

Central High School Student Handbook 2023-2024



“Once a Wildcat, Always a Wildcat.”



Pueblo School District 60s has adopted a Code of Student Conduct and Discipline, which is distributed to each student at the beginning of each school year under separate cover. All parents and students are expected to be familiar with the Code of Student Conduct and Discipline, which contains all policies, which deal with student discipline that has been adopted by the Pueblo School District 60 Board of Education.

PUEBLO SCHOOL DISTRICT 60

315 W. 11th Street
Pueblo, Colorado 81003

BOARD OF EDUCATION

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Charlotte Macaluso

Mission

To provide a high-quality education that assures each student the knowledge, skills, and dispositions to lead a life of purpose and impact.



PUEBLO
SCHOOL DISTRICT 60
Educating for Purpose and Impact

Pueblo School District No. 60 does not discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity/expression, marital status, national origin, religion, ancestry, age, disability, need for special education services, genetic information, pregnancy or childbirth status, or other status protected by law in admission, access to, treatment or employment in its educational programs or activities. Additionally, a lack of English language skills is not a barrier to admission or participation in activities. The following individual has been designated to handle inquiries regarding the non-discrimination policies: Executive Director of Student Support Services, Andrew Burns, andrew.burns@pueblod60.org, Title IX Coordinator/Compliance Officer for complaints. This individual can be located at 315 West 11th Street, Pueblo, Colorado 81003, (719) 549-7100. Inquiries about Title IX can be directed to Pueblo School District No. 60's Title IX Coordinator/Compliance Officer named herein; the Assistant Secretary for Civil Rights of the Department of Education at (800) 421-3481, OCR@ed.gov; or both. Complaint procedures have been established for students, parents, employees, and members of the public. (Policy AC, AC-R-1, AC-R-2, AC-E-1, AC-E-2, AC-E-3).

Si tiene alguna pregunta sobre esta información, por favor llame a la escuela de su niño.

CENTRAL HIGH SCHOOL

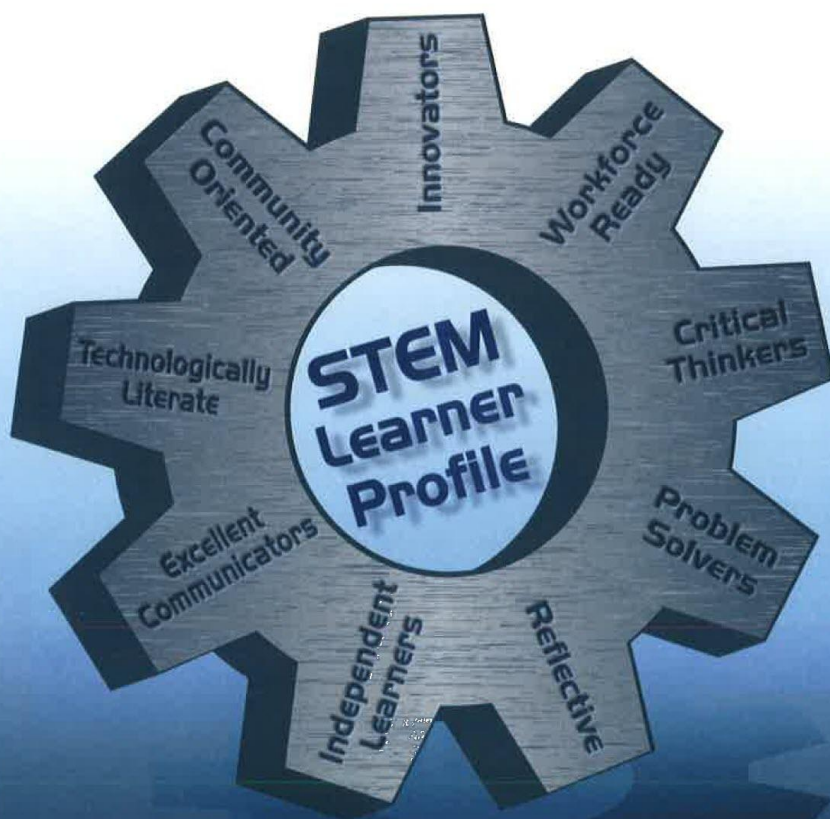
PURPOSE STATEMENT

*Central High School is dedicated to empowering and inspiring
All students to develop the skills and knowledge necessary to
compete both academically and professionally.*

MISSION STATEMENT

*At Central High School STEM Magnet, we are committed to
embracing a culture rich in tradition, responsibility, respect, and
high academia.*

*We do this through providing a safe and nurturing
environment focused on life-long learning and 21st Century skills
with the support of a STEM curriculum that is relatable,
realistic, problem and community based.*



**CENTRAL
HIGH SCHOOL**

STEM Magnet School



Our STEM focused curriculum and instruction creates a culture that will prepare our students at Central High School (STEM Magnet) to be:

Workforce Readiness

- Demonstrates job readiness within the global market.
- Acts professionally in various situations.
- Works well within a team.
- Understands conflict resolution.

Critical Thinker

- Effectively discusses and identifies problems.
- Has the ability to formulate, analyze, evaluate, and synthesize information in order to solve problems and answer questions.
- Demonstrates learning through a detailed and step-by-step thought process.

Reflective

- Open-minded and receptive to new ideas.
- Offers constructive feedback or suggestions.
- Utilizes reflective thought for self and group improvement.

Problem Solver

- Exercises sound reasoning and understanding to obtain solutions to complex problems.
- Identifies and asks questions that clarify points of view and leads to unique solutions.
- Demonstrates a willingness to take risks to tackle challenging problems.

Excellent Communicator

- Expresses thoughts and ideas clearly and effectively through speaking and writing.
- Selects appropriate methods for communication.
- Demonstrates the ability to work effectively with diverse teams.
- Exercises willingness to work toward a common goal.
- Takes responsibility for group work.

Technologically Literate

- Applies digital tools to collect, analyze, and use information.
- Utilizes digital media to communicate and work collaboratively to support individual learning and contribute to the learning of others.
- Uses appropriate technological tools and resources to plan and conduct research, manage projects, solve problems, and make informed decisions.

Community Oriented

- Works appropriately and productively with community partners and mentors.
- Acts responsibly with the interests of the larger community in mind.
- Invests time and resources that support the greater good of the community.

Innovator

- Sees and acts on needs.
- Understands the interconnectedness of solutions.
- Demonstrates a willingness to take risks and accepts failure as a new challenge.

Independent Learner

- Monitors one's own understanding and learning needs.
- Accomplishes tasks, sets goals, and has motivation to improve professional skills.
- Is committed to lifelong learning.
- Demonstrates self-advocacy for learning.

