

# North Star Elementary 2024-2025 Student/Parent Handbook



## Phone Numbers to Remember

Office: (720) 972-5560  
available 7:30 a.m. – 3:30 p.m.  
Attendance  
Line: (720) 972-5578  
available 24 hours  
Fax Number: (720) 972-5579  
Cafeteria: (720) 972-5571



## School Hours

Grades K-5  
7:50 am- 2:35pm  
Monday - Friday

Preschool  
7:40am-10:40am  
11:35am-2:35pm  
Tuesday-Friday

*“The beautiful thing about learning is that no one can take it away from you.” BB King*

Dear Families,

Welcome to the 2024-2025 school year!

This electronic handbook includes guidance on a range of topics such as:

- What is ClassDojo and how can I sign up for ClassDojo?
- When can I drop off my child in the morning?
- What number do I call to let the school know my child will be absent?
- Who can I call to get help with resources?

At North Star:

Every moment counts.

Every student matters.

Every student achieves.

Thank you for all your support and have a great year!

Sincerely,

Grace Taylor  
Principal



# Food At School

Adams 12 Five Star Schools Nutrition Services serves breakfast and lunch each day. In addition to meals, a variety of a la carte snack selections are offered for purchase at additional costs. Prepayment for meals is encouraged via cash, check, or online. A new link will go live on July 1, 2024. Parents are encouraged to set low balance notifications or auto replenishment to ensure funds are available for purchases.

Free and reduced meal benefits are available to households that qualify, applications must be completed **annually** and can be submitted online. A new link to the application will go live on July 1, 2024. Students approved for free or reduced meal benefits receive meals at no cost. In addition, our school has breakfast available free of charge daily to all students, regardless of meal benefits status.

Additional detailed information about Nutrition Services can be found at <https://www.adams12.org/resources/nutrition>, including current menus, meal prices, free and reduced meal benefits, special dietary needs, and meal charge standard practice. You may also contact the kitchen manager at 720-972-5571.

To avoid disrupting learning, students who bring food to school need to put their food in the lunch basket with their name on it. Other than special events, food will not be eaten in class and cannot be stored in desks. This helps keep our school pest free.

## Weather

### Inclement Weather

During the winter months, please see that your child dresses properly with a coat, hat, mittens, and boots. Students will have outside recess unless the temperature is below 20° (including wind chill) or there is measurable precipitation.

Children will need to participate in outdoor recess unless they have a note from their doctor excusing them.

### School Cancellation

Information on emergency school closures is available on the District Website, local television stations and radio stations. Please listen for announcements concerning *Adams Twelve Five Star Schools*. **Please note that school is rarely canceled.** The district will not use the auto-dialer system to notify parents. If school is delayed, we will start at 8:50am.

## Lost and Found

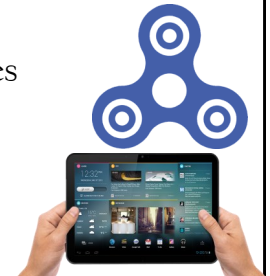
### Lost and Found

Each year hundreds of articles of clothing are left unclaimed. If your child misplaces an item, we encourage you to look in the lost and found (ask office staff for location) . Often it is difficult to identify what they have lost. Please label coats, jackets, mittens, etc. Remaining articles are donated to a local charity.

## Valuables at School

### Valuables at School

We highly discourage students from bringing valuables (and toys) to school. Items having value for one individual usually have an attractive appeal for others and unfortunately sometimes disappear. **The school is not responsible for these items.**



# Communication

**If you have  
a concern,  
please let us  
know!**

When a conflict or concern arises, North Star staff want to work with you to resolve the issue so that students can focus on learning. Please contact your child's teacher and/or an administrator by going to the North Star website and clicking on [contact us](#) or by calling us at: 720-972-5560. Please sign up for ClassDojo. This is an app that we use at North Star to update you with school and classroom information.

We have a policy of nondiscrimination in relation to race, color, sex, religion, creed, national origin, marital status, sexual orientation and disability. No retaliation can occur against students or family members who voice concerns or file grievances.

Communication between home and school is key to the success for all students at North Star Elementary. This handbook will keep everyone informed of important information during the 2024-2025 school year. We also have a monthly newsletter available on our website: [northstar.adams12.org](http://northstar.adams12.org) on the last day of each month.

## Drop Off and Pick Up Guidelines

Traffic in and around North Star is very congested. Getting our children to and from school safely is our primary goal. It is important for everyone to follow these rules and drive with extreme caution while near the school zone. Also, please be respectful to our neighbors by not blocking their driveways.

