



North Routt Community Charter School

Student/Parent School Handbook

2021-2022

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WELCOME

I would like to welcome you to North Routt Community Charter School, an Expeditionary Learning school. NRCCS was established under the “Charter School Act” (CRS 22-30.5-101) of the 1993 Colorado State Legislature. This act permits a school district to contract with individuals and organizations for the operation of a school within the school district.

NRCCS is a part of the Steamboat Springs School District, but control of the day-to-day operations is given to the charter school staff, under the philosophy set forth by the NRCCS board of directors. I look forward to building a healthy relationship with you and your child. We believe parents play a very important role in their child’s education and NRCCS offers many opportunities for parents to be involved.

Welcome to NRCCS, where our excellent staff will provide an exceptional and unique educational experience.

Jaime Passchier, Principal

ABOUT THE NORTH ROUTT COMMUNITY CHARTER SCHOOL

History

NRCCS was founded by a group of parents and community members who were concerned about the long commute to Steamboat by bus and a strong sentiment that their children should be educated in a community-based school. The doors of NRCCS were opened in the fall of 2001. Classes were taught in the original Clark School building, augmented by a barn and a yurt. We moved into our new LEEDS-certified, state of the art school in January, 2012.

Mission Statement

To challenge young lives to explore beyond four walls through expeditions and outdoor discovery.

Motto

Beyond Four Walls

Goals

Our current school goals:

- Develop and administer an annual budget that provides for the long-term sustainability of school operations with an enrollment objective of 90-100 students.
- Become an Expeditionary Learning Accredited School, achieved through strong professional development, supportive calendar, specific measurable goals, and a close working relationship with the regional EL organization.
- Ensure that all students are life-long learners and that each student exemplifies the **Habits of a Learner**: Grit, Craftsmanship, Responsibility, and Collaboration.
- Maintain an academic culture in alliance with enriching students through place-based educational programming. Staff members will model, recognize, encourage, and reward the **Character Traits** self-identified by the student body: Respect, Integrity, Courage, Compassion, Curiosity and Creativity.
- Ensure that school facilities are continually made available as a central hub for the North Routt community. In a mutually beneficial manner, NRCCS will strive to involve parents, local community members, and resources within the school district boundaries to ensure the success of the school and its students and staff.

The vision and goals will be accomplished through the use of Expeditionary Learning principles that will guide our instruction and are based on the Colorado State Standards.

GENERAL INFORMATION

Office hours: 7:30 am - 3:30 pm
School hours: 8:00 am - 3:15 pm
School phone number: 970-871-6062
School Fax number: 970-871-6067
Website: www.northrouttcharter.org
General email: office@northrouttcharter.org
School address: 26990 Eagle Lane
Clark, CO 80428

NRCCS Staff 2021-2022

Jaime Passchier: Principal
Stella Peroulis: Office Manager
Chad Lawrence: Facilities Manager
Kristen Barnard: Kindergarten Teacher
Amy Cosgrove: 1st Grade Teacher
Sarah Chapple: 2nd/3rd Grade Teacher
Kelly Skrabacz: 4th/5th Grade Teacher
Melanie Walker: 6th/7th Grade Teacher
Dan Kohler: 8th Grade Teacher
Wil Chapple: Physical Education and Outdoor Education & Wellness (OEW)
Erin Walker: Art Teacher
Tennille Connor: Resource Teacher
Kaley Meagher: SPED Aide
Mary McDonald: SPED Aide
Lori Raper: Bus Driver
Caroline DuBreuil: Social Worker

BASIC SCHOOL OPERATIONS

Arrival

Classes at NRCCS begin promptly at 8:00am. A staff member will be on duty at 7:30am each morning. All students will report to their assigned homerooms between 7:50am and 8:00am. Daily attendance will be taken in each homeroom no later than 8:15am. Staff usually arrive early because they have something to prepare for the day.

