

North Valley

School for Young Adults

Student Handbook

2019-2020



Mapleton Public Schools

Adams County School District No.1

Welcome To North Valley



Welcome to North Valley. North Valley School for Young Adults offers students ages 17-21 a new educational pathway to success, providing an opportunity to get back on track and earn a high school diploma. All students and staff emphasize essential State standards in a challenging, rewarding, and enjoyable learning environment. If you are ready to focus on earning your high school diploma you have come to the right place!

The contents of this Handbook will provide guidance and support for a safe learning environment. Students and their parents/guardians are required to read the contents of this handbook and sign the acknowledgement page.

North Valley School for Young Adults

Important Information

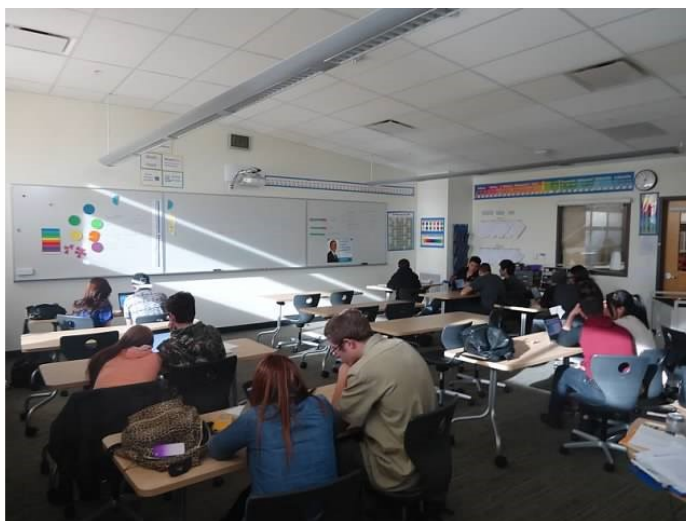
School Telephone: 303-853-1790

Attendance Line: 303-853-1790


Welcome Center: 303-853-1780

Fax: 303-853-1798

| | | | |
|-------------------------|-----------------------------|-------|-----------------------|
| Administration | | | |
| Ronaldo Ortiz | Director | X1791 | Ortizr@mapleton.us |
| Office Staff | | | |
| Cathe Valdez | Secretary | X1790 | valdezcc@mapleton.us |
| Teaching Staff | | | |
| Sarah Eichert | English | | eicherts@mapleton.us |
| Brianne Forman | Social Studies/Intervention | | formanB@mapleton.us |
| TBA | Math | | |
| Justin Cochran | Science | | cochranj@mapleton.us |
| Michell Barrott-Jackson | Post Secondary Options | x1789 | Barrottm@mapleton.us |
| Jenna DeNelion | Sped | | DeNileonJ@mapleton.us |
| Community Reach | | | |
| TBA | School Based Therapist | | |



North Valley Code of Conduct

- 1. I will participate actively in my education, refusing to allow any obstacle to stop me from obtaining my high school diploma.**
 - I will attend all classes on time, daily unless I have called in for an excused absence.
 - I will participate in class and ask questions when I do not understand the material.
 - I will attend tutoring and stay after class for extra help.
 - I will come to class prepared with my materials and completed homework.
 - I will present *my own* best work. I will not cheat by using Internet resources or the work of other students.
 - 2. I will demonstrate mature, respectful behavior that supports and enhances our collective school experience.**
 - I will not use profanity or inappropriate language in school.
 - I will use an appropriate voice level to not disturb others who are working.
 - I will use non-violent solutions to solve problems,
 - I will come to school, ready to learn *without* being under the influence of any drugs or alcohol.
 - 3. I will dress in a way that does not offend or distract my classmates. I will carry myself with class and dignity.**
 - I will not wear any clothing that advertises violence, sex, or drug use.
 - 4. I will contribute positively to my school by supporting the learning of my peers and giving ideas for improvement.**
 - I will work collaboratively with other students and staff.
 - I will use my voice to make suggestions for how to improve our school experience.
- 



Attendance

- Students must call the North Valley office before they are absent or as soon as possible at (303) 853-1790. Students who are under 18 years old must have their parent/guardian call.
- According to Mapleton district policy, an absence can be excused if it is due to: "Illness, injury, danger to health from exposure, death of an immediate family member, or time required for doctor/dental appointment." A doctor note or court documentation is required to support an excused absence.
- The school director can excuse an absence . Students must sign in at the main office if they are tardy. Students more than 20 minutes late to a class are absent for that class.
- Students will receive in school detention due to repeated tardies and an in school suspension if the tardies continue to be an issue.
- Students must sign out in the office to leave school before the end of the day.
- Classwork, homework and tests missed due to an unexcused absence may not be made-up.
- Classwork, homework and tests missed due to an excused absence must be completed within two school days for each day of excused absence. **Students are responsible for communicating with teachers to obtain missed work.**

