all course assignments to the very best of his/her ability while enrolled at Primero School District



- Express opinions, ideas, or exhibit behaviors in a manner which will not offend, intimidate, or slander others.
- Follow all rules and regulations for student behavior and conduct
- Dress and be groomed within the regulations of the dress code to meet reasonable standards of propriety, safety, and health (more details under Student Dress Code section)
- Volunteer information and cooperate with school staff in disciplinary cases
- Help the school staff in running a safe school
- Respect the school administrators' authority to make the final decisions affecting school life
- Comply fully with non-loitering and respect the school's authority to control the times and places of assemblies of students and the school's authority to require advance notice of such assemblies

STUDENT USE OF ELECTRONIC COMMUNICATION DEVICES (Board Policy [JICJ](#))

The Board of Education recognizes that electronic communication devices can play a vital communication role during emergency situations. However, ordinary use of electronic communication devices in school situations disrupts and interferes with the educational process and is not acceptable. For purposes of this policy, "electronic communication devices" include cell phones, airpods/earbuds, smartwatches, beepers, pagers, walkie-talkies, and any other telecommunications device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor (e.g., Blackberry, Palm Pilot, etc.).

Students may carry electronic communication devices; **but these devices must be turned off inside school buildings, on school buses, at school-sponsored activities, and on field trips**. In these locations, electronic communication devices **may be used only during emergencies or when under the direct guidance of a teacher in the execution of classroom instruction**. For purposes of this policy, "emergency" shall mean an actual or imminent threat to public health or safety which may result in loss of life, injury, or property damage.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

It is the student's responsibility to ensure that the device is turned off and out of sight during unauthorized times. Violation of this policy and/or use that violates any other district policy shall result in disciplinary measures and confiscation of the electronic communication device. The principal or designee may also refer the matter to law enforcement, as appropriate.

Teachers may utilize a drop box in their classroom for students to store their cell phone during class.

First offense: Lunch detention/confiscation/Office pick up at the end of the day.

Second offense: Short-term ISS (in school suspension)/confiscation/parent pick up.

Third offense: Long-term ISS/confiscation/parent pick up.

The district shall **not** be responsible for loss, theft, or destruction of electronic communication devices brought onto school property.

(Adopted July 2012)

STUDENT USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS (Board Policy [JS*](#))

The Internet and electronic communications (email, chat rooms and other forms of electronic communication) have vast potential to support curriculum and student learning. The Board of Education believes they should be used in schools as a learning resource to educate and to inform.

Use of the Internet and electronic communications requires students to think critically, analyze information, write clearly, use problem-solving skills and hone computer and research skills that employers demand. Use of these tools also encourages an attitude of lifelong learning and offers an opportunity for students to participate in distance learning

activities, ask questions of and consult with experts, communicate with other students and individuals and locate material to meet educational and personal information needs.

The Internet and electronic communications are fluid environments in which students may access materials and information from many sources, including some that may be harmful to students. While it is impossible to predict with certainty what information students might locate or come into contact with, the district shall take reasonable steps to protect students from accessing material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board. Students shall take responsibility for their own use of district technology devices to avoid contact with material or information that may be harmful to minors. For purposes of this policy, "district technology device" means any district-owned computer, hardware, software, or other technology that is used for learning purposes and has access to the Internet.

Blocking or filtering obscene, pornographic and harmful information

Technology that blocks or filters material and information that is obscene, child pornography or otherwise harmful to minors, as defined by the Board, shall be installed on all district computers having Internet or electronic communications access. Students shall report access to material and information that is inappropriate, offensive or otherwise in violation of this policy to the supervising staff member. If a student becomes aware of other students accessing such material or information, he or she shall report it to the supervising staff member.

No expectation of privacy

District technology devices are owned by the district and are intended for educational purposes at all times. Students shall have no expectation of privacy when using district technology devices. The district reserves the right to monitor, inspect, copy, review and store (at any time and without prior notice) all usage of district technology devices, including all Internet and electronic communications access and transmission/receipt of materials and information. All material and information accessed/received through district technology devices shall remain the property of the school district.

Unauthorized and unacceptable uses

Students shall use district technology devices in a responsible, efficient, ethical and legal manner.

Because technology and ways of using technology are constantly evolving, every unacceptable use of district technology devices cannot be specifically described in policy. Therefore, examples of unacceptable uses include, but are not limited to, the following.

No student shall access, create, transmit, retransmit or forward material or information:

- that promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons
- that is not related to district education objectives
- that contains pornographic, obscene or other sexually oriented materials, either as pictures or writings, that are intended to stimulate erotic feelings or appeal to prurient interests in nudity, sex or excretion
- that harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons in violation of the district's nondiscrimination policies
- for personal profit, financial gain, advertising, commercial transaction or political purposes
- that plagiarizes the work of another
- that uses inappropriate or profane language likely to be offensive to others in the school community
- that is knowingly false or could be construed as intending to purposely damage another person's reputation

- in violation of any federal or state law or district policy, including but not limited to copyrighted material and material protected by trade secret
- that contains personal information about themselves or others, including information protected by confidentiality laws
- using another individual's Internet or electronic communications account without written permission from that individual
- that impersonates another or transmits through an anonymous remailer
- that accesses fee services without specific permission from the system administrator

Security

Security on district technology devices is a high priority. Students who identify a security problem while using district technology devices must immediately notify a system administrator. Students should not demonstrate the problem to other users. Logging on to the Internet or electronic communications as a system administrator is prohibited.

Students shall not:

- use another person's password or any other identifier
- gain or attempt to gain unauthorized access to district technology devices
- read, alter, delete or copy, or attempt to do so, electronic communications of other system users

Any user identified as a security risk, or as having a history of problems with technology, may be denied access to the Internet, electronic communications and/or district technology devices.

Safety

In the interest of student safety and security, the district shall educate students and parents about appropriate online behavior, including cyberbullying awareness and response; and interacting on social networking sites, in chat rooms, and other forms of direct electronic communications.

Students shall not reveal personal information, such as home address or phone number, while using the Internet or electronic communications. Without first obtaining permission of the supervising staff member, students shall not use their last name or any other information that might allow another person to locate him or her. Students shall not arrange face-to-face meetings with persons met on the Internet or through electronic communications.

Vandalism

Vandalism will result in cancellation of privileges and may result in legal action and/or disciplinary action, including suspension and/or expulsion, in accordance with Board policy concerning suspension, expulsion and other disciplinary interventions. Vandalism is defined as any malicious or intentional attempt to harm, destroy, modify, abuse or disrupt operation of any network within the school district or any network connected to the Internet, operation of any form of electronic communications, the data contained on any network or electronic communications, the data of another user, usage by another user, or district technology device. This includes, but is not limited to, the uploading or creation of computer viruses and the use of encryption software.

Unauthorized content

Students are prohibited from using or possessing any software applications, mobile apps or other content that has been downloaded or is otherwise in the user's possession without appropriate registration and payment of any fees.

Assigning student projects and monitoring student use

The district will make reasonable efforts to see that the Internet and electronic communications are used responsibly by students. Administrators, teachers and staff have a professional responsibility to work together to monitor students' use of the Internet and electronic communications, help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals. Students shall have specifically defined objectives and search strategies prior to accessing material and information on the Internet and through electronic communications.

Opportunities shall be made available on a regular basis for parents to observe student use of the Internet and electronic communications in schools.

All students shall be supervised by staff while using the Internet or electronic communications. Staff members assigned to supervise student use shall have received training in Internet and electronic communications safety and monitoring student use.

Student use is a privilege

Use of the Internet and electronic communications demands personal responsibility and an understanding of the acceptable and unacceptable uses of such tools. Student use of the Internet, electronic communications and district technology devices is a privilege, not a right. Failure to follow the use procedures contained in this policy shall result in the loss of the privilege to use these tools and restitution for costs associated with damages, and may result in legal action and/or disciplinary action, including suspension and/or expulsion, in accordance with Board policy concerning suspension, expulsion and other disciplinary interventions. The school district may deny, revoke or suspend access to district technology or close accounts at any time.

Students and parents/guardians shall be required to sign the district's Acceptable Use Agreement annually before Internet or electronic communications accounts shall be issued or access shall be allowed.

School district makes no warranties

The school district makes no warranties of any kind, whether express or implied, related to the use of district technology devices, including access to the Internet and electronic communications services. Providing access to these services does not imply endorsement by the district of the content, nor does the district make any guarantee as to the accuracy or quality of information received. The district shall not be responsible for any damages, losses or costs a student suffers in using the Internet and electronic communications. This includes loss of data and service interruptions. Use of any information obtained via the Internet and electronic communications is at the student's own risk.

Note: The Primero Student Tablet Handbook and User Terms and Conditions Agreement Form will be sent home with students on the first day of school and must be signed and dated by both parents and students and returned to school by August 19 or within five (5) days of enrollment.

Primero School Organizational Chart

Board Policy [CCA](#)

District Taxpayer



Board of Education



Superintendent of Schools



Primero School

Principal

Athletic Director

Licensed Staff

Support Staff

PK-12 Students

Fiscal Management Services

Business Manager

Support Staff

Operations & Maintenance

Facilities Manager

Lead Custodians

Support Staff

Office Support Staff

Transportation

Supervisor

Support Staff

Office Support Staff

Food Services

Head Cooks

Support Staff

District Library

Media Specialist

District Technology

Technology Coordinator

Chain of Command when dealing with student issues is; 1. Teacher 2. Principal 3. Superintendent 4. Board of Education

CODE OF CONDUCT (Board Policy [JICDA](#))

In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in a school building, on district property, when being transported in vehicles dispatched by the district or the school, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board's policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board's violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board's policies prohibiting sexual or other harassment.
16. Violation of the Board's policy on nondiscrimination.
17. Violation of the Board's dress code policy.
18. Violation of the Board's policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district's ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

Student Transportation

The school district's transportation program shall be designed to get students who live an unreasonable walking distance from school to school and back in an efficient, safe and economical manner.

Unless the district is otherwise required to transport a student under applicable law, students who ride the school bus must weigh at least 40 pounds and be at least five years of age and enrolled in kindergarten.

General responsibility for the transportation system is vested in the transportation director. All other people engaged in the transportation program are responsible to that administrator.

It shall be the duty of the transportation director to provide the Board with regular reports and information regarding the efficiency and conduct of the transportation program.

The district shall operate its own fleet of buses and other types of vehicles as needed.

In the event the Board determines that the unreimbursed expenses associated with providing student transportation are impacting the budget for instructional programs, the Board may explore opportunities to offset those costs through imposition of a transportation fee in accordance with state law.

Alternatively, the district may submit to the voters the question of whether to impose a mill levy increase for the payment of excess transportation costs in accordance with state law. If the mill levy increase is approved, the revenues shall be deposited in the transportation fund.

The district shall waive any transportation fee for any student eligible for reduced price or free lunches as determined by federal regulations.

Student Conduct in School Vehicles (Board Policy [JICC](#))

The privilege of riding in a school vehicle is contingent upon a student's good behavior and observance of the student code of conduct and established regulations for student conduct both at designated school vehicle stops and on-board school vehicles.

The operator of a school vehicle shall be responsible for the safety of the students in the vehicle, both during the ride and while students are entering or leaving the vehicle. Students shall be required to conform to all rules concerning discipline, safety and behavior while riding in the school vehicle. It is the vehicle operator's duty to notify the supervisor of transportation and the school principal if any student persists in violating the established rules of conduct.

After due warning has been given to the student and to the student's parents/guardians, the principal may withhold from the student the privilege of riding in the school vehicle. Violation of district policies and regulations while in a school vehicle may also result in the student's suspension or expulsion from school, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

It is our responsibility to provide safe transportation for the students to and from school. In order to do this, it is the student's responsibility to follow the school rules set up to protect your child. These rules include:

Do

- Be on time and stand in line patiently
- Stay in line and walk quietly when entering/leaving the bus
- Respect the bus driver and follow the bus driver's instructions the first time they are given
- Keep hands, feet, books, objects to self
- Bring food or drink in backpack, go to the cafeteria, and eat there
- Keep voice level low
- Remain seated at all times

Don't

- Consume food or drink on the bus
- Yell or use abusive language on the bus (i.e., no swearing, rude gestures, cruel teasing, or put-downs to fellow students and drivers)
- Throw any objects in the bus
- Fight
- Destroy anything on the bus
- Bring anything alive or dangerous (i.e., live animals, glass containers, or sharp objects)
- Bring tobacco products of any kind or alcohol on the bus or school property
- Bring weapons or facsimiles of any kind

All school rules are in effect while students are on the bus

School transportation presents a special set of circumstances that require a separate set of rules above and beyond normal school rules.