1. The morning and afternoon drop off spots are different.
2. For morning drop off, parents in cars should drop students off at the crosswalk by the front entrance and pull forward. There is no parking in the Hug & Go Zone. The parking lot is closed to all cars. Families who walk to school should drop off their children by the front doors.
3. For afternoon pick up, the parking lot gate is closed to all cars unless you have a handicapped sticker. Parents with cars must park in the neighborhood. School buses pull in and wait in the bus lane for students. After buses leave, the parking lot gate is opened and parents can pick up students from the bus lane.
4. If you are on foot, please make sure to use the crosswalk and have your children use the crosswalk as well.
5. Please do not cross in between buses.
6. Student pickup by parents who do not ride the bus is by the wood fence for grades 1-5. Students pickup by parents for Kindergarten will be by the main entry next to the flagpole. If a parent has students in both K and upper grades, the oldest student will walk to the flag pole to meet younger siblings.
7. If a student does not get picked up, they will be brought to the office. Parents will need to provide an I.D. to pick up their child from the office.

## No Pets at School



In an effort to keep our school feeling safe for all students and families and in accordance with District Policy, only service animals are permitted on school property. District Policy requires prior authorization from the principal to have a therapy dog on school property. We ask that all other pets remain off school grounds during school hours including school functions such as Field Day. We appreciate your cooperation with this request.

# August 2024

SUN	MON	TUE	WED	THU	FRI	SAT
	29 Registration for Kindergarten and NEW students begins	30	31	1	2	3
4	5	6	7	8 Back to School Night 4:00-6:00pm	9	10
11	12 First Day of School	13	14	15	16 Fire Drill - 2:00pm	17
18	19	20	21	22 Skate City Night 5:00-7:00pm	23	24
25	26	27	28	29	30 July/August Birthday Celebrations	31



# Staff Directory

## Classroom Teachers

### Kindergarten

Emily Habjan  
Melanie Lidgard

### First Grade

Alise Arata  
Mackenzie Scarpella

### Second Grade

Cyndee Blue  
Kendra Pollard

### Third Grade

Madeline Cloutre  
Paige Switzer

### Fourth Grade

Gianna Bloch  
Marisa Eafanti

### Fifth Grade

Kodi Adasiewicz  
Andrew Hinde

### In-Building Guest Teacher

Ashley Kemme  
Emily Schultz  
Rachel Weskalmies

## Building Specialists

### Art

### Digital Literacy Specialist

Meg Ingram

### Music

Carly Drenth

### Physical Education

Nicholas Walker

### ELD Teachers

Jamie Newman  
Sarah Ramirez  
Grace Talamo

### Coaching Staff

GaoLou Brown  
Ronail Cerullo

### SELS

Katy Guinn  
Nicole Woodruff

### Academic Coach

Kim Fischer

### Interventionist

Haley Grubbs

### Speech Therapist

Jennifer Woodby

### Learning Specialists

Brianna Afriyie  
Melissa Kanzika

### Severe Special Needs

Heather Goggin

## Office Staff

### Principal

Grace Taylor

### Asst. Principal

Angela Chambliss

### Office Manager

Rebecca Jauregui

### Secretary/Registrar

### Health Aide

Nancie Condello

### Family Outreach Liaison

Pamela Preza

### Newcomer Assistant

Veronica Munoz Gutierrez

## Paraeducators

Marisa Ceballos  
Brandi Hoffman  
Candace Jensen  
Vikki Lindenmuth-Disney  
Salma Martinez  
Azucena Olivares  
Angelina Sanchez Tarin  
Denise Shields  
Estela Velez

## Building Specialists

### Psychologist

Theresa Maurer

### School Based Therapist

Jayda Hammermeister

### OT

Collette Chinyerere

## Custodial Staff

### Head Custodian

Ron Segobiano

### Evening Staff

Lulu Alatorre Tavarez  
Darwin Burress

## P.E.A.K. Program

### Director

Erin Trimble

### Staff

America Loya-Damian  
Patricia Green  
Angelina Sanchez Tarin

## Nutrition Services

### Manager

Christina Chavez

### Staff

Ossiris Pedrego

## Preschool

### Director

Lyndsey Brewer

### Staff

Sonia Carrillo  
Brittany Miller  
Marisela Ramos



# Parents Matter!

At North Star Elementary, parents play an important role in the life of our community. Here are just a few examples of ways you can participate. For more information, contact Pam Preza, our Family Outreach Liaison at 720-972-5576.

## The Bear Den (School Accountability Committee)

Our mascot is the North Star Bear so it makes sense that the center of everything is the bear den. This group is open to all parents and staff. It sponsors school events and helps monitor how we are doing.

Contact: Pam at 720-972-5576 or Grace at 720-972-5563.