Attendance Supports

- A phone call home will be made an unexcused absence.
- Students may be placed on an attendance contract if they have 3 or more days with an unexcused absence.
- **Level I:** 3 School days with one or more absences this quarter [Student may be put on an attendance contract]
- **Level II:** 5 School days with one or more absences this quarter [Contact and or meeting with parent/guardian]
- **Level III:** 8 School days with one or more absences this quarter [Student may be withdrawn from North Valley]
- If a student has 10 days with one or more unexcused absences in one quarter, they will be withdrawn from North Valley.

NV 2016-2017 Bell Schedule

Period 1 8:45-10:15

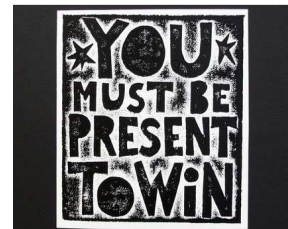
Period 2 10:15-11:45

Lunch 11:45-12:25

Period 3 12:25-2:00

Period 4 (Post Secondary Prep) 2:00-2:30

Period 5 2:30-4:00



Drug/Alcohol Policy

Any North Valley student who is found to be in possession of or under the influence of marijuana, alcohol or any controlled substance will face the following consequences:

First offense

- May result in a three-day suspension from school
- A referral to law enforcement may be made

Second offense

- May result in up to a five-day suspension from school
- A required treatment plan
- A referral to law enforcement

Third offense

- May result in a five-day suspension from school and a request for expulsion from Mapleton Public Schools
- A referral to law enforcement

Field Trip/Community Service Permission

North Valley students engage in educational field trips and community service projects as a part of our curriculum. At different times throughout the school year, students may have opportunities to attend educational and community-building field trips, visit college campuses, or visit professionals at their places of employment.

Parents/guardians who sign this handbook agree to a general release that grants permission for their student to attend all North Valley field trips.

This waiver (agreed to by signing this booklet) will constitute permission for the student to attend each outing. If there is a trip that parents/guardians do *not* want their student to attend, they can contact the school at 303-853-1790 prior to the trip.

By signing the document at the back of this booklet, parents give permission for their student to attend all field trips available to North Valley students over the course of the school year.



Academic Honesty

All students are expected to demonstrate academic honesty at all times. Academic honesty is performing and producing your own work using your own knowledge, talents, and efforts.

Students at North Valley maintain academic honesty by:

- Keeping their eyes on their own test at all times.
- Keeping answers covered during a test.
- Putting all notes, texts and extra papers away before beginning a test.
- Using quotation marks, footnotes or end-notes and a bibliography when using any original work (including work taken from the internet).
- Not using anyone else's or sharing one's homework, notes, tests, or assignments that may have been previously assigned and/or graded.
- Reporting any violations or suspicions of violations to a teacher or administrator.
- All electronic devices should be off and put away at all times.

Consequences for academic dishonesty will include:

- **1st offense:** Parent contact, student will receive a zero for the assignment, student apology to the teacher. If related to an Apex class, student may be removed from the class. No credit will be awarded if the student is removed from Apex.
- **2nd offense:** Same consequences for 1st offense and an office referral which will result in a suspension. If related to an Apex class, student will be removed from the class and may be removed from all Apex classes for the current and next academic quarter. No credit will be awarded if the student is removed from Apex.
- **3rd offense:** Same consequences for 1st and 2nd offenses with a meeting with a school administrator. If related to an Apex class, student will be removed from all Apex classes for the current and next academic quarter. No credit will be awarded if the student is removed from Apex.

Media Participation

To support the mission of Mapleton Public Schools, the School District occasionally seeks to include school oriented articles, video and photography in its publications and on its website. During the school year, there may be times when different media groups (newspapers, television, school production classes, etc.) will cover activities at various Mapleton Public Schools. These articles, video or still photography, including images of students, parents alumni, faculty and staff, may be published within the School District, locally or nationally. Additionally, Mapleton Public Schools cannot be held responsible for material (photos, video, audio) placed without its knowledge or permission online on personal websites (such as Facebook, Youtube, etc.). **However, Mapleton strongly encourages families to consider the following when posting photos or video to their personal sites:**

- **Respect the privacy of others.** Unless specific permission is provided, do not post photos or videos with images of children other than your own. Please consider the possible dangers of posting images and names of children to the Internet without permission or knowledge of their parents.
- **Consider setting up security parameters to limit access to your social networking sites.** For example, when posting photos or a video, be sure to post as "private" for viewing by invitation (e-mail) only.

