



Steamboat Springs High School

2024/2025

STUDENT INFORMATION HANDBOOK

45 E Maple Street
Steamboat Springs, CO
80487
(970) 879-1562

sshs.steamboatschools.net

Property of: _____
Address: _____
Phone #: _____
In case of emergency, please notify:
Name: _____ Phone #: _____

The information in this book was the best available at press time. Watch for additional information and changes.



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PRINCIPAL'S MESSAGE

Welcome to Steamboat Springs High School! The entire SSHS staff is very excited about the **2024-2025** school year and are glad to have you here. We hope you will find this school year to be a memorable and meaningful one, filled with many exciting learning opportunities.

A great deal of planning has gone into creating a school climate that will enhance learning at its highest level. Cooperation and a willingness to work together to make our school the best it can be is the key to a successful year. This student planner and handbook has been designed to answer the many questions you may have about our expectations of students' conduct, as well as our school policies and procedures. We hope this handbook will be helpful to you throughout the school year. Read it carefully and keep it handy for ready reference.

We are looking forward to helping you have a good school year and we are always open to any suggestions you might have. May this year be one of the most rewarding in your school career. All of us at SSHS want to work with you to help you be the best you can be.

Have a great year! ~ Jay Hamric, Principal

ADDRESS AND TELEPHONE INFORMATION

Steamboat Springs High School is located at 45 E Maple Street.

Following are frequently used telephone numbers:

Main Office.....	(970)879-1562
Principal's Office.....	871-3697
Attendance.....	871-3698
Athletics.....	871-3687
Counseling Office.....	871-3656/fax 879-1570
Media Center.....	871-3689
Nurse.....	871-3694
School Fax Line.....	879-8039

School Administration

Principal.....	Mr. Jay Hamric
Assistant Principal(s).....	Ms. Tanya Rivera-Vigil, Ms. Karla Setter
Athletic/Activities Director/Assistant Principal.....	Mr. Luke DeWolfe
Counselors.....	Ms. Misty Curtin-Selden, Ms. Kim Horton, Ms. Cheryl Fullerton,

The information contained herein is designed to inform students and parents of school policies and general information, upcoming events and activities, and to encourage planning. School and district policy information pertaining to academics, activities, behavior standards and student services included is subject to modification if deemed necessary by the administration. Each policy is critical to creating a positive learning atmosphere and allowing students to obtain the most from their high school experience.

Calendar activities and events published herein may not represent a total listing due to changes, deletions and additions that may occur throughout the year. Please check daily announcements and consult school website and links for updates.



Steamboat Springs High School

Mission:

Steamboat Springs High School will foster growth and well-being for our school community.

Vision:

We will create a climate where all people belong and are given opportunities to grow.

Principles:

- | | |
|-------------------------------|--|
| <u>S</u>pirit: | We show up to support each other. |
| <u>A</u>ccountability: | We are responsible for ourselves and to our community. |
| <u>I</u>nclusion: | We value everyone. |
| <u>L</u>eadership: | We empower one another. |

Together we **SAIL**.

General School Information Guide

SSHS Fight Song

“Steamboat Sailors Anchors Aweigh!
Strong and courageous WE will fight til break of day!
Fight! Fight! Fight! Faithful and loyal, valiant are WE!
We are the Steamboat Sailors, WE will fight to win the victory. FIGHT!”

SSHS School Colors

Red and White

SSHS Mascot

Salty the Sailor! GO SALTY!

2024-2025 SCHOOL CALENDAR

August 19.....	First day for K, 6 & 9
August 20.....	Everyone to school
September 2.....	Labor Day (no school)
October 16 & 17.....	9-12 Parent-Teacher Conferences (no school Oct. 20)
October 18.....	Teacher Day Off (no school)
October 21.....	Staff Professional Development Day (no school)
November 25-29.....	Thanksgiving (no school)
December 23.....	Winter Break begins
January 6, 2025.....	Staff Professional Development Day (no school)
January 7.....	First day back from Winter Break
January 7.....	First day of 2nd Semester
January 20.....	Martin Luther King Day (no school)
February 7.....	Staff Professional Development Day (no school)
February 17-21.....	Mid-Winter Break
March 19 & 20.....	9-12 Parent-Teacher Conferences (no school March 12)
March 21.....	Teacher Day Off (no school)
March 24.....	Staff Professional Development Day (no school)
April 21-25.....	Spring Break
May 24.....	SSHS Graduation
May 26.....	Memorial Day (no school)
June 3.....	Last day for students
June 4.....	Last day for staff

School Handbook

This school handbook is provided to all students at the beginning of the school year. The handbook contains general school information, policies, and procedures.

Building Hours

Office hours are 7:30 a.m. to 4:00 p.m. The building will be open to students at 7:00 a.m. and will remain open until 4:00 p.m. for those students involved in supervised activities. **Students not involved in after school supervised activities should leave school grounds by 4:00 p.m.** Students are not permitted to be in the building or on school grounds unsupervised after this time.

24-25 School Bell Schedule

Red / White Days

0 Hour: 7:20 - 8:15 am

1st / 5th Hour: 8:20 - 9:55 am

2nd / 6th Hour: 10:02 - 11:35 am

Lunch: 11:35 - 12:22 am

3rd / 7th Hour: 12:22 - 1:55 pm

4th / 8th Hour: 2:02 - 3:35 pm

1-8 Day

1st Hour: 7:20 - 9:05 am

5th Hour: 9:10 - 9:55 am

2nd Hour: 10:00 - 10:45 am

6th Hour: 10:50 - 11:35 am

Lunch: 11:35 - 12:20

3rd Hour: 12:20 - 1:05pm

7th Hour: 1:10 - 1:55 pm

4th Hour: 2:00 - 2:45 pm

8th Hour: 2:50 - 3:35 pm

Emergency School Closing and School Day Schedule Changes

The Superintendent of schools will determine school closures, early/late dismissals, or delayed school day start in the event of hazardous weather, or other emergencies that threaten the safety, health, or welfare of students, or staff members. When a decision is made regarding school closure or school day schedule changes, this information will be posted on the district and school website, emailed via ALMA, recorded on the district and school phone message system and sent to the media (radio and television stations) as soon as possible. School will be canceled in the event the temperature drops to 35 degrees below zero Fahrenheit.

Emergency Response

SSSD uses the Standard Response Protocol through the "I Love U Guys" Foundation for emergency preparedness. SSSH students and staff participate in monthly evaluation drills and quarterly lockdown drills. The graphic below includes emergency response processes that may be utilized.

IN AN EMERGENCY TAKE ACTION



HOLD! In your room or area. Clear the halls.

STUDENTS

Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS

Close and lock the door
Account for students and adults
Do business as usual



SECURE! Get inside. Lock outside doors.

STUDENTS

Return to inside of building
Do business as usual

ADULTS

Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual



LOCKDOWN! Locks, lights, out of sight.

STUDENTS

Move away from sight
Maintain silence
Do not open the door

ADULTS

Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend



EVACUATE! (A location may be specified)

STUDENTS

Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS

Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults



SHELTER! Hazard and safety strategy.

STUDENTS

Use appropriate safety strategy for the hazard

Hazard

Tornado
Hazmat
Earthquake
Tsunami

Safety Strategy

Evacuate to shelter area
Seal the room
Drop, cover and hold
Get to high ground

ADULTS

Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

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Academics and Counseling

Counseling Center

SSHS Counseling Center provides information to students on careers, testing, job skills, colleges, school success, decision-making, personal support, and more.

