



**1203 Palmer Avenue
Pueblo, CO 81004
(719) 549-7525**

Michelle Alcon-Montoya, Principal

Parent/Student Handbook 2020-2021

Absence Reporting Line (719) 549-7525

PUEBLO SCHOOL DISTRICT 60 2020-21 Instructional Calendar

August 2020

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020

S	M	T	W	T	F	S
					4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020

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					2	3
4	5	6	7	8	9	10
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020

S	M	T	W	T	F	S
1	2	3	4	5	6	7
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29	30					

December 2020

S	M	T	W	T	F	S
					4	5
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27	28	29	30	31		

January 2021

S	M	T	W	T	F	S
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3	4	5	6	7	8	9
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST
 New Teacher Orientation4, 5
 Innovation Professional Development.....6, 7
 Teachers Begin.....10
 Teacher Work Days11, 14
 Principal Led Professional Development/
 Building Meetings10
 District Professional Dev. Day12, 13
 Assessment/Transition Day K-1217
 No School21, 28
 Classes Begin.....31

SEPTEMBER
 No School4, 7, 11, 18, 25
 Professional Development18

OCTOBER
 No School2, 9, 16, 23, 30
 1st Grade Period Ends15
 Teacher Work Day16
 Parent/Teacher
 Conference Window.....19, 20, 21, 22, 23
 Innovation Professional Development.....30
(1/2 Day = 3 hours 15 minutes)

NOVEMBER
 No School6, 13, 20
 Professional Development13
 Thanksgiving Break.....23, 24, 25, 26, 27

DECEMBER
 No School4, 11, 18
 2nd Grade Period/1st Semester Ends18
 Teacher Work Day18
 Winter Break21, 22, 23, 24, 25
 28, 29, 30, 31

JANUARY
 Winter Break1
 No School8, 15, 22, 29
 District Professional Development22
 Innovation Professional Development.....29
(1/2 Day = 3 hours 15 minutes)

FEBRUARY
 No School5, 12, 19, 26
 Professional Development19

MARCH
 No School5, 12, 19
 3rd Grade Period Ends18
 Teacher Work Day19
 Spring Break22, 23, 24, 25, 26

APRIL
 No School2, 9, 16, 23, 30
 Professional Development16
(The hours from this day will be utilized for Fall Parent/Teacher conferences.)

MAY
 No School7, 14, 21, 28, 31
 Teacher Work Day14
(The hours from this day will be utilized for Spring Parent/Teacher conferences.)
 Graduation:
 Paragon Thursday, May 27
 Central, South Friday, May 28
 East, Centennial Saturday, May 29

JUNE
 Classes End.....3
 Teachers' Last Day4
 Possible Make-up Day7, 8
(for inclement weather overage)

JULY

February 2021

S	M	T	W	T	F	S
					5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021

S	M	T	W	T	F	S
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28	29	30	31			

April 2021

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May 2021

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23	24	25	26	27	28	29
30	31					

June 2021

S	M	T	W	T	F	S
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26	27	28	29	30		

July 2021

S	M	T	W	T	F	S
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

PUPIL CONTACT DAYS

August 1	February 16
September 17	March 15
October 17	April 17
November 13	May 16
December 11	June 3
January 16	July 0
	Total 142

DAYS PER SEMESTER

1st Grade Period.....27	3rd Grade Period 44
2nd Grade Period ...32	4th Grade Period 39
1st Semester59	2nd Semester 83
	Total 142

KEY

- Classes Begin and End
- ★ Teachers Begin / End
- No School
- Teacher Work Day
- New Teacher Orientation
- ◊ District Led Professional Development
- Professional Development
- ◊ Innovation Professional Development
- Parent/Teacher Conference Window
- * Grade Period End
-] Semester Ends
- ☆ Assessment/Transition Day K-12
- ⋮ Graduation
- ▲ Principal Led Professional Development/Building Meetings
- ⊗ Possible Make-up Day *(for inclement weather overage)*



Columbian Elementary is a Positive Behavior School

Mission

Our highly qualified staff at Columbian Elementary School is committed to providing a safe and secure learning environment which allows for differentiated instruction, character education, technology, and high order thinking skills for all students.

Continuous monitoring of student progress and open communication with students, parents, and community members will ensure program effectiveness.

Our goal is to prepare all students to be productive, responsible citizens in a competitive world.

Vision

The Columbian Elementary staff will focus on increased student achievement through continuous improvement of instruction, curriculum, standards and positive behavior using measurable data to support accountability and high expectations.

Our goal is to have every child at or above grade level.