When your child arrives, s/he will remain quiet in the Community Room until 7:50am, at which time they may report to their homeroom. **Tardiness is not determined by whether the front door is closed or open (it may be closed due to weather or open for other reasons); rather tardiness is determined at the time the teacher takes attendance and whether the student is in his/her seat.**

Attendance

If your child misses school for illness or any other reason, please contact the school office no later than 8:15am that morning to excuse your child, the office will call parents who have not notified us when their child is not at school. The purpose of this call is to ensure the well-being of our students who do not arrive at school and have not been excused by a parent. If your child leaves prior to noon or arrives later than 11am, they will be marked present for a half-day.

The Principal will contact you if your child's attendance or tardies are excessive according to our adopted attendance policy. Please see the full policy on the website and in the administrative policy manual.

In order for students to do well in school, they must attend regularly and be on-time. Please help your child by sharing the responsibility for his/her daily attendance.

Dress Code

The dress code at NRCCS is relaxed but is intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. Any student inappropriately dressed will be required to change.

The following items are considered unsuitable to the classroom environment:

- Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length
- Sunglasses or hats worn inside the building
- Sheer, tight, or low-cut clothing that bare or expose traditionally private parts of the body
- Shirts, tank tops, sweaters or similar clothing that do not graze the top of pants, shorts, skirts, etc.
- Pants, shorts, skirts, etc. that are worn lower than hip level

- Any clothing paraphernalia, grooming, jewelry, hair coloring, accessories or body adornments that are or contain an advertisement, symbols, words, slogans, patches, or pictures that; refer to drugs, tobacco, alcohol, or weapons, are of a sexual nature; are obscene, profane, vulgar, lewd, or legally libelous.
- Footwear must be worn at all times.

Please see the full policy on the website and in the administrative policy manual.

Departure

Our day ends at 3:15pm. Students will assemble in front of the school. Students that have not been picked up by 3:30pm will be placed in the after-school program. If the student remains in the supervised after-school program until 4:00pm (which is Study Hall), the parent will be charged \$5. If the student is picked up after 4:00pm, the parent will be charged \$15.

The school needs to have permission, either by phone or written for your child to leave campus with any other person other than a parent or guardian.

Early Departure

If you must take your child out early, please let the office know by sending in a note prior to the student leaving, calling/emailing the office or stopping by the school to inform us that you will be taking your child off campus. You will then need to sign out your child to depart early.

Dropping off/Picking up Students

Students should be dropped off and picked up on the sidewalk in front of the school.

- While using the drop-off/pick-up lane, give your full attention to what is going on around you, such as traffic movement, students crossing between cars etc; and **please discontinue cell phone use while in the area.**
- For drop off, we ask that you have your child prepared for an efficient exit so others behind you may navigate the lane quickly.
- Remain in your car: your child should exit your car for drop off or come to you for pick up.
- If you choose not to use the lane or want to escort your child into the school, you must park your vehicle in a designated area. To inspire individual responsibility on the part of all students, we encourage parents to allow their child/ren to enter the school alone unless they are kindergartners or are carrying excess materials, such as a finished project.

Thank you for supporting our efforts to provide a safe and efficient environment.

Lunch

Students will need to bring a lunch each day, and the lunch should include a morning snack and a mid-day meal; make sure you pack extra because it's amazing how much they eat! Please provide a water bottle with your child's name on it to be used throughout the day.

If your child will be staying for the After School program, please include extra snacks.

Optional Lunch Program

The Clark Store offers lunch every day school is in session; except OEW days and 1/2 day Fridays. Menus are provided to the school in advance and are posted on the school website. This program requires a parent to purchase a punch card from the Clark Store in the name of the student(s). Once the parent completes this action, the student may sign up for lunch at school prior to 8:30am.

If the card does not have a balance, the Clark Store will not deny your student a lunch (if ordered); rather, they will provide a lunch and contact the parent for payment.

Peanut-Free and Nut-Free Policy

As of 9-1-2015, we are a 100% PEANUT AND NUT FREE ZONE!

However, seeds and oils are allowed, (except for peanut oil).

NO PEANUTS and NO NUTS of any kind.

Please, if you have any questions or concerns, seek an administrator/staff person.