CENTRAL HIGH TELEPHONE AND STAFF DIRECTORY
2023-2024

ADMINISTRATION

Mrs. Destin Mehess	Principal (Seniors)	549-7304
Mrs. Destiny Lotrich	Athletic Director and Assistant Principal (Athletes/ Juniors)	549-7307
Mr. Alex Trujillo	Assistant Principal (Sophomores)	423-3806
Ms. Julia Montano	Assistant Principal (Freshmen)	549-7700

COUNSELING CENTER

Ms. Alyson Ogaz	Registrar/Guidance Secretary	549-7377
Mrs. Stephanie Martinez	All Students A-G	549-7314
Mrs. Vicki McGraw	All Students P-Z	549-7312
Mrs. Ruth White	All Students H-O	549-7374
Mrs. Bernadette Esquibel-Tennant	Student Engagement Coordinator	549-7708

OFFICE STAFF

Mrs. Heather Huffman	Principal Secretary	549-7304
Ms. Gail Horvat	Attendance Secretary	549-7301
Ms. Kathy Martinez	Activities Secretary	549-7303
Mrs. Karen Medina	Data Entry Secretary	549-7305
Ms. Larasa Atencio	Educational Assistant	548-7300

SUPPORT STAFF

Mrs. Shirley Arriaga	Community Advocate	549-7311
Officer Ray Alvarez	School Resource Officer	253-6160
Mr. Jordan Cody	Security	TBA
Mr. John Rodriguez	Security	549-7320
Ms. Michelle Deherrera	Security	TBA

WELLNESS CENTER

Front Desk	253-6155
Ms. Darcey Hansen, RN	549-7313

ATTENDANCE

24 hours a day, 7 days a week	549-7301
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FAX NUMBERS

Main Office	549-7306
Counseling Office	253-6165
Activities Office	549-7319

Central Bell Schedule 2023-2024 (Subject to change)

Daily Bell Schedule			
1st Hour	7:30 AM	8:27 AM	57 mins
2nd Hour*	8:32 AM	9:35 AM	63 mins
3rd Hour	9:40 AM	10:37 AM	57 mins
4th Hour	10:42 AM	11:39 AM	57 mins
1st Lunch	11:44 AM	12:14 PM	30 mins
5th Hour	12:19 PM	1:16 PM	57 mins
5th Hour	11:44 AM	12:14 PM	30 mins
2nd Lunch	12:14 PM	12:44 PM	30 mins
5th Hour	12:49 PM	1:16 PM	27 mins
5th Hour	11:44 AM	12:44 PM	60 mins
3rd Lunch	12:44 PM	1:16 PM	32 mins
6th Hour	1:21 PM	2:18 PM	57 mins
7th Hour	2:23 PM	3:20 PM	57 mins
*Announcements and Breakfast			
Assembly Bell Schedule			
1st Hour	7:30 AM	8:17 AM	47 mins
2nd Hour*	8:23 AM	9:16 AM	53 mins
3rd Hour	9:21 AM	10:08 AM	47 mins
4th Hour	10:13 AM	11:00 AM	47 mins
1st Lunch	11:05 AM	11:35 AM	30 mins
5th Hour	11:40 AM	12:37 PM	57 mins
5th Hour	11:05 AM	11:35 AM	30 mins
2nd Lunch	11:35 AM	12:06 PM	31 mins
5th Hour	12:10 PM	12:37 PM	27 mins
5th Hour	11:05 AM	12:05 PM	60 mins
3rd Lunch	12:05 PM	12:37 PM	32 mins
6th Hour	12:42 PM	1:29 PM	47 mins
7th Hour	1:34 PM	2:21 PM	47 mins
Assembly	2:25 PM	3:20 PM	55 mins
*Announcements and Breakfast			

GENERAL INFORMATION

Basic Information:

- **ASSEMBLY PROTOCOL FOR STUDENTS AND PARENTS**

On Assembly days, students will not be allowed to be called out after Noon. If a student does not want to attend an Assembly, he/she will be able to stay in a classroom with a teacher. Parents/Guardians, please do not call your student out of school due to he/she not wanting to attend an assembly. We will make accommodations. Thank you for your help with this.

- **LUNCH DELIVERY**

The delivery of food by **any** food delivery platform (ie: *Doordash, Uber Eats*) is **NOT ALLOWED**. Parents and guardians may bring lunch to their student(s). Please drop off food at the information desk inside the main doors.

- **FLOWER / GIFT DELIVERY**

The delivery of flowers and/or gifts for students during school hours is **NOT ALLOWED**.

- **ELECTRONIC DEVICES**

The school will not be held responsible for loss/theft of electronic devices or cell phones.

Classroom rules set forth by each individual teacher will determine the use of the following but not limited to: cell phones and other electronic devices. If electronic devices (cell phones, etc.) ring or are used inappropriately during class time, they will be confiscated and sent to the office. Parents will be required to pick up the device from the office.

- **LOCKERS**

Student lockers are available to each student who desires to use one. Lockers and locks are issued by security.. Use only the locker assigned to you and keep it locked at all times. Students are not to tamper with another locker or give their combination to anyone. Inside of the lockers may be decorated and personalized, **BUT NOT WITH PERMANENT MARKERS OR PAINT**. The student issued the locker will be responsible for its upkeep. School officials reserve the right to enter lockers for a valid reason. We discourage keeping items of great value in your lockers.

- **STUDENT YEARBOOKS**

Yearbooks may be purchased in the Activities Office during school hours. Students should be sure to order during the window of early August – Spring break time in March.

- **ELEVATOR KEYS**

Elevator keys will be issued to those students who have a doctor's request, or other special needs deemed necessary by Administration. The doctor's request should state the need for the key as well as the length of time the key will be needed. All students will be **REQUIRED** to return the key at the conclusion of use determined by doctor's orders.

The elevator key must be used only by the student to whom it is issued. Any student found lending his/her key to other students or giving rides to other students will have the key confiscated. The student may also be subject to disciplinary action.

THERE WILL BE A \$10.00 CHARGE ISSUED TO THE STUDENT IF THE KEY IS NOT RETURNED.

Health and Wellness:

- **HEALTH AND WELLNESS CENTER**

The Health and Wellness Center is a collaborative effort between Pueblo Community Health Center and Pueblo School District 60. The center is open Monday-Thursday from 7:30 a.m. to 4:00 p.m. Provider times vary upon availability. The Wellness Center offers a variety of services to students such as: physical exams and immunizations, routine lab tests, prescriptions, drug and alcohol prevention, education assessment and counseling, and mental health referrals. Students must pick up a consent form from the Wellness Center and return it with a parent or guardian's signature before they can be seen.