Please note that if a student violates any of the school rules for bus conduct the following procedure shall be followed:

- **First Offense:** The bus driver shall write up the student. The student will meet with the principal and receive a verbal and written warning. Parents/guardians will be notified. The incident will be documented.
- **Second Offense:** The student shall be written up by the bus driver. This will result in an automatic ONE-WEEK SUSPENSION FROM THE BUS. Parents/guardians will be notified. Parents must provide transportation for the student during this time. A meeting with the student, parent/guardian, transportation director, and principal to develop a behavior plan for the bus will be required before the student is allowed to ride the bus again. Other progressive school disciplinary consequences may apply. The incident will be documented.
- **Third Offense:** The bus driver shall write up the student. The student shall lose their bus privileges for the REMAINDER OF THE SEMESTER. Parents/guardians shall be notified. A meeting with the student, parent/guardian, transportation director, and principal to review and modify the behavior plan for the bus will be scheduled before the student is allowed to ride the bus again. Other progressive school disciplinary consequences may apply.
- **Fourth Offense:** The student shall be written up by the bus driver. The student shall lose bus privileges for ONE CALENDAR YEAR. Parents/guardians shall be notified. Other progressive school disciplinary consequences may apply. A meeting with the student, parent/guardian, transportation director, and principal must occur before the student is allowed to ride the bus again after one year. A revised behavior plan shall be in force.

Note: Severe infractions (i.e., weapons, drugs, fighting, etc.) escalate the steps of consequences and could result in suspension and/or expulsion according to school board policy.

*****STUDENTS COMMITTING VANDALISM ON A BUS WILL BE REQUIRED TO PAY FOR DAMAGES*****

Questions about the transportation rules and disciplinary procedures should be referred to Mrs. Duranl 719-868-2715.

BEHAVIOR EXPECTATIONS FOR NON-CLASSROOM AREAS

The Primero School District worked to define expectations for non-classroom areas. Teachers should still plan on adopting and following their own rules and expectations for the classroom.

Assembly Expectations

- Enter/leave the assembly area quietly
- Voice level silent
- Keep your hands and feet to yourself
- Listen at all times
- Respect presenters/others enjoying the assembly

Athletic Trip Expectations

- Voice level silent/low/medium (teacher discretion)
- Represent your school in an appropriate manner
- Treat everyone with respect
- Follow all rules and instructions set forth by your bus driver and coach
- Leave area clean and free of any trash

Cafeteria Expectations

- Enter/leave the cafeteria in a quiet, orderly manner
- Walk – never push or run
- Voice level low
- Raise your hand when you need something and do not leave your seat without permission
- Keep hands, feet, and food to yourself
- Eat only in the cafeteria/designated area; clean up after yourself (including food that is on the floor)
- DO NOT PLACE GUM ON YOUR TRAY
- No glass containers are allowed

Hallway Expectations

- Walk quietly on the right side of the hall
- Keep your hands and feet to yourself
- Respect materials on the wall
- Be careful when turning corners
- Return to your classroom in a promptly

Office Expectations

- Wait in line patiently for assistance
- Treat office staff with respect
- Do not enter the office without permission
- Wait quietly in the lobby area before/after school
- Return to your classroom promptly



Resource Room Expectations

- Voice level silent/whisper
- Walk quietly in the Resource Room
- When needing adult assistance, stand patiently in line and wait respectfully to be acknowledged
- Speak quietly with teachers and classmates
- Take care of business promptly and use your time effectively
- Treat all library book and materials with respect
- Keep your hands and feet to yourself
- Help keep the media center clean and orderly

Restroom Expectations

- Voice Level low
- Keep restrooms clean
- Respect others that are using the restroom
- One student from each class is allowed to use the restroom at one time unless it is an emergency situation
- Return to the classroom promptly

BULLYING PREVENTION AND EDUCATION (Board Policy [JICDE*](#))

Statement of Purpose

The Board of Education supports a secure and positive school climate, conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

Bullying and other behaviors as defined below are prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.

Prohibited Behavior

- Bullying
- Retaliation against those reporting bullying and/or other behaviors prohibited by this policy
- Making knowingly false accusations of bullying behavior

Definitions

Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental, or emotional harm to another person. Bullying can occur through written, verbal, or electronically transmitted expressions (i.e., cyberbullying) or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of their academic performance, on the basis of their weight, height, or body size, or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, family status, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.

Retaliation is an act or communication intended as retribution against an individual who reports an act of bullying. Retaliation can also include knowingly making false accusations of bullying or acting to influence the investigation of, or the response to, a report of bullying.

False accusations of bullying are those made knowingly by an individual or group of individuals with the purpose of causing harm to another individual and which are false.

Prevention and Intervention

The superintendent will develop a comprehensive program to address bullying at all school levels and will ensure that the program is consistently applied across all students and staff. The program will be aimed toward accomplishing the following goals:

1. To send a clear message to students, staff, parents, and community members that bullying and retaliation against a student who reports bullying will not be tolerated.
2. To train staff on an annual basis in taking proactive steps to prevent bullying from occurring, which includes but is not limited to, training on the bullying prevention and education policy, how to recognize and intervene in bullying situations, and positive school climate practices.

3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
5. To foster a productive partnership with parents and community members in order to help maintain a bullying-free environment across settings.
6. To support targets of bullying through a layered continuum of support that includes, but is not limited to, individual and peer counseling.
7. To help develop peer support networks, social skills, and confidence for all students.
8. To support positive school climate efforts that clearly define, teach, and reinforce prosocial behavior. This includes intentional efforts to promote positive relationships between staff and students as well as students with other students.
9. To designate a team of persons at each school who advise the school administration on the severity and frequency of bullying. The team of persons at the school may include, but need not be limited to, school resource officers, social workers, school psychologists, health professionals, mental health professionals, members of bullying prevention or youth resiliency community organizations, counselors, teachers, administrators, parents, and students.
10. To survey students' impressions of the severity and frequency of bullying behaviors in their school.
11. To include students in the development, creation, and delivery of bullying prevention efforts as developmentally appropriate.
12. To provide character building for students that includes, but is not limited to, age-appropriate, evidence-based social and emotional learning as well as information on the recognition and prevention of bullying behaviors.

The district's comprehensive program to address bullying will incorporate provisions for adequate due processes and safeguards for students accused of bullying behaviors, in accordance with applicable law and Board policy.

Reporting

Any student who believes they have been a victim of bullying and/or other behaviors prohibited by this policy, or who has witnessed such bullying and/or other prohibited behaviors, is strongly encouraged to immediately report it to a school administrator, counselor, or teacher.

Investigating and Responding

As part of the superintendent's comprehensive program to address bullying, procedures will be developed with the goal of immediate intervention and investigation in response to reports of students engaged in bullying and/or other behaviors prohibited by this policy. Procedures will include, to the extent appropriate as determined by the investigator and designated administrator, and in accordance with applicable law and local school board policy and procedures, notification to parents/guardians of the results of bullying investigations and their right to appeal investigatory findings to the district.

Supports and Referrals

As part of the superintendent's comprehensive program to address bullying, procedures will be developed with the aim

toward accomplishing the following goals:

- Initiate efforts to change the behavior of students engaged in bullying behaviors.
- Support targets of bullying in ways that avoid increasing their likelihood of discipline.
- Support witnesses of bullying.

A student who engages in any act of bullying, retaliation, and/or other behaviors prohibited by this policy is subject to appropriate disciplinary action including but not limited to suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior will be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment will be subject to investigation and discipline under related Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under Board policies and procedures regarding unlawful discrimination and harassment.

SAFE-2-TELL

The *Safe-2-Tell* Hotline is available for students to make an anonymous report if they witness threatening behaviors or activities endangering them or someone they know. *Safe-2-Tell* can be reached at 1-877-542-7233 or by submitting a tip through the following website [Safe2Tell](#) .

PRIMERO SECONDARY DISCIPLINE MATRIX (Board Policy [JK](#) and [JK-R](#))

INFRACTION	INCIDENT 1	INCIDENT 2	INCIDENT 3	INCIDENT 4
Arson/Combustibles / Fireworks	3 OSS and/or Expulsion Referral to local law enforcement			
Assault	3 OSS and/or Expulsion Referral to local law enforcement			
Blatant disrespect/Abusive language/threat to employee	3 OSS	5 OSS	9 OSS/Expulsion	
Bomb Threat /Acts of Terrorism	3 OSS Expulsion Referral to local law enforcement			
Cell phone misuse Electronic Device Misuse (Teachers may utilize a drop-box in their classroom for students to store their cell phones during class)	Confiscation Lunch detention Office Pickup Student will be required to sign a cell phone contract	Confiscation Short term ISS Parent Pick up Contract	Confiscation Long term ISS Parent pick up	
Cheating/Plagiarism	Teacher imposed academic consequences Teacher , parent, and student communication Referral to Principal for documentation Lunch detention	Teacher imposed academic consequences Teacher is to communicate incident with both parent and student Referral to Principal for short term ISS	Teacher imposed academic consequences Teacher is to communicate incident with both parent and student Referral to Principal for 3 OSS	
Misuse of technology (chromebook)	Written warning Lunch detention Device suspension	Short term ISS Suspension from device	Long term ISS Suspension from device	
Destruction of school property/Vandalism Misuse of property	Restitution Short term ISS/ Long term ISS	3 OSS	5 OSS	9 OSS/ Expulsion

Display of affection	Warning (document) Lunch Detention	Short term ISS	Long term ISS	
Profanity	Written warning Lunch detention ISS	1 – 3 ISS	3 – 5 OSS	5 – 10 OSS
Sexual harassment Immoral Conduct	Written warning Short term ISS Counseling Referral to local law enforcement Expulsion	Long term ISS Counseling 3 OSS Referral to local law enforcement Expulsion		
Sexual Assault	3 OSS Expulsion Referral to local law enforcement			
Social Media Misuse	Warning/ISS	1-3 ISS	3-5OSS	5-10 OSS
Tardies – After 3 in any class – Quarter	Lunch Detention (Each additional tardy will result in an added lunch detention)	At 6 tardies: Short term ISS Tardy Contract *Attendance policy		
Theft	Restitution Short terms ISS Referral to local law enforcement Expulsion	Restitution 3 OSS Referral to local law enforcement Expulsion		
Tobacco Violation/ALCOHOL- DRUG PARA	Short term ISS	3 – 5 OSS	5 – 10 OSS	5-10 OSS/Expulsion
Weapons (real or simulated)	3 OSS Expulsion Referral to local law enforcement			
Unauthorized Area	Written warning Lunch Detention Short term ISS	Short term ISS	Long term ISS	
Detrimental behavior/ Insubordination/ lack of cooperation/ disrespect	3OSS	5OSS	9 OSS/Expulsion	
Dress code violation	Required to change Parents bring appropriate clothing Written documentation	Short term ISS Contract	Long term ISS	

Fighting	3 OSS Referral to local law enforcement	3 – 5 OSS	5 – 10 OSS	5 – 10 OSS Expulsion
Extortion	3 OSS Referral to local law enforcement Expulsion			
Fighting-Encouraging Bullying, Harassment, Intimidation	Short term ISS Written documentation 3OSS	3 – 5 OSS	5 – 10 OSS/Expulsion	
Truancy	"0" for work missed	"0" for work missed 2 ISS	"0" for work missed 3 OSS	"0" for work missed 5-10 OSS/Expulsion
Reckless/Careless driving	Written warning Parent contact	Ticket issued	Privilege revoked	
Gang Affiliation display	3 OSS Referral to local law enforcement	5 OSS	5 – 10 OSS	5 – 10 OSS Expulsion
Alcohol / Drug Violation/Paraphernalia	3 OSS Referral to local law enforcement Expulsion/classes 10 OSS			
Alcohol/Drug Distribution	Expulsion Referral to local law enforcement			
Insubordination/ Lack of cooperation/ Defiance/Disruptive behavior Disrespect	Written warning Lunch detention/ISS	1 – 3 ISS	3 – 5 OSS	5 – 10 OSS

Elementary Discipline Matrix

For infractions not listed on the Elementary Matrix, refer to the Discipline Matrix for Secondary Students

INFRACTION	INCIDENT 1	INCIDENT 2	INCIDENT 3	INCIDENT 4
Arson/Combustibles / Fireworks	3 OSS and/or Expulsion Referral to local law enforcement	Expulsion		
Assault	3 OSS and/or Expulsion Referral to local law enforcement	Expulsion		
Blatant disrespect/Abusive language/threat to employee	1-3 ISS	3-5 OSS, threat assessment, meeting with parents	5-10 OSS, Expulsion	
Bomb Threat /Acts of Terrorism	Threat assessment, 3-5 OSS, REFERRAL TO, EXPULSION			
Cell phone misuse	Confiscation Lunch detention Office Pickup Student will be required to sign a cell phone contract	Confiscation Short term ISS Parent Pick up Contract	Confiscation Long term ISS Parent pick up	
Cheating/Plagiarism	Teacher imposed academic consequences Teacher , parent, and student communication Referral to Principal for documentation Lunch detention	Teacher imposed academic consequences Teacher is to communicate incident with both parent and student Referral to Principal for short term ISS	Teacher imposed academic consequences Teacher is to communicate incident with both parent and student Referral to Principal for 3 OSS	
Misuse of technology (chromebook)	Written warning Lunch detention Device suspension	Short term ISS Suspension from device	Long term ISS Suspension from device	
Destruction of school property/Vandalism Misuse of property	Lunch Det and/or No Recess 1 day	1 week No Recess	1-3 days ISS, meet w/ parents	4-8 days OSS, re-entry meeting
Display of affection	Warning	Warning, powerschool entry	lunch or recess detention, meeting w/ parents	
Profanity	Warning, lunch/recess	2-4 Lunch/recess detention	1-3 ISS, meeting with parents	3-5 OSS

	detention 1 day			
Sexual harassment Immoral Conduct	Written warning Short term ISS Counseling Referral to local law enforcement Expulsion	Long term ISS Counseling 3 OSS Referral to local law enforcement Expulsion		
Sexual Assault	3 OSS Expulsion Referral to local law enforcement			
Social Media Misuse	Warning	Lunch/recess detention 1-2 days	1-3 ISS, meeting with parents	
Tardies – After 3 in any class – Quarter	Lunch Detention (Each additional tardy will result in an added lunch detention)	At 6 tardies: Short term ISS Tardy Contract *Attendance policy		
Theft	Restitution, 1-3 lunch/recess detention	Restitution, 1-3 ISS	Restitution, 4-5 OSS, meet with parents, expulsion	
Tobacco Violation/ALCOHOL- DRUG PARA	1-3 ISS	3-5 OSS, reentry with parents	5-10 OSS	5-10 OSS, Expulsion
Weapons (real or simulated)	3-5 OSS, REFER TO LE, EXPULSION	EXPULSION		
Unauthorized Area	Written warning Lunch Detention Short term ISS	Short term ISS	Long term ISS	
Detrimental behavior/ Insubordination/ lack of cooperation/ disrespect	Lunch and/or recess detention	1 week Lunch/recess detention	1-3 ISS meeting with parents	3-5 OSS
Dress code violation	warning-change clothes	1-3 lunch/recess det, change clothes	1-3 ISS meeting with parents	
Fighting	1-3 ISS	3-5 OSS	5-10 OSS	5-10 OSS/EXPULSION
Extortion	3 OSS	Expulsion		
Fighting-Encouragin g Bullying, Harassment, Intimidation	Short term ISS Written documentation 3OSS	3 – 5 OSS	5 – 10 OSS/Expulsion	

The administrator will notify the parents/guardians of any disciplinary action. Students with disabilities who have Individual Education Plans (IEPs) will not be suspended for more than 10 days per school year without a manifestation determination hearing being conducted by the IEP team.

