



# **BVSD** STUDENT CONDUCT AND DISCIPLINE CODE

**VERY IMPORTANT INFORMATION  
for Students and Parents of BVSD**

**2021-22**

---

**PAGES:**

**7**

**Policy and Expectations Regarding Academic Honesty and Integrity**

**23**

**Students Absences and Excuses**

**30-32**

**Athletic Code of Conduct**

**34**

**Student Use of District Technology**

**35**

**Parent-Teacher Calendar**

**36-38**

**Required and Recommended Vaccines for Students  
(Colorado Department of Public Health and Environment)**

**39**

**Opt-Out Form for Disclosure of Personal Information to Military**






**BOULDER VALLEY**  
SCHOOL DISTRICT

## BVSD EDUCATION CENTER DIRECTORY

BVSD EDUCATION CENTER / 6500 Arapahoe Ave., P.O. Box 9011/ Boulder, CO 80301.  
Phone: 303-447-1010 - [www.bvbsd.org](http://www.bvbsd.org)

<b>Superintendent</b>	<b>720-561-2811</b>	<b>Human Resources</b>	<b>720-561-5031</b>
<b>Pre-K-12 School Leadership</b>		<b>Information Technology</b>	<b>720-561-5055</b>
Athletics & Activities	<b>720-561-5086</b>	<b>Legal Department</b>	<b>720-561-5903</b>
Early Childhood Education	<b>720-561-5075</b>	ADA/504 Compliance	<b>720-561-5835</b>
<b>Student Support Services</b>	<b>720-561-5876</b>		
Discipline/Tuancy	<b>720-561-5035</b>	<b>Open Enrollment</b>	<b>720-561-5900</b>
<b>Assessment and Evaluations</b>	<b>720-561-5147</b>	<b>Operational Services</b>	<b>720-561-5062</b>
<b>Communications</b>	<b>720-561-5824</b>	<b>Security</b>	<b>720-561-5051</b> <b>303-442-2400</b>
<b>Family Helpline</b>	<b>720-770-0102</b>	<b>Special Education</b>	<b>720-561-5152</b>
<b>Finance and Accounting Services</b>	<b>720-561-5002</b>	<b>Student Enrollment</b>	<b>720-561-5247</b>
<b>Food Services</b>	<b>720-561-5042</b>	<b>Transportation Services</b>	<b>720-561-5120</b>
<b>Health Services</b>	<b>720-561-5544</b>		

<b>BVSD's Network Structure</b>			
<b>Area Superintendent</b>  Supervises positions and coordinates activities within vertical team  Responsible for coordination of activities across teams and collaboratively managing resources across teams to respond to emerging needs	<b>Robbyn Fernandez</b>  Broomfield HS Centaurus Angevine Broomfield Heights Aspen Creek Meadowlark Birch Emerald Kohl Lafayette Pioneer Ryan Sanchez Halcyon P2P Justice	<b>"Por determinar"</b>  Arapahoe Ridge Boulder Tech Fairview HS Monarch HS Boulder Universal Louisville MS Southern Hills Eldorado K-8 Monarch K-8 BCSIS Bear Creek Coal Creek Community Mont Creekside Eisenhower Fireside High Peaks Louisville ES Mesa Superior University Hill Horizons Summit	<b>Sam Messier</b>  Boulder High Nederland MSHS New Vista HS Centennial Casey Manhattan Platt Columbine Crest View Douglass Flatirons Foothill Gold Hill Heatherwood Jamestown Mapleton Nederland ES Whittier Boulder Prep
<b>Area Executive Director</b>	<b>Nativity Miller</b>	<b>Michele DeBerry</b>	<b>Dr. Gionni Thompson</b>
<b>Area Executive Assistants</b>	<b>Shawna Rendon</b> <b>720-561-5913</b>	<b>Debbie Winterbourne</b> <b>720-561-5086</b>	<b>Janice Wheeler</b> <b>720-561-5167</b>

## Notice of Nondiscrimination/Equal Opportunity

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, Colorado law and Board of Education Policy AC (Nondiscrimination/Equal Opportunity), Boulder Valley School District does not discriminate on the basis of disability, race, creed, color, sex, sexual orientation, gender identity/expression, national origin, religion, ancestry, need for special education services, age, marital status, genetic information, or physical characteristics in admissions, access to, treatment, or employment in educational programs or activities which it operates.

Complaint procedures have been established for students, parents, employees, and members of the public. The following persons have been identified as the compliance officers for the district:

### Compliance Officer for students, parents & members of the public:

**Kathleen Sullivan  
Legal Counsel**  
Boulder Valley School District  
6500 Arapahoe Rd.  
Boulder, CO 80301  
720-561-2811  
[kathleen.sullivan@bvsd.org](mailto:kathleen.sullivan@bvsd.org) OR  
[TitleIX@bvsd.org](mailto:TitleIX@bvsd.org)

### Compliance Officers for employees:

**Mike Gradoz, Asst.  
Superintendent for Human  
Resources**  
Boulder Valley School District  
6500 Arapahoe Rd.  
Boulder, CO 80301  
720-561-5080  
[mike.gradoz@bvsd.org](mailto:mike.gradoz@bvsd.org) OR  
[TitleIX@bvsd.org](mailto:TitleIX@bvsd.org)

**Melissa Ribordy  
Director of Human Resources**  
Boulder Valley School District  
6500 Arapahoe Rd  
Boulder, CO 80301  
720-561-5272  
[melissa.ribordy@bvsd.org](mailto:melissa.ribordy@bvsd.org) OR  
[TitleIX@bvsd.org](mailto:TitleIX@bvsd.org)

## Outside agencies

In addition to, or as an alternative to, filing a complaint pursuant to this regulation, a person may file a discrimination complaint as follows:

ALLEGED Violations of Title VI (race, national origin), Title IX (sex/gender), Section 504/ADA (disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 North Speer Blvd., Suite 310, Denver, CO 80204. Toll-Free: 800-262-4845 English/Spanish. Telephone: 303-844-5695. Fax: 303-844-4303. TTY: 303-844-3417. Email: [OCRDenver@ed.gov](mailto:OCRDenver@ed.gov)

ALLEGED Violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the U.S. Equal Employment Opportunity Commission, 303 E. 17th Ave., Suite 510, Denver, CO 80202, Toll-Free: 800-669-4000. Fax: 303-866-1085.

TTY: 800-669-6820. Email: [info@eeoc.gov](mailto:info@eeoc.gov)

CERTAIN VIOLATIONS MAY ALSO BE FILED WITH the Colorado Civil Rights Commission, (CCRD), 1560 Broadway, Suite 1050, Denver, CO 80202. Toll-Free: 800-262-4845. Telephone: 303-894-2997. Fax:303-894-7830. Email: [dora\\_CCRD@state.co.us](mailto:dora_CCRD@state.co.us)

## Contents

INTRODUCTION	5
SUPERINTENDENT WELCOME LETTER	5
NONDISCRIMINATION	6
STUDENT CONDUCT AND DISCIPLINE CODE	6
STUDENT CONDUCT	7
STUDENT CONDUCT RELATED TO WEAPONS	10
STUDENT DISCIPLINE	12
STUDENT ABUSE OF ALCOHOL AND OTHER DRUGS	13
STUDENT SUSPENSION/EXPULSION	13
BULLYING	17
STUDENT RIGHTS AND RESPONSIBILITIES	19
PERSONAL TECHNOLOGY DEVICES IN SCHOOL	20
STUDENT DRESS	21
INTERROGATIONS BY LAW ENFORCEMENT OFFICIALS	22
SEARCHES	22
STUDENT SUBMISSION TO SURVEYS, ANALYSES OR EVALUATIONS	22
BUILDINGS AND GROUNDS SECURITY / VIDEO SURVEILLANCE PROCEDURES	23
STUDENT ABSENCES AND EXCUSES	23
STUDENT EDUCATIONAL RECORDS	25
HEALTH EDUCATION	26
PARENTS' RIGHTS TO EXCLUDE THEIR CHILD FROM HEALTH EDUCATION	26
OPEN ENROLLMENT	27
COMPLAINT AND GRIEVANCE PROCESS	27
COMPLAINTS CONCERNING DISCRIMINATION	28
COMPLAINTS AND CONCERNS	28
COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTION	28
THIRD PARTY RECRUITERS IN BVSD HIGH SCHOOLS	29
DISCLOSURE TO MILITARY	29
SEX OFFENDER REGISTRATION NOTIFICATION	29

ATHLETIC CODE OF CONDUCT	30
Disciplinary Procedures	30
Application of Policy	30
Miscellaneous	31
General Principles	31
STUDENT FEES, FINES AND CHARGES	33
STUDENTS ELIGIBLE FOR FREE AND REDUCED PRICE MEALS	33
STUDENTS WITH FOOD ALLERGIES	33
STUDENT ORGANIZATIONS: SECONDARY SCHOOLS	34
STUDENT USE OF DISTRICT TECHNOLOGY	34
2021-2022 PARENT TEACHER CALENDAR	35
REQUIRED AND RECOMMENDED VACCINES FOR STUDENTS (Colorado Department of Public Health and Environment)	36
PARENTS' AND STUDENTS' OPT-OUT FORM FOR DISCLOSURE OF PERSONAL INFORMATION TO MILITARY	39

Note: Complete, detailed copies of all district policies and regulations are available on the district's website. [www.bvsd.org/policies](http://www.bvsd.org/policies)

## INTRODUCTION

This handbook is provided as a quick reference for students and parents.

Note to parents of students at BVSD charter schools (Boulder Prep, Horizons, Justice High, Summit, and Peak to Peak): Some of the Board Policies contained in this handbook have been waived at your school. For specific rights and responsibilities at your school, please contact your school administration.

## SUPERINTENDENT WELCOME LETTER

Dear Boulder Valley School District Students and their Families,

I hope you will take a few moments to review this booklet. The Code of Conduct is a collection of the policies, which outline the rights and responsibilities for students in our school district.

This year we have worked closely with our Board of Education to update several items, including those pertaining to technology in our classrooms and discipline. We took action after hearing from students and families who felt the policies no longer met the needs of the school district and specifically students.