By signing the back of this booklet, parents grant permission for your student to be included in these publications, products and activities.

Student Technology

Appropriate Cell Phone Use: Students may not use cell phones during class and should not engage in text messaging during school time. Cell phones are not appropriate in the halls or bathrooms at any time. Cell phones may only be used before school, during lunch, and after school. It is unacceptable to take personal calls during class time. Any cell phones that are being used during school time may be confiscated. Refusal to give up a cell phone is considered defiance and subject to suspension. In the case of an emergency, parents who need to contact their students may reach them through the NV Main Office. Students may also use the main office phone for emergencies.

Student Use of the Internet and Electronic Communications Annual Acceptable Use Agreement

I have read, understand and will abide by the School District's policy on Student Use of the Internet and Electronic Communications. Should I commit any violation or in any way misuse my access to Mapleton Public Schools computers or computer system, including use of the Internet and electronic communications, social media and websites, I understand and agree that my access privileges may be revoked and disciplinary and/or legal action may be taken.

I will:

- ◆ Provide my teacher and School Director with all account administrative access/ rights to all websites and social media sites created for classroom/school use.
- ◆ Revise content on classroom/school websites or social media sites as directed by my teacher or School Director.
- ◆ Consult my School Director or District Communications before posting comments of a sensitive nature.
- ◆ Use only approved MPS Logos, Templates, Skins and design elements.
- ◆ Update end users on trends and provide positive perspectives on my expertise areas.
- ◆ Remain continually aware that all content posted is public domain; therefore:
 - ◆ News media can use any comments or content posted;
 - ◆ Encourage positive feedback, but realize I cannot control what others post;
- ◆ Ensure content adheres to MPS privacy, FERPA, copyright and legal guidelines;
- ◆ Use proper grammar, proof and edit all content before posting;
- ◆ Refer all media related requests to District Communications immediately.

I will not post:

- ◆ Any content that will harm the reputation of MPS, its employees or students;
- ◆ Personal comments on MPS' legal matters, or posts on controversial subjects;
- ◆ False or speculative information or offensive remarks.

If I am 18 years or older, by signing this handbook I hereby release Mapleton Public Schools from all costs, claims, damages or losses resulting from my use of District computers and computer systems, including use of the Internet and electronic communications, including but not limited to any user fees or charges incurred through the purchase of goods or services.

My signature on this student handbook indicates my agreement to the Acceptable Use Agreement is binding and indicates I have read Mapleton Public Schools' policy on Student Use of the Internet and Electronic Communications and understand its significance.

Visitors to North Valley

To ensure the safety of our school, all visitors are required to check-in at the office and must be approved by the Director to obtain a visitor pass. Teachers are directed to not confer with parents during class sessions; parents desiring an individual conference should make an appointment in advance. Visitors shall not distribute information to students or staff without prior approval from the Superintendent's Office.

North Valley Students Visiting Other Schools

To ensure the safety of all Mapleton schools, students are required to check-in at the office and obtain the Director's permission and a visitor pass before visiting other schools. Failing to get a visitor's pass (including during lunch, before and after school) is grounds for consequences from the North Valley administration.

Parent/Family Involvement

Parents/guardians and family members are encouraged to play a supportive and critical role in their student's educational journey through the following:

- Scheduling and attending quarterly **Parent Teacher Conferences**
- Keeping updated on North Valley events through our website found on the Mapleton website.
- Checking grades and attendance in **Infinite Campus**. The Parent Portal allows parents to access information about their student on the Internet. Talk to the NV office to get a username and password.
- Maintain good communication with NV teachers, Post Secondary Options Coach, and Assistant Director if there are any concerns.
- Support your student with maintaining good attendance habits and encouragement all year long.

School Breakfast and Lunch

North Valley students may obtain and eat a free breakfast in the Academy cafeteria from 8:15am to 8:45am. They may also obtain (but not eat in the cafeteria) a school lunch from Academy between 11:45pm and 12:15pm. A visitor pass is not required to visit the Academy cafeteria during these times. North Valley students may eat their lunch outside or in the student break area at North Valley.

Athletic Eligibility at North Valley

Athletics are part of a sound educational experience. To be eligible for athletic competition, athletes must be enrolled, attending, and passing a minimum of three academic classes during the current quarter and have taken and passed three academic classes the previous quarter. High school students are limited to four years of eligibility and athletes must adhere to the Interscholastic Athletic Competition Code and Team Agreements. For questions concerning sports and eligibility, contact **Athletic Director, at 303-853-1248**.