## Watch D.O.G.S. (Dads of Great Students)

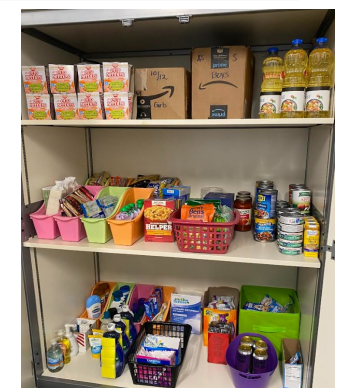
This program is open to parents and guardians. Volunteers act as positive role models by helping out in classrooms and/or at recess. They also provide an extra set of eyes to reduce bullying and provide a greater sense of campus safety. Participants can volunteer for as little or as much time as they want.

Contact: Pam at 720-972-5576.

## North Star's Bear Necessities Family Resources

Need help with housing, food, technology, or checking with your child's teacher?

Contact: Pam Preza at 720-972-5576.



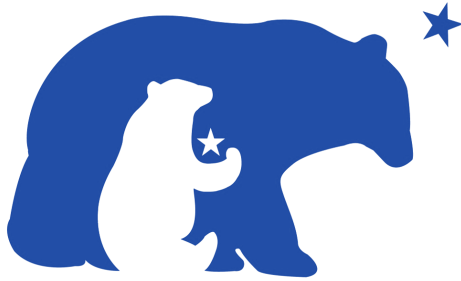
# September 2024

SUN	MON	TUE	WED	THU	FRI	SAT
1	2 No School-Labor Day	3 No School-Staff Workday	4	5	6 Fire Drill - 10:00am	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22 Spirit Week →	23 Superhero Day	24 Crazy Hair Day	25 Pajama Day	26 Western Day	27 Scholar Celebration September Birthday Celebrations NSE T-shirt Day	28
29	30 Picture Day					



# School Culture

## PAWS



Practice responsibility

Always safe

Willing to learn

Stay kind

Our mascot is the North Star Bear. As part of our school culture we are always practicing to be better citizens. To help our Bears with this work, we use PAWS. The purpose of school-wide behavioral expectations is to create a positive and welcoming learning environment that promotes student success both socially and academically. In order to prevent misbehavior, we teach positive behaviors on a daily basis until students are independently successful.



# October 2024

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 Fire Drill 9:30am Parent/Teacher Conferences	3 Parent/Teacher Conferences	4 No School-Staff Workday	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
	<b>NO SCHOOL - Fall Break</b>					
20	21	22	23	24	25	26
27	28 Hearing & Vision Screening	29	30	31 Scholar Celebration Halloween Parade October Birthday Celebrations		

# Morning Meetings & Connection Circles

Morning Meetings take place each day. During this time, students' social and emotional needs are met, as each person has an opportunity to share their own perspective and experiences. The typical structure of these meetings include: PAWS Kid of the Day/Week and either a group team-building activity or a Connection Circle to share.



# Community Meetings & Scholar Celebrations

Community Meetings are whole-school assemblies that take place once a month. During these meetings, we celebrate our successes and share any important announcements or events.

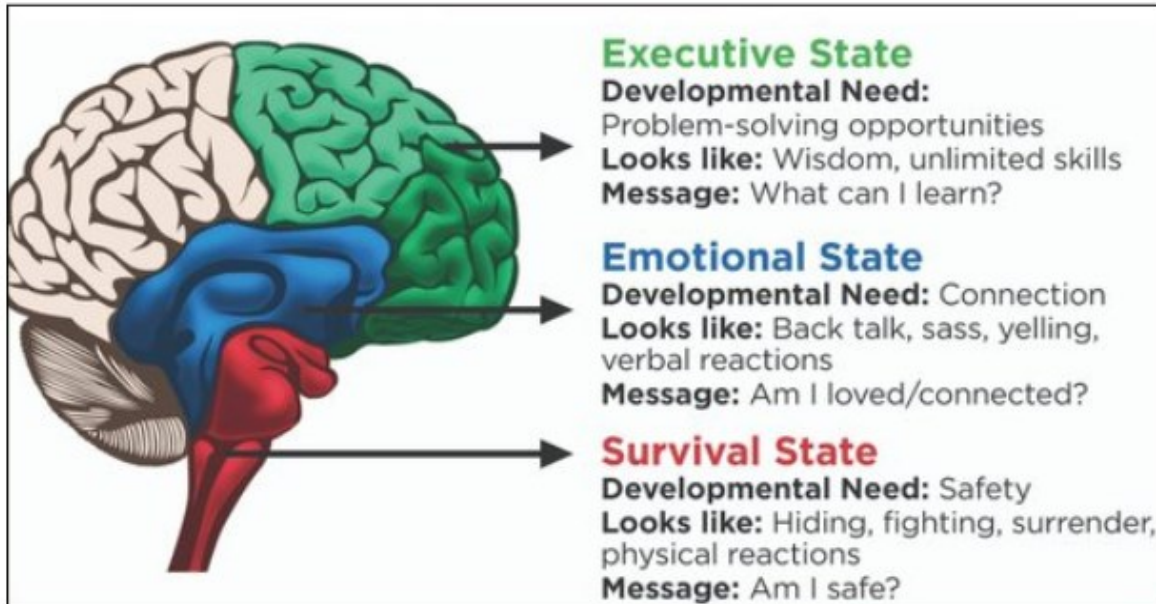
Scholar Celebration is an awards ceremony that takes place once a month. Staff members nominate a student for an award and write a paragraph describing how that student demonstrates PAWS. Families and staff members are invited to attend the celebration. Please see calendar for dates.