PRIMERO SCHOOL ACTIVITIES/ATHLETICS

The purpose of the activities/athletics contract is to set guidelines for students grades 6-12 involved in extracurricular activities. These guidelines are to be followed at all times during the entire year - 365 days (366 days on a leap year).

It is understood that participation in any extra-curricular activity is voluntary and constitutes a privilege and not a right. Due to the representative status of these activities, certain expectations or standards may exceed those applied to academic expectations. The following rules of conduct apply to all students participating in extracurricular activities. As used throughout this contract, the term "athlete or athletic" shall apply to all students and activities governed by the Colorado High School Activities Association and the Primero School District.

ELIGIBILITY

- a. Eligibility will be determined on a weekly basis.
- b. Grades will be based on the following grading scale:

A	90-100
B	89-80
C	79-70
D	69-60
F	59 and below

- c. Beginning the third week of each semester and weekly thereafter eligibility will be pulled at 9:00 a.m. on Monday morning and the following will apply:
 - 1) Failing, a student with an F average
 - 2) Any student failing one class or having two or more D's will be ineligible for that week.
 - 3) If the failing status continues in any combination of classes for three consecutive weeks, then the student may be dismissed from the team per coaches discretion.
 - 4) Any student declared to be ineligible will have notices and/or a phone call sent to their parents.
 - 5) Eligibility will cover all extracurricular activities offered by this district including homecoming activities, prom, and any other extracurricular events.
 - 6) Ineligible students/athletes **WILL NOT** be allowed to attend **ANY** school sponsored extracurricular activity (including homecoming activities and prom) for that said time of ineligibility.
 - 7) Ineligible students will be placed in ZAPPED during Target Time.

ZAPPED (Zero's Aren't Permitted)

- First line of defense in holding students accountable for work completion.
- Academic intervention programs developed to hold students accountable for missing assignments and/or poor grades. Any student performing in any class at a level below a D (60%) when eligibility is run on Monday morning will automatically be included in the Zapped roster. These students will spend Target Time with teachers, working on assignments to bring their grades up.
- Students will be considered "Zapped" until the next grade check is performed—requiring a one week minimum stay in the program.
- ATHLETES MAY BE PULLED FROM PRACTICE TO COMPLETE THE ASSIGNMENT.

Athletic/Activities Requirements

- Abide by all CHSAA rules and bylaws
- Students must attend school all day on the day of an extracurricular event, such as a sport, concert, or play in order to attend or participate in that event. A student who is absent, regardless of the reason for the absence, may not participate in any extracurricular activities that day unless approved by administration.
- If an athlete has an unauthorized absence from school on the day of or the day before the scheduled event, he/she will not be allowed to participate.
- If an athlete is injured and attending school, the athlete will be required to make arrangements with the head coach regarding his/her responsibilities concerning practice.
- **The athlete must comply with Primero School Districts "Player Dress-up Day." Male athletes must wear slacks or dress pants, a Polo shirt or collared shirt, and a tie. The shirt must be tucked in at all times, and the entire tie must be visible at all times. Female athletes must wear dress slacks or skirts with a polo shirt or dress shirt/blouse; dresses are also acceptable. No denim or denim-like material of any kind; no clothing with rips, tears, or holes of any kind will be allowed. On travel days or weekend home games, teams may wear their teams "team attire," which consists of a team shirt and black slacks or black skirt. ALL CLOTHING WILL MEET THE PRIMERO DISTRICT'S DRESS CODE. Coaches and administration will enforce dress code.**
- Taunting, teasing, cursing, arguing, bullying, or fighting will not be tolerated within the team or towards the competition or the umpires/referees. These behaviors will be dealt with immediately and severely up to and including being removed from the team. Remember, "*Cheer for your team, not against your opponent.*"
- A suspension or expulsion will result from conduct not appropriate for a Primero athlete. Recommendations will be made by the coach and/or Athletic Director and reviewed by the Superintendent.
- All athletes will sign-in and watch the SPORTSMANSHIP video provided by CHSAA in a group meeting held by the coach/coaches. This video will be required viewing by all athletes prior to the beginning of the season.

Substance Abuse

The athletes must follow the school's student handbook policy for substance abuse. During the year an athlete shall not:

- Consume a beverage containing alcohol or use illegal drugs
- Consume, have in possession, buy, sell, or give away any controlled substance or illegal drug which includes any and all forms of tobacco

Penalties

The Athletic Director may determine the level of infraction and can use any and all of the following as a recommendation to the Superintendent involving the athlete being suspended:

- For a specific period of time
- For sports season
- For a calendar year
- From any further participation at Primero School District

Transportation

All athletes and coaches will board the bus at school prior to leaving for the event and returning from the event. Athletes may board at a predetermined site in Trinidad if it is a weekend contest. The head coach will take attendance at both locations. At the end of the activity players may be released to parents/legal guardians once the parents/legal guardians have signed their athlete out with the coach. If an athlete is to be released to another adult or relative, the parent/legal guardian must submit a note to the office prior to leaving for the activity. Siblings who are still in school will not be allowed to drive the athletes home from the activity without written consent from the parents/guardians. If the parent/guardian is not present or has not submitted written consent for the athlete to leave with another adult or sibling, the athlete will return on the bus with the coach and the team.

Communication

Coaches have complete control of line-ups, number of players on the team, playing time, and position assignments. Throughout the season, some decisions will be made by coaches which may not be the same as athletes or parents

would have made. Opinions are valued, but at the same time, they will not dictate what goes on in the program. Coaches are not to be approached at the activity. Parents/guardians can set up a meeting with the Athletic Director which would also include the coach.

Lettering Criteria

Lettering in any sport will be a collaborative decision made by the Head Coach and the Athletic Director of Primero. Athletes must make every effort to attend all practices, contests, and events pertaining to their sport. Only with prior, written, verified approval by the Athletic Director and School Administrator will an exception be considered.

Excused/Unexcused Absence

An absence from practice must be cleared with the **HEAD COACH** before the absence occurs. Only in an emergency situation will a student report an absence to either the Athletic Director or an assistant coach. Individual coaches can communicate however they feel is most effective when holding practice on non-school days. A doctor's /dentist's note must accompany the student to school in order for the absence to be excused, or the school or coach must be informed by the parent/guardian on the same day of the illness. Any absence, even an excused absence, MAY prohibit an athlete from being in the starting lineup for the next scheduled event. Each **HEAD COACH** will have different ways of handling their players' absence during the season. Each **HEAD COACH** will hold his/her own team meeting at the beginning of each season and explain the procedures for dealing with unexcused/excused absences.



PRIMERO SCHOOL ATTENDANCE POLICY

Regular and punctual attendance is of utmost importance for school interest, social adjustment and scholastic achievement and is an educational requirement of all classes at Primero School. Frequent absences may lead to poor academic work, lack of social development, and possible academic failure. No single factor may interfere with a student's progress more quickly than recurrent tardiness or absence. All absences have a negative effect on instructional continuity, regardless of the cause of the absence or the attempts to make up the work missed.

Primero students are expected to be on time and in attendance every day school is in session. Primero students are expected to attend school from the first day through the last scheduled day; vacations during school days are discouraged. Parents or guardians are urged to make every effort to schedule travel plans during times when school is not in session.

Students who have good attendance generally achieve higher grades, enjoy school more and are more employable after leaving school. For at least these reasons, the Board believes that a student must satisfy two basic requirements in order to earn full class credit: (1) satisfy all academic requirements and (2) exhibit good attendance habits as stated in this policy.

Whether or not credit will be granted, students must attend school according to the Compulsory Attendance Law of Colorado. According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

*****Please see Board Policy [JH](#): Student Absences and Excuses*****

Notification of Absences by Parent to School

(An absence is any time missed from school, ranging from one class period to a full day.)

Parents/guardians have the responsibility to contact the office on the day of a student's absence due to illness or emergency and on any subsequent day of illness. Please contact the office by 9:00 a.m. Parents/guardians should also notify the office at least five days prior to the first day of a series of anticipated absences (see ***Arranging for Work Prior to an Absence***). If the parent/guardian must be out of town, he or she is responsible for notifying the office in writing as to who will have the authority to excuse student absences. Parent/guardian must provide dental/medical verification (One ILL excused day without a doctor's note will be permitted per semester). Provide legal verification. Provide verification of death of immediate family member.

Release During the School Day

If a student must leave during the school day, the parent/guardian should meet the child at the office and sign the student out. For reasons of safety, students will not be released except to their parents/guardians or someone who has been designated in writing by the parents/guardians. If a student returns to school after being released, (s)he must check in at the office and pick up a late pass before going to class.

Student Dismissal Precautions (Board Policy JLB)

The school district shall take reasonable steps to ensure the health and safety of its students during the school day. Therefore, each school shall set up procedures to validate requests for early dismissal so that students are released only for proper reasons and into proper hands.

Under no circumstances shall staff dismiss a student from school prior to the end of the school day or into any person's custody without the direct prior approval and knowledge of the building principal or designee.

The principal or designee shall not excuse a student under the age of 18 before the end of a school day without a request from the student's parents/guardians. In keeping with this policy:

1. A student shall not be released from school early on the basis of an invalidated telephone call.
2. Students of divorced or legally separated parents may be released to a noncustodial parent only upon the approval of the custodial parent.

An elementary student shall be sent home only with a parent/guardian or, if the parent/guardian is not available, with another authorized adult.

Additional precautions shall be taken by the principals as needs arise.

*****Primer School is a closed campus. Once students are on school grounds they are required to stay unless signed out by a parent/guardian/written designee.*****

Notification of Absences by School to Parent

School personnel are responsible for communicating with the home regarding unexcused student absences or excessive excused absences. When a student is absent from school and no contact has been received from parents or guardians, the office will make reasonable efforts to promptly inform parents of the absence by the automated phone system or personal phone call.

Absences

The following procedures will be followed for absences:

Parents will call the school between 7:30 a.m. and 9:00 a.m. to indicate that the student is absent and the reason for the absence during the day. If parents do not call, they will send a note to the school on the day that their student returns.

Please note: Calling or sending a note for your student's absence(s) does not automatically excuse the absence. If a student is ill, a doctor/medical excuse is required after three consecutive days of absence. Otherwise, students will only be allowed 1 excused day of illness per semester.

The following reasons will be considered acceptable reasons for an excused absence.

A student who is:

- Professional appointments, doctors, dentists, etc. provided student returns with a medical note from the doctor.
- Temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis (Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.)
- Death in the immediate family
- Absent for an extended period due to physical, mental, or emotional disability
- Pursuing a work-study program under the supervision of the school
- Attending any school-sponsored activity or activities of an educational nature with advance approval by the administration
- Suspended or expelled
- In out-of-home placement (as that term is defined by C.R.S. 22-32-138(1) (e)), absences due to court appearances and participation in court-ordered activities shall be excused (The student's assigned social worker shall verify the student's absence was for a court appearance or court-ordered activity.)

As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical sources.

*****Any student who presents a falsified note will automatically be subject to discipline (see Forgery)*****

Unexcused Absences update policy

(An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence shall be entered on the student's record.)