As always, in BVSD, we are committed to keeping students at the center of what we do, which is why we have launched the ***All Together for All Students*** strategic plan. Under this ambitious plan, we are now focused on three long term outcomes for students: to ***Ignite*** the passion of learning in every student, ***Equip*** them with the skills needed to overcome the achievement gap and to prepare them to ***Soar*** in whatever they do after school.

Having students and parents share their voice on issues that are important to them, helps us to prioritize our work. I love hearing from students when I visit our schools. Additionally, several young people have come and shared their thoughts at our board meetings; some have reached out by email. I have also made it a point to get to know and elevate the voices within our Spanish-speaking community.

As we move forward, I hope to increase the opportunity to connect with our students, so that you have the opportunity to ask questions and share your voice on issues that are important to you. After all, we are here to serve you and meet your needs.

Sincerely,

A handwritten signature in black ink that reads "Rob". The letters are cursive and fluid, with a long horizontal stroke at the end of the word.

Rob Anderson  
Superintendent  
Boulder Valley School District

## NONDISCRIMINATION

Board Policies AC (Nondiscrimination/Equal Opportunity), JB (Equal Educational Opportunities), and JBB (Sexual Harassment)

The Board of Education is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. No otherwise qualified student shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination or harassment under any district program or activity on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, need for special education services or physical characteristics.

Any student who believes he or she has been a victim of unlawful discrimination or harassment as defined in Board policy, or who has witnessed such unlawful discrimination or harassment, is encouraged to immediately report it to an administrator, counselor, teacher, or the district's compliance officer and file a complaint as set forth in BVSD Regulation AC-R.

No student shall be subject to adverse treatment in retaliation for any good faith report of discrimination or harassment.

## STUDENT CONDUCT AND DISCIPLINE CODE

(Board Policy JD/JR)

The Board of Education expects that the schools of the District will help students develop individual knowledge, skills and competence and learn behavior patterns which will enable them to be responsible, contributing members of society. In accordance with applicable law, the Board adopts a written student conduct and discipline code, consisting of two sections: Student Rights & Responsibilities (all policies with JR codes) and Discipline (all policies with JD codes).

It is the Board's intent that the School District's Conduct and Discipline code establishes a culture of learning that supports and respects all students and staff, makes students and staff feel safe, and equitably applies rules of conduct. Implementation of the Conduct and Discipline Code shall include the generation of data (including quantitative and qualitative measures) that permit analysis of the equitable implementation of the discipline code. The Board expects that BVSD schools will be fair and equitable in addressing student conduct and implementing student discipline, seeking to assure these systems do not operate in a discriminatory manner towards any student or group of students.

All members of the BVSD community have a role in creating a positive and safe school community, where relationships are marked by trust, and student conduct is addressed with a focus on prevention and intervention.

**School Personnel.** It is the responsibility of all School District personnel to build a productive learning environment by addressing student conduct consistent with these Policies and procedures. The Board of Education and the administration support all personnel acting within the framework of Board policy.

Teachers are urged to de-escalate and address behavior in the classroom whenever possible, due to the loss of instruction and increase in at-risk status of students who are referred out of class, suspended, or expelled. It is also the responsibility of a staff member who witnesses or receives a report of a student's behavior of concern or act of violence or aggression to notify the building principal or designee as soon as possible.

With proper recognition and provision for student and teacher involvement, the school principals are charged with the responsibility of maintaining order and decorum in their schools. When conditions warrant, it is to be understood that the Superintendent, school principal, or other authorized school official shall enforce the School District's standards of conduct necessary for order in the schools.

**Parents/Guardians.** Parents/Guardians are expected to support their students' learning, cooperate with school authorities, and participate in conferences regarding the behavior of their children. Parents/Guardians may be held responsible for the willful misbehavior of their children if such behavior results in damage to school property.

**Students.** While on school grounds, facilities, or at school-sponsored activities, students shall comply with School District policies and regulations pertaining to student conduct and discipline. Student misconduct that has a nexus to school, even if it takes place off-campus, may result in discipline or other action.

Students should immediately report questionable behavior or potentially violent situations to an administrator, counselor, or teacher.

At least annually, the Board shall review conduct and discipline data, including on bullying, and consider whether the Student Conduct and Discipline Code should be revised. The Board shall consult with teachers, administrators, and the District Accountability Committee (DAC), and allow input by students, parents/guardians, and other community members in the development and review of the Student Conduct and Discipline Code.

The Conduct and Discipline Code shall be provided electronically to each student upon enrollment in elementary, middle, and high school and in printed form upon request. The School District shall take reasonable measures to ensure each student is familiar with the Code. Copies shall be posted on the School District's website. Any significant change in the Code shall be made known to students and community members through the website and other appropriate publications.

## **STUDENT CONDUCT**

(Board Policy JDC)

Along with the right to be active participants in the affairs of the school, students are expected to accept the attendant responsibility to conduct themselves in a manner compatible with the school's function as an educational facility. Conduct by students or others which disrupts or threatens to disrupt the operation of a school; interferes in any manner with the public or private rights of other students or members of the community; threatens or endangers the health or safety of any person; or damages property will be addressed.

The Board expects that student conduct will be addressed preventatively and proactively to minimize necessary discipline. Schools are expected to incorporate a wide range of strategies to support positive student behavior, reduce misbehavior, and maintain a safe learning environment, including conflict resolution, restorative practices, counseling, and structured systems of positive interventions. Schools must have culturally sensitive and responsive expectations for student performance and conduct. School personnel and students must be educated about these expectations and good conduct must be recognized.

While on school grounds, in school facilities, in school vehicles, or at or during school-sponsored activities, including while participating in remote instruction, students shall be expected to conduct themselves in keeping with their level of maturity, acting with due regard for the supervisory authority vested by the Board in all School District employees; the educational purpose underlying all school activities; the widely shared use of school property and resources; and the rights and welfare of other students.



These expectations apply to students off campus to the extent their behavior has a nexus to school. Specific examples of the School District's conduct expectations include, but are not limited to :

1. Students shall maintain high personal standards of courtesy, decency, morality, and honesty in their relationship with others.
2. Students are expected to respond to academic challenges with the highest degree of integrity and honesty that support the culture of the community. No student shall engage in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing work.
3. Diligence in study and achievement commensurate with ability is expected of all students. Students are expected to be prompt and regular in their attendance of school and classes and are responsible for work missed due to unexcused tardiness or absence.
4. Students shall comply with Board policies and reasonable School District staff members' directions.
5. Students shall comply with Colorado and federal law. This includes but is not limited to those items identified in Colorado law as grounds for suspension or expulsion.
6. Students shall be honest in their interactions with School District employees, and shall not lie or give false information, either verbally or in writing, to a School District employee. Students shall not make a false accusation of criminal activity against a School District employee to law enforcement or to the School District.
7. No student shall engage in or encourage behavior which disrupts or poses a clear and convincing threat of disruption of the school operations or interference with the rights of others or with the ability of the school to provide educational opportunities to other students.
8. No student shall engage in or encourage behavior which is detrimental to the welfare or safety of students, teachers, or school personnel on or off school property.
9. Students shall not use, be under the influence of, bring, carry, possess, buy, sell, or exchange alcohol, marijuana, or other dangerous or restricted drugs or controlled substances.
10. Students shall not use tobacco or nicotine products of any kind or otherwise violate the Board's tobacco-free schools policy.
11. No student shall use, possess, bring, or carry any dangerous weapon of any kind, including a knife of any blade length (per this local restriction that does not include plastic or other utensils brought and used for eating), or a firearm facsimile without prior permission of the school principal or designee or the Superintendent or designee. See JDC-R, Conduct Related to Weapons.
12. Students shall not cause or attempt to cause damage to school or private property, nor steal or attempt to steal school or private property.
13. No student shall engage in bullying behavior. Bullying is defined as any written text or image or verbal expression, or physical or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate, or cause any physical, mental, or emotional harm to any student. Bullying also includes cyberbullying which is bullying involving the use of communication technologies such as computers, cell phones, and other electronic devices to support deliberate and hostile behavior intended to do harm to others. Examples of cyberbullying can be in the form of text messages, instant messaging, emails, threatening or embarrassing photos or videos, and any use of any social media platform.

14. No student shall engage in gang-related activity. Schools should communicate with law enforcement and community members to address identified gang activity. As appropriate, schools may communicate with families about resources to support students at risk of gang involvement.
15. No student shall engage in harassment on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, immigration status, the need for special education services, or physical characteristics, whether such characteristic(s) is actual or perceived. Harassing conduct may take many forms, including verbal acts and name-calling, as well as non-verbal behavior, such as graphic and written statements, or conduct that is physically threatening, harmful or humiliating.
16. No student shall engage in physical abuse, including hazing, assault, or unwanted touching of a person or that person's property with a part of the body or with any object with the intent of causing hurt or harm or that actually causes harm.
17. No student shall engage in verbal abuse either orally (including by telephone) or in writing in words or images (including by text, social media or other electronic means) including, but not limited to, swearing, screaming, obscene gestures or threats.
18. No student shall engage in behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students. This also includes violent or aggressive behavior, including any expression, direct or indirect, verbal or behavioral, of intent to inflict harm, injury or damage to persons or property. A threat of violence and aggression carries with it implied notions of risk of violence and a probability of harm or injury.

The Board's policy specifically addresses the most serious offenses and requirements of state and federal law. The Superintendent or designee shall develop such additional written definitions of behaviors as may be needed to accurately describe and report student behavior.

Violations of these expectations may result in discipline in accordance with applicable law and Board policy. At its sole discretion, the School District may conduct a threat assessment to consider any suspected or reported behavior of concern by a student. Also, students may be referred to law enforcement authorities. The Board expects that parents/guardians shall be informed about their student's significant behaviors and school discipline. Also, the Board expects schools will notify parents about threat assessments and referrals to law enforcement, as appropriate and as soon as possible which may be after the referral has been made.

### **At-Risk Students**

The school shall identify students who are at risk of suspension or expulsion. An at-risk student includes, but is not limited to, any student who is likely to be declared habitually truant or habitually disruptive.