# November 2024

SUN	MON	TUE	WED	THU	FRI	SAT
					1 No School-Staff Workday	2
3	4	5 Fire Drill 1:20pm	6	7 Skate City Night 5:00-7:00pm	8 Picture Retakes	9
10	11 No School - Veteran's Day	12	13	14	15	16
17	18	19	20	21	22 November Birthday Celebrations	23
24	25	26	27	28	29	30
<b>← NO SCHOOL - Thanksgiving Break →</b>						

# Calming Spaces

In most spaces at North Star, Calming Spaces are present for students to visit when needed. The purpose of the calming space is to provide students a way to refocus and return to learning. Visiting the Calming Space is a routine that is explicitly taught at the beginning of the school year and revisited throughout the year.



## CALMING SPACE

- 1 "I have big feelings. I need the calming space."
- 2 I breathe.
- 3 I name my feeling.
- 4 I choose an activity to change my brain.
- 5 I make a plan.
- 6 I clean up and return to learning.

# December 2024

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11 Fire Drill - 2:15pm	12	13 Scholar Celebration December Birthday Celebrations	14
15	16	17	18	19	20 No School - Staff Workday	21
22	23	24	25	26	27	28
<b>← NO SCHOOL - Winter Break →</b>						
29	30 NO SCHOOL - Winter Break	31				

# Compassionate Conversations

At North Star Elementary, the way in which we communicate is kind and comes from a place of compassion. Students are expected to problem-solve together first, then seek support from an adult if the problem is not solved.

Students follow the “I Statement” structure when talking with each other or when speaking with an adult. The structure is explicitly taught at the beginning of the school year and retaught throughout the year.

Families can use this structure at home as well.



# Inclusive and Respectful Language

At North Star we pride ourselves on being an inclusive, respectful, kind, and safe community. We take it very seriously when students use racial slurs or hate speech. To maintain a safe and positive school climate, we are educating our students about this issue. Racial slurs are not tolerated in the school or at bus stops. We ask parents to help North Star by discussing these issues with your children at home. Here are a few talking points you can use, and—as always—spend time listening to your child with empathy, care, and concern.

## Talking Points:

- Remind students that words have power and can make a big difference in our school feeling like a safe place where all students are respected.
- Tell them it's never okay to use racial slurs or hate speech.
- Encourage your child to be an “upstander” by letting an adult know if they hear racial slurs or hate speech directed at them or a classmate.

# January 2025

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
			<b>← NO SCHOOL - Winter Break →</b>			
5	6 No School-Staff Workday	7	8	9	10	11
12	13	14	15	16 Family Cultural Event 4:00-6:00pm	17	18
19	20 No School-Martin Luther King Jr, Day	21	22 Fire Drill - 2:00pm	23	24	25
26	27	28	29	30	31 Scholar Celebration January Birthday Celebrations	



# Monitoring Your Child's Progress

Communication between parents and teachers is key to success at school. Parent-Teacher conferences are held twice a year, once in the fall and once in the spring. We look forward to visiting with each of our families at these times! Below you will find the grading standards in each grade level. Parents may also login to Infinite Campus to view their child's progress. If you ever have questions regarding your child's progress, please speak to your child's teacher or contact our Family Outreach Liaison at 720-972-5576.

North Star is on a semester attendance/grading period. 1st semester ends on December 19, 2024. The 2nd semester ends on May 29, 2025. Report cards are completed at these two times of the year for grades K-5. \*Subject to revision.