Each student will be assigned a counselor to work with throughout their high school experience. The counselors follow the ASCA National Model and assist students through direct services (instruction, appraisal/advisement and counseling) and indirect services (consultation, collaboration, and referrals) through three domains:

- **Academic** - supporting the needs of individuals through the lens of the Individual Career and Academic Plan (ICAP) meeting each student's unique needs for academic success (ie. study skills, grades, schedules, tutoring support, graduation tracking, interventions).
- **Personal/Social** - School counselors are trained counselors to support students with personal and social issues providing students with a safe place for emotional well-being in both individual and group settings. Counselors are a resource for mental health referrals, bullying prevention, relationship concerns, family concerns, loss and grief, restorative solutions and practices, and peer mediation.
- **Post-Secondary advising** - Counselors advise students through post-secondary goal setting. They offer career exploration and resources to learn more about the world of work which include access to work based learning and internship opportunities. Counselors can also support students with college applications, resume building, financial aid and scholarships.

Last Names A-C & Emerging Bilingual	Misty Sellden	mcurtinsellden@ssk12.org
Last Names D-J	Cheryl Fullerton	cfullerton@ssk12.org
Last Names K-Q	Kim Horton	khorton@ssk12.org
Last Names R-Z	TBA	

For additional information on how your school counselor can support students please contact our counseling center.

The counseling center is located adjacent to the main office and can be reached at 871-3656. **Naviance** is a Web-based service designed especially for students and parents. It is a comprehensive website that you can use to help in making decisions about courses, colleges, and careers. Naviance is a service that we use in the Counseling office to track and analyze data about college and career plans so it provides up-to-date information that is specific to Steamboat Springs High School. Naviance is the platform that will house student *Individual Career and Academic Plan* information and progress. Access Naviance at www.steamboatschools.net >> select SCHOOLS >> select HIGH SCHOOL >> select STUDENT RESOURCES >> select NAVIANCE.

Registrar

I. Student Records:

SSHS shall comply with the Family Education Rights and Privacy Act (FERPA) in relation to student records. The school registrar will assist with questions regarding student records.

II. Students Withdrawing:

Students withdrawing from SSHS need to come to the counseling office to officially withdraw from school and complete a withdrawal form. They may request copies of transcripts and health records. **Note:** All fines must be paid and books returned prior to SSHS releasing records. Students who have withdrawn are not permitted on campus. Transcripts can be requested online.

Schedule Adjustments

The SSHS master schedule is built in the spring of each school year based on student course requests. Administrators have advised Counselors to not change student's class periods, off periods, or make teacher changes, as we strive to balance class sizes. Classes will **not** be overloaded to make a schedule change.

Examples of schedule adjustments that counselors will honor:

- **Missing credits:** A schedule that does not include enough credits (all freshmen and sophomores are recommended to enroll in a minimum of 7 classes each semester, juniors must be enrolled in a minimum of 6 classes each semester and seniors a minimum of 6 classes first semester and minimum of 5 classes second semester).
- **Missing core classes:** A schedule that does not include (Math, Science, English, Social Studies).
- **Level placement:** Student was placed in an incorrect class (e.g., a student who has not yet passed Integrated Math 1 is placed in Integrated Math 2).
- **Graduation Requirement:** A schedule that does not include a course required for graduation (applies to seniors).
- **Off campus course:** Courses taken at CMC or another school campus
- **Failed class:** Student failed course and needs to repeat a course or take credit recovery

Schedules will **not** be adjusted for the following reasons:

- Requests for specific open hours
- Teacher requests/changes
- Requests for a current class to be moved to a different period
- Different electives
- Students wanting to add 0 hour
- **Schedule Adjustment dates: August 8-13th, 2024 (8:30am-3:00pm)**

The only schedule adjustments that will be made will be due to legitimate changes to a student's ICAP that requires an adjustment. All schedule adjustments will require a meeting with a counselor and administrator approval. Adjustments must be completed by August 23, 2024. ***If you signed up for a Concurrent Enrollment class on CMC's campus your schedule is subject to change to accommodate.**

Course Withdrawal Policy

August 23- September 20

Dropping classes with a "W" - After August 23rd at 4:00 pm and before September

20th at 4pm, students will receive a “W” on their transcript if they drop a class. Students may drop a class with a “W” withdrawal on the transcript as long as they do not need to add a class to replace the class being dropped. Students must remain in full time status to drop a class. Dropping with a “W” will not affect a student’s GPA.

Dropping classes with “WF”: Dropping a class after 4pm on September 20th will result in dropping the class with a withdrawal fail “WF” on the student transcript. A “WF” is the same as failing the course. Students can make up the course by repeating it or through credit recovery. Students need to remain in full time status to drop a class. Dropping a class with a “WF” will affect the student’s GPA and may affect athletic eligibility.

November 15 - Deadline to drop classes: Students will not be permitted to drop classes after this date and are encouraged to finish the semester strong in the course and earn the highest grade they can. Students should meet with their counselor to discuss a plan and the best option for the second semester for student success and learning outcomes.

****December 6 - Fall semester off-site online courses need to be completed and transcripts requested:** students enrolled in an approved off-site online course who would like their grade to post to their first semester report card must complete their online course, request their official transcript be sent from the online institution to the HS registrar by Dec. 6th.

Spring dates to remember:

***January 10 (4pm) - February 10, 2025 (4pm):** Drop classes with a “W” - does not affect GPA.

***Dropping classes with “WF” - starts at 4pm on February 7, 2025**

***Deadline to drop classes: May 2, 2025 - last day to drop classes with a “WF”.**

****Spring off site online courses must be completed and transcripts sent by: May 9, 2025**

*Deadlines for dropping Concurrent Enrollment classes through CMC may be different than the ones listed above. Students need to discuss with their counselor and the CEPA coordinator specific deadlines for CMC.

Concurrent Enrollment

At Steamboat Springs School District, we are proud to offer opportunities for qualifying students to participate in concurrent enrollment classes. Concurrent enrollment allows high school students to take courses that count toward college credit, certification credit and/or graduation required credits at Colorado Mountain College (CMC), through the same course. SSHS counselors have a current list of concurrent enrollment (CE) courses offered at SSHS and CMC.

To learn more details about concurrent enrollment courses and eligibility requirements, please see the school counseling department.

Students can earn college credit from CMC while taking classes in high school. Students will be concurrently enrolled through the CMC CEPA coordinator and their high school counselor. The conversion map below demonstrates how the college credit from one college level class will convert to high school credit. Students are advised to meet with their counselor on all CE classes.

Concurrent Enrollment conversion to SSHS credit

1 college credit = see counselor

2-3 college credits = .5 high school credit

4-6 college credits = 1.0 high school credit

6-9 college credits = 1.5 high school credits

BYU Online Learning

SSHS offers online learning courses through BYU Accredited Online Program. This affords students an online option when those classes cannot be taken in person or for credit recovery.

To learn more details about online courses and eligibility requirements, please see the school counseling department.

Credit Recovery

If a student fails a SSHS course with a 40% or higher grade percentage, a student may enroll in a credit recovery course during the school year or during summer school. Online learning programs and courses are used to recover credit.

During the school year, students are required to attend daily in person for the online credit recovery course.

To earn summer school credit, students must officially register in advance, pay summer school fees and attend all 10 classes starting in early June.

Offsite Graduation Credit

Students interested in these opportunities should contact their counselor prior to registering for a class. These are guidelines for approval of outside courses to earn credit towards graduation:

- 1) Prior approval is needed. See the counseling department for the official application form
- 2) Grades will be recorded and contribute to GPA
- 3) Student is responsible for tuition

Students entering from outside the district must meet the district graduation requirements. The principal shall determine whether credit toward graduation requirements shall be granted for courses taken outside the district. All students who are currently enrolled in the district and wish to obtain credit from outside institutions, or through online programs, or home-based education, must have prior approval from the school administration. More details about these requirements can be found with the school counseling department.