- **IMPORTANT INFORMATION ABOUT MEDICATIONS AT SCHOOL**

- If your child needs any medication (prescription or over-the-counter) during the school day, a medication authorization form must be completed and signed by both the prescribing physician and parent/guardian.
- The district has 3 medication authorization forms: one for inhalers, one for EpiPens, and one for other types of medications. Make sure you have the right form. Forms can be found in the School Nurse Office.
- All non-prescription medication must be in the original bottle/package, with the child's name clearly marked on the container. Plastic baggies are not acceptable.
- All prescription medication must be in the original pharmacy container with correct information on the label. If half tablets are to be given, the parent will be responsible for sending the pills to school already cut. If the medication is liquid, please provide a medicine cup to measure and administer.
- Medications will only be administered at school the specified times noted on the form. Any changes in dose, time or medication will require a new form, and a new container with the corrected pharmacy label.
- The above rules still apply to any medication a student may need to carry with them, such as EpiPens or inhalers. Both the medication and the medication form must be checked in at the School Nurse Office with the school nurse at the beginning of the year. The physician must check "yes" on the form stating "Student may carry medication for Emergency purposes".

Thank you for your cooperation in maintaining a safe environment for our students. If you have any questions or concerns, please contact the school nurse, Darcey Hansen, RN at 719-549-7313.



Dear parents/guardians of students attending Colorado kindergarten - 12th grade schools for the 2023-24 school year:

We know you're thinking of all the things you need to do to make sure your student is ready for school. Getting vaccinated is an important part of their school readiness and keeps children from catching and spreading diseases that can make them sick and potentially disrupt in-person learning.

Required and recommended vaccines:

- Colorado law requires students who attend a public, private, or parochial Kindergarten - 12th grade school to be vaccinated against many of the diseases vaccines can prevent unless a *Certificate of Exemption* is filed. For more information, visit cdphe.colorado.gov/schoolrequiredvaccines. Your student must be vaccinated against:
 - Diphtheria, tetanus, and pertussis (DTaP, Tdap).
 - Hepatitis B (HepB).
 - Measles, mumps, and rubella (MMR).
 - Polio (IPV).
 - Varicella (chickenpox).
- Colorado follows recommendations set by Centers for Disease Control and Prevention's (CDC) Advisory Committee on Immunization Practices. **Prior to starting Kindergarten**, students must receive their final doses of DTaP, IPV, MMR, and varicella. **Prior to starting sixth grade**, students must receive one dose of Tdap vaccine, even if the student is younger than 11 years. You can view recommended vaccine schedules at: www.cdc.gov/vaccines/schedules/easy-to-read/child-easyread.html (birth through 6 years) or www.cdc.gov/vaccines/schedules/easy-to-read/adolescent-easyread.html (7 to 18 years).
- CDC also recommends vaccines for COVID-19, hepatitis A (HepA), human papillomavirus (HPV), influenza (flu), and meningococcal disease (MenACWY and MenB), but these are not required for school entry in Colorado.

Exclusion from school

- Your student may be excluded from school if your school does not have an up-to-date *Certificate of Immunization*, *Certificate of Exemption*, or an in-process plan on file for your student.
- If someone gets sick with a vaccine-preventable disease or there is an outbreak at your student's school and your student has not received the vaccine for that disease, they may be excluded from school activities. That could mean lost learning time for them and lost work and wages for you. For example, if your student has not received a MMR vaccine, they may be excluded from school for 21 days after someone gets sick with measles.

Have questions?

Talk with a health care provider or your local public health agency (LPHA) about which vaccines your student needs or if you have questions. You can find a vaccine provider at cdphe.colorado.gov/immunizations/get-vaccinated. You can read about the safety and importance of vaccines at www.cdc.gov/vaccines/parents/FAQs.html, childvaccineco.org, ImmunizeForGood.com, and cdphe.colorado.gov/immunization-education. Staying up to date on routine immunizations is important for adults, as well as children. We encourage parents and guardians to find out what vaccines might be due. It's never too late for families to get back on track! Learn more about vaccines for adults at www.cdc.gov/vaccines/adults/rec-vac/index.html.

Paying for vaccinations

If you need help finding free or low-cost vaccines and providers who give them, go to COVax4Kids.org, contact your local public health agency (find LPHA contact information at cdphe.colorado.gov/find-your-local-public-health-agency), or call the Mile High Family Health Line at 303-692-2229 or 1-800-688-7777 to ask about Medicaid contact information and health clinics located in your area.

Vaccination records

- Share your student's updated *Certificate of Immunization* with their school every time they receive a vaccine.
- Need to find your student's vaccine record? It may be available from the [Colorado Immunization Information System \(CIIS\)](https://ColoradoImmunizationInformationSystem.org). Visit COVaxRecords.org for more information, including directions for how to use the CIIS Public

Portal to view and print your student's vaccine record.

Exemptions

- If your student cannot get vaccines because of [medical reasons](#), you must submit a *Certificate of Medical Exemption* to your school, signed by a physician (MD, DO), advanced practice nurse (APN), or delegated physician assistant (PA). You only need to submit this certificate once, unless your student's school or information changes. You can get the form at cdphe.colorado.gov/vaccine-exemptions.
- If you choose not to have your student vaccinated according to Colorado's school vaccine requirements for reasons that are nonmedical, you must submit a *Certificate of Nonmedical Exemption* to your school. Nonmedical exemptions must be submitted annually at every new school year (July 1 through June 30). There are two ways to file a nonmedical exemption.
 1. File the *Certificate of Nonmedical Exemption* WITH the signature from an immunizing provider in Colorado who is a physician (MD, DO), advanced practice nurse (APN), delegated physician's assistant (PA), registered nurse (RN), or pharmacist licensed in Colorado; OR
 2. File the *Certificate of Nonmedical Exemption*, which you will be able to access upon completion of the state's online immunization education module.
- Downloadable certificates and a link to the online education module are available at cdphe.colorado.gov/vaccine-exemptions.

How's your school doing on vaccinations?

Some parents/ guardians/caregivers, especially those with students who have weakened immune systems, may want to know which schools have the highest immunization rates. Annually, schools must report immunization and exemption numbers (but not student names or birth dates) to the state health department. Schools do not control their specific immunization and exemption rates or establish the Vaccinated Children Standard described in [§25-4-911, CRS](#). Schools must include their MMR immunization and exemption rates from the most recently completed school year in this letter. Schools may choose to also include immunization and exemption rates for other school-required vaccines. Additional immunization and exemption rates can be found at COVaxRates.org.