Values

- **Quality Education**
We are committed to quality education for all students.
- **Lifelong Learning**
We are committed to education as a lifelong process.
- **Personal Development**
We are committed to developing respect for self, others, property, individual uniqueness, and diversity.
- **Trust**
We are committed to providing a safe learning environment that encourages honesty, risk-taking, innovation, and creativity.
- **Civic Responsibility**
We are committed to teaching the rights and responsibilities of citizenship.
- **Community Involvement**
We are committed to encouraging parents, family, community, business, government, and schools to share responsibility for our youth and their education.
- **Work Ethic**
We are committed to helping students develop a strong work ethic and to become responsible and productive members of society.

School Rules: SPARK

The Columbian Pledge

Our Columbian family will model **THUNDERBOLT**
Pride and Excellence with SPARK:

- S** Self control
- P** Positive Interactions with others
- A** Appropriate Behavior at all times
- R** Respect for everyone and everything
- K** Keep Safe Boundaries



School Wide Title I

Columbian Elementary School is proud to be a School Wide Title I school under Federal, State and District guidelines. Title I provides resources to help ensure that all children have the opportunity to receive a quality education, resulting in their attainment of high academic standards. Title I targets resources to districts and schools whose needs are the greatest. The program is the largest federal program supporting education, and allocates its resources based upon the poverty rates of students enrolled in schools and districts. Title I focuses on: (1) promoting school wide reform in high poverty schools and (2) ensuring student' access to scientifically based instructional strategies and challenging academic content.

Parents Right to Know

In the federal *No Child Left Behind Law*, parents are guaranteed certain rights. One of these is the right to request information regarding the professional qualifications of your child's classroom teachers. This must be provided in a timely manner to you, and in a language the parent can understand. Specific information that parents may request is:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status through which State qualifications or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of certification or degree.
- Whether the child is provided services by paraprofessional and, if so, their qualifications.

In addition, parents must receive:

- Information on the level of achievement of the parent's child in each of the State academic assessment.
- Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.



Items Brought to School

- * Personal items, clothing and school supplies should all be permanently marked with the student's full name.
- * **Toys are not allowed in school.** If "Show-n-Tell" time is scheduled in the classroom, students will be given specific directions as to the type of item that can be shared. **Live animals are not allowed in school or on school grounds.**
- * Cash (no checks accepted) brought to school should be sealed in an envelope with child's name, room number, amount and purpose written outside.
- * Students should not bring expensive personal possessions or large amounts of cash. Trading, buying and selling of personal items is not allowed due to the number of student conflicts that may arise.

The school will not be responsible for toys that are brought to school and lost/stolen or confiscated.

Field Trips

Field trips provide real-life experiences to enhance learning of specific topics selected by teachers. Students are expected to participate. However, field trips are a privilege and can be relinquished if a child exhibits unacceptable behavior. For all trips, notes will be sent home in advance to announce the trip and any special preparations that may be necessary.

Students may be excluded from field trips if they do not have a signed permission slip or for inappropriate behaviors in and out of class. Students unable to attend will work in another class for the time the class is gone and they will rejoin their class upon their return.

Field trips are for Columbian Elementary School students in the classes that are scheduled to participate (**siblings may not participate**). **Only Columbian students and staff are allowed to ride on Pueblo City School buses.** If you have any questions or concerns please feel free to call 549-7525.

Our school rules are referred to as "SPARK". We use the acronym "SPARK" to assist our students in learning the school rules.

The Columbian Pledge

Our Columbian family will model THUNDERBOLT

Pride and Excellence with SPARK:

- S** Self control
- P** Positive Interactions with others
- A** Appropriate Behavior at all times
- R** Respect for everyone and everything
- K** Keep Safe Boundaries

SPARK Rules for Columbian:

Please note the specific nature of the behavior expectations for each area. Students are instructed in the expectations and staff will continue to instruct the expectations throughout the year.