- **3 unexcused absences = 3-day warning letter:** Parent will receive a phone call and letter from the school indicating that the student has missed three days of school as a warning that the student is nearing the loss of credit, attendance plan, and/or truancy proceedings.
- **5 unexcused absences = 5-day warning letter:** Parents will receive a phone call and letter from the school explaining that the student has missed five days of school and reminding the parent of the importance of regular school attendance. The parent will be encouraged to meet with the son or daughter's Counselor/Principal to discuss attendance and to be put on an attendance contract

The administration shall develop procedures to implement appropriate penalties. Students and parents/guardians may petition the Board of Education for exceptions to this policy provided that no exception shall be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

Before judicial proceedings are initiated to enforce compulsory attendance, the maximum number of absences a student may incur is 4 days/month or 10 days during the school year. The absenteeism count will not start over each semester but carry over the entire year.

CHRONIC ABSENTEEISM

When a student has an excessive number of absences, these absences negatively impact the student's academic success. For this reason, a student who has 14.5 **total** absences (both excused AND unexcused) in a school year may be identified as "chronically absent" by the principal or designee. Absences due to suspension or expulsion shall not be counted in the total number of absences considered for purposes of identifying a student as "chronically absent."

If a student is identified as "chronically absent," the principal or designee shall develop a plan to improve the student's attendance. The plan shall include best practices and research-based strategies to address the reasons for the student's chronic absenteeism. When practicable, the student's parent/guardian shall participate in the development of the plan. The plan shall include but not be limited to the following:

- **8th day absence = Phone call and letter:** Parents/guardians will receive a phone call from the school informing them that their son/daughter has missed eight days of school. A pre-litigation letter will be sent home from the school stressing to the parent/guardian the importance of regular school attendance and that they are close to being in violation of the School Attendance Law.
- **10th day absence = Phone call, certified letter:** Parents/guardians will receive a certified letter informing them that they are in violation of the attendance contract and School attendance Law of 1963, Colorado Revised Statutes §§22-33-107 to 110 ("School Attendance Law of 1963") from the school informing them that their son/daughter has missed 10 days of school **Because of the contract violation, a notice of court proceedings and truancy filing with the Las Animas County will be sent to the parent through certified mail.**
- Nothing herein shall require the principal or designee to identify a student as "chronically absent" prior to declaring the student as a "habitual truant" and pursuing court proceedings against the student and his or her parents/guardians to compel the student's attendance in accordance with state law.

Arranging for School Work Prior to an Absence

If an absence of at least two days is planned, families should notify the office at least five school days in advance of the absence, and the student/parent should request work from the student's teachers. Students must pick up their homework packets from their teachers on the day prior to their absence. Without such notice, students will have to wait until their return to school to receive missed work and materials. In any case, students must check with their teachers upon returning to school for any additional missed materials and/or to schedule make-ups.

Make-Up Work

Make-up work shall be provided for any class in which a student has an excused absence unless otherwise determined by the building administrator or the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments upon returning to each missed class. There shall be 1 make-up day allowed for each day of absence.

Make-up work shall be allowed following an unexcused absence or following a student's suspension from school with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by the building administrator.

Unless otherwise permitted by the administrator, make-up work shall not be provided during a student's expulsion. Rather, the district shall offer alternative education services to the expelled student in accordance with state law. The district shall determine the amount of credit the expelled student will receive for work completed during any alternative education program.

School Related Activities

Involvement in school related activities causing a student to miss an occasional class will not be considered an absence. However, students are still responsible for work missed.

Tardiness

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, appropriate penalties may be imposed for excessive tardiness. Parents/guardians shall be notified of all penalties regarding tardiness.

In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy. The provisions of this policy shall be applicable to all students in the district including those above and below the age for compulsory attendance as required by law.

Students who arrive to class after 7:45 a.m. or who are late to any class during the school day will be considered tardy regardless of the reason for arriving late other than for medical reasons. A student who is 15 minutes tardy for any class will be considered unexcused absent or truant from that class.

- Three unexcused tardies in a quarter = 1 lunch detention; any tardy after will be equivalent to lunch detention up to 5 tardies or 5 lunch detentions
- Six unexcused tardies in any class in a quarter = 2 days ISS
- Eight unexcused tardies in a quarter = One unexcused absence in the period of tardies and four days ISS and will follow the truancy protocol.

15x15 Rule

No students will be allowed outside of class for any reason other than an emergency during the first 15 minutes and the last 15 minutes of class.

Hall Passes

No student shall be allowed in the halls during classes without a hall pass nor should students be allowed to go to other classrooms they are not assigned to during that hour. Teachers should not send a student on an errand without a pass.

Truancy

According to state law, every child who has reached the age of 6 years and is under the age of 17 shall attend public school. It is the parent's responsibility to see that the child complies with this law. The law provides that a legal petition must be filed when a student establishes a pattern of truancy. Students absent without the consent of a parent and the school administration are considered truant. Repeated truancy may be cause for interagency follow-up and legal action through the truancy court process. Students are truant if they: leave school for any reason without approved check out in the office, are absent from school without parent and school administrative permission; are absent from individual classes without administrative permission; obtain a pass to go to a certain place and do not report; become ill and go home without authorization or stay in the restroom instead of reporting to the office; or come to school but do not attend classes. Students who are truant will receive a "0" for work missed and will not be allowed to make up the work.

Habitually Truant Students: The Attendance Officer and/or Truancy Advocate shall make reasonable efforts to notify the student and the parent or guardian to review and evaluate the reasons for the child's absences. Appropriate consequences may be applied when there are repeated unexcused absences, including disciplinary measures, the imposition of academic sanctions, and/or the initiation of court proceedings to enforce the requirements of the Colorado School Attendance Law. Whenever a student's educational progress becomes affected because of absence, the attendance officer shall notify and attempt to meet with the parent or guardian so that planning for remediation may occur. The plan shall be at the Principal's discretion.

- 1st offense = Warning
- 2nd offense = Referral to truancy court
- 3rd offense = Follow up in truancy court
- 4th offense = Prosecution in truancy court

Final Exam Attendance Policy

It is expected that all Primero students attend school during finals which are usually scheduled during the last week of the semester. Please **do not** plan trips during these times. Nevertheless, if a student will miss one or more days of school during finals, written notification must be given to the office **at least two weeks prior to the absence** to allow teachers time to prepare appropriate final activities for that student. This may include taking the final early, taking another version of the final, or completing an alternate task at the teacher's discretion. If such absences bring a student beyond the allowable six days in a semester or if the office is not notified within the appropriate time, the absence will be considered unexcused and no credit will be given for the final exam.

Perfect Attendance

Perfect attendance is defined by Primero School as not missing any school each semester and physically being in attendance every day each semester 7:40 am to 4:05 pm. If a student has a verifiable excuse, the absence will be excused; **however, the absence will be counted against their perfect attendance.**

PRIMERO RE-2 SCHOOL DISTRICT GRADUATION REQUIREMENTS

24 UNITS (Board Policy [IKF](#))

In pursuit of its mission to ensure that all students reach their learning potential, the Board of Education has established the following graduation requirements.

District academic standards

To receive a high school diploma from the district, students must meet or exceed the district's academic standards.

Graduation from high school is a culminating event that results from the foundations built at the elementary and middle levels. Graduation is a collaborative effort among levels in a student's public school career. Each level of school and each staff member or parent/guardian who instructs or counsels a student shares responsibility for the ultimate ability of that student to demonstrate proficiency in the district's academic standards and to meet the expectations for graduation.

Units of credit needed

A total of 24 credits earned during grades nine through 12 are required for graduation. A credit is defined as the amount of credit given for the successful completion of a course which meets four days per week for a minimum of 240 minutes weekly for at least 36 weeks or the equivalent. Successful completion means that the student obtained a passing grade for the course.

The district calculates credits in half and full credit amounts. A half-credit is generally awarded to a student who passes a semester course. A full credit is generally awarded to a student who passes a year-long course. Quarter credits may be used in transfer situations for elective credits only.

Subject Area	Credit
English	4
Math	3
Social Studies	3
Science	3
Foreign Language (Recommend 2 years if applying to a 4 year college)	1

Physical Education:*	1
*Students may earn one-third (1/3) credit per CHSSA approved sport participation for a maximum of three sports per school year, resulting in one full academic credit for physical education. Mandatory regular physical education classes shall be scheduled for all high school students not participating in a CHSSA approved sport. In order for credit to be granted, the student/athlete shall complete the entire CHSSA approved sport for that season.	
Economics/Personal Finance	1
Electives	8
TOTAL	24

Required credits/courses College courses, with the approval of a counselor and the principal, may be approved for high school credit.

Approved correspondence courses may be taken with the approval of the principal for make-up credit only.

Night-school courses approved by a counselor and the principal may be taken for high school credit.

Independent study, work experience and experienced-based programs approved by a counselor and the principal may be taken for high school credit upon presentation of an instructional outline and objectives to be monitored by a faculty member.

Credit from other institutions and home-based programs

All students entering from outside the district must meet the district graduation requirements. The principal shall determine whether credit toward graduation requirements shall be granted for courses taken outside the district. Students who are currently enrolled in the district and wish to obtain credit from outside institutions, or through “online” programs, must have prior approval from the principal.

The district shall accept the transcripts from a home-based educational program. In order to determine whether the courses and grades earned are consistent with district requirements and district academic standards, the district shall require submission of the student’s work or other proof of academic performance for each course for which credit toward graduation is sought. In addition, the district may administer testing to the student to verify the accuracy of the student’s transcripts. The district may reject any transcripts that cannot be verified through such testing.

Credit from a dropout recovery program

In accordance with applicable state law, college courses completed pursuant to the student’s participation in a “dropout recovery program” shall count as credit toward completion of the district’s graduation requirements. A student seeking

to enroll in a dropout recovery program shall work with his or her high school principal or designee in selecting college courses.

NOTE: STUDENTS WILL BE CHARGED A FEE OF UP TO \$100 FOR FAILING OR NOT FINISHING A CREDIT REDEMPTION CLASS.

Class rankings and grade point averages

Graduating seniors shall be ranked on the basis of grade-point averages for the four-year program, excluding the last semester of the senior year.

Grades for regular classes will be given the following values: A = 4; B = 3; C = 2; D = 1; F = 0. The grading percentages are 90-100% = A; 80-89% = B; 70-79% = C; 60-69% = D; below 60% = F.

Grades for advanced placement classes will be given the following values: A = 5; B = 4; C = 3; D = 2; F = 0.

After a course has been passed, no future grade earned in the same course shall be used to determine class rank or grade point average.

The student with the highest-class rank will be valedictorian. When more than one student holds the numerical one rank, all students holding the rank will be declared co-valedictorians.

When transcripts of transfer students show grades such as pass or satisfactory, such grades shall not be counted in determining class rank or grade point average. Students entering from home-based education programs must submit student work or other proof of academic performance for each course for which credit toward class ranking or grade point average is sought.

Independent study

Independent study, work experience and experienced-based programs approved in advance by the principal may be taken for high school credit. Students must submit a request for approval that includes a summary of the educational objectives to be achieved and monitored by a faculty member.

Student course load

The course load for freshmen, sophomores, juniors and seniors shall be a minimum of seven credits per school year. Students who wish to take less credits in any given school year must obtain advance permission from the principal.

Years of attendance

The Board of Education believes that most students benefit from four years of high school experience and are encouraged not to graduate early. However, in some cases, students need the challenge provided by postsecondary education or other opportunities at an earlier age. Therefore, the principal may grant permission to students wishing to graduate early, provided the student has met all district graduation requirements.

Community Service

According to Primero School Policy, all students are required to have 8 hours of Community Service per year beginning in their freshman year. Community Service shall consist of services provided to the community during off school hours, and

students may not receive payment for this service. Graduating class will need a total of 32 hours of community service to meet graduation requirements. (Please see School Board Policy JLN: Community Service)

Valedictorian and Salutatorian Selection

Following completion of the first semester of senior year the high school counselor will calculate the top two student's GPA averages using the weighted scale as outlined in policy. College academic classes taken for credit each semester will earn 5 credits so proper weighting can be applied. Only academic college classes taken toward an AA or AS degree will be calculated as weighted courses.

Honor Roll

In order to qualify for the Honor Roll, a student must be enrolled as a traditional student in at least 5 classes and maintain a 3.0 to 3.49 for Honor Roll or 3.5 or higher for High Honors GPA per quarter (9 weeks)

National Honor Society Requirements

Membership is open to those students who meet the required standards in four areas of evaluation: scholarship, leadership, service, and character. Students in the tenth, eleventh, and twelfth grades are eligible for membership. For the scholarship standard, a student must have a cumulative GPA of 3.5 or better on a 4.0 scale for 3 consecutive semesters. In addition, members must be enrolled as a traditional student and maintain an academic course load that includes the academic areas of study of math, English, science, social science, and any other academic solid course (psychology, sports psychology, accounting). The course of study in each area must be progressive. Once inducted, new members are required to maintain the same level of performance or better in all four areas of evaluation that led to their selection. Also, each member is obligated to regularly attend chapter meetings held once a month during the school year and participate in individual chapter service projects. Meetings, times, and dates will be scheduled. Students must be in good standing in order to be selected as an NHS officer.

Students who do not maintain the required standards in all four areas of evaluation could be subject to consequences including probation or expulsion from the Primero chapter of National Honor Society. That determination will be made by the Primero National Honor Society faculty council.