School name	2021-2022 MMR immunization rate REQUIRED IN LETTER	2021-2022 MMR exemption rate REQUIRED IN LETTER
<i>Schools may also include the rates for the school-required vaccines shown below in this annual letter to parents/guardians</i>		
Vaccinated Children Standard 95% immunization rate for all school-required vaccines	2021-2022 DTaP/Tdap immunization rate	2021-2022 DTaP/Tdap exemption rate
	2021-2022 HepB immunization rate	2021-2022 HepB exemption rate
	2021-2022 IPV immunization rate	2021-2022 IPV exemption rate
	2021-2022 Varicella immunization rate	2021-2022 Varicella exemption rate

**KINDERGARTEN THROUGH 12TH GRADE IMMUNIZATION CHART
REQUIRED VACCINES FOR SCHOOL ATTENDANCE 2022-23**

VACCINE	Number of Doses	Grades K-12 (4-18+ Years of Age)
	<i>Vaccines must be given no earlier than the MINIMUM INTERVALS & AGES in order to be valid. A 4-day grace period applies in most situations.</i>	
Diphtheria/Tetanus/ Pertussis (DTaP) <i>Only licensed through 6 yrs of age.</i>	4 to 5	5 DTaP doses unless dose 4 is given on or after the 4 th birthday. Final dose of DTaP is to be given on or after the 4th birthday.
Tetanus/Diphtheria/ Pertussis (Tdap) <i>For students 7 years of age or older.</i> <i>One dose of Tdap is required for students in 6th through 12th grades</i>	3 or 4	3 doses of tetanus/diphtheria containing vaccines (DTaP, DT, Td, Tdap) are required, or 4 doses required if 1 st dose of DTaP is given before 1 year of age. Students, ages 7-10 yrs that did not complete a series of pertussis-containing vaccine before their seventh birthday should receive a single dose of Tdap. If needed, they are to complete their series with Td or Tdap. An additional Tdap is required at 6th grade entry regardless of when the previous dose of Tdap was given and the student is at least 10 years of age.
Polio (IPV) <i>With a combination of OPV & IPV, will need a series of 4 doses.</i>	3 to 4	4 IPV doses unless 3 rd dose is given on or after 4 th birthday. Final dose of IPV is to be given on or after the 4th birthday.
Measles/Mumps/Rubella (MMR) <i>If 2 live vaccines are not given on the same day, there must be a 28 day interval between the 2 doses.</i>	2	The 1 st dose is not valid if administered more than 4 days before the 1 st birthday. 2 valid doses are required for students entering Kindergarten & through 12 th grade.
Varicella (Chickenpox) <i>If 2 live vaccines are not given on the same day, there must be a 28 day interval between the 2 doses.</i>	2	The 1 st dose is not valid if administered more than 4 days before the 1 st birthday. 2 doses are required for students entering Kindergarten & through 12 th grade. Note: no vaccine required if there is laboratory documentation of chickenpox disease or a disease screening performed by a healthcare provider.
Hepatitis B <i>Administration of 4 doses is permitted when a combination vaccine containing HepB is used after the birth dose.</i>	3 or 4	The 2 nd dose must be administered at least 4 weeks after the first dose. The 3 rd dose must be administered at least 16 weeks after the 1 st dose, at least 8 weeks after the 2 nd dose, and the final dose must be administered no earlier than 24 weeks of age. <i>Note: there is a 2-dose series for ages 11-15 years that uses a specific adult vaccine.</i>

**RECOMMENDED VACCINES FOR THE BEST PROTECTION AGAINST VACCINE-
PREVENTABLE DISEASE**

VACCINE	Number of Doses	Grades K-12 (4-18+ Years of Age) <i>Vaccines administered ≤ 4 days before the minimum age are valid</i>
Influenza (Flu)	1 to 2	2 doses initially if under 9 yrs of age with a minimum interval of 28 days between doses, then 1 dose annually, thereafter. (Recommended for all children 6 months of age and older).
Meningococcal ACWY (MenACWY)	2 doses	Adolescents 11-18 years of age (11-12, 16-18)
Serogroup B Meningococcal (MenB)	2 doses	Adolescents 16-18 years of age
Human Papillomavirus (9vHPV)	2 to 3	Adolescents 11-18 years of age Series initiation age 9-14 – two doses 6-12 mos apart Series initiation 15+ - three doses 0, 1-2 mos and 6 mos
Hepatitis A (Hep A)	2	All children 1 year of age and older, minimum interval of 6 months between doses.

Immunization requirements are strictly enforced for all students. Students who do not meet the requirements will be denied attendance according to Colorado Revised Statutes § 25-4-902. There are three ways to be in compliance with the school immunization law:

1. Student's immunization record shows they are fully immunized with required vaccines. A laboratory report for some vaccines or diseases showing immunity is also acceptable.
2. For students who are not up to date on required vaccines, the school will notify the parent/guardian that the student has 14 days to receive the required vaccine(s).
Parents are to provide a written plan for the remaining vaccines following the minimum intervals of the Advisory Committee on Immunization Practices (ACIP) schedule. If the plan is not followed, the student shall be excluded from school for non-compliance.
3. Submission of a Certificate of Medical Exemption signed by a healthcare provider, (MD, DO, APN, PA) or a Certificate of Nonmedical Exemption signed by an immunizing healthcare provider or obtained after the completion of CDPHE's online immunization education module. Visit www.colorado.gov/vaccineexemption.

Please refer to the ACIP Immunization Schedule, Table 1, 2 and notes:

cdc.gov/vaccines/schedules/downloads/child/0-18yrs-child-combined-schedule.pdf

Last Reviewed 9/2022

To the parent/guardian of students that have/had an IEP or IFSP

**Colorado Department of Education
School Health Services Program
Notification to Access Benefits**

The Department of Health and Human Services sponsors a program allowing our district to seek reimbursement for health-related services provided to children with Medicaid health insurance. This program helps our district to maximize federal funds for support of additional health services in our schools.

The Colorado Department of Education and the District will request parental permission to provide health-related services to each child and to release and exchange medical and other confidential information, as necessary, to the Department of Health Care Policy and Financing (Medicaid), whether directly or through a contracted billing agency, for health services provided to each child after the date of this notification. Information released may include personally identifiable information, records, or information about the services which may be provided to each child. The purpose of the disclosure is to access the child's public benefits to receive Medicaid reimbursement for said services.

The District, the Department of Health Care Policy and Financing, and the contracted billing agency, if any, require my permission to send claims to Medicaid and receive payment from Medicaid for health-related services as set forth in my child's IEP or IFSP.

Medicaid reimbursement for health-related services provided by the district and the Colorado Department of Education will not affect any other Medicaid services for which a child is eligible. Each child will receive the services listed in the IEP regardless of whether or not a child is enrolled in public benefits. If a parent refuses to allow access to the Department of Health Care Policy and Financing, it does not relieve the District of its responsibility to ensure that all required services are provided to the child at no cost to the parent.