The District may enter agreements with appropriate local and state agencies, community-based organizations, and institutions of higher education to work with the student's parent/guardian to provide services to students at risk of being suspended or expelled and those who have already been suspended or expelled. The services include, but are not limited to:

1. Tutoring services;
2. Counseling services;
3. Drug or alcohol-addiction treatment programs;
4. Family preservation programs;
5. Alternative education programs; and
6. Vocational education programs.

At a minimum, each agreement shall specify the services to be provided, the entity that will coordinate and oversee provision of the services, and the responsibilities of each entity entering into the agreement.

Each agreement shall require each participating entity to contribute funds for the specified services. The agreement shall specify the amount and source of funds and the mechanism for providing the funds.

The District shall use a portion of its per pupil operating fund to provide services. The District may also use federal and state money and money received from private and public grants. Services shall be provided at no/low cost and all efforts shall be made to assure cost is not a barrier.

### **Educational Programing for Students Pending Adjudication for Certain Offenses**

As authorized by Colorado law, whenever the District is notified that a student at least 12 years of age but under 18 years of age is the subject of a juvenile court petition for or charged in district court with an offense that would constitute a crime of violence or unlawful sexual behavior, the Board of Education designates the Superintendent or designee to determine whether the student has exhibited behavior that is detrimental to the safety, welfare, and morals of the other students or personnel at school, and whether educating the student at school may disrupt the learning environment, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel.

If it is determined that the student should not be educated at school, the District may institute procedures to suspend or expel the student. Alternatively, the District may delay consideration of the student's suspension or expulsion pending the outcome of the juvenile court or district court proceedings, during which time the District shall provide the student with an appropriate alternate education program, including a home-based or online program as determined by the School District. By Colorado law, no student who is being educated in an alternate education program or a home-based education program shall be allowed to return to the education program in the public school until there has been a disposition of the charge. The School District will consider and implement appropriate safety planning for the student and school setting. The time that a student spends in an alternate education program shall not be considered discipline, including suspension or expulsion.

## **STUDENT CONDUCT RELATED TO WEAPONS**

(Board Policy JDC-R)

### **I. Definitions**

#### **1. "Dangerous weapon" means:**

- a. A firearm.
- b. Any pellet, BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- c. A fixed blade knife with a blade that exceeds three inches in length.
- d. A spring-loaded knife or a pocket knife with a blade exceeding three and one-half inches in length.
- e. Any object, device, instrument, material, or substance, whether animate or inanimate, that is used or intended to be used to inflict death or serious bodily injury including, but not limited to, a slingshot, bludgeon, nunchucks, brass knuckles or artificial knuckles of any kind.
- f. A knife of any length, in accordance with the Board of Education's local authority

2. "Firearm" means:

- a. Any weapon (including a starter gun) which will or is designed to or may readily be converted to expel a projectile by the action of an explosive;
- b. the frame or receiver of any weapon described above;
- c. any firearm muffler or firearm silencer; or
- d. any destructive device.

3. "Destructive device" means:

- a. Any explosive, incendiary, or poison gas:
  - i. bomb;
  - ii. grenade
  - iii. rocket having a propellant charge of more than four ounces;
  - iv. missile having an explosive or incendiary charge of more than one-quarter ounce;
  - v. mine; or
  - vi. device similar to the devices described in paragraphs i-v of this subparagraph
- b. any type of weapon which will, or which may be readily converted to, expel a projectile by the action of an explosive or other propellant, and which has any barrel with a bore of more than one-half inch in diameter; and
- c. any combination or parts either designed or intended for use in converting any device into any destructive device described in subparagraphs a and b and from which a destructive device may be readily assembled.

## II. Firearm facsimiles

Carrying, using, actively displaying or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm on District property, when being transported in vehicles dispatched by the District or one of its schools, during a school-sponsored or District-sponsored activity or event, and off school property when such conduct has a reasonable connection to school or any District curricular or non-curricular event without the authorization of the school or School District is prohibited. Students who violate this policy provision may be subject to disciplinary action, including but not limited to suspension and/or expulsion, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

A student may seek prior authorization from the building principal to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property for purposes of a school-related or non-school related activity. A student's failure to obtain such prior authorization is a violation of this policy provision and may result in disciplinary action, including but not limited to suspension and/or expulsion, in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. The principal's decision to deny or permit a student to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property shall be final.

### III. Mandatory Expulsion

In accordance with federal law, expulsion shall be mandatory for no less than one full calendar year for a student who is determined to have brought a firearm to or possessed a firearm at school in violation of this policy. The Superintendent may modify the length of this federal requirement for expulsion on a case-by-case basis. Such modification shall be in writing.

### IV. Referral to Law Enforcement

In accordance with applicable law, school personnel shall refer any student who brings a firearm or weapon to school without authorization of the school or the school district to law enforcement. The school shall notify the student's parent/guardian, as appropriate and as soon as possible which may be after the referral has been made.

## **STUDENT DISCIPLINE**

(Board Policy JDD)

The purpose of disciplining students is to assist the student in recognizing misconduct and to allow other students to learn in an atmosphere which is safe, conducive to the learning process, and free from unnecessary disruption. Student discipline is to be achieved through collaboration, respectful dialogue, awareness of cultural differences and respect built upon trusted relationships rather than through autocratic force which is only a one-way form of communication. Daily recognition of the fact that students are entitled to full consideration as human beings is an expectation of the Board, and one embraced by our Superintendent. This policy acknowledges that there are few children who will not respond favorably to fair and honest treatment. Treatment, in this context, must also include mature allowances for vulnerable students, an awareness of special needs and the desire to build relationships through every interaction and learning opportunity.

Proportionate disciplinary interventions and consequences shall be imposed to address the student's misconduct and maintain a safe and supportive learning environment for students and staff. School administrators shall consider violations of this policy provision on a case-by-case basis to determine what disciplinary action is appropriate based upon the individual facts and circumstances involved. It is important for students to see a path back from involvement with school discipline processes.

Wherever possible, the student's behavior will be dealt with in the classroom. When the behavior of a student suggests the need for improvement, the teacher shall first discuss the matter with the student, at which time all the facts should be obtained and a decision reached about the best way to improve future behavior. When serious problems arise or when misbehavior persists, the teacher and/or principal shall arrange a student-parent/guardian conference with the principal or other administrator. The Board encourages schools to accommodate parent/guardian scheduling requests to the fullest extent possible in order to facilitate home and school collaboration.

The Board encourages the use of non-exclusionary discipline, wherever possible, with a focus on restoring relationships in the school setting and returning the student's focus to learning. The use of interventions will vary, depending upon the facts and circumstances of an individual case. Such interventions shall be at the principal's or designee's sole discretion and include but are not limited to: use of positive behavioral intervention supports, counseling, participation in restorative justice, peer mediation, detention, in-school suspension, referral to a juvenile assessment center for counseling or other services, or other approaches to

address the student's misconduct that do not involve an out-of-school suspension or expulsion and minimize the student's exposure to the criminal and juvenile justice system.

In implementing the Conduct and Discipline Code, each school must also show due consideration of the impact of certain violations of the code upon victims of such violations, in accordance with the provisions of Title IX of the United States Code and other state and federal laws. Parents/guardians/students who allege unlawful discrimination or harassment in a discipline decision may initiate a complaint under Board Policy AC, Nondiscrimination/ Equal Opportunity. In all other circumstances, parents/guardians/students may seek review of a discipline decision pursuant to Board Policy KE, Complaints and Concerns.

## **STUDENT ABUSE OF ALCOHOL AND OTHER DRUGS**

(Board Policy JDDA & JDDA-R)

Student use, possession, distribution, or sale of alcohol or illicit drugs and the abuse of other drugs is prohibited in all Boulder Valley District schools, on school grounds, at school-sanctioned activities, or when students are being transported in vehicles dispatched by the District. Illicit drug use is the use of illegal drugs and the abuse of alcohol and other drugs, including anabolic steroids. Illicit drug use includes, but is not limited to, the use of opiates, narcotics, cocaine, amphetamine and other stimulants, depressants, hallucinogenic substances and marijuana, and the abuse of inhalants.

Compliance with the standards of conduct set forth in this policy is mandatory for all students. A violation shall subject a student to appropriate disciplinary action, up to and including expulsion and referral for prosecution. Specific disciplinary sanctions shall be described in the regulations that guide the enforcement of this policy. In appropriate circumstances, disciplinary sanctions may include the completion of an approved drug or alcohol abuse rehabilitation program.

Violation may result in multiple consequences including but not limited to:

- 3-5 day out-of-school suspension
- loss of credit and assignments per district policy for unexcused absences
- removal from activities/leadership roles
- loss of participation in athletics
- possible self-reporting of violation on college applications (specifically to academies)
- could affect acceptance and/or scholarships to colleges
- referral to law enforcement

## **STUDENT SUSPENSION/EXPULSION**

(Board Policy JDSE and JDSE-R)

The Board of Education takes seriously the obligation to educate every student in the District. Extended suspension is viewed as a very serious step in the discipline and intervention process, and expulsion is generally to be recommended as the last step in that extensive process, except where expulsion is required by state law.

### **A. Definitions**

1. "Suspension" means the exclusion of a student from attending school and participating in school activities for a specified and limited period of time.
2. "Expulsion" means the exclusion of a student from attending school and participating in school activities for a specified period of time not to extend beyond one calendar year. Expulsion of a student with disabilities does not necessarily include a cessation of all educational services.
3. "Classroom removal" means the exclusion of a student from the classroom by a teacher for causing a material and substantial disruption in the classroom through behavior that is initiated, willful, and overt on the part of the student.
4. "In-school suspension" means the exclusion of a student from the classroom and from participation in regular school activities, with continuous supervision and instruction in a location separate from the regular school environment.
5. "Student with disabilities" means a student for whom a determination of disability has been made by a duly convened staffing committee in accordance with state and federal laws governing the education of children with disabilities. For purposes of this policy, a student with disabilities does not include a student who is determined to be disabled solely by virtue of being an alcoholic or drug addict.
6. "Parent" means a student's parent, guardian, or legal custodian.
7. "Informal hearing" means the student will be given an oral statement of the alleged misconduct and an opportunity to admit or deny the accusation and to give the student's version of the events. The administrator may allow the student to identify other witnesses or information to be considered prior to making a decision on the contemplated action. An informal hearing does not include representation by counsel, the ability to confront and cross-examine witnesses, or the ability to call witnesses to verify the student's version of the incident.