Lost and Found

Be sure to routinely check the lost and found located in the foyer, for student items that may have been left at school. **The lost and found will be cleared out approximately every other month (end of October, December, February, April, and May) and given to charity.**

Withdrawal Procedures

If you plan to remove your child from NRCCS, please notify the office before the last day of attendance. State law requires that a withdrawal form is complete when your child leaves their current school. Your child's records will be forwarded upon request from the new school.

Visitors to the School

NRCCS encourages parents/guardians, other citizens of the District and guests to visit the school, classrooms and activities at any time with prior teacher and/or Director approval. The Director retains the right to restrict classroom visits to maintain the proper educational environment, student and staff safety and efficient school operations.

To ensure no unauthorized persons enter buildings with wrongful intent, **all visitors to the school must report to the school office.** All visitors, including contracted workers must sign in and obtain a visitor/volunteer badge.

COMMUNICATIONS

General

NRCCS provides communication with parents in several ways:

- **Website:** The website (www.northrouttcharter.org) is kept up to date at all times and is often the fastest way to get general information regarding the school, its activities, trips, changes to school schedules, etc. It is updated at least once a week, and generally more often. You can find all forms on the website as well as pay all bills online. You may also pay using the Infinite Campus Parent Portal.
- **Personal Email:** Information specific to a student or parent is often sent to an email address. Parents are also encouraged to email the school (office@northrouttcharter.org) regarding school absences or with questions or information to be distributed. A bi-monthly newsletter will be emailed to all parents for all types of information and upcoming events; please take the time to read this.
- **Bulletin Boards and Reception Counter:** The school administrative area has various sign-up sheets, program flyer's and useful information. They are available on the reception counter and on bulletin boards in the atrium.
- **"Robo" Voice and Email:** We use a feature of Infinite Campus, our student/school tracking system, allows us to email everyone in a class, a group of classes, or the entire school of an important event; such as a recent update to the website, the requirements for a field trip, important parent notice, etc. We will also be able to direct that "robo" calls go out to the parents of students who are NOT in school and for whom a parent that has NOT called alerting us to their absence or tardiness. We may also direct calls out to everyone for events such as a school closure.
- **Parent Portal:** We encourage all parents to sign up for access to the parent portal of Infinite Campus. By signing up you will be able to track all assessed fees, pay fees with a banking transfer, review attendance records and see general information regarding your child; you can also access and modify key parental/emergency contact information.
- **Habits of a Learner/Excellence Trackers**
"Habits of a Learner": *Grit, Craftsmanship, Responsibility, and Collaboration.*

The goal of this program is to bring these learning habits to our kids, so no matter where they are academically, they will have four important skills that support their lifelong journey of learning.

We have implemented "Habits of a Learner." They were a first year success, but after a close review of the program, we realized we were missing the component to "live" through these habits and traits. So the staff spent hours in guided discussions and came to the conclusion of weekly Excellence Trackers "ETs". An ET is a one-page document that has grade level specific content focused around the development of Habits of Learner and Character Traits, as well as basic information like attendance, classroom engagement and attention. Then, every

Friday from 8-9am teachers will meet with each of their students and review the ET for the week. Then, at the end of the week you as parents will get a weekly “report card” on how your child was in school for that week. These ET reports will need to be signed by parents and returned to school the following Monday.

- **Always be sure to let the office know if there has been a change in your email, phone number or mailing address.**

Needs and Concerns

Effective communication between home and school is paramount to the success of your child/ren at NRCCS. We strongly encourage parents to communicate any concerns or needs to the school. The first point of contact is your child’s homeroom teacher. If a parent does not receive satisfaction the next step would be to make an appointment with the Director. Finally if the concern or need is still not addressed to your satisfaction, please contact the board president to schedule a hearing before the board of directors.

PARENT INVOLVEMENT AND PARTICIPATION

When you enroll your child at **North Routt Community Charter School**, you have chosen to participate in a unique educational experience that actively involves both you and your child. Our school was established on the belief that parents are an important element in a student’s education and that parent involvement is necessary for the success of both your student and NRCCS.