The granting of consent is voluntary and may be revoked at any time. If a parent later revokes consent, that revocation is not retroactive (i.e., it does not negate an action that has occurred after the consent was given and before the consent was revoked).

The District and the Colorado Department of Education will operate under the guidelines of the Family Educational Rights and Privacy Act (FERPA) to ensure confidentiality regarding each child's treatment and provision of health-related services.

School Safety

Central High School, as well as all other high schools in Pueblo School District 60, has a School Resource Officer (SRO) in the building during school hours. The role of the SRO is to assist in providing a safe and secure learning environment. This mission is accomplished in many ways. Strict enforcement of the law is one of the most important objectives in providing a safe school. The SRO is also available to teach law-related education classes, including topics of drug and alcohol education, gang awareness, juvenile crime, and the police officer's role in the community. By educating students concerning the police officer's duties, it is hoped that better communication will result between the Police Department and the community. The SRO, by his attitude and respect, acts as a role model for students at Central High School. The intended result is that students who willingly conform to behavior will enhance their ability to be successful in the real world.

BUILDING ACCESS

- **Before School**

The building opens at 7:00 a.m. Students need to remain in the main foyer located on the 3rd floor unless they are participating in a supervised activity (practice, club meetings, etc.). Students are not allowed in classrooms, cafeteria, gym, media centers, etc. unless they are supervised.

- **After School**

Students in the building after school must be in a supervised activity. Students should not be loitering in the hallways, media centers, gym, classrooms, cafeteria, etc. Students not involved in a supervised activity or working with a teacher, must leave immediately after school. Students waiting for rides can wait in the main foyer on the 3rd floor.

- **Visitors**

All visitors to Central High School must be cleared through the main office and obtain a visitor's badge through the Raptor system. **All visitors will need a driver's license or ID.** Students will not be allowed to bring visitors/guests anytime during the school day, including lunch. Anyone loitering within the building will be referred to the SRO.

EMERGENCY DRILLS/PROCEDURES:

During the school year, Central High School is required to have emergency preparedness drills. These drills may include fire, tornado, secure perimeter and lockdown. The drills are conducted so students and staff know the proper procedures. Parents and visitors in the building during the drills will follow procedures with the rest of students and staff.

- **SECURE PERIMETER**

Secure perimeter is used when there is a threat outside of the school. When a secure perimeter is called, students are brought inside, exterior doors and windows are locked. No one will be allowed to enter or exit the building during a secure perimeter.

- **LOCKDOWN**

Lockdown is used when there is an imminent threat inside the school or suspected of being in the school or on school grounds. Staff and students shelter in classrooms or designated areas. No one is allowed to leave or enter from any room during a lockdown. Law enforcement will instruct to evacuate or inform that the lockdown has been lifted.

PARKING

Student parking is provided in the rear of the building across from Central's Gymnasium between Grant Avenue and Pitkin Avenue. The parking area is **OFF LIMITS** during the school day once a student arrives at school. Parking in the cul-de-sac in front of the building or in the reserved visitor parking spaces by students is prohibited. Violators of parking regulations may face disciplinary sanctions and parking citations.

INDEPENDENT LIVING

Students who no longer live with a parent/guardian must register their living arrangement information with their assistant principal immediately and provide proof of independent student status. Information about changes in living arrangements are kept confidential. Students on Independent Living status must also clear through the Student Records or counseling office.

Classroom Protocols:

• CONDUCT IN THE CLASSROOM

- Students are expected to be on time and prepared to learn.
- Students are not to leave a classroom **WITHOUT** a hall pass or permission from the classroom teacher. Hall passes are a privilege and can be revoked by administration at any time if students are abusing the privilege.
- Students are not allowed to have electronic devices out during class unless the classroom teacher has approved it. Disciplinary action will be taken by Administration if these devices become a distraction in the classroom.
- Students should not have food in the classroom unless the classroom teacher has given them permission to have it.
- Cheating/plagiarism will not be tolerated and students will be subject to disciplinary action.

• CONTACTING TEACHERS

Parents/Guardian who would like to speak with a teacher can call the main office (719)549-7300, or email the teacher directly. Please make an appointment to have a one on one conference with a teacher.

• TEXTBOOKS

All basic textbooks are loaned to students for their use during the school year. Lost books may cost \$75.00 to \$100.00 each. Students will be required to clear all fines by the end of their senior year but are encouraged to pay their fines at the end of each school year. Transcripts will not be released prior to all fines being cleared.

Nutrition Services:

- **LUNCH PROGRAM**

Central is a closed campus for lunch. We offer three lunch times Monday-Thursday. Central's lunch program is coordinated with Pueblo School District 60 Nutrition Services. All students will need to have a lunch application filled out. The application is available online via the link on the Pueblo School District 60 website (<https://www.myschoolapps.com/>). Paper applications will also be available from the school.

Central is a closed campus, students whose parents deliver lunches from off-campus must bring those lunches to the main office. Students will be notified that their lunch is in the office. Parents may wish to take their student to lunch and this is acceptable, however, students must check out with the main office, have verification, and utilize the check-out procedure. This practice is not discouraged but parents must be aware of time constraints and the necessity for students to return on time for their afternoon classes.

- **BREAKFAST PROGRAM**

The breakfast program is coordinated by Pueblo School District 60 Nutrition Services. Breakfast is served on a daily basis to all students at no cost. The program offers a healthy variety breakfast menu. Students who choose to take advantage of the program are required to take three breakfast items from the menu. Students are asked to use their identification number to receive their breakfast.

Universal Meals

Pueblo School District 60 is participating in a Universal Lunch and School Breakfast Program for the current school year at all D60 schools. All students enrolled at D60 schools may participate in the breakfast and lunch program at no charge to them. Snack items and adult meals will be available for sale each day.

Community Eligibility Provision Participating Schools

All students will be served breakfast and lunch at no cost. Families should complete a combined application to provide vital data for school funding.

Families should submit a Family Economic Data Survey* in the school office, online at www.pueblod60.org, by visiting <https://www.myschoolapps.com/Home/PickDistrict>, or scan the QR code to the right.



- Families are encouraged to **fill out the Family Economic Data Survey***.
- **You only need to submit one application per household, even if your children attend more than one school in Pueblo School District 60.**

***This form may be used only for schools participating in the federal child nutrition programs. All D60 schools are participating in the Community Eligibility Program (CEP), receipt of school meals does not depend on households returning this form. In all schools, this form is also used in connection with other federal, state and local education programs, including determining whether the school district is eligible for state additional funding on the behalf of the student(s). By filling out the form, the parent is ensuring the district will receive the additional state funding to which it is entitled based on the population of students served by the district.**

Families are encouraged to submit an application

Studies have shown that children who are not hungry perform better in school. By providing breakfast and lunch to all children at no charge, we are hoping to support a better learning environment for our students.