#### B. Authority

The Board, Superintendent and designees shall consider the following factors in determining whether to suspend or expel a student:

1. the student's age;
2. the student's disciplinary history;
3. the student's eligibility as a student with a disability;
4. the seriousness of the violation committed by the student;
5. the threat posed to any student or staff; and
6. the likelihood that a lesser intervention would properly address the violation.

#### **Students in preschool through second grade**

In accordance with applicable law and Board policy, the principal or designee may suspend or recommend expulsion of a student in preschool, kindergarten, first grade, or second grade who engages in one or more of the following activities while on district property, in a school building, in a district or school vehicle, at a district or school activity or event, including remote instruction, or off district property when the conduct has a nexus to school or any district curricular or non-curricular event:

1. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
2. Violation of the Board's policy on student conduct involving drugs and alcohol.

3. Conduct that endangers the health or safety of others.

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

The Board of Education authorizes the principal or designee to suspend a student in preschool, kindergarten, first grade, or second grade in that school for not more than three school days on the grounds stated in C.R.S. [22-33-106.1](#) (2), unless the principal or designee determines that a longer period of suspension is necessary to resolve the safety threat or expulsion is mandatory under law.

**Students in third grade and higher grade levels**

In accordance with applicable law and Board policy, the principal or designee may suspend or recommend expulsion of a student in third grade and higher grade levels who engages in one or more of the behaviors identified in Colorado law as grounds for suspension or expulsion.

The Board authorizes a school principal or designee to suspend a student for up to five school days for grounds stated in C.R.S. [22-33-106](#) (1)(a), (1)(b), (1)(c) or (1)(e) or not more than 10 school days on the grounds stated in C.R.S. [22-33-106](#) (1)(d) unless expulsion is mandatory under law. The Board authorizes the Superintendent or designee to extend a suspension for up to ten additional school days, and another ten days if necessary in order to present the issue of expulsion to the next meeting of the Board of Education. In no event may the total period of suspension exceed 25 consecutive school days, unless the student's parent or guardian and the School District agree the student's interest will be served by doing so.

C. Alternatives to Suspension

In lieu of suspension, a principal or designee may, in his or her discretion, and upon consent of the student's teachers, permit the student to remain in school on the condition that the student's parent, guardian, or legal custodian attend class with the student for a period of time established by the principal or designee. In the event that the parent, guardian, or legal custodian cannot or will not attend class with the student, or this alternative would be or becomes disruptive to the educational process, this alternative shall be terminated and the student shall be suspended. This alternative is not available if expulsion proceedings have been or will be initiated.

D. Expulsion Authority

1. The Board delegates to the Superintendent or Superintendent's designee the authority to conduct expulsion hearings and delegates to the Superintendent the authority to expel students. The Superintendent shall report on each case acted upon at the Board's next regularly scheduled meeting, briefly describing the circumstances and the reasons for the action taken.
2. The decision of the Superintendent may be appealed upon the written request of the student or parent/guardian to the Board. Upon a request for an appeal, the Board will determine the procedure to be utilized and will promptly advise the student and parents/guardians of the procedure involved.



#### E. Classroom Removal Authority and Procedure

A teacher may remove a student from the teacher's classroom for one day for causing a material and substantial disruption in the classroom through behavior that is initiated, willful, and overt on the part of the student.

1. When sending a student out of class, a teacher is initiating a one-day classroom suspension. The teacher shall provide the principal or designee with assignments and other coursework to be completed by the student during the period of suspension, and shall contact the parent or legal guardian of the student as soon as possible after removal to request the parent/guardian's attendance at a conference regarding the classroom suspension.
2. The teacher may develop a behavior plan approved by the principal after a student's first one-day classroom suspension during any grading term (quarter, trimester or semester) and shall develop a behavior plan approved by the principal after a student's second one-day classroom suspension during any grading term. The behavior plan shall indicate that the third incident during a grading period of material and substantial disruption in the classroom through behavior that is initiated, willful, and overt on the part of the student after classroom suspensions for the first two incidents will result in the student's removal from the classroom for the remainder of the grading term. The teacher shall provide a copy of the behavior plan, as well as a copy of each revision thereto, to the student and the parent or legal guardian of the student.
3. For any student removed from the classroom for the remainder of a grading term as provided in paragraph 2 above, the teacher responsible for the removal shall provide the principal or designee with a lesson plan, assignments, other coursework, quizzes, and exams for the remainder of the grading term so as to allow the student to complete and receive credit for the course.
4. Classroom suspensions shall not count as suspensions for purposes of declaring a student as "habitually disruptive."
5. A teacher's ability to impose classroom suspensions shall be subject to governing law and the District's policies and regulations concerning suspension/ expulsion of students with disabilities.

#### F. Discipline Information

The school principal shall communicate discipline information concerning any student enrolled in the school to any teacher who has direct contact with the student in the classroom and to any counselor who has direct contact with the student. Any teacher or counselor who receives such information shall maintain the confidentiality of the information and does not have the authority to communicate the information to any other person. The student and student's parents/guardians may request an opportunity to challenge the accuracy of the disciplinary information pursuant to the procedures set forth under the Policy governing student records.

## **BULLYING**

(Board Policy JDHB and JDHB-E)

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

### **A. Definitions**

1. Bullying: Any written text or image, or verbal expression, or physical or electronic act or gesture, or a pattern thereof, that is intended to coerce, intimidate, or cause any physical, mental, or emotional harm to any student.
2. Cyberbullying: Bullying involving the use of communication technologies such as computers, cell phones, and other electronic devices to support deliberate and hostile behavior intended to do harm to others. Examples of cyberbullying can be in the form of text messages, instant messaging, emails, threatening or embarrassing photos or videos, and any use of any social media platform.

### **B. Prohibition**

Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression (national origin, religion, ancestry, immigration status, the need for special education services, or physical characteristics, whether such characteristic(s) is actual or perceived.

Bullying is prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any school or district vehicle, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.

### **C. Prevention**

Bullying prevention efforts are most effective when implemented school-wide and designed to send a message that bullying will not be tolerated in schools. Well-designed bullying prevention efforts can reduce, eliminate and prevent bully/victim problems, as well as significantly improve the overall school climate. Effective bullying prevention also requires a commitment on the part of all adults to reduce or eliminate bullying and accessible reporting procedures for victims and witnesses.

Effective prevention programs may be implemented at the school level or the classroom level. The use of prevention programs may vary according to maturity level of students, grade level, learning environment goal(s) for the school, etc.

Monitoring data related to bullying is crucial to the bullying prevention efforts. Data shall be collected and may be evaluated through surveys, questionnaires, analyzing discipline statistics, and data collected for school social emotional learning goal(s).

All kids involved in bullying--whether they are bullied, bully others, or witness bullying--may experience negative outcomes including impacts on mental health, substance abuse and suicide. Parents, school staff and community all play a role in supporting our students when providing for their physical, social and emotional

needs. A variety of resources are available regarding bullying prevention:

- [StopBullying.gov](http://StopBullying.gov)
- [Cyberbullying.org](http://Cyberbullying.org)
- [Safe2Tell.org](http://Safe2Tell.org)
- [www.adl.org/what-we-do/promote-respect/bullying-cyberbullying-prevention](http://www.adl.org/what-we-do/promote-respect/bullying-cyberbullying-prevention)

#### D. Expectations for Reporting and Investigation

All administrators, teachers, classified staff, parents/guardians and students should take all reasonable steps to prevent and address bullying.

- All students who believe they have been victims of bullying, harassment, hazing, intimidation or threatening behavior should immediately report the situation to school personnel.
- All students who witness bullying are expected to make all reasonable efforts to seek the help of school staff. Failure to report such behavior is detrimental to the school learning environment and may be grounds for disciplinary consequences.
- All administrators, teachers, and classified staff who receive reports of and/or witness student bullying, in any circumstance, shall immediately take appropriate action to stop the behavior. Such behaviors shall be reported to school administration. In addition, school administrators shall communicate with parents of all students involved, alleged victims, alleged bullies, and witnesses.
- Each school administrator shall ensure that reports of bullying are promptly and thoroughly investigated in accordance with the guidelines in JDHB-E and applicable law. Administrators are directed to attend to the needs of the victim(s) of the behavior as well as to the needs of the alleged bully(s). Interventions or sanctions may be warranted, as well as addressing broader issues of school culture and climate of which the behavior may be symptomatic. A written summary of the investigation and its findings must be provided to the parent/guardian of any student alleging to have bullied or been bullied and to the parent/guardian of any student alleged to have bullied.
- School administrators shall provide the protections and procedures (including timelines for investigation and resolution) under Board Policy AC and AC-R if allegations of bullying concern unlawful discrimination or harassment on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, immigration status, the need for special education services, or physical characteristics, whether such characteristic(s) is actual or perceived.
- Notify parent/guardian that they may seek further review of the school's investigation through Board Policy AC if alleging unlawful discrimination or harassment or through Board Policy KE.
- All incidents are to be documented in the student information system and any behavior or safety plan communicated to parents.

#### E. Consequences

Violations of this policy are detrimental to the welfare and safety of the victim, as well as disruptive to the school learning environment. In deciding on appropriate discipline and interventions, the circumstances surrounding the behavior, the severity of the conduct, and whether the conduct represents a pattern should be considered. Interventions and discipline for student bullying may range from counseling, restorative justice and in-school suspension to suspension and/or expulsion. In its sole discretion, the School District may conduct a threat assessment regarding bullying behavior. A referral to law enforcement shall be made when appropriate. The Board expects that parents/guardians shall be informed about their student's significant behaviors and school discipline. Also, the Board expects schools will notify parents about threat assessments and referrals to law enforcement, as appropriate and as soon as possible which may be after the referral has been made.

If parents/guardians/students are not satisfied with the outcome of the school's investigation and resolution,

they may pursue additional District review. Board Policy AC governs the review of allegations concerning unlawful discrimination or harassment on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, immigration status, the need for special education services, or physical characteristics. Board Policy KE governs the review of all other allegations of bullying.