The opportunities for your involvement in the school are abundant as well as diverse. Although we recognize that time is a premium for every family in today’s world, we ask the following from our entire parent population in order to ensure continual success of North Routt Community Charter School.

You may sign the agreement online or print it, sign, and deliver it back to the front office.

ACADEMIC PROGRAM

The Academic Program at North Routt Community Charter School is guided by the *Expeditionary Learning Principles* and based on the *Colorado State Standards*. Expeditionary Learning takes students beyond a more traditional project-based approach. Students are engaged in learning expeditions, which are in-depth studies of rich and compelling topics or themes.

Expeditionary Learning

NRCCS's educational design principles express both the philosophy of education and the core values of *Expeditionary Learning*. Drawn from the work of *Outward Bound's* founder Kurt Hahn, and other educational leaders, they shape school culture and provide a foundation for the moral purpose of our school.

1. The Primacy of Self-Discovery

Learning happens best with emotion, challenge and the requisite support. People discover their abilities, values, passions, and responsibilities in situations that offer adventure and the unexpected. In *Expeditionary Learning* schools, students undertake tasks that require perseverance, fitness, craftsmanship, imagination, self-discipline, and significant achievement. A teacher's primary task is to help students overcome their fears and discover they can do more than they think they can.

2. The Having of Wonderful Ideas

Teaching in *Expeditionary Learning* schools fosters curiosity about the world by creating learning situations that provide something important to think about, time to experiment, and time to make sense of what is observed.

3. The Responsibility for Learning

Learning is both a personal process of discovery and a social activity. Everyone learns both individually and as part of a group. Every aspect of an *Expeditionary Learning* school encourages both children and adults to become increasingly responsible for directing their own personal and collective learning.

4. Empathy and Caring

Learning is fostered best in communities where students' and teachers' ideas are respected and where there is mutual trust. Learning groups are small in *Expeditionary Learning* schools, with a caring adult looking after the progress and acting as an advocate for each child. Older students mentor younger ones, and students feel physically and emotionally safe.

5. Success and Failure

All students need to be successful if they are to build the confidence and capacity to take risks and meet increasingly difficult challenges. But it is also important for students to learn from their failures, to persevere when things are hard, and to learn to turn disabilities into opportunities.

6. Collaboration and Competition

Individual development and group development are integrated so that the value of friendship, trust, and group action is clear. Students are encouraged to compete not against each other, but with their own personal best and with rigorous standards of excellence.

7. Diversity and Inclusion

Both diversity and inclusion increase the richness of ideas, creative power, problem-solving ability, and respect for others. In *Expeditionary Learning* schools, students investigate and value their different histories and talents as well as those of other communities and cultures. Schools and learning groups are heterogeneous.

8. The Natural World

A direct and respectful relationship with the natural world refreshes the human spirit and teaches the important ideas of recurring cycles and cause and effect. Students learn to become stewards of the earth and of future generations.

9. Solitude and Reflection

Students and teachers need time alone to explore their own thoughts, make their own connections, and create their own ideas. They also need time to exchange their reflections with other students and with adults.

10. Service and Compassion

We Are Crew, not passengers. Students and teachers are strengthened by acts of consequential service to others, and one of an *Expeditionary Learning* school's primary functions is to prepare students with the attitudes and skills to learn from and be of service.

The following curricula are used to help facilitate academic growth; all are taught within an *Expeditionary Learning* format.

- **EL-Engage NY/Eureka Math:**
EL-Engage NY is the math curriculum written by expeditionary learning experts and is used in grades K-8th.
- **Science and Social Studies:**
Both of these subjects are taught through in-depth expeditions (elschools.org) based on the new *Colorado State Standards*. Students will be engaged in a science and social studies expedition during the school year.
- **i-Ready:**
i-Ready is an online assessment program focused on reading and math. i-Ready allows teachers to diagnose, instruct and monitor students K-8 in reading and math. Diagnostic assessments will be administered three times a year.