Graduation Requirements

Students who successfully complete all graduation requirements and who are in good standing may participate in the graduation ceremony. Diplomas are issued after the ceremonies, provided there are no outstanding fees or detention assignments.

Class of 2025 and Class of 2026

Department	Required 2025 Grads and 2026 Grads	**HEAR Req
Business/Career/ Tech	1.0 credits 0.5 Computer Applications <i>OR</i> Advanced Computer Applications 0.5 Personal Financial Literacy choice: Personal Finance <i>OR</i> Business Economics <i>OR</i> Career & College Prep	N/A
Fine Arts	1.0 credit	N/A
Language Arts	3.5 credits 0.5 Composition 9; 0.5 Literature 9 1.0 American Literature 1.0 World Literature 0.5 Speech	4 years
Mathematics	3.0 credits	4 years
Physical Education	1.0 credits 0.5 Health	N/A
Science	2.0 credits 1.0 Physical Science 1.0 Life Science	3 years
Social Studies	3.0 credits 0.5 Civics 0.5 World Geography <i>OR</i> 1.0 AP Human Geo 1.0 American History 1.0 World History	3 years
World Languages		1 year
Electives	9.5 credits	2 years
	Total: 24 credits	17 core Academic classes

Class of 2027 and beyond

Department	Required 2027 Grads and Beyond	**HEAR Req
Business/Career/ Tech	1.0 credits 0.5 Computer Applications <i>OR</i> Advanced Computer Applications 0.5 Personal Financial Literacy choice: Personal Finance <i>OR</i> Business Economics <i>OR</i> Career & College Prep	N/A
Fine Arts	1.0 credit	N/A
Language Arts	4.0 credits 0.5 Composition 9; 0.5 Literature 9 1.0 American Literature	4 years
Mathematics	3.0 credits	4 years
Physical Education	1.0 credits 0.5 Health	N/A
Science	2.0 credits 1.0 Physical Science 1.0 Life Science	3 years

Social Studies	3.0 credits 0.5 Civics 0.5 World Geography OR 1.0 AP Human Geo 1.0 American History 1.0 World History	3 years
World Languages		1 year
Electives	9.0 credits	2 years
	Total: 24 credits	17 core Academic classes

Diploma of Emphasis

Students are encouraged to pursue a “Diploma of Emphasis”. This special recognition is awarded to students who have explored a particular passion or curriculum area in greater depth. Recognition of the “Diploma of Emphasis” will include notation on transcripts, diploma, and at graduation.

Students are expected:

- ❖ To demonstrate excellence in the courses that they are required to take. This could involve a minimum grade expectation for the courses, or assessments or both.
- ❖ To provide a “real life” demonstration of their learning. This could be done in a variety of ways including a performance or exhibition, internship, exploration or other actual experience.
- ❖ To demonstrate interaction with the community.
- ❖ Students should contact their counselor for the most up to date list and the specific requirements to earn a Diploma of Emphasis and if they have a desire to pursue such recognition. Below is a list of subject areas that offer a “Diploma of Emphasis”:

Social Studies, Language Arts, Mathematics, Science, Instrumental & Vocal Music, Visual Arts, Performing Arts, World Language, Career Technical Education (CTE)

Seal of Biliteracy

The SSSH Seal of Biliteracy is a nationally recognized award earned to 11th or 12th grade students. It signals to colleges and employers that a student has attained college level biliteracy in two or more languages.

The SSSH Seal is included on transcripts and will help students stand out on resumes and in interviews. In today's competitive job market, the ability to read, write, listen and speak in more than one language can set you apart from the crowd.

To see the criteria to receive and to apply for the Seal of Biliteracy, please contact the school counseling department.

Early Graduation

According to SSSD board policy, SSSH students, who have met the school's graduation requirements and have completed seven semesters of high school, including the ninth grade, may apply to school administration for early graduation. Please see the school counseling department for application information. Students planning to be mid-year graduates need to plan ahead with their counselors and administrators beginning in their sophomore and junior year.

Part-time Students

SSHS accepts part-time students provided they show proof that they are pursuing a diploma from another accredited institution, or program. Part-time students must be enrolled in two classes at SSHS.

Weighted Grade Point Average

The following courses will receive an extra one point (+1) on the grade point scale with the exception of an F or D:

- All SSHS Advanced Placement (AP) courses
- All Colorado Mountain College Concurrent Enrollment Guaranteed Transfer (GT) courses. See a high school counselor for an updated list of CMC's GT courses.

Academic Letter Award / Honor Roll

Student achievement is recognized at the end of each semester through the honor roll. Full time students having a grade point average of 3.5 and above, with no "F" grades at the end of each semester will be named to the SSHS Honor Roll.

Maintaining a grade point average of 3.75 or higher (not cumulative) for two consecutive semesters at Steamboat Springs High School entitles a student to an Academic Letter (determined once per year in the spring).

Graduation Distinction

There are three different distinctions for graduates each year based on cumulative weighted GPA. Those distinctions are:

4.200 GPA or higher distinguished as Summa Cum Laude

4.100 to 4.199 GPA distinguished as Magna Cum Laude

4.000 to 4.099 GPA distinguished as Cum Laude

All of the students that qualify for recognition with a 4.000 and higher would be awarded a medal prior to the graduation ceremony. There are two students that have the honor of speaking at graduation, the two students are chosen from the senior class officers.

School Services

Health/School Nurse

A nurse, or nurse's aide will be available at the school. Any student who is deemed too ill to attend class will need to report to the nurse's office in order to have a parent contacted to pick up the student to be taken home. Students who become ill at school must be evaluated and signed out of school by the nurse, or the nurse's aide prior to leaving campus. Students who leave sick without checking out through the health room will be treated as an unexcused absence.

Medications: If it becomes necessary for medicine to be given at school, the following procedure must be followed:

1. A "permission for medication" form must be completed by the parent.
2. The medicine must be brought to school in a container labeled by the pharmacy, or doctor.
3. The medication must be turned into the health room for dispensing. We will continue to administer Tylenol with your permission.
4. **We cannot dispense any other non-prescription drugs at school without a doctor's prescription.** For everyone's safety, students

may NOT carry prescription pain relievers with them at school. Parents should contact the school nurse (871-3694) to discuss the administration of prescription medication to a student prior to sending the medication to school. In an emergency situation, if deemed necessary by school staff, a student may be taken to the emergency room by ambulance. The cost associated with emergency transport shall be the sole responsibility of the parent, or guardian.

Immunizations

Colorado law requires certain minimum immunizations before a child may attend school. Children entering the school must have proof of these immunizations. Exceptions are made for religious beliefs, or if a physician certifies that the immunization would endanger the child's health. Exemption forms must be signed every year if your child is not up to date on their immunizations. All health forms and exemption forms are on the district website, or in the health office. Please contact the health office if your student has any changes in their health, or well-being during the school year at 871-3694.

Cafeteria

The SSHS cafeteria will serve students and staff lunch. A wide variety of menu items appealing to all appetites and nutritional needs are served daily. Lunch is provided without charge to all students. Both homemade and pre-made entrees, fresh fruit, pasta salads, vegetable salads, and sandwiches are offered daily. Students may consume food and beverages in the commons area only. If you have any questions regarding Nutritional Services, please call 846-4936. Parents can get more information and view lunch menus at the following website www.steamboatschoolfood.com.

Some students may qualify for **free or reduced lunch**, please contact the high school main office for assistance with the Free and Reduced Price Meal Application. A new Free and Reduced lunch application is required within the first month of each school year. Although lunch is free for all students, qualifying for the free and reduced lunch program, allows access to other financial assistance opportunities (ie. sports fees, testing fees and other school fees or expenses).