## **STUDENT RIGHTS AND RESPONSIBILITIES**

(Board Policy JRR)

In order to maintain an environment conducive to attaining the highest quality of education in the Boulder Valley School District, there must be a spirit of mutual respect and involvement among the members of the school community. A primary goal of the schools is to provide students with opportunities to exercise their human rights and constitutional rights and to participate meaningfully in the affairs of the schools. Only in this manner can a true understanding be conveyed of the fundamental principles to which this nation is dedicated.

The concept of individual rights and freedom is inseparably joined with, and inevitably restricted by, the necessity for respect of the rights of others and responsibility to the entire community. Learning can take place only when there is an appropriate balance between such rights and responsibilities. In the schools, it is the legal duty of school authorities both to protect the individual's rights and to maintain such control and discipline as is necessary to ensure order.

This policy and the procedures are intended to encourage the active involvement of students in their education, and to foster the spirit of free inquiry and expression within the framework of orderly and responsible behavior. It is the intent of the School District to afford vigilant protection of the constitutional rights of all members of the school community and, equally, to prescribe and control conduct within the schools, consistent with the safeguards of the Constitution.

Students shall have the right to participate, as suitable to their age and maturity, in decision-making processes, student government, and student organizations. They shall have the constitutional rights to freedom of assembly and expression, and the right to possess and distribute literature, as set forth in Board policies pertaining to student organizations and publications. The Board describes these rights more fully as follows.

### **Student Participation**

Students are to be involved, singly and collectively, as members of the school community with the attendant rights and corresponding responsibilities for the proper conduct of their own affairs and those of other students.

### **Freedom of Expression**

Students may freely express their points of view provided they do not seek to coerce others to join in their mode of expression and provided also that they do not otherwise violate the civil or other rights of others, including the rights of all students to be free of bullying and harassment on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, immigration status, the need for special education services, or physical characteristics, whether such characteristic(s) is actual or perceived.

### **Personal Appearance**

Restrictions on a student's manner of dress will be limited to circumstances where there is a "clear and present danger to the student's health and safety, interference with work, or classroom or school disorder" as a result

of such manner of dress. Participation in voluntary activities may necessitate specific requirements for approved grooming and dress due to the nature of the activity. No school shall restrict a student's personal appearance or otherwise discipline a student on the basis of a hair texture, hair type, or a protective hairstyle that is commonly or historically associated with race.

### Right to Petition

Students are allowed to present petitions to the administration at any time. Collecting of signatures on petitions is limited to before and after school hours. No student will be subjected to disciplinary measures of any nature for signing a petition addressed to the administration — assuming that the petition is free of obscenities, libelous statements, advocacy of disruption which poses a probable threat of disruption to the regular school program, and is otherwise within the bounds of reasonable conduct.

### Student Property

A student's locker and desk should not be opened for inspection except when approved by the principal because there is reasonable cause to believe that prohibited articles are stored in the locker or other legitimate reason exists, such as a necessary clean-out. Locker clean-out sessions will be determined by the school principal to dispose of waste materials, recover missing books and other school property, and for other just cause as determined by the school principal.

### Student Due Process Rights

Students are to have clearly established means by which "administrative due process" is available to see that the individual's rights are protected. Due process may be defined as a course of legal proceedings in accordance with the rules and principles established for the enforcement and protection of individual rights. The concept applies to any dispute between two parties. As a legal concept, enforceable in the courts, it derives its validity from the presence of a court of competent jurisdiction, which has a duty to see to it that the individual's rights are protected. These same conditions are equally necessary to administrative procedures in schools, although they may be discussed and handled in an informal way in most cases.

All policies and regulations pertaining to student conduct, discipline, rights, and responsibilities — whether adopted by the Board or issued by the administration — shall be made known to students, who shall in turn be held accountable for complying with them.

## **PERSONAL TECHNOLOGY DEVICES IN SCHOOL**

(Board Policy JRCT & JRCT-R)

The Board of Education believes personal technology devices may be useful tools for students in the educational environment and can play a vital communication role during emergency situations. However, use of personal technology devices in school situations must be regulated to assure that the use of such devices does not disrupt or interfere with the educational process or school operations. Therefore, students may only use PTDs on district property, on a district vehicle or at a district or school- sponsored activity or event in accordance with this policy.

For purposes of this policy, "personal technology device" (PTD) includes any privately-owned portable technology device, including but not limited to cell phones, wearables, tablets, laptops, cameras, audio and/or video recorders and players, and all other hand-held electronic communication and data storage devices.

At elementary and middle schools, students with cell phones or other personal technology devices (PTDs) must keep their PTDs turned off and away during school hours, unless specifically directed to do otherwise by a school employee. Violation of this regulation may result in temporary confiscation of the PTD by school staff.

At high schools, students with cell phones or other personal technology devices (PTDs) must keep their PTDs turned off and away during class periods unless specifically directed to do otherwise by a school employee. Violation of this regulation may result in temporary confiscation of the PTD by school staff.

Students who require a PTD as part of accommodations specified in their 504 plan or Individual Education Program (IEP) will be allowed access to their PTD as described in their 504 plan or IEP.

Student use of PTDs with cameras and/or video recording capabilities is prohibited in locker rooms, bathrooms or any other location where such use could violate another person's reasonable expectation of privacy. Videography in any school location for purposes unrelated to educational outcomes is prohibited unless specifically authorized by a school employee. Students shall not use PTDs to engage in, promote or facilitate any other conduct that violates the student code of conduct, other Board policies or regulations, or state or federal law, including, but not limited to, the use of digital media captured on PTDs to bully, harass, humiliate or otherwise cause injury to another person.

Violation of this policy or any other district, school or classroom rule or regulation on student use of PTDs may result in disciplinary measures and/or temporary confiscation of the PTD. If the building principal or designee believes a student's possession or use of a PTD may involve a violation of the law, the building principal or designee may also refer the matter to law enforcement. The district shall not be responsible for loss, theft or destruction of PTDs brought onto school or district property or while the student is attending district or school-sponsored activities or events.

## **STUDENT DRESS**

(Board Policy JRDC and JRDC-R)

The Board of Education recognizes that responsibility for the dress and appearance of students generally rests with individual students and their parents. Students are encouraged to dress appropriately for all school activities. The following general standards will be in effect:

1. Dress will not be worn that causes or is likely to cause disruption of the educational process, the classroom environment, or to the maintenance of a safe and orderly school.
2. Clothing/accessories that interfere with or endanger the student while he or she is participating in classroom activities will not be worn.
3. Any manner of grooming or apparel, including clothing, jewelry, emblems, and badges which by virtue of color, arrangement, trademark, or other attribute is associated with or denotes membership in or affiliation with any gang, will not be allowed. The prohibition on gang-related apparel shall be applied at the discretion of building level administrators, after consultation with the Superintendent or designee, as the need arises at individual schools.
4. To avoid injury and disease, shoes, sandals, boots, or other footwear must be worn in the buildings.
5. Reasonable cleanliness of wearing apparel is expected as a matter of general health and welfare.

Subject to approval of the Superintendent or designee, principals may establish additional specific standards for their own schools. These standards will be published and distributed to students and a copy will be filed with the administration and posted in each school building.

Disciplinary action for violation of all standards will include notification of the violation, the requirement that the clothing be changed before reentering class, and, at the discretion of the building level administrator, a parental conference. More severe disciplinary consequences, including suspension or expulsion, may result from repeated or serious violations.

## **INTERROGATIONS BY LAW ENFORCEMENT OFFICIALS**

(Board Policy JRLE)

The School District has responsibility for students during the school day and during hours of approved extracurricular activities. It is the responsibility of the school administration to make an effort to protect each student's rights with respect to interrogations by law enforcement officials. Therefore:

1. When law enforcement officials find it necessary to question students during the school day or periods of extracurricular activities, the school principal or designee shall be present when possible. An effort shall be made to contact the parent or guardian of the child so that he or she may be notified of the situation.
2. If custody and/or arrest is involved, the principal or designee shall request that all procedural safeguards, as prescribed by law, will be observed by the law enforcement officials

## **SEARCHES**

(Board Policy JRS)

A student's person and/or personal effects, such as a purse, book bag, back pack, etc., may be searched whenever a school authority has reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school.

All lockers, desks, storage, and similar areas provided for student use on school premises are school property and remain at all times under the control of the school. Student use of such areas is subject to the right of school authorities to open or enter into the same and inspect the contents for any reason at any time without notice or student consent.

The interiors of student vehicles may be inspected if a school authority has reasonable grounds for suspecting that the search will turn up evidence that the student has violated or is violating either the law or school rules.

## **STUDENT SUBMISSION TO SURVEYS, ANALYSES OR EVALUATIONS**

(Board Policy JRSU)

No student shall be required as part of any program funded by the United States Department of Education to submit, without prior written consent, to a survey, analysis, or evaluation (not directly related to academic



instruction and that is designed to elicit information about behavioral, emotional, or attitudinal characteristics of an individual or group) that reveals:

- Political affiliations
- Mental and psychological problems potentially embarrassing to the student or their family;
- Sex behavior and attitudes
- Illegal, anti-social, self-incriminating and demeaning behavior
- Critical appraisals of other individuals with whom respondents have close family relationships
- Legally recognized privileged and analogous relationships, such as those of lawyers, physicians, and ministers
- Income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

## **BUILDINGS AND GROUNDS SECURITY / VIDEO SURVEILLANCE PROCEDURES**

(Board Policy ECA/ECA-R)

- video surveillance may occur on District property and on vehicles used for District-provided transportation;
- video cameras may be placed in locations deemed appropriate by designated school administrators, including exterior and interior locations;
- video surveillance cameras will not be concealed in any manner and will not be used in locker rooms, restrooms, gymnasiums, auditoriums, individual offices or classrooms. Permissible locations include outdoor facilities, school buses, and common areas in indoor facilities (such as hallways, lobbies and stairwells.);
- video monitoring may occur before, during or after school hours;
- video recordings may be used in connection with the enforcement of Board policy, administrative regulations, building rules and other applicable laws, including student and staff disciplinary proceedings and matters referred to local law enforcement agencies;
- video recordings may become a part of a student's educational record or a staff member's personnel record;
- the District will comply with all applicable state and federal laws related to student data privacy and record maintenance and retention;

## **STUDENT ABSENCES AND EXCUSES**

(Board Policy JH and JH-R)

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. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. In most situations, the



missed classroom experience cannot be adequately replicated. Students who have good attendance generally achieve higher grades, enjoy school and are college and career ready after leaving school.