The Four Pillars of NHS

Scholarship

Scholarship is more than a report card; it represents a dedicated commitment to lifelong learning. It's about optimizing the educational opportunities offered and pursuing knowledge within and beyond academic confines. Scholarship necessitates a consistent effort, with an aspiration to contribute positively to the world through one's own knowledge, skills, and experiences.

Service

Service represents the choice of stepping outside oneself to meet the needs of others, fueled by an unwavering passion for a cause, heartfelt empathy for others, or driven by personal circumstances. It's about performing selfless acts that transcend the ordinary, engendering transformative changes that resonate through our schools, ripple across our communities, and reverberate on a global scale. In the noble act of service, we sculpt a better world with our hands, our hearts, and our humanity.

Leadership

Leadership is more than a position or title; it means embodying the spirit of initiative, innovation, and influence. It's about inspiring peers through actions, nurturing a collaborative environment, and championing positive change. Student leaders embrace the responsibility of shaping their academic community, all while fostering personal growth and

development. It's an interplay of intellect, empathy, and resilience, guiding others while continually learning and evolving.

Character

Character is the essence of who we are. It is about valuing diversity, building relationships grounded in empathy, and exhibiting qualities like perseverance, respect, integrity, and honesty. Character lies not in public acts of virtue or visible mistakes, but in the consistent commitment to ethical and compassionate decision-making that positively affects both oneself and others.

College Preparation

- Language Arts – 4 Credits
- Foreign Language – 2 Credits
- Social Science – 4 Credits (Must include US History and American Government)
- Mathematics – 4 Credits (Must include Algebra I, Geometry and Algebra II)
- Science – 3 Credits
- Physical Education – 1 Credit
- Economics/Financial Literacy – 1 Credit
- Health – 1 Credit
- Electives will satisfy remaining credits for a total of 26

Alternatives may be granted by the counselor with superintendent/principal approval.

To receive a high school diploma from the district, students must meet or exceed the district's academic standards and measures required by this policy or complete the requirements and goals listed on a student's Individualized Education Program (IEP), which may include modified academic standards.

College and Career Readiness

The Colorado State Board of Education has adopted state graduation guidelines that identify college and career readiness measures in English and Math. The Board has selected its own measures from these state graduation guidelines.

Exceptions to the Board's Required Measures and Cut Scores/Criteria

If a student has demonstrated college and career readiness by completing an assessment or other measure that is not included in this policy but is included in the state graduation guidelines, the principal or principal's designee may determine that such assessment or other measure is acceptable and meets the district's graduation requirements.

Early Graduation

The Board of Education believes that most students benefit from four years of high school experience and are encouraged not to graduate early. However, in some cases, students are ready for postsecondary education or other opportunities at an earlier age. Therefore, the principal may grant permission to students wishing to graduate early, provided the student has met all district graduation requirements in accordance with this policy.

(Adopted July 2016)

Acceleration (Whole-Grade Skipping)

(Please see Board Policy [IKE Ensuring All Students Meet Standards \(Promotion, Retention and Acceleration of Students\)](#))

The Board of Education of the Primero School District believes it is important to encourage, support, and assist each student to develop academically. Given the range of abilities represented in each Primero classroom, it is essential that teachers adapt instruction to meet the wide range of student abilities and skills that exist. In recognition of the diverse

needs of students and the benefits associated with instructional adaptations, the Board supports acceleration appropriate to individual students.

If you believe that your student should be allowed to skip a grade or grades you may obtain a [Request for Whole-Grade Skipping Form](#) from the front office.

Graduation Requirements (Board Policy IKF-E)

(Exhibit: Chart of Approved Measures and Cut Scores for Graduation)

Measure	Cut Score/Criteria - Reading, Writing, Communicating	Cut Score/Criteria - Mathematics
Individual Career and Academic Plan	ICAP Complete	All students must complete an ICAP to be eligible for graduation
Students must demonstrate college or career readiness in English and Math based on at least one measure.		
Measure	English	Math
ASVAB	31 In AFQT	31 on AFQT
Accuplacer Next Generation	Score of at least 241 on Reading Comprehension or 236 Writing	255 on Arithmetic or 230 on Quantitative Reasoning
SAT	Score of at least 470 on English	Score of at least 500 on Math
Concurrent enrollment course that demonstrates English or Math Readiness	Grade of at least a C	Grade of at least a C
ACT - Must take on own on weekend National test dates	Score at least 18 on English	Score at least 19 on Math

TSC CONCURRENT AGREEMENT

Primero High School is pleased to continue our dual credit college opportunities. Please talk with Mrs. Maldonado about what concurrent classes are available. Concurrent classes have their own set of rules and standards:

1. Primero school will pay for up to 6 college credits per semester through concurrent enrollment. Students wishing to take more than six college credits per semester will need administrative approval and any credits over six will be paid for by the student.

2. Payment:

Students that receive grades below a C for any course will be required to pay for the cost of the course work. Parents must sign an agreement stating that they are responsible for such payment. If payment for the class is not received, the student will not be invited to the graduation ceremony. If you need to pay for the class, please make arrangements with the business office.

3. If a student's scores on the SAT are not high enough for placement into a college class, the student wishing to take any college classes must take the Accuplacer/or other placement test the college requires. They must follow the guidelines set forth by the college to be allowed to take the class for college/dual credit.

4. Honor Credit:

In order for the student to receive "honor credit" for a college course taken, the class must be a core class such as: Sociology, Psychology, Math, English, Science, or History college class. For any other course, honors credit will not be given unless the student makes an appeal with course descriptions to administration for prior approval. No remedial classes will be paid for by Primero School District.

4. Students must maintain G.P.A of at least a 2.5 each semester in order to continue taking college classes, concurrent enrollment, and also participate in work release.

All college course work is subsidized by College Opportunity Fund (COF) stipend. It is the student's responsibility to sign up for COF, otherwise the parents/guardians will have to pay the difference in tuition.

Students who owe fees from last year will not be allowed to sign up for courses this year until their fee is paid.

In cooperation with TSJC, Primero School District High School will make these offerings as state guaranteed transfer credits to any two-year or four-year university in Colorado. If students are planning to attend college out of state, they must check with the college about transfer credits. With this opportunity comes responsibility. Students will be expected to treat these classes as college classes and follow TSJC and Primero School District standards and expectations. Appropriate behavior, excellent attendance, and college level work ethic are expected.

Qualified students need to fill out the proper paperwork including the Concurrent Enrollment TSJC Registration Sheet and Request for Waiver, if under the age of seventeen. All questions about qualification and registration should be directed to Mrs. Paula Maldonado. In order for your student to be properly enrolled, please complete and return the appropriate forms by the first week. Due to college requirements, students who do not have all paperwork completed in a timely manner may be denied participation in dual credit opportunities. If you have any questions or concerns please contact us.

STUDENT DRESS CODE (Board Policy JICA)

(Primero High School, Jr. High, and Elementary)

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students must not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code will be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. In this case, there will be no further penalty.

If the student cannot promptly obtain appropriate clothing, on the first offense, the student will be given a written warning and an administrator will notify the student's parents/guardians. On the second offense, the student will remain

in the administrative office for the day and do schoolwork and a conference with parents/guardians will be held. *[Optional language: Classes missed as a result of the second offense are considered excused. [or] Classes missed as a result of the second offense are considered unexcused.]* On the third offense, the student may be subject to suspension or other disciplinary action in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

Approval/disapproval of questionable dress or grooming shall be determined by the Administration.

Unacceptable Items Include but Are Not Limited To

The following items are not acceptable in school buildings, on school grounds, or at school activities:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length
2. Sunglasses and/or hats worn inside the building
3. Sleepwear, slippers, or slides
4. Inappropriately sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and chest
5. Tank tops or other similar clothing with straps narrower than 1.5 inches in width
6. Any inappropriate or disruptive clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Refer to drugs, tobacco, alcohol, or weapons
 - Are of a sexual nature
 - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - Are obscene, profane, vulgar, lewd, or legally libelous
 - Threaten the safety or welfare of any person
 - Promote any activity prohibited by the student code of conduct
 - Otherwise disrupt the teaching-learning process

Graduation Adornments

Graduating students are expected to wear the attire customarily worn for the graduation ceremony at their school, with the specific exceptions outlined below.

A student may adorn the cap, gown, or stole customarily worn at their school with traditional objects of tribal regalia and/or objects of cultural or religious significance. Adornments are something worn in addition to, but not replacing, graduation attire, and are not limited to decorating graduation caps. Tribal regalia or objects of cultural or religious significance means formal attire used in recognized practices and traditions of a certain group of people. Adornments cannot include any alphabetical letters other than the student's name or numerals other than the graduating class (e.g. Class of 2022). Other written statements, phrases, or slogans are not permitted.

Students may be required to request permission to wear an adornment in advance, and the district reserves the right to prohibit any adornments that are obscene, defamatory, fraudulent, profane, threatening, inappropriate, or disruptive or violate the dress code in any other manner. If it is determined that the adornment would cause a substantial disruption

based on reliable evidence, the student's request may be denied. Students who wear adornments that have not been approved may be required to remove the adornment if the adornment is substantially disruptive.

Exceptions

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.

The building principal, in conjunction with the accountability committee, may develop and adopt grade level-specific dress codes that are consistent with this policy.

1st Incident – Students will be asked to change into appropriate clothing or make arrangements to have appropriate clothing brought to school. The incident will be documented and a notice sent home to parents. If a student cannot change, a written warning will be issued.

2nd Incident – The student shall remain in the principal's office for the remainder of the day and do school work and a follow-up written/verbal notification will be given to the parent.

3rd Incident – The student may be subject to suspension or other disciplinary action as outlined in the school discipline code.

NOTICE TO STUDENTS, PARENTS AND EMPLOYEES
SECTION 504 OF THE REHABILITATION ACT OF 1973

Section 504 is an Act, which prohibits discrimination against persons with a disability in any program that receives federal financial assistance. The Act defines a person with a disability as anyone who:

- Has a mental or physical impairment that substantially limits one or more major life activity such as
 - Caring for one's self
 - Seeing
 - Breathing
 - performing manual task
 - Hearing
 - Learning
 - Walking
 - Speaking
 - Working
- Has a record of such impairment
- Is regarded as having such impairment

In order to fulfill its obligations under Section 504, Primero RE-2 School District recognizes a responsibility to avoid discrimination in policies and practices regarding its personnel and students. No discrimination against any person with a disability will knowingly be permitted in any of the programs and practices in the school system.

The district has specific responsibilities under the Act, which include the responsibility to identify, evaluate and if the student is determined to be eligible under Section 504 to afford access to appropriate educational services.

If the parent or guardian disagrees with the determination made by the professional staff of the school district, he/she has a right to a hearing with an impartial hearing officer.

The Family Educational Rights and Privacy Act (FERPA) also specifies rights related to educational records. This Act gives the parent or guardian or 18+ year old student the right to:

- Inspect and review his/her child's educational records.
- Make copies of these records.
- Receive a list of all individuals having access to these records.
- Ask for an explanation of any item in the records.
- Ask for an amendment to any report on the grounds that it is inaccurate, misleading, or violates the child's rights.
- A hearing on the issue if the school refuses to make the amendment.

If there are any questions, please feel free to contact:

Paula Maldonado, School Counselor
Section 504 Compliance Coordinator – Primero School District RE-2
20200 State Highway 12
Weston, CO 81091
719-868-2715

ADMINISTERING MEDICINES TO STUDENTS (Board Policy JLCD)

School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours.

Medication may be administered to students by school personnel whom a registered nurse has trained and delegated the task of administering such medication. For purposes of this policy, the term "medication" includes both prescription medication and nonprescription medication, but does not include medical marijuana.

The administration of medical marijuana shall be in accordance with the Board's policy on administration of medical marijuana to qualified students.

The term "nonprescription medication" includes but is not limited to over-the-counter medications, homeopathic and herbal medications, vitamins and nutritional supplements.

Medication may be administered to students only when the following requirements are met:

1. Medication shall be in the original properly labeled container. If it is a prescription medication, the student's name, name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
2. The school shall have received written permission from the student's parent/guardian to administer the medication to the student and either:
 - a. written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law; or
 - b. a standing medical order, if the medication is an over-the-counter medication such as Advil or Tylenol.
3. The parent/guardian shall be responsible for providing all medication to be administered to the student, unless it is an over-the-counter medication such as Advil or Tylenol.

Self-administration of medication for asthma, allergies or anaphylaxis

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or related, life-threatening condition. Self-administration of such medication may occur during school hours, at school-sponsored activities, or while in transit to and from school or a school-sponsored activity. Student possession and self-administration of such medication shall be in accordance with the regulation accompanying this policy.

Authorization for a student to possess and self-administer medication to treat the student's asthma, food or other allergy, anaphylaxis or other related, life-threatening condition may be limited or revoked by the school principal after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication.

Administering Medications to Students (Board Policy JLCD-R)

If under exceptional circumstances a student is required to take medication during school hours, only the school nurse or the nurse's designee may administer the medication to the student in compliance with the following regulation. In the alternative, the parent/guardian may come to school to administer the medication.