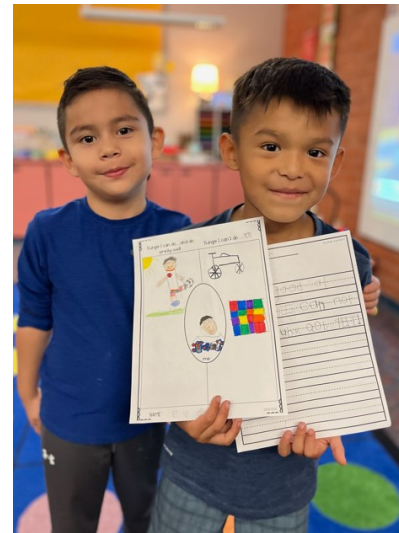
All students are graded on their progress toward the Colorado Academic Standards and District Standards using a 1-4 proficiency scale:

Score	Description
4	Advanced understanding of the standard.
3	Meets the standard.
2	Approaches the standard.
1	Does not meet the standard.
INS	Insufficient Evidence
/	Not assessed.

More information regarding Standards-Based Grading and Reporting can be found on the District website, or feel free to pick up a pamphlet from the front lobby of the school. Additionally, students will bring their report card home in a folder which explains, in depth, the standards for each grade level.

Students are also accountable for and graded on their Scholarly Habits, which are included on the report cards as well. The Scholarly Habits are:

Respect, Preparation, Risk Taking,  
Perseverance, Excellence



## District and State Assessments at North Star

Following are the assessments that are used in each grade:  
\*This does not include assessments that are embedded into the Standards or are part of our classroom expectations.

### Kindergarten

MAP: Fall, Winter, Spring  
mCLASS DIBELS: Fall, Winter, Spring  
ACCESS: Winter

### First Grade & Second Grade

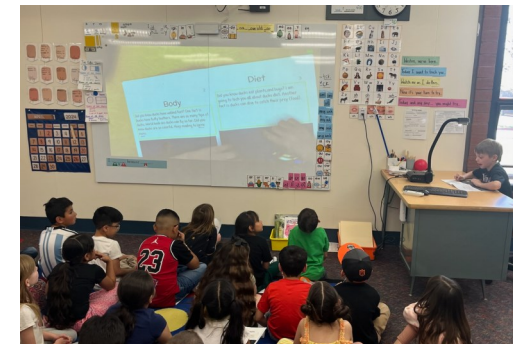
MAP: Fall, Winter, Spring  
mCLASS DIBELS: Fall, Winter, Spring  
ACCESS: Winter

### Third Grade - Fifth Grade

MAP: Fall, Winter, Spring  
mCLASS DIBELS: Fall, Winter, Spring  
ACCESS: Winter

CMAS: Spring

\*Subject to revision



# February 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3 No School - Staff Workday	4	5 Fire Drill - 1:15pm	6	7	8
9	10	11	12	13 Parent/Teacher Conferences	14 Valentine's Day Celebrations February Birthday Celebrations Parent/Teacher Conferences	15
16	17	18	19	20	21	22
<b>← NO SCHOOL - Mid-Winter Break →</b>						
23	24	25	26	27	28	

# Classroom Behavior & Support

At North Star, our goal is to build student skills in problem-solving so they can find success across the building. We believe that behavior is a form of communication; finding the root to the behavior is a key part of supporting students. This flowchart displays the process our staff utilizes to address disruptions in the classroom. Please help us to support your child by letting them know that it is okay to ask for help, go to the calming area, or take some deep breaths when they feel frustrated or overwhelmed. We also need your support in letting your child know that it is not okay to disrupt learning. Administrators will call you when we have offered multiple strategies for your child to return to learning and they continue to struggle. It is a team effort to ensure all students can learn.