- Schools shall make reasonable efforts to notify parents or guardians of absences each time a student is absent without authorization or in case of excessive excused absences.
- Parents or guardians have the responsibility to contact the school on the day of or prior to a student's absence.
- A building administrator has the authority to determine whether an absence is excused or unexcused.
- Excused absences may include:
  - temporary illness or injury
  - an absence which is approved by a building administrator on a pre-arranged basis
  - religious holidays
- The school administrator or his/her designee has the discretion to excuse absences on a pre-arranged basis in the following circumstances:
  - interviews with college admissions officials
  - interviews with career employer representatives
  - special family activities
  - extenuating circumstances determined by the building administrator
- Examples of unexcused absences include but are not necessarily limited to the following:
  - truancy for an entire school day or one or more class periods during the school day
  - working, other than employment through a work-study program under the supervision of the school
  - single period absences, unless documented (e.g. court appearances, medical reasons, or with advance approval by a building administrator)
  - absences for which medical documentation is required or has been requested, but has not been provided

### **Missed Work**

Students are responsible for all class work missed due to any absence either excused or unexcused. Within two school days after his/her return to class following an absence, the student must arrange to make up work missed. The teacher shall make educationally appropriate provisions for completion of missed class work. Credit for class work missed due to an excused absence shall be allowed when satisfactorily completed.

Credit for class work missed due to unexcused absences shall not be allowed unless specifically permitted by the teacher.

Whenever a student's educational progress becomes affected because of absence, the school will notify and attempt to meet with the parent or guardian to plan for remediation.

## STUDENT EDUCATIONAL RECORDS

(Board Policy JO & JO-R)

The staff and administrators of BVSD safeguard the educational records of students in accordance with the requirements of federal and state laws, and consistent with district policy. Disciplinary information regarding a student may be provided to another school where a student moves, transfers, or makes an application for transfer. Consent of the parent, guardian or student to release the information is not required.

A principal or designee may communicate disciplinary information about a student enrolled in the school to all teachers and/or counselors who have direct contact with the student. The teachers and counselors who receive disciplinary information must keep it confidential and do not have the authority to communicate the information to another person.

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

1. The right to inspect and review the student's education records within 45 days of the day the school receives a request for access.
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate.
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official has a legitimate educational interest if he/she needs to review an education record in order to fulfill his/her professional responsibility. School officials include persons employed by the district as an administrator, supervisor, instructor, or support staff member; members of the Board of Education; persons or companies with whom the district has contracted to provide specific services (such as attorneys, auditors, medical consultants, evaluators, therapists and others); and parents, students and volunteers serving on an official committee (such as a disciplinary or grievance committee) or assisting a school official in performing his/her professional responsibilities. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School District to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

**Family Policy Compliance Office**

U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202-5901

## HEALTH EDUCATION

(Board Policy IGAE)

The Board of Education believes that the goal of health education is to promote physical, intellectual, social, emotional and spiritual well-being, not just to prevent disease. A healthy school is one where all students receive consistent and culturally sensitive messages reinforcing their personal worth, supporting individual and family differences, and emphasizing personal responsibility for health choices. Given the potential consequences of risky health behaviors on overall wellness and academic achievement, a comprehensive health education program is a necessary element of the academic curriculum. Not only is it important for children to know basic health facts, but it is of equal importance for them to build self-esteem, develop skills for evaluating underlying values and beliefs related to health, and to make responsible decisions. It is through the acquisition of knowledge and the development of decision-making skills that young people become more fully equipped to lead a healthier life.

As part of a comprehensive health education program, the Board of Education believes students must develop an understanding and respect for their own bodies as they mature and reflect upon their developing sexuality in terms of their own values and their valuing of others. To accomplish this goal, human sexuality shall be a part of the District's health education curriculum. The value system within which human sexuality may be effectively taught espouses the recognition of human dignity and the presence of different points of view based on religious and moral convictions and basic beliefs.

Boulder Valley School District's commitment to health education reflects a belief in the shared responsibility for children's health among the family, the school, and the community. The role of the school should be to provide relevant, medically and scientifically accurate information at all grade levels, promote awareness of one's personal beliefs and values, provide age-appropriate, experiential learning and nurture personal responsibility for one's health choices.

## PARENTS' RIGHTS TO EXCLUDE THEIR CHILD FROM HEALTH EDUCATION

(Board Policy Exhibit IGAE-E - Excusal Request Form)

Under Colorado law, parents may excuse students from any portion or portions of the School District's comprehensive health education, including human sexuality education.

Please be assured that Boulder Valley teachers receive specialized training in the appropriate presentation of health education topics. Therefore, we encourage parents to discuss their concerns with the instructor and principal before submitting this form.

It is important to be aware that, while it is possible to excuse students from planned instruction in health education, some topics also may be addressed in other areas of the BVSD curriculum and in student speech.

To determine those portions of the health education program from which you may wish to excuse your student, please review the BVSD Evidence Outcomes for Health Education for the appropriate grade level. The full course description for each grade is accessible at: <https://www.bvdsd.org/parents-students/academics>

[5th Grade Health Evidence Outcomes](#)

7th Grade Health Evidence Outcomes

8th Grade Health Evidence Outcomes

High School Health Evidence Outcomes

## **OPEN ENROLLMENT**

(Board Policy JECC & JECC-R)

Parents who want their student to attend a school other than the designated neighborhood school to which the student is assigned may apply for entry into another school under BVSD's Open Enrollment policy. Approval of open enrollment is based on available space, programming and staffing at the requested school. When the number of applicants exceeds the number of spaces available, students will be selected by a random selection lottery. A wait list will be kept at the Education Center until the end of August at which time wait lists are frozen (end of September for charter schools).

When a student has been enrolled in any school under the open enrollment policy, that school becomes the "school of attendance." To return to the district designated neighborhood school, an application must be submitted and approval will be granted if there is space available.

After elementary and/or middle school, students will attend their district-designated neighborhood school unless they open enroll to another middle or high school. Students who have open enrolled into a school other than their district-designated neighborhood school are given no preference in the open enrollment process for continuing in that school's feeder system. This means that students must open enroll into middle school AND will need to open enroll into high school UNLESS the student lives in the attendance boundaries of those schools. There is no assurance the student will be allowed to continue in the feeder system through open enrollment. Once enrolled in a K-8 building, and some of BVSD's other multi-level programs housed in the same building, students do not have to re-enroll.

To help parents identify schools they may wish to consider for open enrollment, opportunities to visit and observe schools may be scheduled by contacting individual school offices. Please be sure to register with the school office when visiting schools.

Parents are responsible for transportation to a school other than their district designated neighborhood school. If space is available on an existing transportation route, parents may annually petition for "ridership" by contacting the district's Transportation Office at 720-561-5120.

## **COMPLAINT AND GRIEVANCE PROCESS**

Persons who have a concern or complaint have access to informal and formal procedures in the Boulder Valley School District.

1. Informal discussion at the building level; or
2. Formal complaint using one of the following procedures:

## COMPLAINTS CONCERNING DISCRIMINATION

(Board Policy AC-R)

A student who believes that he or she has been discriminated against in violation of District Policy AC may file with the District's compliance officer a complaint charging the district, any student or any school employee with unlawful discrimination or harassment. Complaints may be made orally or in writing. Persons who wish to file a written complaint are encouraged to use the form in [AC-E2](#).

All complaints shall include a detailed description of the alleged events, the dates the alleged events occurred and names of the parties involved, including any witnesses. The complaint shall be made as soon as possible after the incident.

## COMPLAINTS AND CONCERNS

(Board Policy KE)

The Board of Education strives to foster a constructive working relationship between Boulder Valley School District, its employees, students, parents and guardians by providing a fair, orderly, and timely process for handling concerns and complaints concerning the operation of the School District. This policy shall apply to all complaints except those concerning unlawful discrimination or harassment as addressed in Policy AC and those concerning Curriculum or Instruction as addressed in Policy KEC, or as otherwise addressed in any employment agreements. The Board has created multiple policies in order to implement various legal obligations and establish particular practices and procedures, but the complaint of any individual or group may only be considered by the School District through a single policy process.

It is the policy of the Board to provide for resolution at the level most directly involved first and in an informal manner if possible. Any complaint about school district personnel shall be reviewed at the level most directly involved with procedures for review up to the Board of Education, as follows:

1. Teacher (if applicable)
2. Building or department level personnel
3. District administrator
4. Superintendent
5. Board of Education

Any complaint must be made within a reasonable period of time, usually the same school year that the incident or concern that is the subject of the complaint occurred. Any complaint filed outside of this timeline need not be considered.

## COMPLAINTS ABOUT THE CURRICULUM OR INSTRUCTION

(Board Policy KEC)

The Board recognizes the right of individuals and groups to present complaints or concerns directly related to the curriculum, instructional materials, instructional strategies, and educational activities in the schools. This policy provides a fair, orderly, and timely process for handling such complaints.

This policy is limited to complaints related to specific issues of curriculum, instructional materials, instructional strategies, and educational activities. Complaints on other matters are governed by Policy KE,

Public Complaints. This policy is not to be used to supplant Board policies or procedures related to material selection and adoption.

The Board of Education relies on District employees to resolve concerns. It is the policy of the Board to provide for such resolution at the level most directly involved first and in an informal manner if possible. If such resolution cannot be accomplished procedures shall be made available for review at the highest administrative level with an opportunity for appeal to the Board of Education.

## **THIRD PARTY RECRUITERS IN BVSD HIGH SCHOOLS**

(Board Policy KLMA)

BVSD provides high-school students with convenient access to recruiters representing organizations which offer information about potential careers, employers (including the military), and post-secondary educational opportunities. These recruiters are allowed access to high-school facilities and students during the school day with the following limitations:

- General meetings or recruiting events are limited to two per school year with principal approval.
- All meetings and events are limited to the counseling office, career center, or specific classrooms.
- Recruiter distribution and posting of only written literature will be allowed.