1. All directives of the accompanying policy shall be followed.
2. Written orders from the student's health care practitioner with prescriptive authority under Colorado law shall be on file in the school stating:

- a. Student's name
 - b. Name of medication
 - c. Dosage
 - d. Purpose of the medication
 - e. Time of day medication is to be given
 - f. Anticipated number of days it needs to be given at school
 - g. Possible side effects
3. The medication shall be brought to school in a container appropriately labeled by the pharmacy or health care practitioner.
 4. An individual record shall be kept of medications administered by school personnel.
 5. Medication shall be stored in a clean, locked cabinet or container. Emergency medications (such as epinephrine) shall be inaccessible to students, but immediately available to trained school personnel and not in a locked cabinet.

Unless these requirements are met, medication will not be administered to students at school.

Self-administration of medication for asthma, allergies or anaphylaxis

A school shall permit a student to possess and self-administer medication, such as an inhaler or epinephrine, if all of the following conditions are met:

1. Written authorization signed by the student's health care practitioner must be on file with the school which shall include the student's name; the name, purpose, prescribed dosage, frequency, and length of time between doses of the medication(s) to be self-administered; and confirmation that the student has been instructed and is capable of self-administration of the medication.
2. The school nurse or school administrator, in consultation with the school nurse, the student's health care practitioner, and the student's parent/guardian collaborate to make an assessment of the student's knowledge of his or her condition and ability to self-administer medication.
3. A written statement signed by the student's parent/guardian must be on file with the school, which shall include permission for the student to self-administer his/her medication and a release from liability for any injury arising from the student's self-administration of such medication.
4. A written contract between the school nurse, school administrator, the student, and the student's parent/guardian must be on file with the school, assigning levels of responsibility to the student's parent/guardian, student, and school employees.

A treatment plan authorizing a student to possess and self-administer medication for asthma or anaphylaxis shall be effective only for the school year in which it is approved.

A student shall report to the school nurse or designee or to some adult at the school immediately after the student uses an epinephrine auto-injector during school hours. Upon receiving such a report from a student, the school nurse, designee, or other adult will provide appropriate follow-up care to the student, which shall include making a 911 emergency call.

MISCELLANEOUS

MILITARY OPT-OUT

School Board Policy JRA/JRC-E-2

Every school year the military contacts the school asking for contact information (phone, address) of junior and senior students. If you **DO NOT** want this information shared with the military you must request an Opt-Out Form for Disclosure of Information to Military Recruiters and return it to the office by September 1.

STUDENT PICTURES

School Board Policy JRA/JRC-E-3

Classroom activities and school events are sometimes photographed or videotaped by the school or media groups (newspaper, television, university, district public relations, etc.) In addition, the district or school may want to post articles, video or photography on district or school websites.

If you **DO NOT** want your child's photograph, video and/or electronic image to be published for news media or school publicity purposes, please complete the **Opt-Out Form for Student Image Publishing** and return to the office by September 1. The form may be requested from the school office. This applies to classroom activities and school events that are not open to the public. Public events such as sporting events, theater productions, etc. are open to the public and are not covered by this form.

TEXTBOOKS

Textbooks are furnished by Primero and are issued at the beginning of each school year. Students who damage a book or lose it while it is checked out shall pay for the book or damages as determined by school staff.

LOST AND FOUND

Students who find lost articles are asked to take them to the office where the owner can claim them. If the article is not claimed within a reasonable amount of time, it will be given to charity.

STUDENT SOCIAL EVENTS

School dances or celebrations may be held at the school under the direction of the sponsor. Those attending such affairs shall not be allowed to re-enter the building once they leave. Students are reminded that the district dress code is in effect at ALL school activities, whether it is at Primero or at another school. Students must be academically eligible to attend these events.

NAME CHANGE (Board Policy ACA)

Students may choose to be identified in school by the first name that they have designated in accordance with Board Policy ACA and may request a change to their name or gender on their official student record through regulation [JRA/JRC-R](#). Primero School will ensure the student's parents or guardians, as primary decision makers in the education of their children, are informed of the student's name choice and the obligation of any Colorado public school to honor it pursuant to HB-1039.

Class/Organizations and Sponsors

Class/Organization	Sponsor	Class/Organization	Sponsor
Class of 2030	Reyna Lujan?	MS Boys Basketball MS Girls Basketball	James Wilson Jessica Robinson
Class of 2029	Ashley Garza	MS Volleyball	Jennifer Bowie Jessica Robinson
Class of 2028	Jessica Robinson James Wilson	HS Volleyball	Justine Lesser Jennifer Bowie
Class of 2027	Ben Gandy Jennifer Bowie	MS/HS Football	Leif Lathrop John Hickey
Class of 2026	Alicia Pratt Phoenix Mangus	HS Boys Basketball	Greg Robinson
Class of 2025	Ruth Stodgill	HS Girls Basketball	Mark Martinez
Nat. Honor Society	Mr. Gandy	HS Cross Country/Track	Mr. Carpenter Mr. Duran
Student Council	Ms. Andrews	Yearbook and Media Club	Mrs. Brittany Hammel?
FBLA/Skills	Mrs. Gallegos Mr. Diller	Science Fair	Ms. Andrews
MS Cheerleading HS Cheerleading	TBD TBD	Knowledge Bowl Gifted/Talented	Mr. Gandy Mrs. Stodghill

VISITORS TO SCHOOL (Board Policy KI)

The district will make reasonable efforts to accommodate requests to visit the district's school, yet also recognizes concerns for the welfare of students. Therefore, the district limits visitors to:

1. Parents/guardians of current students;
2. Other family members of current students who are approved by the student's parent/guardian; and
3. Board members and other persons invited by the district for official business purposes.

To ensure visitors do not disrupt the educational process or other school operations and that no unauthorized persons enter the school, all visitors shall report to the school office immediately when entering the school.

Authorized visitors may: (1) be required to sign in and out; (2) be given name-tags to wear identifying themselves as visitors; and (3) be accompanied by a district employee for some or all of the visit. School administrators may approve additional building procedures pertaining to school visitors to preserve a proper and safe learning environment.

Unauthorized persons shall not loiter on school property at any time. Law enforcement authorities may be called to enforce this policy provision.

Visiting the school is a privilege, not a right, which may be limited, denied or revoked by a school administrator or designee based on considerations of student and/or staff safety, efficient school operations, maintenance of a proper educational environment, or failure to comply with this policy.

Parent Engagement in Education (Board Policy KB)

The Board of Education believes that the education of each student is a responsibility shared by the school as well as parents/guardians and that engaging parents/guardians is essential to improved student achievement. The Board recognizes the need for a constructive partnership between the district and parents/guardians that provides for two-way communication and fosters educational support for students and parents/guardians. In this policy, the word "parent" also includes guardians and other members of a student's family involved in the student's education.

In keeping with these beliefs, it is the intention of the district to cultivate and support active parental engagement and to set and realize goals for parent-supported student learning.

To that end all the school shall:

1. Consult with and encourage parents/guardians to share in school and district planning and in the setting of objectives through participating in the district accountability committee.
2. Help parents/guardians understand the educational process and their role in supporting student achievement through regular, meaningful communication.
3. Inform parents/guardians of school choices and learning opportunities within the district, including but not limited to, information on open enrollment, choice programs and charter school options.
4. Provide opportunities for parents/guardians to be informed about their student's progress toward attaining proficiency on district academic standards through written materials and public meetings. Information shall explain how the student's progress will be measured and how parents/guardians will be informed of such progress. This information shall also be provided to the district accountability committee.
5. Provide appropriate avenues for parents/guardians to find support in their role.
6. Encourage formal organizations for parents/guardians at the school as well as at the district level. The organizations shall receive information concerning district and school activities and shall have opportunities for input into district and school decisions as appropriate.
7. Encourage and welcome parent volunteers in the school.

The Board supports professional development opportunities for staff to enhance their understanding of effective parent engagement strategies.

The Board also recognizes the special importance of parental involvement to the success of its Title I, Migrant Education Program (MEP), and Limited English Proficiency (LEP) programs and directs the superintendent to ensure that the district and school jointly develop with parents/guardians written parent involvement policies that meet the requirements of federal law.

The district accountability committee (DAC) shall conduct a periodic review of this policy and then provide any recommended policy revisions to the Board.

EMERGENCY CLOSURES

The Superintendent or designee shall have the authority to cancel school in case of snow, stormy weather or bad roads. In such cases, an announcement to call off school shall be made in the morning over radio stations KCRT in Trinidad, KRTN in Raton, KOAA TV, KKTU KRDO, and "School Messenger" and on the school district App. This announcement shall be made by the Superintendent early enough so that it can be broadcast by 6:00 a.m.

School Nutrition Program (Board Policy EF)

The district will operate a school nutrition program which shall be under the overall supervision of the district's director of nutrition services.

The director of nutrition services shall cooperate with each school principal in matters essential to the proper functioning of each school's nutrition program. The responsibility for control of students using the school cafeteria shall rest with the building principal.

Nutrition services shall provide lunches and breakfasts, through participation in the National School Lunch Program and School Breakfast Program.

Primero School offers breakfast and lunch to all students and staff at no charge. All parents are asked to fill out the Hot Lunch Form so that Primero can receive reimbursement for those who are determined to be eligible for free or reduced lunch. Students must remain in the lunchroom or outside the lunchroom until the bell rings. **NO SODA POP, GUM, OR ENERGY DRINKS WILL BE ALLOWED DURING SCHOOL HOURS FROM 7:30 A.M. TO 4:05 P.M. unless pre approved by the Principal for specific intent (ie. Class parties/group functions).**

CHANGE OF ADDRESS

Please inform the office if you change your address or telephone number, including emergency contact changes. This current information helps us to serve you better and to locate you or your emergency contacts if your child is left at school after hours or becomes ill or is injured. Address/telephone numbers changes can be done through your students PowerSchool Account on the school website at www.primeroschool.org under Parent Resources.

LOCKERS

Lockers are located in a specified area within the building. Students must keep their lockers in good condition. Do not share lockers with anyone else. If students are providing their own lock, the office will need a key or combination to that lock. **PLEASE KEEP YOUR LOCKERS LOCKED AT ALL TIMES AND IF YOUR LOCKER IS BROKEN, PLEASE LET SOMEONE IN THE OFFICE KNOW. PLEASE DO NOT BRING EXPENSIVE ITEMS TO SCHOOL TO STORE IN LOCKER AS WE CANNOT BE RESPONSIBLE FOR LOSSES OR THEFT. IF ANY LOCKERS ARE FOUND TO BE JAMMED OPEN OR VANDALIZED IN ANY WAY, LOCKER PRIVILEGES WILL BE TAKEN AWAY.** To maintain a good building appearance, stickers and other disfigurations are prohibited on the exterior of the lockers.

*7th-12th Grade Students shall utilize lockers for storage of classroom materials and personal items necessary for classroom instruction. Students will be required to provide their own lock for their locker.

School lockers, desks, and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks, and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers. (Please see school board policy JH Student Interviews, Interrogations, Searches and Arrests) ***Students will be required to pay a minimum of \$25 for any damage they cause to any lockers.***

STUDENT AUTOMOBILE USE

Students who drive cars to school from home shall fill out the parking permit form and turn in proof of insurance, automobile make/model/color and license number to the administration. Students who do not possess a valid Driver's License may not drive a car to school. A driving permit will not be accepted.

VEHICLES SHALL NOT BE DRIVEN FASTER THAN (5) FIVE MILES PER HOUR ON THE SCHOOL GROUNDS OR ON ANY STREET THAT PASSES THROUGH THE SCHOOL GROUNDS. STUDENTS MUST WAIT FOR ALL BUSES TO LEAVE THE PARKING LOT BEFORE THEY MAY LEAVE AT THE END OF THE DAY.

Before allowing student passengers, a driver is required to check with his/her insurance company and must obtain written permission from his/her parents and the other student's parents.

Driving a car/motorcycle to school is a privilege that can be revoked by administration if the student fails to operate his/her vehicle "safely" and in accordance with state and school laws.

Vehicles Parked on School Property

- Parking permits are non-transferrable and remain the property of PHS.
- Vehicles parked on campus are subject to search without warning when administration has reason to believe the general welfare or safety of students is threatened by items contained in the vehicle. In order to park on school property, consent must be given to seize items that are prohibited by school or district policy.
- Students may park only in designated spaces designed for student parking. Parking in faculty, visitor parking, bus lanes, fire lanes in the dirt, grass or any other non-designated area is prohibited.
- Loitering in parking lots or socializing in vehicles during school hours and after school hours is not permitted.
- Students with/without parking permits who park illegally will be dealt with administration.
- Driving recklessly, speeding, playing loud music or creating a hazard may result in driving privileges being revoked and/or other school disciplinary consequences including a call to law enforcement.
- Vehicles may not be left overnight on campus without prior approval from administration.
- Primero School District is not responsible for loss or damage that may occur in the school parking lot.
- For the 2020-2021 school year in light of the ongoing construction process all student drivers need to be aware of potential conflicts with workers and machinery.

Drug and Alcohol Involvement by Students (Policy [JICH](#))

Primero RE-2 School District shall promote a healthy environment for students by providing education, support and decision making skills in regard to alcohol, drugs and other controlled substances and their abuse. In order to accomplish this goal, a cooperative effort must be made among the school, parents/guardians, community and its agencies.

It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or exchange or to be under the influence of alcohol, drugs or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

For purposes of this policy, controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medication, vitamin or other chemical substances not taken in accordance with the Board's policy and regulations on administering medications to students or the Board's policy on administration of Medical Marijuana to qualified students.