<u>Level 1: Managed by Classroom Teacher</u>	<u>Level 2: Additional Staff Support</u>	<u>Level 3: Administration Support</u>
<ul style="list-style-type: none"> <li>• Not following directions (i.e. not sitting in a learning spot, running in the classroom, etc.)</li> <li>• Saying “no” or ignoring in response to a redirection</li> <li>• Sitting or laying under/on tables</li> <li>• Work refusal or wandering that is not disruptive to learning</li> <li>• Using intentionally hurtful comments directed at peers or adults</li> <li>• Yelling out</li> <li>• Touching others’ belongings, including teacher supplies/chair</li> <li>• Taking others’ supplies</li> </ul> <p><i>The examples are not an exhaustive list. For more details please see district policy for Student Code of Conduct in the back of this handbook.</i></p>	<ul style="list-style-type: none"> <li>• Ignoring adults after first redirection or arguing back (think repeated Level 1 behavior after a redirect on specific behavior)</li> <li>• Throwing objects (without aggression towards a person)</li> <li>• Minor physical aggression towards peers (i.e. shoulder bump, pushing a chair, etc.)</li> <li>• Leaving classroom without adult permission</li> <li>• Teaming up with another classmate to disrupt the learning environment</li> <li>• Repeated disruption of the learning environment</li> <li>• Theft</li> <li>• Damaging property</li> </ul>	<ul style="list-style-type: none"> <li>• Leaving school grounds</li> <li>• Causing a scene in the classroom that disrupts learning</li> <li>• Using racial slurs or hate speech</li> <li>• Sexual harassment</li> <li>• Vandalism</li> <li>• Continued refusal to follow directions/be safe</li> <li>• Refusal to return to a learning space after using a Calming Space</li> <li>• Throwing furniture and/or supplies around the room</li> <li>• Referencing weapons or using threatening language</li> <li>• Possession of dangerous items ie, knives, lighters, matches, lasers, vape pens, drugs</li> <li>• Physical aggression towards peers or staff</li> <li>• Repeated bullying</li> <li>• Swearing</li> <li>• Inappropriate use of technology</li> </ul> <p style="text-align: center;">↓</p> <ul style="list-style-type: none"> <li>• Admin calls home:</li> </ul> <p>⇒ If parent does not answer, student waits in the office for no less than 15 minutes</p> <p>⇒ Admin discretion for duration of stay in office</p>

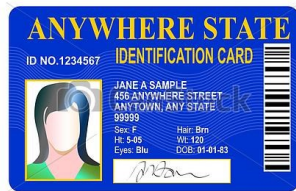
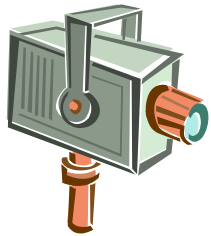
# March 2025

SUN	MON	TUE	WED	THU	FRI	SAT
						1
2	3	4	5	6	7	8
9	10 No School-Staff Workday	11	12	13 Fire Drill - 8:30am	14 Spring Picture Day	15
16	17	18	19	20 Skate City Night 5:00-7:00pm	21	22
23	24	25	26	27	28 Scholar Celebration March Birthday Celebrations	29
30	31 NO SCHOOL - Spring Break					

# Important Information

## \*\*Bell Times\*\*

The first bell will ring at 7:50 a.m., allowing students to enter the building. The tardy bell will ring at 7:55 a.m. Students not in their classrooms at 7:55 a.m. will be marked tardy.



© Can Stock Photo - csp4880769

## Security & Visitor/Parent Check-In

ALL doors will be locked at all times from the outside. District policy requires that all parents and visitors sign in at the office upon entering the building.

- ◆ Once entering the building, ALL visitors must check in at the office to obtain a visitor pass. You will be asked to wear a visitor pass at all times while in the building.
- ◆ Please remember to bring a government issued ID in order to check in at the office.
- ◆ Our doors will be unlocked for large student activities and family events, and sign in sheets will be available in the main hallway.

Thank you for your support in keeping our students safe.

## IMPORTANT

Your child's safety is of the utmost importance to us! It is imperative that students are dropped off no earlier than 7:40 a.m. and picked up no later than 2:35 p.m.



## Parent Communication

Please sign up for ClassDojo. This is an app that we use at North Star to update you with school and classroom information. If you need help signing up, please call the office.

## Early Departure from School

Students who must leave school during regular school hours must be signed out through the office by a parent or designated adult representative. A child may not be dismissed from their classroom until someone has signed him/her out. Students cannot be released to leave school alone. Students are involved in instruction until the end of the school day. We request that you do not pick your students up early because it interrupts instruction.

## Late Arrival to School

Students who arrive to school late must check in at the office. If the student is more than 15 minutes late, a parent must accompany them to the office and sign them in.



# April 2025

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
		← <b>NO SCHOOL - Spring Break</b> →				
6	7	8	9	10	11	12
13	14 No School - Staff Workday	15	16	17	18 Kindergarten Cap & Gown Photos	19
20	21	22 Fire Drill - 9:30am	23	24	25 Scholar Celebration April Birthday Celebrations	26
27	28	29	30			

# Dress Code

## District Student Dress Code Policy

In the back of this handbook, you will find a link to the summary of the District's Student Code of Conduct, which includes a summary of the District's student dress code policy.

## Physical Education

Students will be provided opportunities to engage in physical education (P.E.) classes. If a student is unable to participate in P.E., the student must present to the principal or principal's designee a statement from a licensed health care practitioner stating the reason for the student's inability to participate. A licensed health care practitioner means a physician (MD, DO), nurse practitioner or physician assistant who has prescriptive authority and is licensed to practice in Colorado.

## P.E. Attire

It is with the safety of all students in mind that we ask your child to wear appropriate footwear and clothing while in P.E.