Evening fairs and in-class "career awareness" presentations are not included in the two-day limit.

All military recruiters, postsecondary institutions and prospective employers shall be treated uniformly with regard to the conduct of on-campus student recruitment. A schedule of recruiters visiting the district's high schools will be announced to the student body in advance by each school's guidance office through publications and/or by posting on bulletin boards.

## **DISCLOSURE TO MILITARY**

(Board Policy KLMA-E)

In accordance with Federal law, the Boulder Valley School District Board of Education is required to release the names, addresses and home telephone numbers of secondary school students to military recruiting officers. Such information shall be released to recruiting officers unless a student submits a request, in writing, that such information is not to be released. Please see the optional "Opt Out" form provided in the center of this handbook or at this link:

[Parents' and Students' Opt-Out Form For Disclosure of Personal Information to the Military](#)

## **SEX OFFENDER REGISTRATION NOTIFICATION**

According to the Sex Offender Registration Act, C.R.S. 16-22-101, the Colorado Bureau of Investigation has established a website listing certain high-risk registered sex offenders at [www.sor.state.co.us](http://www.sor.state.co.us).

## ATHLETIC CODE OF CONDUCT

(Board Policy IGDJA, IDGJA-E, IDGJA-R)

Athletics and extracurricular activities encourage students to engage in their education, achieve their maximum potential, and build discipline and character. Participants represent not only themselves, but the students, faculty, and their entire school communities.

Participation in interscholastic athletics and extracurricular activities is a privilege subject to compliance with the School District's Policies and practices.

All student athletes and participants in extracurricular activities are bound by the School District's Student Code of Conduct, including the prohibitions on sexual harassment and sexual violence. Also, the School District has adopted the following additional rules and regulations:

1. Participants may be required to pass a physical examination as appropriate to the activity.
2. Participants shall maintain appropriate standards of academic performance and class attendance.
3. Participants will abide by general school and community principles of good sportsmanship and conduct.

All students who participate in interscholastic athletics and extracurricular activities must sign an acknowledgement of the requirements to participate, preferably when they first participate in athletics or activities. Regardless of whether a student has signed the acknowledgment, any student who participates in interscholastic athletics or extracurricular activities is subject to this Policy. All coaches and activity supervisors are encouraged to review the Policy and expectations with the students at the beginning of the season or activity.

### Disciplinary Procedures

Students alleged to have violated the School District's Code of Conduct or any of the additional expectations included in this Policy shall be subject to appropriate disciplinary sanctions. Investigations shall be conducted by the Principal or appropriate school administration or as otherwise required by law or policy. Depending on the nature of the allegation, the School may restrict the student's participation in the athletic or extracurricular activity until the investigation is complete. An investigation will include an opportunity for students to present their side of the story. This does not include the right to secure counsel, to confront and cross-examine witnesses, or to call witnesses.

The determination to impose sanctions related to participation in interscholastic athletics or extracurricular activities and the nature of the sanctions to be imposed shall be made by the Principal. The school will provide appropriate notice of any sanction to the student and parent(s).

### Application of Policy

A student is subject to this Policy throughout the season of the sport or duration of the activity. In addition, sanctions may be imposed for serious and substantial violations occurring at any time during the school year, on or off campus, and, where deemed appropriate, while school is not in session.

## Miscellaneous

Nothing contained in this Policy shall be deemed to prohibit a coach or activity sponsor from establishing and enforcing additional rules appropriate and applicable to the activity, and other matters relating to the functioning of the team or group. It is anticipated that minor violations--meaning only those that do not constitute a violation of the School District's Code of Conduct or this Policy--may be handled directly by the coach or activity sponsor after conferring with the Athletic Director and/or the appropriate School District administrator.

The following suggested progressive discipline protocol is provided with the intention to align schools in the Boulder Valley School District in addressing student conduct, but does not limit principals' discretion to assign appropriate consequences. As stated in the Policy, participation in interscholastic athletics and extracurricular activities is a privilege and nothing in the Policy or this regulation creates any rights to participation, unless otherwise created by law.

## General Principles

- Students shall not transfer between schools to avoid penalties.
- Sanctions carry over from season to season, activity to activity, and year to year, at the discretion of the principal.
- With athletics, suspensions must be served at the highest level of competition for that athlete as determined by the athletic director. The athlete may not compete in any scrimmage or contest at any level until the suspensions have been served. For example, players who play JV and Varsity must serve their suspensions at the varsity level before regaining eligibility. In order for games to count towards the total, the athlete must complete the season in which the suspension occurred in good standing.
- If a student is suspended from school, then the student will miss the activities and contests during the period of suspension from school or the assigned percent of total scheduled contests or activities, whichever is more.

### First Offense:

The student is suspended for 20 percent of total scheduled contests and activities. Any fractions of games/events/activities are rounded to the nearest whole number.

### Second Offense within three Calendar Years:



The student is suspended for 50 percent of total scheduled contests and activities. Any fractions of games/events/activities are rounded to the nearest whole number.

Third Offense within three Calendar Years:

Student will be suspended from participation in all athletics and activities for one calendar year.

For drug/alcohol/tobacco offenses, a student may petition the Principal for reconsideration of eligibility after a period of four months, if the athlete participates in a school approved education, rehabilitation or treatment program and provides appropriate documentation of successful completion of the program.

Acknowledgement

I, \_\_\_\_\_, desire to be a participant in the Boulder Valley School District’s interscholastic athletic and extracurricular activities programs. My signature acknowledges the following:

- 1. I have read and understand this Policy, including the Student Code of Conduct, and agree to comply with it.
- 2. I understand these expectations are in place throughout my participation in interscholastic athletics and extracurricular activities.
- 3. I reside in the attendance area for the school listed above, or I have received permission from appropriate school authorities to attend a school or participate in athletics or activities in a school not in the attendance area of my residence.
- 4. I hereby authorize transportation to and from scheduled events on school vehicles or private vehicles in accordance with the School District policy and regulation for Field Trips (IICA and IICA-R).

_____	_____
Student's signature	Date

_____	_____
Parent's signature	Date

## **STUDENT FEES, FINES AND CHARGES**

([Board Policy JN](#))

BVSD is legally authorized to charge fees under Colorado Law. BVSD Board [Policy JN - Student Fees, Fines, and Charges](#) governs the assessment of fees in BVSD.

### **Fees**

For the purposes of fee collection in BVSD, fees will be defined as charges that are mandatory in order for a service or product to be provided. Voluntary contributions are not considered fees.

All fees shall be waived for indigent students. An indigent student is defined herein as any child who is eligible for a free or reduced-price lunch under the national income poverty guidelines. A student or parent may also request a waiver from the sponsoring teacher or school principal or designee.

### **Fines and Charges**

A student who causes undue wear or willful damage or loss of any school property is required to pay for it. As permitted under state statutes, fines will be assessed for loss or misuse.

No fines may be assessed for disciplinary reasons.

## **STUDENTS ELIGIBLE FOR FREE AND REDUCED PRICE MEALS**

Families are encouraged to apply for Free or Reduced Lunch eligibility status. Students eligible for Free or Reduced Lunch status are also eligible for waiver of all academic and athletic fees. The names of students on Free or Reduced Lunch are strictly confidential. Contact the principal's office for an application and/or additional information.

### **Fundraisers and Sales not Considered Fees**

Schools can collect voluntary donations to be used for parties or other social events. These fundraising activities are not considered fees. Likewise, schools can sell items like t-shirts, directories, yearbooks, or spirit mementos. These fundraising activities are not considered fees. Students can purchase these items or not, as they choose.

## **STUDENTS WITH FOOD ALLERGIES**

(Board Policy JLCDA)

Students diagnosed with potentially life-threatening food allergies should contact the school to develop a health care plan. This plan will address communication between the school and emergency medical services. The student's parent/legal guardian should supply the school with the medication needed for treatment of the student's food allergies or anaphylaxis, unless the student is authorized to self-carry such medication. In addition, reasonable accommodations will be made to reduce the student's exposure to agents that may cause anaphylaxis within the school environment.

## STUDENT ORGANIZATIONS: SECONDARY SCHOOLS

(Board Policy IGDA & IGDA-R)

Boulder Valley School District recognizes three categories of student organizations at the secondary level:

- **School-Sponsored Activities** are considered to be a part of the school program and are under the direction of the principal. Examples include school yearbook, school newspaper, choirs, bands, orchestras, student council, athletics and intramurals, etc.
- **School-Sponsored Student Academic Organizations** must (1) be recognized by the principal, (2) serve as a direct extension of one or more classes actually taught at the school, and (3) enhance the educational experience of participating students and supplement their course work within the educational program of the school.
- **Student-Initiated and Led Organizations** may be established upon approval of the principal, but they are not sponsored or endorsed by the school. Membership is voluntary and open to students currently enrolled at the school. The school will not discriminate against or deny equal access to school facilities for meetings on the basis of religious, political, philosophical or other content of the speech of the organization.

Recognized student-initiated and led clubs may conduct on-campus meetings and limited on-campus activities, as approved by the principal. No off-campus activities are authorized and no school supervision is provided for off-campus activities even if the off-campus activity seems related to the purpose of the organization and individual members of the organization decide to participate.

## STUDENT USE OF DISTRICT TECHNOLOGY

(Board Policy JS and JS, E-1 & E-2; Regulation JS-R)

Boulder Valley School District (BVSD) is pleased to offer students access to district computers, communications systems, the Internet, and an array of technology resources to promote educational excellence. Each student is responsible for her/his use of technology, whether personal or district provided. While using district and personal technology resources on or near school property, in school vehicles and at school-sponsored activities, as well as using district technology resources via off-campus remote access, each student must act in an appropriate manner consistent with school, district, and legal guidelines. It is the joint responsibility of school personnel and the parent or guardian of each student to educate the student about his/her responsibilities and to establish expectations when using technology. Failure to follow the appropriate use procedures may lead to the loss of the privilege to use these educational tools, school disciplinary action including suspension or expulsion, legal action, and/or restitution by the user or guardian of responsible user for costs associated with any damages caused by such violations.

