



2024-2025
Spartan Student
Handbook

Dear Students and Parents,

Welcome to Sparta! We are excited for the 2024-2025 school year and can't wait to see what it brings. As you review the contents of the student handbook you will find that its contents include: new bell schedules, counseling information, graduation requirements, behavioral expectations, and other Doherty High School and District 11 policies. It is important to highlight the new District 11 Cell Phone Policy is included and outlined later in the handbook, but starting this school year students will no longer be able to use their phones or wearable technology at school.

Here in Sparta, we encourage every student to immerse themselves in our Spartan culture. As a school, we offer a variety of activities, athletics, and clubs. If there is interest surrounding something that is not offered we are always open to something new.

If you have any questions or concerns, don't hesitate to contact an administrator. We are looking forward to a great year!

Go Spartans,

Doherty Administrative Team

*Doherty High School holds the right to update this document as need throughout the 2024-2025 school year.

NONDISCRIMINATION STATEMENT

School District 11 is committed to a policy of nondiscrimination in relation to race, creed, color, sex (gender), ancestry, sexual orientation, religion, national origin, age and/or disability. Discrimination and/or harassment based on the aforementioned areas will not be tolerated and must be brought to the immediate attention of the school principal or designee.

DECLARACIÓN DE NO DISCRIMINACIÓN

El Distrito Escolar 11 de Colorado Springs está comprometido a una política de no discriminación en cuanto a raza, credo, color, sexo, ascendencia, orientación sexual, religion, origen nacional, edad, y/o impedimento. La discriminación y/o el acosamiento que sucedan a base de factores arriba mencionados no se tolerarán y deben ser denunciados de inmediato al director de la escuela .



THOMAS B. DOHERTY HIGH SCHOOL
4515 Barnes Rd.
Colorado Springs, Colorado 80917
(719) 328-6400, www.d11.org/doherty

STUDENT HANDBOOK

The policies and procedures contained in this handbook delineate your due process rights in reference to student behavior at Doherty High School. In receiving this handbook, you acknowledge Doherty’s administrative authority to enforce school rules accordingly. This information has been carefully prepared so that it will help you adjust to our school and become an integral part of Doherty.

Your teachers are eager to help you prepare for a successful adult life, so commit to learning. Along with your studies, get involved in extra-curricular activities. These activities are designed to help you enjoy school life. Remember your success is directly related to your efforts.

ADMINISTRATIVE PERSONNEL

Hillary Hienton	Principal	328-6402
Vanessa Vatalaro	Asst. Principal	328-6403
Rebecca Rivers	Asst. Principal	328-6552
Trevor Needham	Asst. Principal	328-6404
Jon Shub	Athletic Director/Business Mgr.	328-6443
Nicole Hart	Dean of Students 10/12 Grds.	328-6451
Diane Schinkel	Dean of Students 9/11 Grds.	328-6419
TBD	Dean of Attendance	TBD

SUPPORT PERSONNEL

Andy Storm	Main Office	328-6410
Megan Kasten	Attendance Secretary	328-6413
Simmy Palmer	Attendance Secretary	328-6414
Michelle Nyquist	Student Support and Engagement	328-6476
Julie Reid	Admin. Assistant to the Principal	328-6411
Kerstin Gokey	Admin. Assistant/HR	328-6541
Courtney Wheeler	Accounting Assistant	328-6465

Doherty High School

2024-2025 Bell Schedule

Monday 8 Period Day	Tues/Thurs (Green Days)	Wed/Fri (Blue Days)
Teachers: PD/PLC Late Start 7:20 - 9:20		
Students:		
1st 9:25 – 9:53	1st 7:35 – 9:15	5th 7:35 – 9:15
2nd 9:58 – 10:26	2nd 9:20 – 11:00	6th 9:20 – 11:00
3rd 10:31 – 10:59	Lunch 11:05 – 11:45	Lunch 11:05 – 11:45
CCR 11:04 – 11:45	3rd 11:45 – 1:25	7th 11:45 – 1:25
Lunch 11:50 – 12:30	4th 1:30 – 3:10	8th 1:30 – 3:10
4th 12:30 – 12:58		
5th 1:03 – 1:31		
6th 1:36 – 2:04		
7th 2:09 – 2:37		
8th 2:42 – 3:10		



SCHEDULE ADJUSTMENTS/LATE STARTS FOR TESTING

Other late starts and scheduling adjustments to accommodate mandatory testing, i.e. STAR, SAT, semester finals will be announced in This Week In Sparta or on the Doherty Website: www.d11.org/doherty when determined. Please check This Week In Sparta on your email for updated information.

For the safety of our students, Doherty High School is open from 7:00 a.m. to 3:30 p.m. Students are not to arrive prior to 7:00 a.m. and should leave by 3:30 p.m. unless working directly with a staff member or coach.