Self Control	Positive Interactions	Appropriate Behavior	Respect for Everyone & Everything	Keep Safe Boundaries
RESTROOM				
<ul style="list-style-type: none"> • Quiet voice. Level 2 • Only go when you need to • Please be mindful of time 	<ul style="list-style-type: none"> • Privacy please • Greet each other with a smile 	<ul style="list-style-type: none"> • Pick up after yourself • Always carry your hall pass 	<ul style="list-style-type: none"> • Aim in toilet • Flush toilet • Wash your hands • Use hand driers • Keep mirrors clean 	<ul style="list-style-type: none"> • Keep hand, feet and all other objects to self • One person per stall at a time
HALLWAY				
<ul style="list-style-type: none"> • Voices off. Level 0 • Walk with hands to self • Stop at intersections and corners • Keep the floors clean, free from marks and trash • Keep the floors shining at all times 	<ul style="list-style-type: none"> • Greet each other with a smile • Let adults pass • Keep hands to self • Be courteous to others • Patiently keep your place in line • Stay to the RIGHT • Use Mall Rules 	<ul style="list-style-type: none"> • Look ahead of you • Keep your eyes open and on the person in front of you 	<ul style="list-style-type: none"> • Keep hands to self • Be respectful of the items on the walls or ceiling 	<ul style="list-style-type: none"> • Leave a space between you and the person in front of you • Always carry your hall pass if you are not with an adult
BUS				
<ul style="list-style-type: none"> • Quiet Voice. Level 2 • Stay in assigned seat • Raise your hand when you want the bus driver's attention • Keep the windows closed unless you have permission 	<ul style="list-style-type: none"> • Greet each other with a smile • Speak politely to everyone on the bus and when exiting the bus • Level 2 voice 	<ul style="list-style-type: none"> • Stand in line while waiting for bus to arrive • Stay seated when bus is moving • Cross the street near the front of the bus so the driver can see you • Always keep a safe distance from bus and watch for other moving vehicles 	<ul style="list-style-type: none"> • Treat others the way you want to be treated • Keep the bus clean • Enjoy your food and drinks before you board the bus • Leave crayons and pencils in your backpack • Keep your toys at home 	<ul style="list-style-type: none"> • Keep hands, feet and all other objects to self • Stay within eyesight of the bus driver • Watch for other vehicles when exiting the bus
CAFETERIA				
<ul style="list-style-type: none"> • Quiet Voice. Level 2 • Stay in your assigned seat • Don't talk with food in your mouth • Chew with your mouth closed • Eat your own food • Make healthy food choices 	<ul style="list-style-type: none"> • Raise your hand when you want to get out of your seat or get the teacher's attention • Quiet voice. Level 2 • Say please and thank you • Be courteous to the lunch room staff and the adults in the lunchroom 	<ul style="list-style-type: none"> • Sit in your assigned seat with feet in front of you • Stay in your assigned set unless you have permission to get up • Practice patience 	<ul style="list-style-type: none"> • Keep our cafeteria clean • Clean up your area and pick up trash around you • Wipe tables • Notify an adult immediately if an accidental spill occurs 	<ul style="list-style-type: none"> • Keep hands, feet and all other objects to self • Be careful and courteous while standing in line • Walk carefully with your food tray • Stay in your assigned seats until lunchroom staff give you permission to line up • Walk proudly when dismissed
PLAYGROUND				
<ul style="list-style-type: none"> • Outside voice is allowed. Level 4 • Safe play only • Keep rocks on the ground • Slides are for people only • Keep your toys and equipment at home 	<ul style="list-style-type: none"> • Share school equipment with each other • Practice good manners on the slide • Practice patience while waiting for your turn • Safe play only 	<ul style="list-style-type: none"> • Show good sportsmanship • Speak kindly to each other • Ask the teacher for hall pass and permission when you need to go inside to the restroom 	<ul style="list-style-type: none"> • Practice patience while waiting for your turn • Line up immediately when whistle blows • Help pick up equipment • Enjoy your food inside • Keep our playground clean 	<ul style="list-style-type: none"> • Hands, feet and all other objects to yourself • Always keep safety in mind while playing • Watch out for others when playing with playground equipment
DROP OFF LOOP				
<ul style="list-style-type: none"> • Level 3 voice • Wait behind the fence until your ride comes • Notify the adults that your ride has arrived • Practice while you watch for your ride to arrive 	<ul style="list-style-type: none"> • Wait patiently while your ride comes to a complete stop • Enter and exit the vehicle carefully.. always watching for other moving vehicles • Enter and exit quickly without wasting time • Enter and exit the vehicle on the passenger (sidewalk) side only 	<ul style="list-style-type: none"> • Please walk to your ride • Refrain from honking • Keep vehicles moving through the loop • Vehicles should always be occupied • Children should always be attended • Wait for staff to acknowledge that they see you leaving with a parent or guardian 	<ul style="list-style-type: none"> • Pull up as far as possible when entering the loop • Keep music at a respectful volume.. Level 3 (max) • Use respectful speech towards each other at all times • Bus parking is for buses only • Park on the side of street or behind the bus 	<ul style="list-style-type: none"> • Enter and exit the vehicle on the passenger (sidewalk) side only • Notify the adults that your ride has arrived • Use crosswalks when crossing a street • Drive cautiously when in loop.. 5 (max) • Keep the traffic flowing • Only drive forward

Procedure for Discipline Problems

Teacher Authority and Responsibility. The teacher has the authority and responsibility to maintain discipline in the classroom consistent with district and school policy. Classroom policies and procedures will be established, announced and consistently enforced. When a problem occurs a teacher may:

- * Confer with student
- * Confer with parents and students
- * Use appropriate classroom discipline, which may include, but not limited to, removal from the group without privileges including “no recess”, as well as a conference after school
- * Refer the student directly to the principal or counselor for discipline problems that need further attention

Principal or Designee Authority and Responsibility. The principal has the authority and responsibility to maintain an atmosphere conducive to learning through a fair and consistent application of district policies and procedures. When a problem is referred to the principal, the individual referring needs to identify the problem. The principal will then proceed with one or several of the following sanctions:

- * Conference with the student
- * Conference with teacher and student
- * Conference with parent, teacher and student or any combination thereof

The principal will maintain records of student referrals for disciplinary action. The disciplinary actions may include, but are not limited to, the following:

- * Verbal consultations
- * Verbal reprimand
- * Removal from class situation for a short time
- * Notification of parents
- * Suspension or other actions depending upon the individual situation

Discipline Offenses. Discipline offenses that may call for immediate action and parent contact shall include, but are not limited to, the following:

- * Physical or verbal assault on a teacher or staff member
- * Disrespect shown to any supervising adult
- * Physical or verbal assault on a student
- * Destruction of property
- * Leaving the school grounds without permission
- * Willful disobedience
- * Disruptive behavior
- * Smoking – use or possession of tobacco
- * Possession and or use of a deadly weapon
- * Scholastic dishonesty - cheating, copying
- * Substance infractions

**By showing your interest in your child’s learning and by holding high expectations for your child,
you can develop attitudes that lead to school success.**

Behavior Card

Behavior cards may be utilized as appropriate to develop daily communication with parents regarding student behavior. These cards are sent home daily and must be signed and returned the following day. Parents will be notified prior to students being placed on cards.

Due Process

Each student has the right to a fair and just hearing when the student is involved in an infraction, which may warrant disciplinary action, such as suspension. The minimum constitutional requirements of due process mandate the student be given:

1. Oral or written notice of the charges against him/her.
2. Explanation of the evidence school authorities have.
3. An opportunity to present his/her side of the story.
4. Length of time student will be excluded from school.
5. An avenue of appeal in the event student or parent does not concur with decision to suspend or transfer. Recommendations for disciplinary adjustment transfers may be appealed to the Director of Student Intervention Services. If a parent is not satisfied with the decision of that office, the matter may be appealed through Pueblo School District 60 Discipline Policies.

Sexual Harassment

Sexual harassment is not acceptable behavior. Any student/parent who feels that he/she has been sexually harassed should make a report to the principal/counselor or Director of Student Support Services.

Sexual harassment may include but is not limited to:

- * Repeated remarks to a person with sexual or demeaning implications or verbal kidding, which arises to the level of sexual harassment.
- * Unwelcome touching, such as patting, pinching or constant brushing against another's body.
- * Inappropriate touching of another person's private/body parts in a way, which constitutes sexual contact, whether or not such touching occurs through clothing.

Bullying Prevention

Bullying is one or more of the following behaviors that occur to the point of interfering with a student's educational opportunities. Bullying will not be tolerated. Unacceptable behavior that interferes with the respect, responsibility and safety of students include all aspects of bullying.

If conduct is determined to be bullying, the school will take all reasonable actions to end the bullying, to prevent reoccurrence, to prevent retaliation against the student making the report and anyone participating in the investigation, and to restore lost educational opportunities to the bullied student. In addition, the bully shall be disciplined according to any applicable disciplinary policy. The bully may be suspended, expelled, or excluded according to district policy.

Please note the four types of bullying: Physical, Verbal, Relational, and Cyber. Contact the office to report any inappropriate behavior.

Social Vision: At Columbian, we are kind and respectful!

Policies and Regulations (School District 60)

***District Policies and Regulations are available on the District website at:**
<http://boe.pueblocitieschools.us> 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.pueblocitieschools.us.*

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.**

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)
C.R.S. 25-4-901 et seq. (school entry immunizations)
6 CCR 1009-2 (school immunization requirements)

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).*

PUEBLO SCHOOL DISTRICT 60

315 W. 11th Street
Pueblo, Colorado 81003

BOARD OF EDUCATION

Taylor Voss.....President
Dr. Margaret WrightVice President
Barbara Clementi Board Member
Tommy Farrell Board Member
Judge Dennis Maes Board Member

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SUPERINTENDENT OF SCHOOLS

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 individuals have been designated to handle inquiries regarding the non-discrimination policies: Eric DeCesaro, EEO/Affirmative Action/Title IX/Section 504 Compliance Officer for complaints involving employees, and Aaron Bravo, Title IX Compliance Officer for complaints involving students. Both individuals can be located at 315 West 11th Street, Pueblo, Colorado 81003, (719) 549-7100. Complaint procedures have been established for students, parents, employees, and members of the public. (Policy AC, AC-R).

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