Sandals, thongs, and high-heeled shoes can be hazardous to your child when doing various activities that are performed in class. Black soled shoes leave a mark and a "sticky" feel to the surface of our floor. If you could possibly avoid these types of footwear on days that your child has gym, it would be greatly appreciated!

Girls wearing dresses are asked to wear shorts under their clothing to protect their privacy. Restrictive clothing is also not advised while in P.E. as this too will impede movement and not allow the student to fully participate in class.



# May 2025

SUN	MON	TUE	WED	THU	FRI	SAT
				1 Spring Family Event 4:00-6:00pm	2	3
4	5 No School - Staff Workday	6	7	8 Skate City Night 5:00-7:00pm	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23 Field Day	24
25	26 No School - Memorial Day Holiday	27 Fire Drill 10:30am	28	29 Last Day for Students Kindergarten Graduation 8:30am 5th Grade Continuation 10:30am	30	31



# Electronic Devices

We understand that circumstances may arise which warrant the student use of cell phones while traveling to or from school. The student use or possession of cell phones and/or electronic devices is permitted only under the following guidelines: (per Adams 12 Five Star Schools District Policy 5030)

- ◆ The cell phone or electronic device is turned “off” or “silent” and stored in their backpack.
- ◆ The cell phone or electronic devices may not be used in a manner which is potentially unsafe, illegal, or otherwise might violate the District's code of Conduct for students. Prohibited uses include but are not limited to: using the device to create video or audio recordings of students or staff or take photographs of students and/or staff without their permission.
- ◆ Such devices may not be used in any manner which disrupts the academic environment, or otherwise disrupts any school activities or functions.
- ◆ If unique conditions exist which require that a student use such devices, on a temporary basis, outside of these guidelines, a written request needs to be submitted to the principal for review and approval.
- ◆ Violation of these guidelines will result in appropriate disciplinary action, per District policy.

Under all circumstances, students are personally and solely responsible for the security of their cell phones and/or electronic devices. Adams 12 Five Star Schools shall not assume responsibility for theft, loss, or damage of any devices, and will not be responsible for the investigation of such incidents. \* For more information regarding the use of cell phones and/or electronic devices, please refer to District Policy 5030 on the District website.

## District & School Technology Policies

District Policy 5035 establishes guidelines for allowable use of District technology and the Internet. Students are responsible for their own use of District computers and computer systems, and should understand that the District may monitor, inspect, copy or review all usage of District technology and the Internet. Students should also understand that they may lose the privilege of accessing the Internet or using District technology for violating appropriate use expectations. Violations of Policy 5035 may also result in disciplinary sanctions including suspension or expulsion for extreme or repeat violations, and may be referred for legal action as warranted. Examples of prohibited behaviors include but are not limited to accessing, creating or transmitting information that promotes violence, is pornographic or profane, is intended to bully or harass, or is used to cheat. Policy 5035 further prohibits a range of security related violations including attempts to gain unauthorized entry into networks or to change District data records. The policy also addresses allowable student-generated content on school websites.



# Clinic Information

## Children Who Become Ill or Injured

If your child becomes ill or injured at school and needs immediate care, you will be contacted as soon as possible. It is imperative that the school have your current home, work, and other numbers where we may reach you in the event of an emergency. The school has no facility to keep ill children for long periods of time. A designated adult must come and sign the child out and accompany him/her home. Your child may not be sent home alone.

## Emergency Health Situations at School

If your child is seriously injured or ill at school and requires care beyond the facilities of the school, an attempt will be made to contact you as well as immediately calling emergency medical personnel (911) for treatment and/or transportation to a proper facility.

## Medication

If students must take prescription medication during the school day, written instructions and authorization must be provided by the student's physician. All medications dispensed in the clinic must be in the original container, properly labeled with the name of the pharmacy, patient's name, doctor's name, and dosage clearly marked. **ALL MEDICATION MUST BE KEPT IN THE CLINIC.**

We cannot give aspirin, Tylenol, eye drops or other over-the-counter medication, unless prescribed by a physician.

Students may not carry medication of any kind.

Your child may carry only non-medicated cough drops during the school day.



## Student Illness

Specific details and updates are provided on the school and district websites.



## Birthdays

In support of the District's Policy on School Wellness, we strive to help our students make healthy lifestyle choices. Classroom birthdays are celebrated once a month. If you plan to bring food in for these celebrations, they must be pre-packaged. Please do not bring in food for your child's birthday other than the date of the monthly celebration which is at the end of the month. See calendar for dates of monthly celebrations.

## Birthday Invitations

We understand that school is the easiest place to distribute birthday invitations; however, doing so can cause many hurt feelings which disrupt the learning environment. Please have students pass out any party invitations after school is dismissed.