Parking on Campus

Parking at SSHS is a privilege. The safety of all students, staff, and visitors will always be considered when issuing permits to students.

Juniors and Seniors who have completed and submitted the required **Parking Permit Application** to the **Campus Supervisor** will be allowed to purchase a parking permit. The cost of the parking permit is \$5.00. There are 270 parking spots available in the student parking lot. Only 275 parking passes will be issued on a first come, first served basis. Parking on campus is only available to juniors and seniors with an appropriate permit. If any parking spots are available after all juniors and seniors have received their permits, sophomores will be entered into a lottery to determine if they can purchase a permit to park on the campus. No student can be issued a campus parking permit without proof of a valid driver's license and insurance. The only restricted area for student parking is in the teachers' parking lot. Students with a permit must park in the students' parking lot. Students who park on the Steamboat Springs High School campus are required to comply with all state, city and SSHS rules/laws and regulations. Any driving violations on campus, or off campus during the school day, may result in referral to law enforcement, disciplinary action, fines, towing, and/or the loss of on campus parking privileges for the rest of the school year.

Students are not allowed to park in the Handicapped or Visitor spaces or Staff parking lot for any reason or at any time. A first parking violation will result in a \$15.00 fine, a second parking violation will result in a fine of \$30.00, additional violations will result in a \$30.00 fine, referral to the administration and possible towing of the offending vehicle at the owner's expense. Vehicles parked on campus without a valid parking permit will receive 1 warning and then result in a \$15.00 fine then followed with the \$30.00 fine.

Student drivers without parking permits should take advantage of the District's school bus system or find other means of transportation. Parking permits must be displayed on the vehicle's front windshield at all times. Any student who has purchased a parking permit and is forced to drive a vehicle without that permit, is required to provide a complete description of that vehicle to the Campus Supervisor before the start of their class each day. Failure to do so may result in a parking violation.

Students may only park in the athletic / staff parking lot, starting at 3:35 pm after school and may not leave their car parked there overnight (except for weekends). If a student litters in the parking lot, the student will receive school detention and be required to clean up the entire parking lot during their detention time. If the passenger in a car litters, both the passenger and the owner of the car will receive detention. A second littering violation will result in lunch detention, litter pick-up and the parking pass revoked for 1 month.

Media Center

The goals of the Media Center staff are to provide materials, information, instruction, and equipment to meet the curricular needs of students and teachers, and to provide a friendly, welcome atmosphere conducive to study and research. In order to accomplish this, the following policies and procedures will apply:

1. Students are expected to use the Media Center appropriately by:
 - *working quietly and respecting the rights of others*
 - *respecting the materials of the Media Center and the needs of other users by always checking materials out before taking them from the Media Center and returning or renewing them on time*
2. The Media Center at SSSH is open and staffed from 8:00a.m. - 3:45 p.m. (unless otherwise posted).
3. The Steamboat Springs Community Library includes all four school libraries and the Bud Werner Memorial Library. One library card, or your Student I.D. may be used at all five libraries and books may be reserved and returned at any of the five libraries.
4. Teachers may schedule classes in the Media Center for instruction and research.
5. Individuals or small groups of students are welcome in the Media Center at any time unless they interfere with the work of a scheduled class.
6. If meetings are scheduled requiring the use of the Media Center, a sign will be posted on the door indicating when it will be closed.
7. Media Center staff is available to assist students at any time with research techniques, use of online databases, citation format, library catalog use, inter-library loan request procedure, and other topics as needed.
8. The National Honor Society is offering free student tutoring to any SSSH student. Please see the Media Center teacher, to sign up for these academic services.

School Procedures

Attendance Policy

One criterion of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, it is the obligation of every parent/guardian to ensure every student under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

If a student has 10 or fewer total days absent, then the following will be considered excused absences:

- Illness
- Approved pre-arranged absence (i.e. college visits)
- Out of School Suspension
- Hospitalization or short-term placement in residential facilities

All absences after 10 days will be unexcused unless a doctor's note is provided to confirm an illness or documentation is provided to confirm a mandatory court appearance.

Students will be marked absent for a class if they miss more than 20 minutes of a class, including in the beginning, middle or end of the class.

Students' attendance will show as Present when they are absent for the following reasons:

- Participation in a school activity (i.e. sport competition)
- In School Suspension

Please call the office attendance line (970-871-3698) or email Daniella Bellanca at dbellanca@ssk12.org no later than the day of an absence/tardy to inform the school of an absence.

Pre-Arranged Absence Forms: Students must get a Pre-Arranged Absence Form from the main office when an absence is planned for more than one day of school. This form is completed to arrange a make-up work plan with teachers and must be submitted to the Attendance Secretary for the absences to be excused. Pre-Arranged Absences are only excused if the student has fewer than 10 absences for the school year. Students are responsible for obtaining all the necessary signatures on the pre-arranged form.

Permit to Leave Slips: A student will receive a Permit to the Leave Building for appointments scheduled during the school day.

Tardy Slip: A student will receive a Tardy Slip when arriving late or checking in after an appointment.

Attendance letters are sent to parents/guardians when multiple excused and/or unexcused class period absences and tardies are recorded. Please refer to the [Administrative Policy S-6](#) regarding excused absences.

Unexcused Absences

Students of compulsory attendance age who have 10 or more unexcused absences may be put on an attendance contract. If additional unexcused absences occur, then the school district may take further action toward a referral to the court system due to the State of Colorado's compulsory attendance laws.

Students who "skip" classes during the school day will receive a detention for each class that they "skip." The detentions must be served within the specified time. Unserved detentions result in parent meetings, inability to participate in school activities, and a full day of in-school suspension to be served during a teacher work day.

Students will be marked absent if they are absent from the classroom for more than 20 minutes (i.e. came late, left for an extended period of time, left early or any combination).

Make-Up Work

Students are responsible to obtain their homework assignments when they miss class for illness or for other reasons. Most teachers post assignments on their website or google classrooms. Please check these resources, or with a classmate, or email the teachers for homework.

Students are expected to complete all assignments missed for illness, or other excused absences. By school policy, students are allowed one class period for each period missed due to an excused absence to make up the work. For some long-term assignments, teachers may not allow deadline extensions.

Per SSSD policy, Make-up work will not be allowed for students who "skipped" a class and will receive a zero for any assignment or assessment, unless the student is offered the opportunity to complete a detention and fulfills the detention within the identified timeframe.

Tardy

Students must arrive at each class on time. Students will be marked tardy if they enter the classroom after the bell. Being over 20 minutes late to class may be considered an absence.

Parents/Guardians are limited to excusing two morning tardies per semester for the first class of the day. Please call the office attendance line (970-871-3698) or email Daniella Bellanca at dbellanca@ssk12.org no later than the day of an absence/tardy to inform the school.

Unexcused Tardy

Students who accumulate 3 tardies will be required to serve lunch detention. Unserved detentions result in parent meetings, inability to participate in school activities, and a full day of in-school suspension to be served during a teacher work day.

"0" Hour Privilege

"0" hour classes are a privilege and carry certain extra responsibilities. Classes are offered as an option for those students who want their school day to end at 2:00 p.m. each day. The classes begin promptly at 7:20 a.m. If a student accumulates 5 or more unexcused absences and/or tardies before the completion of the first semester, that student will be removed from their "0" hour class for second semester. If a student has accumulated 5 or more unexcused absences and/or tardies before the completion of the second semester, that student will not be permitted to register for "0" hour the following school year. Parents/guardians will be notified via a letter once the student has

accumulated 5 or more unexcused absences and/or unexcused tardies outlining why their student(s) are no longer eligible for "0" hour during the second semester and/or next school year. "0" hour students must respect the learning atmosphere and leave campus immediately following the 3rd or 7th hour unless working directly with a teacher, studying in the library, waiting for the school bus or activity practice.