School Closing

In rare instances, the Superintendent and/or Director will need to close North Valley on an emergency basis for a variety of reasons, such as inclement weather and power failure. If an emergency occurs while school is in session, students are to remain with the teacher in the classroom until official dismissal has been given by the school administrator. No student will be allowed to go home without permission of both the parent/guardian and school administrator. Call the school to contact your student. Students using cell phones during school will get their phones taken away. Parents who are seeking information regarding the possibility of emergency school closure are urged to listen to one of the following (note: the following media may post as "Mapleton Public Schools or Adams School District 1"):

You may also go to www.mapleton.us for school information.

Radio: KOA/KOAQ
KHOW
KBPI/KNUS
KOSI
KOOL
KYGO

T.V.: KMGH – 7
KUSA – 9
KCNC – 4

Safety

Fire, Lockdown and Tornado Drills

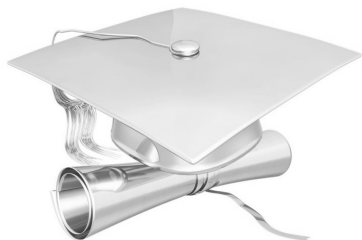
These drills must be taken seriously and all instruction carefully followed. If dangerous weather ever causes us to have to take cover, we would request the cooperation of the parent/guardian in such a situation. Any parent/guardian stopping at the school during that time must come to the main office, and we will make every effort to locate her/his student. We may be forced, however, to keep students for a period of time in order to maintain order and verify the whereabouts of all students.

1. Each room is equipped with instructions for evacuation during a fire drill. The students should acquaint themselves with these directions as soon as possible. The teacher is responsible for giving complete directions to be followed during the drill. Fire drills are held every month during school.
2. **Tornado drills** will be held in the fall and spring of each year. Each room is equipped with a map and instructions.
3. **Lockdown/Lockout** drills will be held at least two times a year. These drills must be taken seriously and all instructions of their teachers followed carefully. The safety of students and staff is foremost and can only be accomplished with everyone's full cooperation. Lockdown means that classroom doors are locked, and no one should be wandering around the school. Note: If the school is on a district mandated lockout no one, including parents, will be allowed in or out of the building.

Mapleton Graduation Requirements

| Subject | Total Needed | Requirements |
|-------------------------|--------------|--|
| English | 4 | |
| Math | 4 | |
| Social Studies | 3 | Hist (1.0) _____ Civics (.50) _____ |
| Science | 4 | At least 2 credits must be lab-based |
| Foreign Language | 1 | |
| Electives | 6 | Art (.5) _____ Tech (.5) _____ PE (.5) _____ Health (.5) _____ Capstone (.5) _____ Fin Lit _____ Comm Serv _____ |
| TOTAL | 22 | |

****22 total credits (15 core credits) are needed to graduate from Mapleton Public Schools**



| Requirements: |
|--|
| School-Specific Coursework and/or Experiences: Unique learning requirements that focus on additional required course work, advisory, and community based learning. |
| Capstone Exhibition: Includes public exhibition/passage, independent research project, service learning, assessment data. |
| Demonstration of Community Awareness and Engagement: Use of academic skills to solve real community issues. 40 hours community service |
| Demonstration of College Readiness: Program that supports student completion of the college selection and application/ acceptance process. |

Letter Grades: All courses receiving a letter grade will be used in computing student's grade point average (GPA).

Standard Grading Scale:

| | |
|-------------------|----------------|
| A = 90 -100% | A = 4.0 points |
| B = 80 - 89.9% | B = 3.0 point |
| C = 70 - 79.9% | C = 2.0 points |
| F = 69.9% & below | F = 0.0 points |

Grade Point Average: Courses marked with a "P" are not calculated into GPA.

Class Rank: Class rank is based on the student's cumulative grade point average.

School Year: North Valley is on a quarter system and students receive final grades at the end of each quarter.

North Valley Student Handbook 2017-2018

By signing below I acknowledge that I have read and understand the contents of the student handbook. I agree to follow all North Valley rules and policies including:

1. **North Valley Code of Conduct**
2. **Attendance Policy**
3. **Drug/Alcohol Policy**
4. **Academic Honesty Policy**
5. **Media Participation**
6. **Field Trip/Community Service Permission**
7. **Student Use of the Internet and Electronic Communications Annual Acceptable Use Agreement**

Agreed to by:

Date: _____

Student Name: _____

Student Signature: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____



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Adams County School District No.1