# Not at School



## What Is Bullying? How can you tell?



### Joking around:

- ◆ Everyone is having fun.
- ◆ No one is getting hurt.
- ◆ Everyone is participating equally.

### Conflict:

- ◆ Two people with a balance of power that have a fight, argument, or disagreement.
- ◆ A solution can usually be found.
- ◆ Both people admit some responsibility.

### One time event:

- ◆ Someone is being mean on purpose.
- ◆ It's a reaction to a strong emotion or feeling.
- ◆ It happens once and doesn't repeat itself.

### Bullying:

- ◆ Repeated, unwanted aggressive behavior towards someone.
- ◆ There is an imbalance of power
- ◆ Someone is being hurt on purpose.
- ◆ Can be verbal, physical, or cyber.

To insure everyone's safety, it is important that parents check their children's backpacks before they come to school and make sure students don't bring any unsafe items to school. *Some examples of unsafe items that are not allowed at school include:*

- ◆ Airsoft or any other toy guns
- ◆ Pocket knives or any other sharp objects
- ◆ Fireworks
- ◆ Lighters
- ◆ Laser Pointers

For more information about items that are not allowed on school grounds, see District Policy 5100.

# A Den of Learners...A Den of Friends



# INFORMATION AVAILABLE ON DISTRICT WEBSITE

## STUDENT CODE OF CONDUCT

A summary of the Student Code of Conduct for Adams 12 Five Star Schools (the District) is available on the District's [website](#). For complete information, please refer to the latest version of each District policy, available [here](#).

This summary includes information such as:

- student conduct
- student attendance
- cell phones and personal electronics
- District technology and Internet usage
- student dress code
- bullying and harassment

## COMMONLY REQUESTED INFORMATION

A summary of commonly requested information is available on the District's website. For the most complete information, please refer to the latest version of each District policy (if applicable), available [here](#).

"Commonly requested" information includes topics such as:

- complaints or grievances
- consolidated billing
- service animals on District property
- student transportation
- video and audio monitoring
- visitors to schools

## STUDENT HEALTH INFORMATION

Information about student health and wellness, including immunizations, health screenings, COVID-19, and when to keep your child home from school, is available on the District's website.

## LEGAL NOTIFICATIONS

The District's legal notifications/annual notices are available [here](#).

These notices include information concerning:

- non-discrimination (including Title IX)
- rights under the Family Educational Rights and Privacy Act (FERPA)
- directory information under FERPA
- rights under the Protection of Pupil Rights Amendment (PPRA)
- other opt-out provisions

# Adams 12 Five Star Schools 2024-2025 SCHOOL CALENDAR

## AUGUST 2024

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

8.5-8.9 Staff Workdays

8.12 First Day of School

9.2 NO SCHOOL - Labor Day

9.3 NO SCHOOL - Staff Workday

10.4 NO SCHOOL - Staff Workday

10.11 End of Quarter 1

10.14-10.18 NO SCHOOL - Fall Break

11.1 NO SCHOOL - Staff Workday

11.11 NO SCHOOL - Veterans Day

11.25-11.26 NO SCHOOL - Staff Comp Days

11.27-11.29 NO SCHOOL - Thanksgiving Break

12.19 End of Quarter 2

12.20 NO SCHOOL - Staff Workday

12.23-1.3 NO SCHOOL - Winter Break

1.6 NO SCHOOL - Staff Workday

1.20 NO SCHOOL - Martin Luther King Jr. Day

2.3 NO SCHOOL - Staff Workday

2.17-2.19 NO SCHOOL - Mid-Winter Break

2.20-2.21 NO SCHOOL - Staff Comp Days

3.10 NO SCHOOL - Staff Workday

3.14 End of Quarter 3

3.31-4.4 NO SCHOOL - Spring Break

4.14 NO SCHOOL - Staff Workday\*

\*High schools may pick a different day in April

5.5 NO SCHOOL - Staff Workday\*

\*High schools may pick a different day in May

5.26 NO SCHOOL - Memorial Day

5.29 Last Day of School / End of Quarter 4

5.30 Staff Last Day

○ = End of quarter

## OCTOBER 2024

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

## NOVEMBER 2024

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

## DECEMBER 2024

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

## JANUARY 2025

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

## SEPTEMBER 2024

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

## FEBRUARY 2025

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

## MARCH 2025

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

## APRIL 2025

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

## MAY 2025

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

### DISTRICT STAFF:

Please visit staff portal for schedules  
[staff.adams12.org/calendars](http://staff.adams12.org/calendars)



[www.adams12.org](http://www.adams12.org)



Subject to revision

December 1, 2023