Anchor Period

Throughout the school year, special assemblies or classes will be offered where students and staff discuss important school issues or teen topics. All students are required to attend and participate in these important educational events.

Dance Policy

Dances are an important aspect of social development for our students. They are, however, a privilege to attend. Students registered for high school within our District, and in good standing, may attend SSHS dances. Home school students registered with our District prior to October 1st of the school year may also attend SSHS dances. Any SSHS student wishing to bring a guest to a school dance must have the guest approved by the administration at least two days prior to the activity. Guest information and a personal interview may be required prior to approval. Any guest attending a SSHS dance must be a high school student in good standing. For Prom, Snowcoming and Homecoming only, guests under the age of 21 may attend if they were a high school graduate or equivalent in good standing.

Expectations:

- Conduct yourself in a respectful manner. That means respect for oneself and other participants. Respectful means following the dress code, dancing appropriately, and following the instructions of the adult chaperones at all times.
- Homecoming and Snowcoming are semi-formal dances. Prom is a formal dance. Students and guests should dress appropriately for the dance.
- It is illegal to use, sell, carry, or otherwise possess drugs, alcohol, or any other products deemed illegal in the State of Colorado. SSHS utilizes the Steamboat Springs Police Department for determination and testing of students suspected of conducting illegal activities on school property. Students found to be in possession, or under the influence will be disciplined per the SSSD discipline policy and the police will be notified.
- Middle school students, regardless of age, are not permitted to attend high school dances.
- Students may not exit and re-enter the dance.
- Students should report any concerning or inappropriate behavior to chaperones.

Backpacks

Backpacks need to be stored inside lockers or kept with the student at all times. Backpacks will not be permitted to be left in the hallways or elsewhere on the school grounds unattended. Students who violate this policy may be subject to disciplinary consequences. The school is not responsible for lost, or stolen backpacks, or their contents. Backpacks left at the end of the day may be removed by school officials.

Electronic Use

Please review the district's technology and devices code agreement annually, found here [Technology and Devices Code Agreement](#). The opportunity to use district computers, devices and the internet is a privilege and they are to be used for

educational purposes only.

I. Internet Access

Students and parents are responsible for reviewing the “Internet Access, Electronics and Mobile Device Agreement” found here [Internet Access, Electronics and Mobile Device Agreement](#) at the beginning of the school year. Students and parents must review Administrative Policy I-23 “Student Use of The Internet And Electronic Communication” which can be found on the district website under District Information on the Steamboat Springs School District website at www.steamboatschools.net. We are pleased to offer access to the School District’s Internet network. Access to the Internet enables students to gather information from thousands of libraries, databases and educational sites. While our intent is to make Internet access available to further the educational goals and objectives of the SSSD, students may find ways to access other materials as well. Internet access entails responsibility for good behavior. If you have concerns with your students using the Internet, please contact the office immediately.

II. Cell Phone and Electronic Devices Policy

Electronic communication devices may be used during non-instructional time throughout the school day (for example: before and after school, during break, and lunch). The use of electronic communication devices in the classroom is not allowed unless specifically approved by the classroom teacher for instructional purposes only. It is the student’s responsibility to follow all teacher expectations. Unauthorized use of electronic devices will result in the following consequences.

Procedures:

- 1. 1st Violation: Student may pick up from teacher at the end of period**
- 2. 2nd Violation: Student may pick up after school from Attendance Secretary**
- 3. 3rd Violation: Parent may pick up after school from Attendance Secretary**
- 4. 4th Violation: Parent may pick up and consequence will be assigned by Assistant Principal**

III. School Device Only

All SSSH students are provided a Chromebook from the district. Students are expected to use their school provided Chromebooks in their classes. Students will not be able to access the school internet on their own devices.

IV. Artificial Intelligence (AI)

With the dynamic nature of AI development, the SSSH policies and procedures for responding to the unauthorized use of AI will continue to evolve. Please see the district and/or school website for updated information.

Field trips/Permission Forms

Students may have the opportunity to go on field trips with their class. When this occurs, teachers will send notification home with the student or by email. Students must have the written permission of their parents or guardian to attend a field trip. A general field trip permission may be signed at the beginning of the school year on the enrollment form/census verification to allow for short trips into town when students are walking or using school transportation. All school policies apply to field trips.

Food Delivery

Students are only allowed to have food delivered to school during lunch time. If a food delivery service delivers food during the instructional day, the food will be held with the campus supervisor until lunch period or the end of the day. The food will not be given to the student until those times. Students will not be given extended time for lunch if food is delivered at the end of lunch time.

Hallway Passes

Students are required to have a hall pass to go to the bathroom or to leave their classroom. Students may be supervised in learning pods without hall passes.

Lockers

Lockers are available upon request. Please take a locker only if you plan on using it regularly. It is the students' responsibility to maintain lockers and monitor their use. **The school assumes no responsibility for lost or stolen articles.** Lockers are the property of the school and are intended for storage of books, clothing, and other school-related materials. The administration, with reasonable suspicion, may search a student's locker. Padlocks are not allowed on lockers. Anything displayed, or stored in lockers must meet SSHS standards.

Modified Closed Campus/Leaving the Building

SSHS is a modified closed campus. Permission to leave the school will be granted only after confirmation by a parent, or guardian for verified emergencies, appointments, or family activity. Permission to leave may also be granted for school sponsored activities. **SENIORS, JUNIORS AND SOPHOMORES** have open campus privileges during lunch and their open hours. **FRESHMAN** have a closed campus for lunch and during their open hours unless it is 4th or 8th period at the end of the school day. Freshmen students are allowed to leave campus and go home if they have an open period during their 4th or 8th period only. Note that Gardner Field is closed to students during lunch. Freshmen students who are found violating closed campus policy are subject to disciplinary action.

For security reasons, students are only allowed to enter and exit the school building through the main front entrance. If a student exits through other entryways this will be considered a school violation.

During open periods, students are required to study or locate themselves in the commons or library. Students are not permitted to hang out in the hallways, staircases, pod areas, gyms or other unsupervised areas during open periods.

Parent/Teacher Conferences

Opportunities for school-wide parent/teacher conferences are offered twice a year; once in the fall and again in the spring. More specific information regarding times and location will be posted on our website. We strongly encourage students and parents to attend these conferences. Students or parents may also contact the school office, counseling center, or individual teachers at any time to arrange for an individual conference.

School to Home/Student Communication

There are many ways in which parents and students will receive information on school activities, student progress, etc. These are identified below:

- **Email Updates**

Periodically the school will send out email updates primarily through Alma messenger to parents with pertinent information regarding upcoming school events and activities or other relevant information. It is critical that parents contact the office whenever a change

in email address is made as this is the primary communication method. Eligibility, grades, behavior and attendance concern notices may also be sent to parents via email.

- **School Information and Updates**

The school website will be the primary information source for parents. Periodic updates will include information relative to upcoming events and activities such as parent/teacher conferences, PIC meetings, student activities, school productions/concerts, etc.

- **SSHS Home Page**

Parents can access a variety of information at the school's website: sshs.steamboatschools.net. The website includes links to school district information, access to the Alma parent portal, staff contact information, access to sports schedules, etc.

- **Alma Start for New Parents**

Alma is the SSSD student information system Please visit <https://ssk12.almastart.com/> and select **Create Account**

Staff voicemail/email

All staff members have voicemail and email. A staff listing is available on our webpage. Generally email addresses are the first initial of first name and full last name at ssk12.org—example: jjacovetto@ssk12.org (**Janine Iacovetto**).