- **DIBELS:** (Dynamic Indicators of Basic Early Literacy Skills)
DIBELS measures the critical skills necessary for successful reading including: phonemic awareness, phonics, fluency and comprehension. Each DIBELS test takes about one minute to complete, it gives teachers a very quick indicator of your child's reading level. At NRCCS we test K - 3rd grades, three times a year; beginning, middle and end of the year. Grades 4th - 8th grades are tested as determined by staff.

Outdoor Education and Wellness (OEW)

The mission of our Outdoor Education and Wellness Program is to provide a safe and positive outdoor experience for all students while teaching non-competitive lifetime skills.

The NRCCS Outdoor Education program is an important part of our curriculum and is **NOT** optional. Each student will reach personal goals, build confidence, develop teamwork and leadership skills, become healthy and fit, and gain respect for the environment as well as have fun. **It is the expectation that all NRCCS students will participate in all of the outdoor activities with their classmates.**

Outdoor Education and Wellness activities are coordinated across the grade levels from Kindergarten through eighth grade. The activities become progressively more challenging, building upon the student's experience and competency. All activities contain core objectives; including leadership, environmental education, health and wellness, and safety. The units throughout the year include biking, hiking, backcountry cross-country skiing and environmental literacy.

Reminder to pack a lunch on all OEW days, Clark Store lunch is not offered.

CHARACTER DEVELOPMENT

NRCCS believes that it is important to develop the whole child. The parents, children, community and staff of North Routt chose the following character traits. The students developed the descriptors. The traits are infused throughout the day and incorporated in all of our activities. NRCCS emphasizes the character development piece of our curriculum and provides direct instruction regarding character traits.

CHARACTER TRAITS

Character Trait	What it Means.....		
Respect	Speaking nicely Obeying the rules	Being nice to others Paying attention	Using good manners
Integrity	Being honest Being true to your word Taking responsibility for your actions		Doing the right thing Always giving your best
Courage	Facing your fears Standing up to others Doing something you don't believe you can do		Trying something you've never done Standing up for yourself or your beliefs
Compassion	Caring for & helping others Appreciation others Loving of others		Sharing with others Putting other people's needs first
Curiosity	Exploring something unknown Wondering Being adventurous		Ask questions Experimenting
Creativity	Solving problems by creating alternative solutions Seeing beauty despite the obvious Being clever, skillful and original		Being artistic Thinking abstractly

HABITS OF A LEARNER

Habit	What it Means.....
Grit	Self-reliance, Endurance, Determination, Optimism, & Perseverance
Craftsmanship	Exemplar work, Purposeful process, Individual best, Engagement, & Self-assessment
Responsibility	Preparedness, Self-care, Organization, Time management, & Follow through to an exemplary level
Collaboration	Leadership, Stewardship and service, Innovative thinking, Participation, & Multiple perspective

SPECIAL PROGRAMS

Special Education Services

NRCCS contracts with the Steamboat Springs RE-2 School District for services provided through Northwest BOCES. The NW BOCES provides physical therapy, occupational therapy, speech/language therapy, psychological services, hearing testing, preschool services, resource services and significant support needs services. NRCCS has a full time teacher and para-professionals to oversee specific services and work directly with students.

Counseling Services

NRCCS has received a grant that will provide for a social worker. The school has contracted with Caroline DuBreuil for counseling services and health/wellness education.

Fee-Based Programs

NRCCS provides a quality environment for our students through several mechanisms, including After School programs. We provide staff members who are committed to these activities and readily accept the responsibility and liability associated with each program. These activities are provided outside the normal school day and are strictly voluntary.

After School Program

NRCCS offers a fee-based after school program for the convenience of our parents. The program is available every Monday-Thursday that school is in session. Our supervised care includes snack time, activity time and a quiet time for homework. Hours are 3:15pm to 5:00pm (3:15-4:00pm is snack and Study Hall/homework time; activities occur from 4:00-5:00pm).

Outdoor Education and Wellness (OEW)

All OEW trips are weather permitting. It is important that parents provide their child/ren with the necessary equipment to participate on these trips; incorporating the activities and the safety of your child. Reminder to pack a lunch on all OEW days, Clark Store lunch is not offered.