Please refer to [Board Policy JS, Student Use of Technology](#) for more information and [JS-R - Student Use of Technology \(Regulation\)](#).

## **2021-2022 PARENT TEACHER CALENDAR**

Please visit our website for the most current calendar at [BVSD.org/calendar](https://bvsd.org/calendar)

# REQUIRED AND RECOMMENDED VACCINES FOR STUDENTS (Colorado Department of Public Health and Environment)



Advancing Colorado's health and protecting the places we live, learn, work and play

Dear parents/guardians of students in Colorado kindergarten – 12<sup>th</sup> grade schools for the 2021-22 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. We wish you and your student a healthy school year!

## Required and recommended vaccines

- Colorado law requires students who attend a public, private, or parochial kindergarten – 12<sup>th</sup> 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](https://cdphe.colorado.gov/schoolrequiredvaccines). Your student must be vaccinated against:
  - Diphtheria, tetanus and pertussis (DTaP, DTP, Tdap)
  - Hepatitis B (HepB)
  - Measles, mumps and rubella (MMR)
  - Polio (IPV)
  - Varicella (chickenpox)
- Colorado follows recommendations set by the Advisory Committee on Immunization Practices. Students entering kindergarten must receive their final doses of DTaP, IPV, MMR and varicella. Students entering 6<sup>th</sup> grade must receive one dose of Tdap vaccine, even if they are under 11 years of age. You can view recommended vaccine schedules at [cdc.gov/vaccines/schedules/parents-a-dults/resources-parents.html](https://cdc.gov/vaccines/schedules/parents-a-dults/resources-parents.html).
- Vaccines are recommended for hepatitis A, influenza, meningococcal disease and human papillomavirus, but are not required.

## Exclusion from school

- Your student may be excluded from school if your school does not have an up-to-date vaccine record, certificate of exemption, or in-process plan for your student on file.
- 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?

- You may want to talk to a healthcare provider licensed to give vaccines or your local public health agency about which vaccines your student needs or if you have questions. You can read about the safety and importance of vaccines at [SpreadTheVaxFacts.com](https://SpreadTheVaxFacts.com), [ImmunizeForGood.com](https://ImmunizeForGood.com), and [cdphe.colorado.gov/immunization-education](https://cdphe.colorado.gov/immunization-education).

## Paying for vaccinations

- If you need help finding free or low-cost vaccines and providers who give them, go to [COVax4Kids.org](https://COVax4Kids.org), contact your local public health agency, or call the state health department's Family Health Line at 1-303-692-2229 or 1-800-688-7777. You can find your local public health agency at [cdphe.colorado.gov/find-your-local-public-health-agency](https://cdphe.colorado.gov/find-your-local-public-health-agency).

## Vaccination records

- Please take your student's updated vaccine record to 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. Visit [COVaxRecords.org](https://COVaxRecords.org) for more information.

## 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 health care provider licensed to give vaccines. You only need to submit this certificate once, unless your student's information or school changes. You can get the form at [cdphe.colorado.gov/vaccine-exemptions](https://cdphe.colorado.gov/vaccine-exemptions).
- If you choose not to have your student vaccinated according to the current recommended schedule because of personal belief or religious reasons, 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<sup>th</sup> of the following year). There are two ways to file a nonmedical exemption.

- File the *Certificate of Nonmedical Exemption* WITH a signature from an immunizing provider, OR
- File the *Certificate of Nonmedical Exemption* received upon the completion of our online education module.

*Downloadable certificates and our online education module are available at [cdphe.colorado.gov/vaccine-exemptions](http://cdphe.colorado.gov/vaccine-exemptions).*

How's your school doing on vaccinations?

- Some parents, especially those with students who have weakened immune systems, may want to know which schools have the highest percent of vaccinated students. Schools must report immunization and exemption numbers (but not student names or birth dates) to the state health department annually. Schools do not control their specific immunization and exemption rates or establish the Vaccinated Children Standard described in C.R.S. 25-4-911. 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](http://COVaxRates.org).

School Name	2019-2020 MMR Immunization Rate REQUIRED IN LETTER	2019-2020 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	2019-2020 DTaP/Tdap Immunization Rate	2019-2020 DTaP/Tdap Exemption Rate
	2019-2020 HepB Immunization Rate	2019-2020 HepB Exemption Rate
	2019-2020 IPV Immunization Rate	2019-2020 IPV Exemption Rate
	2019-2020 Varicella Immunization Rate	2019-2020 Varicella Exemption Rate



## COLORADO

Department of Public  
Health & Environment

Advancing Colorado's health and protecting the places we live, learn, work and play

Dear Colorado health care provider:

Colorado School Entry Immunization Law (25-4-901 et seq, C.R.S) and Colorado Board of Health rule (6 CCR 1009-2) require students who attend a public, private or parochial K - 12 school, licensed child care, preschool, or Head Start program to be vaccinated against many of the diseases vaccines can prevent, or have an exemption on file. For more information, visit, [colorado.gov/pacific/cdphe/schoolrequiredvaccines](http://colorado.gov/pacific/cdphe/schoolrequiredvaccines) (or [cdphe.colorado.gov/schoolrequiredvaccines](http://cdphe.colorado.gov/schoolrequiredvaccines)). Students must be vaccinated against:

- diphtheria, tetanus and pertussis (DTaP, DTP, Tdap)
- polio (IPV)
- measles, mumps, rubella (MMR)
- hepatitis B (HepB)
- haemophilus influenzae type b (Hib)
- pneumococcal (PCV13)
- varicella (chickenpox)

The number, timing and spacing of the required vaccine doses is set by the Centers for Disease Control and Prevention's (CDC) Advisory Committee on Immunization Practices (ACIP). To be considered valid, a dose of vaccine must meet both the **minimum age** and **minimum intervals** as defined by ACIP. You can view the current ACIP vaccine schedule for persons 0 - 18 years of age at [cdc.gov/vaccines/schedules/downloads/child/0-18yrs-child-combined-schedule.pdf](http://cdc.gov/vaccines/schedules/downloads/child/0-18yrs-child-combined-schedule.pdf). Vaccines are recommended for rotavirus, hepatitis A, influenza, meningococcal disease and human papillomavirus, but are not required for school attendance.

Colorado schools are required to review immunization records for school entry and can only accept valid doses of vaccine. Your patients may receive notification of noncompliance if a dose of vaccine does not meet the minimum age or minimum interval requirements, per the ACIP schedule. There are three ways a student can meet the compliance requirements established by Colorado law:

- 1) A student is considered fully immunized if he or she has received all doses of school-required vaccines according to the current ACIP schedule. Note: students are required to receive their final doses of DTaP, IPV, MMR and varicella by kindergarten entry and their Tdap by 6th grade entry, even if the student is under 11 years of age.
- 2) A student is in the process of becoming up-to-date on required vaccines and has a written plan from the parent/guardian on file with the school.
- 3) The student's health care provider (medical doctor, doctor of osteopathic medicine, advanced practice nurse or delegated physician assistant) has signed an official *Immunization Medical Exemption Form* because of a condition that precludes the student from receiving vaccine(s), or the student (emancipated or 18 years of age or older) or student's parent/guardian has submitted a signed non-medical exemption (religious or personal belief).

If students do not meet at least one of the compliance criteria, they are not permitted to attend school. If you have questions about the student's school immunization requirement, please communicate with the student's school nurse or school representative.

If you have questions about the ACIP immunization schedule, vaccines marked as invalid in your patient's immunization record, or about Colorado School Entry Immunization Law, please contact us at 303-692-2700 or [cdphe.dcdimmunization@state.co.us](mailto:cdphe.dcdimmunization@state.co.us). If you have questions about the Colorado Immunization Information System (CIIS), please contact us at 303-692-2437 (press 2), 1-888-611-9918 (press 1) or [cdphe.ciis@state.co.us](mailto:cdphe.ciis@state.co.us).

Other reliable clinical resources include:

- CDC Vaccines & Immunizations - [cdc.gov/vaccines/default.htm](http://cdc.gov/vaccines/default.htm)
- CDC's *Epidemiology & Prevention of Vaccine-Preventable Diseases* - [cdc.gov/vaccines/ed/webinar-epv/index.html](http://cdc.gov/vaccines/ed/webinar-epv/index.html)
- The Immunization Action Coalition: Ask the Experts - [immunize.org/askexperts/](http://immunize.org/askexperts/)
- CDC Experts at the National Immunization Program - [nipinfo@cdc.gov](mailto:nipinfo@cdc.gov) or 1-800-CDC-Info (1-800-232-4636)

# PARENTS' AND STUDENTS' OPT-OUT FORM FOR DISCLOSURE OF PERSONAL INFORMATION TO MILITARY

## IMPORTANT NOTICE TO BOULDER VALLEY HIGH SCHOOL STUDENTS AND THEIR PARENTS/ GUARDIANS ABOUT ACCESS TO STUDENT INFORMATION

According to the Federal No Child Left Behind Act of 2001:

"(1)...each local educational agency receiving assistance under this Act shall provide, on a request made by military recruiters or an institution of higher education, access to secondary school students' names, addresses, and telephone listings.

(2) CONSENT A secondary school student or the parent of the student may request that the student's name, address and telephone listing described in paragraph (1) not be released without prior written consent, and the local educational agency or private school shall notify parents of the option to make a request and shall comply with any request." (20 U.S.C. § 7908)

### Instruction to NOT release student information to recruiters

The No Child Left Behind Act REQUIRES that the school district provide student names, addresses, phone numbers to recruiters from the US military and institutions of higher education UNLESS a parent or the student requests in writing that this information be withheld.

---

Full Name of Student

---

Name of School

As a parent or legal guardian,

- ☐ I request that you DO NOT release the name, address or phone number of the above student to any Armed Forces recruiter or the US Department of Defense.
- ☐ I request that you DO NOT release the name, address or phone number of the above student to any institution of higher education.

As a student,

- ☐ I request that you DO NOT release my name, address or phone number to any Armed Forces recruiter or the US Department of Defense.
- ☐ I request that you DO NOT release my name, address or phone number to any institution of higher education.

---

Signature

---

Date