Student I.D. Cards and Pictures

Student I.D. cards are digital through the app MINGA and can be displayed on students' cell phones. If a student does not have a cell phone, their student I.D. can be printed for them in the office. Students should carry their I.D. at all times and are also used as a library card in the media center. IDs are used for identification on school grounds and must be presented at school activities.

Visitors

During the school day all visitors are required to check in at the main office to identify themselves as soon as they come on school grounds and to obtain a visitor badge from the Campus Supervisor.

SSHS Athletics and Activities

Sports:

Fall

Football
Boys Soccer
Girls Volleyball
Cross Country
Boys Tennis
Boys Golf
E-Sports

Winter

Wrestling
Boys & Girls Basketball
Skiing (Alpine & Nordic)
Hockey

Spring

Track
Girls Golf
Girls Soccer
Girls Tennis
Baseball
Boys & Girls Lacrosse
E-Sports

Co-Curricular Activities:

National Honor Society (NHS) Speech & Debate
Future Business Leaders of America (FBLA)
Environmental/Eco Club Dance Showcase
Fellowship of Christian Athletes (FCA)
Med Prep/Health Occupations Students of America (HOSA)
Students for Social Justice Peer Tutoring
Young America's Foundation (YAF) Knowledge Bowl
Gender Sexuality Alliance (GSA) Science Olympiad
Spirit Club Sailor Senate

Spanish Club
Honor Council
Interact Club
Engineering Club
Drama Troupe
French Club

Link Crew
Model UN

Activities Participation and School Attendance

Being in school and completing work is critical for a student's success. Parents, students, and coaches are expected to adhere to the following policies:

- Participants must attend at least ½ of their academic day in order to practice, play or participate in a school sponsored activity.
- Students must be in school the day following an away or home event.

Students must travel with their team to all away events on approved school district transportation, and must adhere to the district leave time.

Students who do not meet these expectations should see the Activities and Athletics Director.

School Athletic and Activity Eligibility

Eligibility for school representation in any extracurricular function (including athletic events, clubs, Dance Showcase, band, choir, drama productions, Winter Sports Club, extra-curricular activity competitions, etc.) will follow the CHSAA guidelines for semester eligibility. These are available from the Athletics/Activities Department. The Steamboat Springs School District adheres to a **“No Pass - No Play”** policy for weekly participation. The entire eligibility policy is available through the Athletics/Activities Department. Students who are deemed to be failing one or more classes on Friday, will not be allowed to participate in athletics or any other school extracurricular activity from the following Monday through Sunday. “Extracurricular activity” is defined as the performance, but not practice, for any activity sanctioned by the school and occurring outside of the normal class period/school day on or beyond the high school grounds. Any student who was failing any class on Friday according to the weekly eligibility report will not be allowed to participate in any extracurricular activity during the following week (Mon. – Sun. inclusive).

Athletic Participation Requirements

In order for athletes to begin practice they must have completed and submitted the online Athletic Participation Registration along with the Sports Participation Fee(s), Sports Physical Form, and Baseline Impact Test Form. Additionally, CHSAA and school eligibility is reviewed prior to the athlete receiving clearance to participate in contests. Transfer students, or non-SSHS students, must meet with the Athletic Director to verify eligibility. There may be costs in addition to sports participation fees for certain athletics/activities to cover other related charges. ImPACT preseason baseline testing will be required for all athletes participating in high risk contact sports at a cost of \$15.00.

If athletics, dance, play, choir and band competitions, speech team or other extra-curricular activity is part of a student's plans in high school, they should be aware of eligibility rules adopted by the Colorado High School Activities Association (CHSAA). The CHSAA Guidelines are as follows:

- (1) The student must enroll in at least five classes, both the semesters before and during participation.
- (2) The student cannot fail more than one class per semester in order to participate.
- (3) A student may not participate in the upcoming year if they reach the age of

19 prior to August 1.

(4) Any student who has attended more than eight semesters is ineligible for high school athletics.

Alcohol, Drugs, Tobacco and Athletic/Activities Participation

Steamboat Springs High School has a no tolerance policy for the use/possession of alcohol, tobacco, and drugs. All students are expected to adhere to these policies year-round. If school administration has reasonable suspicion of a student in possession of alcohol, drugs, and/or tobacco a search may be conducted. The policy will begin upon graduation from eighth grade and will end upon graduation from high school. Athletes and other student activity participants represent SSSH in the community year around. They are expected to demonstrate the best of the SSSH student population at all times. Any athlete /activity participant who violates this expectation and policy will receive the following consequences, which accumulate over the student's high school career at SSSH. An athlete/activity participant who is found in possession of, or using tobacco in any form, drinking or having alcoholic beverages in their possession or, misusing, possessing, selling or distributing prescription, or illegal drugs at any time during the duration of their time at SSSH including summers and breaks, shall be disciplined. The full eligibility policy is available to all students and parents from the Athletic/Activities Department. **All students participating in athletics/extra curricular activities must sign a behavior expectation contract.**

Levels	Infraction	Consequences
Level A	<ul style="list-style-type: none"> -Detentions → -Sportsmanship → -Ejection from a contest → -Classroom discipline → -School suspension → 	<p>No practice or play until completed Coach & A.D. discretion Suspension from contest(s) Coach & A.D. discretion 1 game-level III suspension</p>
Level 1	<ul style="list-style-type: none"> -Alcohol, Drug, first offense → -Tobacco first offense → -Misdemeanor arrest/second tobacco → 	<p>30% of season, online drug/alcohol class, resign contract 15% of season if student self- reports 30% of season, 15% with online tobacco class, resign contract Up to 30% of season, resign contract</p>
Level 2	<ul style="list-style-type: none"> -Alcohol, Drug, second offense → -Tobacco third offense → -Alcohol or Drug infractions on away events → -DUI/DUID arrest → -Felony arrest → -Bullying or Hazing (includes cyber) → -Captain infractions → -Social Host → 	<p>100% of season or equivalent 100% of season or equivalent 100% of season or equivalent 100% of season or equivalent Up to 100% of the season Up to 100% of the season Up to 100% of the season Up to 100% of the season</p>

Level 3	-Alcohol, Drug, third offense → -Tobacco fourth offense → -Habitual arrests, suspensions, → selling/distributing, or character related issues.	Calendar year 50% possible reduction for state treatment program. Up to calendar year Up to calendar year or career suspension
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Sportsmanship

We believe that sportsmanship is the most visible symbol for the public for how well extracurricular programs work, and exhibit educational value. Sportsmanship involves citizenship, integrity, ethical behavior and respect for fair play and appreciation for all performances. SSHS students are expected to demonstrate these values both as participants and spectators at all events. Student spectators who display unsportsmanlike behavior will be removed from the event and are subject to disciplinary consequences including restriction from attendance at school activities. We have a high standard of expected behavior for our students and other fans at our student activity events. All fans are expected to cheer for our teams, but not against the other teams, coaches, or contest officials. Anyone not meeting that high standard will be asked to leave the school grounds and will not be allowed to attend additional events for some period of time, as established by the principal and activities director. Student athletes are expected to know and follow the Athletic Department Policies. These policies can be obtained at www.sailorsathletics.org. A summary policy is signed by the student athlete before their first season of competition at each school.