This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance.

This policy shall apply to any student on district property, being transported in vehicles dispatched by the district, during a school-sponsored or district-sponsored activity or event, off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event, or whose conduct at any time or place interferes with the operations of the district or the safety or welfare of students or employees.

Students violating this policy shall be subject to disciplinary sanctions which may include suspension and/or expulsion from school and referral for prosecution.

Disciplinary sanctions and interventions for violations of this policy shall be in accordance with this policy's accompanying regulation.

Situations in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse shall be handled on an individual basis depending upon the nature and particulars of the case.

The Board, in recognition that drug and alcohol abuse is a community problem, shall cooperate actively with law enforcement, social services or other agencies and organizations, parents/guardians and any other recognized community resources committed to reducing the incidents of illegal use of drugs and alcohol by school-aged youths.

Whenever possible in dealing with student problems associated with drug and alcohol abuse, school personnel shall provide parents/guardians and students with information concerning education and rehabilitation programs which are available.

Information provided to students and/or parents/guardians about community substance abuse treatment programs or other resources shall be accompanied by a disclaimer to clarify that the school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required.

Student Interviews, Interrogations, Searches and Arrests (Board Policy [JIH](#))

The Board of Education seeks to maintain a climate in the school which is conducive to learning and protective of the safety and welfare of staff and students. To achieve this goal, it may be necessary for school personnel to search the person and/or the personal property of the student and to seize any property deemed injurious or detrimental to the safety and welfare of students and staff.

Interviews by school administrators

When a violation of Board policy or school rules occurs, the principal or designee may question potential student victims and witnesses without prior consent of the student's parent/guardian. If a school official is investigating a report of child abuse and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

In situations where a student is suspected of violating Board policies or school rules, the principal or designee may interview the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or culpability, the student will have the opportunity to present his or her side of the story, orally or in writing.

Searches conducted by school personnel

School personnel may search a student and/or the student's personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials.

Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a

search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

Search of school property

School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

Search of the student's person or personal effects

The principal or designee may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

- a. Evidence of a violation of Board and/or district policies, school rules, or federal, state, or local laws.
- b. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.

Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation. Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex as the student being searched. At least one person of the same sex as the student being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat or jacket shall be referred to a law enforcement officer. School personnel shall not participate in such searches.

Seizure of items

Anything found in the course of a search conducted by school officials which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding. Such material shall be kept in a secure place by the principal until it is presented at the hearing.
2. Returned to the student or the parent/guardian.
3. Turned over to a law enforcement officer in accordance with this policy.

Law enforcement officers' involvement

Interrogations and interviews

When law enforcement officials request permission to question students when students are in school or participating in school activities, the principal or designee shall ascertain that the law enforcement officer has proper identification. Except when law enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstances exist, such interrogations and interviews are discouraged during students' class time.

The principal or designee shall be present during the law enforcement interrogation or interview unless a court order provides otherwise. It is the responsibility of the law enforcement officer interviewing student witnesses or interrogating student suspects to assure compliance with all applicable procedural safeguards.

Upon request by law enforcement to interview a student witness or interrogate a student suspect, school officials shall notify the student's parent/guardian, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist.

If the student is under 18, the student's parent/guardian also shall be present during the law enforcement interrogation or interview unless: (1) the juvenile is emancipated as that term is defined in state law; (2) the student's parent/guardian has not been notified pursuant to this policy; or (3) the student's parent/guardian agrees to the interrogation or interview without being present.

Search and seizure

The principal or designee may request a search on school premises be conducted by a law enforcement officer. When law enforcement officers respond to such a request, no school employee shall assist or otherwise participate in the search. It is expected that searches by law enforcement will be conducted in accordance with the requirements of applicable law.

Custody and/or arrest

Students will be released to law enforcement officers if the student has been placed under arrest or if the student's parent/guardian and the student consent to such release. When a student is removed from school by law enforcement officers for any reason, school officials will make reasonable efforts to notify the student's parent/guardian.

It is expected that all procedural safeguards prescribed by law are followed by law enforcement officers conducting student arrests. However, district staff are not responsible for an officer's legal compliance when arresting a student.

Notification of Rights under the Protection of Pupil Rights Amendment (PPRA) (Policy [JLDAC-E](#))

PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:

- Consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED).
 - Political affiliations or beliefs of the student's parents
 - Mental or psychological problems of the student or student's family
 - Sex behavior or attitudes
 - Illegal, anti-social, self incriminating, or demeaning behavior
 - Critical appraisals of other with whom respondents have close family relationships
 - Legally recognized privileged relationships, such as lawyers, doctors or ministers
 - Religious practices, affiliations, or belief of the student or parents
 - Income, other than is required by law to determine the program eligibility

- Receive notice and an opportunity to opt a student out of
 - Any other protected information survey, regardless of funding;
 - Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agents, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State Law; and
 - Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Primero School District has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or of personal information for marketing, sales, or other distribution purposes. Primero School District will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation in the specific activity or survey. Primero School District will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and are provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement.

- Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint:

Family Policy Compliance Office
 U.S. Department of Education
 400 Maryland Avenue, SW
 Washington, DC 20202-5920

RIGHTS UNDER FERPA FOR ELEMENTARY AND SECONDARY SCHOOLS (Policy [JRCB*](#))

The Family Educational Rights and Privacy Act (FERPA) affords parents and students 18 years of age or older (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days of the day of the School received a request for access.

Parents or eligible students should submit to the School principal a written request that identifies the record(s) they wish to inspect. The School official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student’s education records that the parent or eligible student believes is inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask Primero School District to amend a record should write to the school principal, clearly identify the part of the record they want changed and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under direct control of the school with respect to the use and maintenance of PII from educational records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the School discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student's enrollment or transfer. [NOTE: FERPA requires a school district to make a reasonable attempt to notify the parent or student of the records request unless it states in the annual notification that it intends to forward records on request.]

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the *Primero School District* to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue SW
Washington, DC 20202-5920

In compliance with Title VI of Civil Rights Act of 1964, Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973.

Primero School District does not unlawfully discriminate on the basis of race, color, national origin, sex, handicap in admissions, or access to or treatment, or employment in, education programs or activities which it operates.

Information regarding grievance procedures, for Title IX and Section 504, has been established for students, parents and employees. The following person(s) have been identified as the designated employee to coordinate compliance activities for the district.

Specific complaints of alleged discrimination under **Section 504** (Handicap) should be referred to:

Paula Maldonado, School Counselor
20200 State Hwy 12
Weston, CO 81091
719-868-2715, ex 117

Specific complaints of alleged discrimination under **Title IX** (sex) should be referred to:

Human Resources
20200 State Hwy 12
Weston, CO 81091 719-868-2715, ex 104

Complaints may also be filed with: The Office for Civil Rights
U.S. Department of Education
Region VIII, Federal Office Building
1244 North Speer Blvd., Suite 310
Denver, CO 80204

FERPA permits the disclosure of PII from students' educational records, without consent of the parent or eligible student, if the disclosure meets certain conditions found in §99.31 of the FERPA regulations. Except for disclosures to school officials, disclosures related to some judicial orders or lawfully issued subpoenas, disclosures of directory information, and disclosures to the parent or eligible student, §99.32 of the FERPA regulations requires the school to record the disclosure. Parents and eligible students have a right to inspect and review the record of disclosures. A school may disclose PII from the education records of a student without obtaining prior written consent of the parent or the eligible student –

- To other school officials, including teachers, within the educational agency or institution whom the school has determined to have legitimate educational interests. This includes contractors, consultants, volunteers, or other parties to whom the school has outsourced institutional services or functions provided that the conditions listed in §99.31(a)(1)(i)(B)(1) – (a)(1)(i)(B)(2) are met. (§99.31(a)(1))
- To officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll, or where the student is already enrolled if the disclosure is for purposes related to the student's enrollment or transfer, subject to the requirements of §99.34. (§99.31(a)(2))
- To authorized representatives of the U.S. Comptroller General, the U.S. Attorney General, and the U.S. Secretary of Education or State and local educational authorities, such as the State educational agency in the parent or eligible student's state (SEA). Disclosures under this provision may be made, subject to the requirements of §99.35, in connection with an audit or evaluation of Federal- or State-supported education programs, or for the enforcement of or compliance with Federal legal requirements that relate to those programs. These entities may make further disclosures of PII to outside entities that are designated by them as their authorized representatives to conduct any audit, evaluation or enforcement or compliance activity on their behalf. (§99.31(a)(3) and 99.35)
- In connection with financial aid for which the student has applied or which the student has received, if the information is necessary to determine eligibility for aid, determine the amount of the aid, determine the conditions of the aid or enforce the terms and conditions of the aid. (§99.31(a)(4))
- To State and local or authorities to whom information is specifically allowed to be reported or disclosed by a State statute that concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records were released, subject to §99.38 (§99.31(a)(5))
- To organizations conducting studies for, or on behalf of, the school, in order to: (a) develop, validate or administer predictive tests; (b) administer student aid programs; or (c) improve instruction. (§99.31(a)(6))
- To accrediting organizations to carry out their accrediting functions. (§99.31(a)(7))
- To parents of an eligible student if the student is a dependent of IRS tax purposes. (§99.31(a)(8))
- To comply with a judicial order or lawfully issued subpoena (§99.31(a)(9))
- To appropriate officials in connection with a health or safety emergency, subject to §99.36 (§99.31(a)(10))
- Information the school has designated as "directory information" under §99.37 (§99.31(a)(11))

Suspension/Expulsion of Students(Board Policy [JKD/JKE](#))

(and Other Disciplinary Interventions)

The Board of Education shall provide due process of law to students through written procedures consistent with law for the suspension or expulsion of students and the denial of admission. (See [JKD/JKE-R.](#)) In matters involving student misconduct that may or will result in the student's suspension and/or expulsion, the student's parent/guardian shall be notified and involved to the greatest possible extent in the disciplinary procedures.

Proportionate disciplinary interventions and consequences shall be imposed to address the student's misconduct and maintain a safe and supportive learning environment for students and staff.

The Board and its designee(s) shall consider the following factors in determining whether to suspend or expel a student:

1. the student's age;
2. the student's disciplinary history;
3. the student's eligibility as a student with a disability;
4. the seriousness of the violation committed by the student;
5. the threat posed to any student or staff;
6. the likelihood that a lesser intervention would properly address the violation; and
7. whether excluding the student from school is necessary to preserve the learning environment.

For a student in preschool, kindergarten, first grade, or second grade, the Board and its designee(s) also shall determine that failure to remove the student from the school building through suspension and/or expulsion would create a safety threat that otherwise cannot be addressed, and shall document any alternative behavioral and disciplinary interventions that it employs before suspending or expelling the student.

Other disciplinary interventions

In lieu of an out-of-school suspension or expulsion and in accordance with applicable law, the principal or designee may consider the use of available interventions to address the student's misconduct. The use of such interventions will vary, depending upon the facts and circumstances of an individual case. Such interventions shall be at the principal's or designee's sole discretion and include but are not limited to: detention, in-school suspension, counseling, participation in the district's restorative justice program or positive behavioral intervention support (PBIS) program, peer mediation, referral to a juvenile assessment center for counseling or other services, or other approaches to address the student's misconduct that do not involve an out-of-school suspension or expulsion and minimize the student's exposure to the criminal and juvenile justice system. See, C.R.S. [22-32-109.1](#) (2)(a)(II).]

As another intervention and alternative to suspension, the principal or designee may permit the student to remain in school with the consent of the student's teachers if the parent/guardian attends class with the student for a period of time specified by the principal or designee. If the parent/guardian does not agree or fails to attend class with the student, the student shall be suspended in accordance with the accompanying regulations.

This alternative to suspension shall not be used if expulsion proceedings have been or are about to be initiated or if the principal or designee determines that the student's presence in school, even if accompanied by a parent/guardian, would be disruptive to the operations of the school or be detrimental to the learning environment.

Nothing in this policy shall limit the Board's and its designees' authority to suspend and/or expel a student as deemed appropriate by the Board and its designees. The decision to suspend and/or expel a student instead of providing an alternative to suspension or expulsion or the failure of an intervention to remediate the student's behavior shall not be grounds to prevent the Board and its designees from proceeding with appropriate disciplinary measures, including but not limited to suspension and/or expulsion.

Delegation of authority

1. Students in third grade and higher grade levels: The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in third grade and higher grade levels in that school for not more than five school days on the grounds stated in C.R.S. 22-33-106 (1)(a), (1)(b), (1)(c) or (1)(e) or not more than 10 school days on the grounds stated in C.R.S. 22-33-106 (1)(d) unless expulsion is mandatory under law (see [JKD/JKE-E](#)).

Students in preschool through second grade: The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in preschool, kindergarten, first grade, or second grade in that school for not more than three school days on the grounds stated in C.R.S. 22-33-106.1 (2), unless the principal or designee determines that a longer period of suspension is necessary to resolve the safety threat or expulsion is mandatory under law (see [JKD/JKE-E](#)).

2. The Board of Education delegates to the superintendent of schools the authority to suspend a student, in accordance with C.R.S. 22-33-105 and 22-33-106.1 (3), for an additional 10 school days plus up to and including an additional 10 days necessary in order to present the matter to the Board, but the total period of suspension shall not exceed 25 school days.