The school breakfasts and lunches that we serve follow U.S. Department of Agriculture guidelines for healthy school meals. The School Breakfast and Lunch Programs cannot succeed without your support; please encourage your children to participate in the school meal programs.

Non-discrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

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Food Charge Policy

PROCEDURES

Food Pre-Payments

Breakfast and lunch are provided free of charge to all District 60 students. This is the benefit of the Community Eligibility Provision. Any additional foods chosen by students **MUST** be paid for either prior to service or at the time of service. **NO CHARGES WILL BE ALLOWED AT ANY GRADE LEVEL.** Please be sure your student has a payment method *prior to purchases* or the sale will not be completed. Prepayments may be made on-line by clicking on the link, www.myschoolbucks.com or scanning the QR code to the right.



Charging Foods is NOT allowed in any D60 School

District meal charge policy goals are:

Students who wish to purchase additional foods beyond those provided at no charge under the Community Eligibility Provision must pay for those foods.

- To encourage parents to assume the responsibility of meal payments and to promote self-responsibility of the student;
- To treat all students with dignity in the serving line regarding meal accounts;
- To establish policies that are age appropriate;
- To establish a consistent district policy regarding charges and collection of charges.
- Charging is not allowed at any grade level

MEAL PROGRAM COMPUTER SYSTEM

Nutrition Services uses the MCS computerized Point of Sale System that operates like a debit account. Students must prepay into their account and access their money by entering an account code into a pin pad. The Manager can also help the child look up their account at the computer terminal.

Students must prepay for additional foods

- **No cash will be accepted on the serving line in grades K-5**
- Prepayments are accepted via cash or check in the school cafeteria before 10:00 am.
- Make checks to **Nutrition Services** and write your child's name on the memo line
- This process has been established so that all students are using the same method of exchange
- Receipts are available on request

Parental Control

Parents may control how money is spent. Parents may designate if their child is not allowed to spend account money on a la carte food items.

As an additional courtesy to parents, they may request a report showing when deposits were made and when the student ate meals.

Student Dress Code:

Student Dress Code Policy

File: JICA

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 shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. This policy is designed to ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance or body type/size.

Students must abide by the following general guidelines:

1. Students must wear a top, bottom, and hard-sole footwear while on school premises
2. Students may not wear gloves or sunglasses while inside a school building.
3. Students may not wear head coverings except for religious or documented medical purposes.
4. Whether standing or sitting, items must cover underclothing, shoulders, back, genitals, buttocks, stomach, and chest.
5. Items must be opaque

Students may not wear:

1. Items that make the student unidentifiable (except as a religious observation)
2. Items that contain sexually suggestive language or messages that are prohibited by the student code of conduct.
3. Items that could be used as weapons, including items with spikes or chains, or items that could be used to conceal weapons.
4. Items that promote illegal activity for students including drugs, alcohol, tobacco, weapons and/or gang affiliation, or violent conduct.
5. Items that depict hate speech, intimidation, or intolerance toward protected groups that is prohibited by the student code of conduct.

Penalties

Penalties for violations of this policy shall be as follows:

1st offense: The student shall be warned, educated about this policy and provided an opportunity to correct the violation.

2nd offense: One day of in-school suspension may be imposed. The parent/guardian and student shall be required to review and sign a statement indicating their understanding of this policy.

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.

Hair restraints, gloves, goggles, or other protective attire necessary for safe participation in vocational programs are permissible as approved by staff.

Protective hairstyles, per C.R.S.22-32-110 (1)(k), are permissible.

Dress guidelines for special events or school-sponsored purposes, including but not limited to dances, extra-curricular activities, and fundraisers, shall be at the discretion of school administration based upon the nature of the particular event. Students may avoid the risk of being asked to leave or change clothing at an event by having attire approved in advance by an administrator.

School uniforms may be required as designated by individual schools or the superintendent.

Building principals, in conjunction with the school accountability committee, may develop and adopt school-specific school uniform dress codes that are consistent with this policy.

Students who violate or are suspected to be in violation of this policy may be referred to school administration for investigation.

Attendance and Tardy Policies:

Central High School acknowledges that regular attendance and punctuality are essential to success in school. Students who have good attendance generally achieve high grades, enjoy school more, and are more employable after leaving school. The responsibility for regular school attendance rests upon the student and the parent/guardian.

• EXCUSING A STUDENT FOR THE WHOLE DAY

Only parents/guardians may call to excuse a student. Parents can call 549-7301, 24 hours a day, 7 days a week to excuse a student. Please leave your child's name, student ID #, parent name, phone number, and the reason for absence. It is recommended parents call as soon as they know their child will be absent.

Absences not called in within 3 days, will remain unexcused. Parents are expected to monitor student attendance throughout the school year. Parents are asked to provide a valid point of contact and telephone number and notify the school if there are changes. Please refer to the 2023-2024 Student Code of Conduct book regarding acceptable excused absences and policies.

• CALLING A STUDENT OUT OF SCHOOL

- If a student needs to leave early for medical, dental, or legal appointments etc., please call the attendance office at 719-549-7301.
- **Call at least 30 minutes PRIOR** to the time you will need your student released.
- **Students MUST CHECK-OUT.** Students leaving campus must have an excuse slip to leave campus.
- Upon a student's return to school, they are required to **CHECK-IN** with the attendance secretary. A doctor's note/note verifying the appointment.
- Students will only be released to adults listed on their Infinite Campus Summary Page.

• MAKE-UP WORK

- Make-Up work shall be provided for any class in which a student has an absence. Students will have one day of make-up per one day of absence and it is the responsibility of the student to pick up any missing work and make arrangements to do any work that must be done within the classroom under a teacher's supervision.
- Students who are absent 1 or 2 days will need to contact their teacher or visit the google classroom to obtain any of the missed work. Refer to the Pueblo School District 60 Student Conduct and Discipline Code for a list of absences considered to be excused.
- Students that are absent 3 days or more may contact the office to request homework. Homework can be picked up within 24 hours.

• LEAVING THE GROUNDS

Leaving the school grounds is not permitted without proper checkout from the office. Central High School maintains a CLOSED CAMPUS POLICY. STUDENTS WHO LEAVE THE GROUNDS WITHOUT PERMISSION AT ANY TIME DURING THE SCHOOL DAY SHOULD EXPECT TO HAVE DISCIPLINARY CONSEQUENCES.

Central High School Tardy Policy:

Regular attendance and punctuality are essential to success in school and beyond. Therefore, in accordance with district and state laws, Central High School has established the following Attendance Policy and Intervention Plan for the 2023-2024 school year.