SSHS RULES & REGULATIONS

During School and at School-Sponsored Events: All Student Policies are not listed below. For a comprehensive list of all SSSD Board Policies for Students, follow this link:

[Student Policies: Steamboat Springs](#)

SSHS is committed to restorative practices. Growth and well-being occur in relationships and in a safe and stable environment. Our staff are committed to building positive authentic relationships with our students and families, based on high expectations and strong support. We view discipline through the lens of learning and growth. Discipline should provide an opportunity for skill building, taking accountability, and repairing relationships. The following are, but not limited to, ways in which we promote learning and accountability within our discipline system:

1. Restorative Conferences/Conversations
2. Student meets with Administrator
3. Student/teacher conference
4. Parent Notification
5. Detention assigned (to be served at lunch, after school, before school, or other time outside of class time as determined by administration)
6. Campus beautification or community service
7. Parent conference

8. Loss of open campus privilege
9. Restriction from participation at school activities
10. Restitution
11. In-School suspension
12. Out-of-school suspension (District Policy PL 17-E)
13. Police involvement/notification of law enforcement
14. Referred to Superintendent for expulsion hearing (District Policy PL 17-E)

DETENTION

Detention is a consequence assigned for behavior or attendance violations. Detention may be assigned by the administration. When detention is assigned the administration will also define when and how the detention will be served, i.e. after school, before school, during lunch, or other time outside of class time. The student must serve the detention requirement as assigned. **During the time the student has an outstanding detention, they will not be permitted to practice athletics, or participate in any school activities or athletic events.** During detention the expectation is that students will use the opportunity to catch up on school work, and students may also be required to participate in campus beautification or assist staff members. Students are expected to arrive at detention on time and on their own accord. Failure to attend detention may result in in-school suspension and/or out-of-school suspension. It is the student's responsibility to attend detention as assigned.

ALCOHOL, DRUGS AND WEAPONS

Alcohol, drugs, and weapons are not permitted in or on school property or at school-sponsored events. Any student in possession of illegal paraphernalia, or under the influence while on school property or attending school-sponsored activities, will face disciplinary action up to and including the involvement of law enforcement. The distribution of paraphernalia will result in a referral to the Superintendent and Board of Education for expulsion. During the time between the "act" and the expulsion meeting, the student will be suspended out-of-school until such time as an expulsion hearing can be held. Expulsion shall be mandatory as required in C.R.S. section 22-33-106(d)(1). (Board Policies: [WEAPONS](#), [GUNS](#), [CONTROLLED SUBSTANCES](#))

BICYCLES, E-BIKES, SKATEBOARDS AND SCOOTERS

Students are welcome to ride their bicycles/E bikes to school. Student bicycles should be stored in bicycle racks and locked securely. Skateboards must be stored in the office during school hours. For safety reasons students are not to ride bikes, E bikes, skateboards, or scooters in the bus loading areas, on the sidewalks or on the school grounds. The school is not responsible for lost, stolen or damaged property. When riding to and from school:

- **Be predictable:** Travel in a consistent and predictable manner. Keep right and pass on left. Look behind before changing positions on the trail.
- **Be respectful:** Slow down and use caution when approaching other trail users and blind turns. Please keep speed under 15 mph. When passing, use a bell and say hi to let people know that you are approaching and passing. Your e-bike can travel much faster compared to traditional bikes and slowing down to pass others is important for everyone's safety.

Class 1 pedal assist bikes ONLY: If you have a Class 2 e-bike (with a throttle), disengage the throttle and do not use it on soft surface city trails like Butcherknife. Pedal assist only.

E-Bikes yield to all other trail users: Yielding the right-of-way requires slowing down to a safe speed, being prepared to stop, establishing communication, and passing safely.

BULLYING AND SEXUAL HARASSMENT

(SSSD Policy S-31: Bullying Prevention and Education): Bullying occurs when a student, or group of students, repeatedly try to hurt, humiliate or get power over another student. Bullying is different from conflict. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. If students are in conflict, but are not using bullying to get power over the other student, our school is committed to helping the students talk it through.

- **Physical bullying** is when a student uses physical force to hurt another student (e.g., by hitting, pushing, shoving, kicking, taking a student's belongings, or stealing their money).
- **Verbal bullying** is when a student uses words, images or gestures to intimidate or humiliate another student (e.g., by taunting, name-calling, teasing, put-downs, insults, threats and blackmail).
- **Relational bullying** is when a student excludes or isolates another student (e.g., through leaving them out, manipulating others against them, or spreading gossip or rumors).
- **Cyberbullying** is when a student or students use their cell-phones, text messages, e-mails, instant messaging, the Internet and social media to bully another student in any of the ways described above.
- **Sexual harassment** is the targeting of a student with unwanted sexual comments, gestures, attention, stalking and physical contact that causes a student to feel uncomfortable or unsafe at school, or interferes with the student's schoolwork. This is dealt with under the Steamboat Springs School District RE-2- sexual harassment policy. (See SSSD [Policy S-42 Sexual Harassment](#)).
- **Harassment/Discrimination/Initiation/Intimidation/Verbal Abuse**
Harassment or discrimination of any kind (including, but not limited to harassment or discrimination based on gender, sexual preference, race, or religion), hazing, initiation – including athletics initiation, or intimidation of any student **will not** be tolerated. **HAZING IS ILLEGAL.** Any incident of this nature should be reported to the school administrators or resource officer immediately.

Artificial Intelligence (AI) generated images, audio, video, and/or text that is bullying, harassing, or discriminatory falls within these policies and should be reported to school administrators and/or the school resource office.

DRESS CODE STANDARDS

Standards for dress and appearance at Steamboat Springs High School will support the academic setting and emphasize that learning is our main purpose. Steamboat Springs High School is both students' and staffs' place of work. All of us will be comfortable working together when dress and grooming expectations are honored. SSHS is responsible for ensuring that student attire does not interfere with the health or safety of any student or staff, and that student attire does not contribute to a hostile or intimidating atmosphere for any student or staff. The dress code applies at all times while students are on school grounds, in the school building or at school sponsored events or related activities. This dress code applies to academic situations or specified situations. Appropriate attire will be expected in relation to a specific activity, such as athletic events, dances and other school related activities. It is the responsibility of all students, staff, and parents to make this dress code effective. It will be expected that all members of the SSHS community will help establish and enforce this concept to support the learning environment. If anyone is not honoring the dress code, they will be required to adjust their clothing. Parents will be notified if a student continually chooses not to honor the Dress Code Standards. If repeat violations occur, the school administration may utilize restorative justice practices or disciplinary actions as described in the discipline policy. SSHS may amend the Dress Code Standards at any time if warranted. Parent/Guardian and student will be notified by email and website of changes in policy. In case of questionable dress, the administration has the final word on what is appropriate. School Board Policy [S-41: Student Dress Code](#). For simplicity, consider the following standards:

- Draw an imaginary level line from the bottom of the armpits all the way around the torso—this is Point A
- Draw an imaginary level line about two inches below the buttocks all the way around both thighs—this is Point B
- Full clothing coverage (i.e. no holes or cut outs) around the entire body is required between Point A and Point B
- Fabric must be opaque around the entire body between Point A and Point B
- Shirts must graze the top of pants/skirts/shorts while standing upright and without pulling or stretching the top or the bottom garment
- Footwear must be worn at all time

Additional requirements for clothing and accessories (including hats, jewelry, body adornments):

- Sunglasses may not be worn inside the building
- Hats and hoodies will be removed in classrooms and other instructional environments at teacher discretion
- Clothing may not display obscene, profane, vulgar, lewd, violent or sexual advertising, symbols, words, slogans, patches, pictures, graphic messages or double meaning statements. (Policy S-42 on the district's website under Policies)
- Clothing may not refer to drugs, tobacco (nicotine), vaping, alcohol, or weapons
- Clothing cannot be demeaning toward or target any culture or ethnic group.
- Clothing may not promote any activity prohibited by the student code of conduct

If a student is wearing or carrying any clothing item or accessory that may be deemed as hazardous or as a weapon **as determined at the administrator's**

discretion (example: clothing or accessories with spikes, nails, chains, or safety pins) the item must be immediately removed and held in the office.