3. Unless otherwise determined by the Board, the Board of Education delegates to the superintendent of schools or to a designee who shall serve as a hearing officer the authority to deny admission to or expel for any period not extending beyond one year any student whom the superintendent, in accordance with the limitations imposed by Title 22, Article 33, of the Colorado Revised Statutes, shall determine does not qualify for admission to or continued attendance at the public schools of the district. If the hearing is conducted by a designee serving as a hearing officer, the hearing officer shall prepare findings of fact and recommendations for the superintendent at the conclusion of the hearing. The superintendent shall render a written opinion that imposes or refrains from imposing disciplinary action in the expulsion matter within five business days after the hearing whether the hearing is conducted by the hearing officer or the superintendent.

The superintendent shall report on each case acted upon at the next meeting of the Board, briefly describing the circumstances and the reasons for action taken. Such denial of admission or expulsion by the superintendent shall be subject to appeal to the Board. The appeal shall consist of a review of the facts that were presented, arguments relating to the decision and questions of clarification from the Board.

4. Any person serving as a hearing officer shall receive training on how to serve impartially, including avoiding prejudice of the facts at issue and conflicts of interest. The Board shall comply with all state law and Department of Education requirements regarding the content, timing, and frequency of the training.

Expulsion for unlawful sexual behavior or crime of violence

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

The information shall be used by the Board of Education to determine whether the student has exhibited behavior that is detrimental to the safety, welfare, and morals of the other students or school personnel and whether educating the student in the school may disrupt the learning environment in the school, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel. The Board shall take appropriate disciplinary action, which may include suspension or expulsion, in accordance with this policy.

The Board may determine to wait until the conclusion of court proceedings to consider expulsion, in which case it shall be the responsibility of the district to provide an alternative educational program for the student as specified in state law.

CUSTODIAL AND NON-CUSTODIAL PARENT RIGHTS AND RESPONSIBILITIES (Board Policies [KBBA/KBBA-R](#))

1. School officials shall presume that the parent who enrolls a student in school is the student's custodial parent. Unless a currently effective Colorado court order specifies otherwise, the custodial parent shall be the one whom the school district holds responsible for the education and welfare of the student. Where the court order specifies that the parents shall share custody and jointly make decisions relative to the care and education of their child, school officials shall consult with both parents regarding educational matters affecting the child. Where the parents disagree in such matters and the court order does not provide a mechanism for resolving their differences, school officials shall follow the instructions of the parent with whom the child primarily resides during a normal school week.
2. If the rights of a noncustodial parent are restricted by a Colorado court order, the custodial parent shall provide the school with a certified copy of the currently effective court order curtailing these rights. Unless informed through the submission of such a court order, the school district assumes there are no restrictions regarding a noncustodial parent's rights, including the right to access the student's educational records.
3. The student shall not be permitted to visit with or be released to anyone, including the noncustodial parent, without the approval of the custodial parent. Unless otherwise provided by applicable law or court order, education conferences with a noncustodial parent shall be permitted only upon the consent of the custodial parent.

The following procedures have been developed for situations involving child custody, visitation and release of records:

1. The enrollment records of the district will include information regarding the marital status of a student's parents. Such status will be reviewed each year.
2. The school secretary will keep a card file easily accessible to the principal to flag the files of students whose parents are divorced or legally separated or have other special custody arrangements.
3. If a person whom the principal or designee does not recognize appears at school requesting the dismissal of a student, the principal or designee shall ask for identification such as a driver's license.

Children of divorced/separated parents

1. Both parents have the right to access the student's educational records.
2. If a student's parents are divorced, legally separated, or have other special custody arrangements, district personnel shall request a copy of any and all legal documents pertaining to child custody, including restraining orders.
3. The district will presume that both parents have equal access to a child when that student is registered in school unless one parent provides the district with a currently effective Colorado court order indicating otherwise.
4. A copy of the court order governing a divorce, separation or delineation of parental rights will be provided by the custodial parent and kept in the student's cumulative record as a temporary record.
5. If the school is aware that the student's parents are divorced or separated and a parent refuses to provide a copy of the court order to the district, the principal will be advised and a statement of the refusal will be noted, including the date and situation. This statement will be filed in the student's cumulative record. The district will provide access to the student's educational records to both parents in this case.
6. A student will not be denied admission to school on the basis of refusing the request for documentation of a divorce, separation or delineation of parental rights.
7. A student will not be released to or visited by a noncustodial parent during the school day unless the custodial parent has approved the release or permission for visitation.

8. If a school official is in doubt about the validity of a request or documentation presented, the official will contact the superintendent. The official shall request positive identification of any individual making a request for release or visitation of a student.
9. If a person making a request for release or visitation refuses to leave the school premises at the principal's request, the principal may contact the appropriate law enforcement agency.
10. Contact from an attorney on behalf of a parent may be referred to the school attorney on advice of the superintendent.

2024-2025 Secondary Bell Schedule

1 st Hour (M+W)	7:40 – 9:30
2 nd Hour (T+R)	7:40 – 9:30
3 rd Hour (M+W)	9:33 – 11:23
4 th Hour (T+R)	9:33 – 11:23
Lunch/Advocacy 1	11:23 – 11:53
Lunch/Advocacy 2	11:56 – 12:26
5 th Hour (M+W)	12:30 – 2:20
6 th Hour (T+R)	12:30 – 2:20
Target Time (M-R)	2:23 – 3:00
7 th Hour (M-R)	3:03 – 4:05

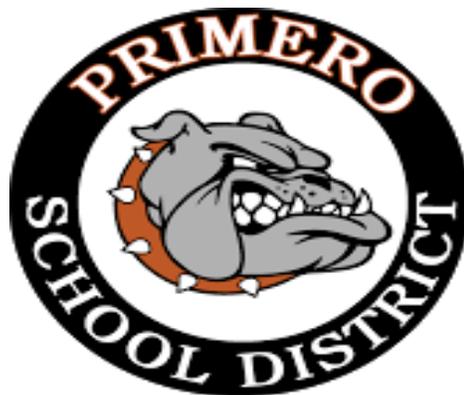
During periods of inclement weather, road conditions often improve by 9:00 a.m. When it is felt that conditions will improve, a “Late Start Schedule” will be activated. School will begin two hours later than normal. Students are expected to be at the school at 9:30 AM. Teachers and administrators, however, should be at the school by 9:15 AM.

2-Hour Delay Bell Schedule

The delayed schedule will be identical to the normal Bell Schedule, with the exception of beginning the block class structure at 9:40 AM. This means that Mondays/Wednesdays will have 1st, 3rd, 5th, and 7th Hour classes while Tuesdays/Thursdays will have 2nd, 4th, 6th, and 7th Hour classes.

1 st /2 nd Hour	9:40 – 10:57
Lunch/Advocacy 1	11:00–11:30
Lunch/Advocacy 2	11:30-12:00
	Elementary lunch to follow
3 rd /4 th Hour	12:00–1:27
5 th /6 th Hour	1:30 – 2:57
7 th Hour	3:00 – 4:05

Behavior
Attitude
Respect
Kindness



Go Bulldogs...
BARK WITH PRIDE!

7 Period Bell Schedule

1st Hour 7:40 – 8:41

2nd Hour 8:44 – 9:45

3rd Hour 9:48 – 10:51

1st Lunch/Advisory 10:51 - 11:21

2nd Lunch/Advisory 11:21 - 11:51
Elementary lunch at regular time

4th Hour 11:54 – 12:55

5th Hour 12:58 – 1:58

6th Hour 2:01 – 3:02

7th Hour 3:05 – 4:05

PRIMERO SCHOOL DISTRICT RE-2 SCHOOL HANDBOOK BOARD POLICIES

The following Primero School Board of Education Policies can be found on-line via the district website primeroschool.org or at the school office. Parents and students are encouraged to consult these policies as needed should any circumstances arise during the school year.

<u>AC, AC-R-1 and AC-E</u>	<u>Nondiscrimination/Equal Opportunity (and Complaint and Compliance Process)</u>
<u>ADC</u>	<u>Tobacco Free Schools</u>
<u>IHCDA</u>	<u>Concurrent Enrollment</u>
<u>IKA</u>	<u>Grading/Assessment Systems</u>
<u>JB</u>	<u>Equal Education Opportunity</u>
<u>JBB</u>	<u>Sexual Harassment</u>
<u>JH</u>	<u>Student Absences and Excuses</u>
<u>JHB</u>	<u>Truancy</u>
<u>JIC</u>	<u>Student Conduct</u>
<u>JICA</u>	<u>Student Dress Code</u>
<u>JICC</u>	<u>Student Conduct in School Vehicles</u>
<u>JICDA</u>	<u>Code of Conduct</u>
<u>JICDD*</u>	<u>Violent Aggressive Behavior</u>
<u>JICDE*</u>	<u>Bullying Prevention and Education</u>
<u>JICEA</u>	<u>School Related Student Publications</u>
<u>JICEC*</u>	<u>Student Distribution of Noncurricular Materials</u>
<u>JICF</u>	<u>Secret Societies/Gang Activity</u>
<u>JICH</u>	<u>Drug and Alcohol Involvement by Students</u>
<u>JICI</u>	<u>Weapons in School</u>
<u>JICJ</u>	<u>Student Use of Cell Phones and Other Technology Devices</u>
<u>JIH</u>	<u>Student Interviews, Interrogations, Searches and Arrests</u>
<u>JJA-1 or JJA-2</u>	<u>Student Organizations (Limited Forum or Open Forum)</u>
<u>JK and JK-R</u>	<u>Student Discipline</u>
<u>JK*-2</u>	<u>Discipline of Students with Disabilities</u>
<u>JKA, JKA-R</u>	<u>Use of Physical Intervention</u>
<u>JKA-E-2</u>	<u>Complaint procedures and Regulations Regarding the Use of Restraint or Seclusion, 1 CCR 301-45, 2620-R-2.07</u>
<u>JKBA*, JKBA*-R</u>	<u>Disciplinary Removal from Classroom</u>
<u>JKD/JKE</u>	<u>Suspension/Expulsion of Students</u>
<u>JLCB, JLCB-R</u>	<u>Immunization of Students</u>
<u>JLCD</u>	<u>Administering Medications to Students</u>
<u>JLCDA*</u>	<u>Students with Food Allergies</u>
<u>JLCDC*, JLCDC*-R</u>	<u>Medically Necessary Treatment in School Setting</u>
<u>JLDAC</u>	<u>Screening and Testing of Students (And Treatment of Mental Disorders)</u>
<u>JLDAC-E</u>	<u>Notification of Rights Under the Protection of Pupil Rights Amendment (PPRA)</u>
<u>JLFF*</u>	<u>Sex Offender Information</u>
<u>JQ</u>	<u>Student Fees, Fines and Charges</u>
<u>JRA/JRC</u>	<u>Student Records/Release of Information on Students</u>
<u>JRA/JRC-R-E-1</u>	<u>Notification of Parents and Students Rights Concerning Student Education Records</u>
<u>JRCA*</u>	<u>Sharing of Student Records/Information between School District and State Agencies</u>

<u>JHBB</u>	<u>Parking Lot Searches</u>
<u>IHAM-R</u>	<u>Health and Family Life/Sex Education (Exemption Procedures)</u>

Other Policies as Applicable

<u>EBCE</u>	<u>School Closings and Cancellations</u>
<u>EEAG</u>	<u>Student Transportation in Private Vehicles</u>
<u>EF-E-1</u>	<u>School Meal Payments</u>
<u>EFC</u>	<u>Free and Reduced-Price Food Services</u>
<u>IC/ICA</u>	<u>School Year/School Calendar/Instruction Time</u>
<u>IKE</u>	<u>Ensuring All Students Meet Standards (Promotion, Retention and Acceleration of Students)</u>
<u>IKF, IKF-E</u>	<u>Graduation Requirements</u>
<u>IMB</u>	<u>Teaching about Controversial Issues and Use of Controversial Materials</u>
<u>IMBB</u>	<u>Exemptions from Required Instruction</u>
<u>JEA</u>	<u>Compulsory Attendance Ages</u>
<u>JFBA</u>	<u>Intra-District Choice/Open Enrollment</u>
<u>JFC</u>	<u>Student Withdrawal from School/Dropouts</u>
<u>JII</u>	<u>Student Concerns, Complaints and Grievances (<i>and grievance procedure</i>)</u>
<u>JJJ</u>	<u>Extracurricular Activity Eligibility</u>
<u>JLC</u>	<u>Student Health Services and Records</u>
<u>JLCDB*</u>	<u>Administration of Medical Marijuana to Qualified Students</u>
<u>JLF</u>	<u>Reporting Child Abuse/Child Protection</u>
<u>JLIB</u>	<u>Student Dismissal Precautions</u>
<u>KBBA</u>	<u>Custodial and Noncustodial Parent Rights and Responsibilities</u>
<u>KE</u>	<u>Public Concerns and Complaints (<i>and complaint procedures</i>)</u>
<u>KEC</u>	<u>Public Concerns/Complaints about Instructional Resources</u>
<u>KEF</u>	<u>Public Concern/Complaints About Teaching Methods, Activities or Presentations</u>
<u>KI</u>	<u>Visitors to Schools</u>