If your child comes unprepared for the planned OEW trip, every effort will be made to contact the parent to bring the needed equipment; if we are unable to get the equipment your child needs he/she will need to remain at the school. This is for the safety of your child. We are often in the backcountry without communication and it is imperative that they have the proper equipment. The weather can be unpredictable, so keep that in mind when preparing your child's clothing and gear.

Physical Education

Physical Education is required daily and offers several different units such as lacrosse, basketball, biking, archery, skiing, etc. The school will provide most of the PE equipment, but it is important that your child has the appropriate clothing for PE activities based on the weather. The cross-country ski equipment needs to be rented each season for the upcoming ski season, this is a cost to each individual family.

Physical education and the Outdoor Education and Wellness (OEW) Program Equipment List:

Physical Education	Hiking	Cross-Country Skiing	Bicycling
Tennis Shoes	Small Day Pack w/ lunch & snack	Small Day Pack w/ lunch & snack	Small Day Pack w/ lunch & snack
*Pants or shorts & jacket	Quality walking/hiking shoes	Skis, Boots, Poles, & helmet	Bicycle & helmet
Water bottle, sunglasses & hat	*Jacket	*Coat, ski pants, gloves, hat & extra socks	*Jacket
	Hat/sunglasses/sunscreen	Sunglasses/sunscreen	Tennis Shoes
	Camelback or water bottle	Camelback or water bottle	Sunglasses/sunscreen
			Camelback or water bottle

***Be sure that all clothing is appropriate to current weather conditions. Layering, water and windproof clothing is the best choice for the weather conditions that can happen in North Rount.**

Parent Volunteers for our Outdoor Education & Wellness Program

NRCCS appreciates parent volunteers helping on our OEW trips. If you can accompany us please sign up **prior** to the trip with Mr. Chapple (see him personally or send an email) and be present at school by departure time. As of the school year 22-23 all volunteers will need to complete a background check. Here is the link for the online background check: <https://www.cbirecordscheck.com>.

The cost is \$5.00 and will be paid by the volunteer. The report processes quickly and can be requested and completed within 10 minutes.

All volunteers must email a pdf/drop off a copy of the report results to: office@northrouttcharter.org - BEFORE volunteering for any NRCCS/ECC school related event.

BEHAVIORAL EXPECTATIONS

We believe that all of our students are different and all actions and reactions are very personal in nature; effective discipline involves a few overriding tenets rather than a long list of rules. Situations are dealt with as they arise with the focus on enabling our students to grow and learn from their actions.

Guidelines for Student Behavior (Based on Love and Logic Principles)

- Students are free to engage in any behavior that does not jeopardize the safety or learning of themselves or others.
- If students find themselves with a problem, they will be asked to solve the problem by any means that does not cause a problem for anyone else.
- If the student is unable to solve the problem, an adult will step in to give guidance in solving the issue.

Guidelines for Teacher/Staff Behavior

Teachers and staff will....

- React without anger or haste to problem situations.
- Proceed in all situations with the best interest of the student foremost in their mind; academic, social and emotional well-being will be fostered.
- Guide students toward personal responsibility and the decision-making skills they will need in the real world.
- Make every effort to ensure that in each situation, the students involved understand why they are involved with consequences.
- Design consequences to fit the problem of individual students which may differ for each student, even when the problems appear to be the same.

Guidelines for Parents

Parents will....

- Talk to their child/ren about responsibility and monitoring their behavior.
- Remember that there are two versions to all situations and be open to listen.
- Work with the teacher to solve any continual problems if they arise.
- Inform the school of any special circumstances that might interfere with learning.

Sexual Harassment

Sexual harassment is defined as any type of unwelcome, unwanted, or uninvited conduct of a sexual nature, which causes any person to feel uncomfortable or offended, as committed by any student or adult.

What to do:

- Students who believe they are being harassed are encouraged to report the incident to a school employee.
- Any allegation of sexual harassment of a student brought to the attention of any school employee must be referred to the Principal of the school.
- The Principal will conduct an investigation; the student and alleged harasser will be questioned. If it is found that harassment has occurred, the harasser will be subject to appropriate disciplinary procedures as determined by the Principal.