Tardy to School

When students arrive late to school, they must obtain a pass from office staff in order to be allowed into class. Students arriving after 7:50 can be marked absent at the discretion of the teacher.

When a student accumulates an excessive amount of unexcused tardies to school, the student will be contacted by administration and assigned consequences accordingly.

Hourly Tardies

- Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that class begins. Teachers determine if a student is tardy to their class.
- When a student enters the classroom after the tardy bell, teachers will mark the student “tardy” in Infinite Campus.
- If a tardy results in missing more than 10 minutes of the class period, it can constitute an absence, and must be cleared with Administration before admittance to class.
- Due to the disruption of tardiness, appropriate penalties will be issued for excessive tardiness.
- Each teacher will have a tardy policy that is communicated with students.

Hall Sweeps

A “hall sweep” is a clearing of the hallways whereby late students are directed into the auditorium to assess and review attendance concerns. The purpose of hall sweeps is to encourage students to attend classes on-time and to avoid the disruption of the learning process. Students involved in hall sweeps will be assigned the following consequences:

1. First offense: verbal warning
2. Consequences assigned by Administration

Policies and Regulations (School District 60)

***District Policies and Regulations are available on the District website at:**

www.pueblod60.org/policies or from the school office.

All District policies and regulations apply

regardless of whether they have been specifically highlighted in this handbook

See also the District's **Student Code of Conduct** also available on the District's website at: www.pueblod60.org.

JJJ: Extracurricular Activity Eligibility

All students meeting eligibility requirements are entitled to participate in extracurricular activities at their school of attendance. Subject to the same eligibility requirements, the district shall allow students enrolled in any school (including charter schools, online education programs, nonpublic schools, and home schools) to participate on an equal basis in any activity offered by the district that is not offered at a student's school of attendance. *See complete policy.**

JJJ-R: Rules governing participation in all school-approved extracurricular activities. *See complete regulation.**

JQ: Student Fees, Fines, and Charges

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's educational program except tuition when allowed by law. However, the district may require students to pay textbook fees, fees for expendable materials, and other miscellaneous fees as more fully set forth in this policy. *See complete policy.**

JRA/JRC: Student Records/Release of Information on Students

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/ guardian or the eligible student, except as set forth in law and this policy.

The superintendent or designee shall provide for the proper administration of student records in accordance with law, including the implementation of safeguard measures or procedures regarding access to and disclosure of student education records. *See complete policy.**

JRA/JRC-R – Student Records, Notification to Parents and Students of Rights Concerning Student Education Records (Review, Amendment and Hearing Procedures): This regulation contains the procedures to follow when a parent or eligible student seeks to review or challenge the content of student education records. *See complete regulation.**

JRA/JRC-E-1– FERPA Notice: The Family Educational Rights and Privacy Act (FERPA) and Colorado law afford parents/guardians (parents) and students over 18 years of age (eligible students) certain rights with respect to the student's education records, as follows:

1. The right to inspect and review the student's education records within a reasonable time period after the request for access is made (not to exceed 45 days). *See JRA/JRC-R.*
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights. *See JRA/JRC-R.*
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and state law authorize disclosure without consent. *See JRA/JRC.*
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-8520.
5. The right to refuse to permit the designation of any or all of the categories of directory information. *See JRA/JRC.*
6. The right to request that information not be provided to military recruiting officers. *See JRA/JRC and JRA/JRC-E-2.*

Issued: June 25, 2013

JS: Suspension/Expulsion of Students

While using district technology or personal technology on district property, in district vehicles and at district-sponsored activities, students shall act in an appropriate manner and in accordance with Board, school, and district policies and procedures, and applicable law. It is the joint responsibility of district and school personnel and students' parent(s)/guardian(s) to educate students about their responsibilities and to establish expectations when students use or access district and personal technology. *See complete policy.**

JS-E: Acceptable Use Agreement. *See complete exhibit.**

JKD/JKE: Student Use of Internet and Electronic Communications

The Board of Education shall provide due process of law to students, parents/guardians and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission. *See complete policy.**

JKE-E: Grounds for Suspension/ Expulsion

The following may be grounds for suspension or expulsion from a public school: 1) Continued willful disobedience or open and persistent defiance of proper authority. 2) Willful destruction or defacing of school property. 3) Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel including behavior which creates a threat of physical harm to the child or other children. 4) Declaration as a habitually disruptive student. 5) The use, possession or sale of a drug or controlled substance on school grounds, in a school vehicle, or at a school activity or sanctioned event. 6) The commission of an act on school grounds, in a school vehicle, or at a school activity or sanctioned event that, if committed by an adult, would be robbery. 7) Possession of a dangerous weapon. 8) Repeated interference with a school's ability to provide educational opportunities to other students. 9) Carrying, using, actively displaying, or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm in a school building or in or on school property. 10) Failure to comply with the provisions of Part 9, Article 4, Title 25, C.R.S. (immunization requirements). 11) Making a false accusation of criminal activity against an employee of an educational entity to law enforcement authorities or school district officials or personnel. *See complete policy.**

JKE-R: Suspension/ Expulsion of Students

Through written policy the Board of Education has delegated to any school principal the power to suspend a student for not more than five or 10 days, depending upon the type of infraction. Pursuant to policy JKD/JKE, the superintendent has been delegated the power to suspend a student for additional periods of time. However, the total period of suspension will not exceed 25 school days. As a general rule, a suspension will be 10 days or less. *See complete regulation for procedures.**

JEA: Compulsory Attendance

Every child who has attained the age of six years on or before August 1 of each year and is under the age of 17 is required to attend public school with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. *See complete policy.**

JH: Student Absence/Excuses

One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. 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. *See complete policy.**

JHB: Truancy

"Habitual truant" shall be defined as a student of compulsory attendance age who has four total days of unexcused absences from school in any one month or 10 total days of unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences for purposes of defining a student as "habitually truant." *See complete policy.**

JICA: Student Dress Code

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 shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. This policy is designed to ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance or body type/size *See complete policy.**

JLCB: Immunization of Students

The Board directs the superintendent or designee(s) to annually provide parents/guardians of each student enrolled in the district a copy of the standardized immunization document developed by the Colorado Department of Public Health and Environment. The standardized immunization document includes a list of required and recommended immunizations and the age at which each immunization should be given.

No student is permitted to attend or continue to attend any school in this district without meeting the legal requirements of immunization against disease unless the student has a valid exemption for health, religious, personal or other reasons as provided by law.

Students who do not submit an up-to-date certificate of immunization or a written authorization signed by one parent/guardian requesting local health officials to administer the immunizations or a valid exemption will be suspended and/or expelled from school according to regulation JLCB-R.