GANG RELATED DRESS AND BEHAVIORS

This policy has been adopted pursuant to the requirements of state law in recognition of the fact that gang activities at school impose a threat to the welfare and safety of students and others in the school community and cause substantial disruption to the educational process. The term “gang” as used in this policy refers to all groups of three or more individuals with a common interest, bond, or activity characterized by criminal or delinquent conduct, engaged in either collectively or individually.

HABITUALLY DISRUPTIVE STUDENT

A “Habitually Disruptive” student is defined as a student who has been suspended three times during a single school year for causing a material and substantial disruption in the classroom, on school grounds, on/in school vehicles, or at school activities or events. (See SSSD policy [S- 21 Grounds for Expulsion](#))

INAPPROPRIATE LANGUAGE/VULGARITY PROFANITY

Students are expected to use appropriate language while at school and at school related activities. Use of improper language such as cursing and vulgarity may result in removal from a class and any other disciplinary action contained within this section as deemed appropriate including after school detention.

LITTERING

If a student litters in the parking lot or on school grounds, the student will receive school detention and be required to clean up the entire parking lot during their detention time. Please see the parking policy for littering in the school parking lot by a car passenger or driver.

SCHOLASTIC DISHONESTY

Scholastic dishonesty is prohibited. This includes, but is not limited to, cheating on school assignments or tests, plagiarism, or collusion. Academic consequences may also be imposed. Please see updated Artificial Intelligence (AI) related cheating and plagiarism protocols. With the dynamic nature of AI development, the SSSD policies and procedures for responding to the unauthorized use of AI will continue to evolve.

THROWING SNOWBALLS

Because of the danger of serious injury to students, throwing snowballs, or throwing students into the snow is strictly prohibited on the school grounds.

TOBACCO/NICOTINE

Vaping, smoking, chewing, or any other use of any tobacco/nicotine product by students is prohibited on all school property, in a school vehicle, or at a school activity or sanctioned event. See SSSD Policy [S-30: Tobacco Use on School Property](#). School and District officials are permitted to use their discretion to determine the appropriate disciplinary response to each incident of student misconduct. Responses may include Restorative Justice, suspension, referral to a nicotine cessation program, counselor intervention, referral to the Athletic and Activities Director, and parent/guardian conference. Consideration will include whether a student possessed, used or distributed tobacco/nicotine products or devices.

UNLAWFUL ENTRY

Any student who is found entering the building or a class room without permission will be referred to an administrator. Law enforcement will be notified and charges may be filed.

VANDALISM (INCLUDING GRAFFITI)/THEFT

Vandalism includes the defacing or causing, aiding in, or permitting the defacing of District Property by any method of defacement, including, but not limited to, painting, drawing, writing, littering or otherwise marring the surface of the property by use of paint, ink or any other substance or object is prohibited. Student referred to an administrator. Law enforcement notified and charges filed. Out-of-school suspension. Students are assigned restitution if applicable. Possible referral to Superintendent for expulsion.

VIOLENT OR THREATENING BEHAVIOR

Any behavior constituting verbal threats or physical action, including, but not limited to fighting, horseplay, or play-fighting against any person will not be tolerated, and will result in immediate suspension and possible referral to the Superintendent for expulsion. If a violence risk assessment is a prerequisite for the student to return to school following suspension, all associated costs must be paid by the parent or guardian.

WILLFUL DISOBEDIENCE/DISRUPTIVE BEHAVIOR/INSUBORDINATION

Students are expected to follow the rules and regulations developed by the school, each teacher and the class. If a student fails to meet these expectations during class or while on school property, or exhibits behavior that is disruptive to the educational process and interferes with the learning of others, or is potentially harmful; these actions will be considered disruptive behavior and/or willful disobedience. (See SSSD policy [S- 21 Grounds for Expulsion](#))

THREAT ASSESSMENT

If there are known concerns about possible student threats of violence, SSSD follows the established SSSD multi-disciplinary team threat assessment process. This process includes a screening, which may move into a full threat assessment. A response management plan is implemented based upon screening and/or full threat assessment outcomes.

TITLE IX

Definition: In accordance with Title IX, the Board prohibits sexual harassment and discrimination on the basis of sex. Violations of this policy may result in disciplinary action in accordance with the Code of Student Conduct, Board policy, and applicable federal, state, and local law and regulations.

The educational programs, activities and employment opportunities offered by the Steamboat Springs School District are offered without regard to a person's actual or perceived race, creed, color, sex, sexual orientation, gender identity or gender expression, marital status, religion, national origin, ancestry, disability or need for special education services. With respect to employment practices, the district will also issue written notice that it does not discriminate on the basis of age, genetic information, or conditions related to pregnancy or childbirth. The announcement will also include the name or title, address, email address and telephone number of the person(s) designated to coordinate Title IX, Section 504 and ADA compliance activities.

Reporting Procedures:

Any report of sex-based discrimination or harassment will be taken seriously, addressed promptly and with sensitivity. A student may report an incident of sexual discrimination or harassment verbally or in writing to any district

employee. All reports shall be directed immediately to a Title IX Coordinator. All non-students can report any incident of sex-based harassment to a Title IX Coordinator. Reports can be made at any time by phone, email, or by completing and submitting the Discrimination/Harassment Incident Reporting Form. Additionally, if the person who received a complaint of sexual harassment is a mandated reporter and has reasonable cause to suspect that a student is the victim of child abuse, the incident should immediately be reported to the appropriate agency as directed by state law. This mandated reporting obligation is in addition to a report being made to a Title IX Coordinator.

SSHS Assistant Principals, Luke DeWolfe and Tanya Vigil Rivera are Title IX Coordinators.

Luke DeWolfe, Athletic Dir./Asst. Prin.
Phone number: 970-871-3686
Email address: ldewolfe@ssk12.org

Tanya Rivera-Vigil, Asst. Prin.
Phone number: 970-871-3622
Email address: triveravigil@ssk12.org

All Title IX Coordinators have received formal training. More information about the training can be found on the district website.

Retaliation/Confidentiality:

This policy prohibits retaliation against an individual who files a complaint in response to conduct that s/he reasonably believes violates this policy, or against an individual who participates or cooperates with an investigation. Confidentiality will be maintained to the extent possible to effectively respond to a reported incident of sexual harassment.

Student Leadership Opportunities

Sailor Senate

Sailor Senate is a student leadership organization whose purpose is to facilitate a connection between students, teachers, and staff members at Steamboat Springs High School. Sailor Senate will provide student voice to school administrators on school practices, issues, and policies. Membership in the organization consists of the following student organizations being represented:

Class President of each class, National Honor Society, Drama Troupe, Social Justice Club, Gay Straight Alliance Club, Multilingual Students, Science Olympiad, Eco Club, Sports Captains, Spirit Club (Other clubs or organizations may be added upon request)

Class Officers

At the beginning of each school year, each class will vote and elect class officers for that school year. Class officers include President, Vice-President, Secretary and Treasurer. Class officers are expected to lead class meetings, organize and lead class activities (ie. Homecoming activities, dance preparation, graduation arrangements, etc). Class officers are expected to be in good standing and may be removed from office by school administration if habitual disruptive behaviors or major behavior infractions occur.

Hope Squad

The Hope Squad is peer-to-peer suicide prevention program for students. Hope Squad members are trained and trusted peers that are nominated by their classmates to identify at-risk students. Hope Squad members provide a safe environment to talk about and seek resources/support for mental health and social issues that teens face. Additional information about The Hope Squad will be announced at the first school assembly. We look forward to working with you and helping support you during your high school career.