Weapons in School

Carrying, bringing, using or possessing any dangerous weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without authorization is prohibited. Violation shall require expulsion proceedings in accordance with federal law, although the Director may modify the length of this federal requirement.

Possession of Drugs/Alcohol/Tobacco

Drugs, alcohol, and any use of tobacco products are not permitted in or on school property, or during any school based function/trip (even if off property). Any student in possession or under the influence of drugs or alcohol in or on school property, or during any school based function/trip (even if off property), will be referred to the school's Director for disciplinary action, which may include suspension.

The public may not use drugs, alcohol or tobacco on school property at any time.

MEDICAL PROCEDURES

Accidents

The school does not have medical staff on duty. However, most of our staff is *Medic First Aid* trained. Students will receive care consistent with the severity of the injury. Minor abrasions and bumps will be cleaned and bandaged. Parents will be notified immediately when major accidents occur; if a parent cannot be reached the family doctor will be contacted. In serious situations, 911 will be called and EMT dispatched to the school.

Health/Wellness Room

NRCCS has a wellness room (Nurse's office), with a recovery bed and certain medical supplies. When a student becomes ill at school, every effort will be made to make your child comfortable until they recover or a parent or emergency contact person can pick them up.

Medication

We recognize that there are some chronic health conditions or short-term acute health conditions, which make it necessary for your child to bring medications to school. If it becomes necessary for your child to be administered medications at school, please come to the school office and fill out a "permission to administer" form when you drop off the medication(s); we will make every effort to accommodate your child's needs.

We will administer Tylenol with parent signed permission provided at the beginning of the school year. (This is possible because we have physician approval to dispense this medication). Be sure to have your child's medical form up to date and on file in the office.

Immunization

Colorado law requires certain minimum immunizations before a student may attend school. Children entering NRCCS must have certificates for these immunizations. Exceptions are made if there is a religious belief opposing the immunizations or if there's a medical exemption or a personal exemption. In that case, the parent needs to come to the school office and complete a Statement of Exemption to Immunization Law. Be sure to have your child's immunization record up to date and on file in the office.

ACCOUNTABILITY

Student Evaluation

NRCCS is divided into semesters. We send a progress report out twice a year, at the end of each semester. Additionally, we schedule two parent/teacher progress conferences each year:

- Fall: parent/teacher conference
- Spring: parent/teacher conference

Classroom-specific subject assessments are given throughout the year as needed (e.g., I-ready). These documents are available to you if requested.

State/Federal Assessments

CMAS - Grades 3-8 in Social Studies & Science.

School Evaluation

NRCCS evaluates its programs from several perspectives:

- NRCCS is required by the Colorado Department of Education to complete a Unified Improvement Plan (UIP) each year. The UIP includes short term (yearly) and long-term goals (three-year) to increase student achievement.
- As a part of the Steamboat Springs School District, NRCCS is required to participate in its accountability process with teacher and parent representatives on the District Accountability Committee. The committee reviews the goals we set each year.
- As a partner with Expeditionary Learning we also are given a progress evaluation yearly.
- An annual accountability report is produced by the Colorado Department of Education about our school and distributed to all NRCCS parents.
- NRCCS conducts parent and student surveys each year.

FUNDRAISING

NRCCS Annual BBQ

August

Every year for many years, the parents of NRCCS students organize a very successful fundraiser centered around a barbeque. It has doubled in size over the last 5 years as we have added a silent auction. The event draws people from a wide geographic area and is enthusiastically supported by the community. It's great fun, with lots of activities for children and young adults! Join us!!

NRCCS Annual Giving Program

December

Our second fundraiser is our annual giving program, through "Colorado Gives" which in 2019, raised **\$30,000** thanks to an anonymous donor who matched \$15,000 in donations with another \$15,000.

North Routt Community Charter School does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities.

Please direct inquiries to: Brandon LaChance, Director, 26990 Eagle Lane, Clark, CO 80428, 970-871-6062.