All information distributed to parents/guardians by the district will inform them of their rights to seek an exemption from immunization requirements.

Adopted: July 16, 1996

Revised: June 25, 2013

LEGAL REFS.: C.R.S. 22-32-140 (annual distribution of standardized immunization document required)

C.R.S. 22-33-106 (grounds for suspension, expulsion and denial of admission)

CROSS REFS.: JF, Admission and Denial of Admission
JF-R, Student Admission and Denial of Admission (Procedures for Students in Out-of-Home Placements)
JKD/JKE, Suspension/Expulsion of Students
JRA/JRC, Student Records/Release of Information on Students

JLCB-R: Immunization of Students

1. No student may attend school in the district unless the student has presented to the school an up-to-date certificate of immunization or a completed exemption form. [Note: please refer to current standardized immunization documents developed and updated by the Colorado Department of Public Health and Environment for a list of immunization requirements and recommendations.] A student shall be exempted from required immunizations only upon submission of:
 - a. certification from a licensed physician that the student's physical condition is such that immunization would endanger the student's life or health or is otherwise medically contraindicated due to other medical conditions.
 - b. a statement signed by the parent/guardian or the emancipated student that the student adheres to a religious belief whose teachings are opposed to immunizations.
 - c. a statement signed by the parent/guardian or the emancipated student that the student holds a personal belief that is opposed to immunizations.

In the event of an outbreak of disease against which immunization is required, no exemption will be recognized and those students will be excluded from school.

2. The district will provide upon request an immunization reporting form. The school nurse is responsible for seeing that required information is included on the form and transferred to an official certificate of immunization as required.
3. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished either by telephone or in person. If this is not possible, contact will be by mail. Emancipated Students must be contacted directly rather than through their parents/guardians.

The parent/guardian or emancipated student will be notified of the following:

- a. that up-to-date immunizations are required under Colorado law.
 - b. that within fourteen (14) days of notification, the parent/guardian must submit either an authorization for administration of the immunization by health officials or a valid exemption or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.
 - c. that if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.
4. A student who fails to comply shall be suspended by the principal for up to five days and notice of the suspension sent to the Health Department.
 5. If no certificate of immunization is received during the period of suspension, the superintendent will institute proceedings for expulsion.
 6. Any suspension or expulsion under this policy will terminate automatically upon compliance.
 7. Record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation, not in the student's disciplinary file.

Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate, but will be included in the annual report to the State Board of Education.

Students in out-of-home placements

The following procedure shall apply to students in out-of-home placements, as that term is defined by C.R.S. 22-32-138(1)(e).

Unless the district or school is otherwise authorized to deny enrollment to a student in out-of-home placement, the district or school shall enroll the student regardless of whether the district or school has received the student's immunization records. Upon enrolling the student, the school shall notify the student's legal guardian that unless the school receives the student's certificate of immunization or a written authorization for administration of immunizations within fourteen (14) days after the student enrolls, the school shall suspend the student until such time as the school receives the certificate of immunization or authorization.

Approved: July 16, 1996

Revised: March 14, 2006

Revised: June 25, 2013

KFA: Public Conduct on District Property

Persons using or upon school district property, including all district buildings, parking lots, and any district vehicle used to transport students, shall not engage in the conduct described below.

Any person considered by the superintendent or designee to be in violation of this policy shall be instructed to leave district property and law enforcement may be contacted. Any person who has engaged or district officials reasonably believe will engage in conduct prohibited by this policy may be excluded from district property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with district operations or any activity sponsored or approved by the district.
2. Physical abuse or threat of harm to any person or school district property.
3. Damage or threat of damage to district property regardless of the location, or property of a member of the community when such property is located on district property.
4. Forceful or unauthorized entry to or occupation of district facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on district property, at district or school-sponsored functions or in any district vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine). If, however, the administration of medical marijuana is in accordance with the Board's policy on administration of medical marijuana to qualified students, such possession shall not be considered a violation of this policy.
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto district buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon, as defined in state law, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: May 28, 2015

Revised: August 23, 2016

LEGAL REFS.: 21 U.S.C. 860 (*crime to distribute or manufacture controlled substances within 1,000 feet of a school*)
C.R.S. 18-1-901 (3)(e) (*definition of deadly weapon*)
C.R.S. 18-9-106 (*disorderly conduct*)
C.R.S. 18-9-108 (*disrupting lawful assembly*)
C.R.S. 18-9-109 (*interference with staff, faculty or students of educational institutions*)
C.R.S. 18-9-110 (*public buildings – trespass, interference*)
C.R.S. 18-9-117 (*unlawful conduct on public property*)
C.R.S. 18-12-105.5 (*unlawful carrying/possession of weapons on school grounds*)
C.R.S. 18-12-214 (3)(a) (*person with valid concealed handgun permit may have a handgun on school property as long as hand gun remains in his or her vehicle and if, while the person is not in vehicle, the gun is kept in a compartment and the vehicle is locked*)
C.R.S. 18-18-407 (2) (*crime to sell, distribute or possess with intent to distribute any controlled substance on or near school grounds or school vehicles*)
C.R.S. 22-1-119.3 (3)(c), (d) (*no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event*)
C.R.S. 25-1.5-106 (12)(b) (*possession or use of medical marijuana in or on school grounds or in a school bus is prohibited*)
C.R.S. 25-14-103.5 (*boards of education must adopt policies prohibiting tobacco and retail marijuana use on school property*)
C.R.S. 25-14-301 (*Teen Tobacco Use Prevention Act*)

CROSS REFS.: ADC, Tobacco-Free Schools
GBEB, Staff Conduct
GBEC, Alcohol and Drug-Free Workplace
JICH, Drug and Alcohol Involvement by Students
JICI, Weapons in School
KI, Visitors to Schools
JLCDB, Administration of Medical Marijuana to Qualified Students

NOTE: The exceptions in state law that permit possession of a deadly weapon on school property are that the person:

- a. has legal authority to carry or possess a deadly weapon. C.R.S 18-12-105.5 (3).
 - b. is presenting an authorized public demonstration or exhibition for the school or an organized class. C.R.S. 18-12-105.5 (1).
 - c. is carrying out duties for the school district which require the use of a deadly weapon. C.R.S 18-12-105.5(1).
 - d. is participating in an authorized extracurricular activity or on an athletic team. C.R.S. 18-12-105.5 (1).
 - e. has possession of the weapon for use in an approved educational program which includes but is not limited to any course designed for the repair and maintenance of weapons. C.R.S. 18-12-105.5 (3)(h).
 - f. is a school resource officer or peace officer on duty. C.R.S. 18-12-105.5 (3)(e).
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