COUNSELING AND GUIDANCE INFORMATION

Lana Schymos	9 & 11	A-Gn	LANA.VSETECKA-SCHYMOS@d11.org	719-328-6492
Kim Stone	9 & 11	Go-O	KIMBERLY.STONE@d11.org	719-328-6407
Carrie Skeens	9 & 11	P-Z	CARRIE.SKEENS@d11.org	719-328-6416
Sandra Gilbert	10 & 12	A-Gn	SANDRA.GILBERT@d11.org	719-328-6418
Stacy Strobel	10 & 12	Go-O	STACY.STROBEL@d11.org	719-324-6409
Lydia Debelak	10	P-Z	LYDIA.DEBELAK@d11.org	719-328-6420
Lindsey Wedor	12	P-Z	LINDSEY.WEDOR@d11.org	719-328-6580
Andrew Huggins	All	College & Career	ANDREW.HUGGINS@d11.org	719-328-6408
Sabrina Perez	All	CTE Work Base Learning	SABRINA.PEREZ@d11.org	719-328-6499

Doherty High School- Schedule Change Policy

Students receive their completed class schedules in August during check-in. All schedules are reviewed by the counselors for accuracy. Counselors will be available by email to make academic adjustments if there is an error in a schedule (see the reasons below). The time set aside on these days is for brief problem solving of schedules that are missing key components. **There should be very few schedule changes necessary as students request the courses they wish to take toward graduation.**

All changes must be made 5 days after school is in session. This year that date will be **3pm on August 16th**. **No Exceptions.** Any courses dropped after this date, will result in a F on the student's transcript. Classes will not be added after this date.

Below are the only approved reasons for a schedule change:

- Student has been scheduled into a course previously passed
- Student has been scheduled into a course out of sequence (I.E., Spanish 3 before Spanish 2)
- Student is in the wrong level of class- (Honors/AP vs Regular)
- Student did not pass a class that was a prerequisite for another, or has not taken the prerequisite class
- Student is missing an academic class- math, English, history or science
- Student has an incomplete schedule
- Senior is missing a requirement for graduation
- Administrator must balance the class sizes

Schedules will not be changed for the following reasons:

- Student or parent does not like the teacher
- A different free period
- To be in a class with a friend
- Requested the course but no longer interested in the subject

General Information

Student Grade Reports

Student grade reports are always available on the Powerschool Parent Portal. Students will receive quarter grade for progress checks and will receive semester grades for class credit. Student grades will be reported as followed:

A= 90-100%

B= 80-89%

C= 70-79%

D= 60-69%

F= 0-59%

G = Credit without Grade

I = Incomplete (Parents need to contact the teacher for information)

An “Incomplete” I is utilized to inform the parent and student that the teacher has allowed the student’s work to be turned in at an agreed upon later date. Incompletes will become F’s if the student’s work is not turned in by the agreed upon date. (Illness/ medical issues/accidents may be taken into consideration if the agreed upon date for work to be handed in is in question.) Incompletes become F’s (no credit in the course for the semester) if not taken care of in a timely manner.

GRADUATION REQUIREMENTS

Subject	Credits	
English	8	
Social Studies	6	
Mathematics	6	
Science	6	
Physical Education	3	
Health	1	
Humanities	2	
Computer Education	1	
Economics	1	
Post Secondary Work Force (PWR)		1
Required Subjects	35	
Electives	<u>11</u>	
Total	46	

General Information Continued

HONOR ROLLS

Doherty publishes 3 honors lists at the end of each semester.

High Honors – Students with GPA of 4.0 or higher. Honors – Students with GPA of 3.75 to 3.99

Honorable Mention – Students with GPA of 3.5 to 3.74

ACADEMIC LETTERS

Academic letters are awarded each fall to students who have completed two consecutive semesters at Doherty with a 3.75 or better GPA.

NATIONAL HONOR SOCIETY

Sophomores, juniors, and seniors who have been at Doherty a minimum of one semester and have a minimum 3.75 cumulative GPA are eligible for selection into NHS. Selection, by a five-member faculty council, is based on a student's demonstrated character, leadership, and service (both to DHS and the community). Students are responsible for obtaining proper forms and turning in documentation in all three areas prior to announced deadline in order to be considered. Forms must be turned in to the NHS Sponsor. Eligible students will be contacted during first semester, given more information, and asked to fill out a resume if interested in membership. Once inducted into NHS, all membership requirements must be upheld.

STUDENT RECORDS

The confidentiality of student records and privacy rights of students and parents shall be maintained in compliance with the Family Educational Rights, FERPA and Privacy Act (Buckley Amendment). BOE (JO)

PARENT ACCESS TO PowerSchool

Parents can access their student's attendance records and grades by using the PowerSchool app or the Internet. To create an account and access PowerSchool go to <https://www.d11.org/PowerSchool> and follow the step-by-step instructions to get started. Doherty encourages parents to use this resource to monitor their student's progress in school.

P.E. WAIVERS

Waivers due to long-term excused illness may be granted on the written request of a licensed medical doctor. The Principal must approve these requests. Students with a P.E. waiver are exempt from the P.E. graduation requirements, but must earn equivalent credit in an elective area. In the event a student is unable to participate in P.E. for short periods of time, arrangements should be made with the P.E. teacher. Students must continue to report to class. The P.E. teacher is responsible for keeping the record of attendance.

WITHDRAWAL FROM SCHOOL

Students who must withdraw from school are asked to follow these procedures:

1. Inform the registrar (719-328-6406). If you are transferring to another school, the registrar will provide you with withdrawal paperwork.
2. The registrar will provide you with a Check-out Form, which must be signed by the Media Center and the Business Office.
3. Students will not be dropped from Doherty enrollment until student records are received from the school the student will transfer to.

General Information Continued

Final Exams

Doherty High School does not give early releases or early finals. If a student is absent during finals, they will be given a grade with the missing final calculated in their semester grade or they may make up the final within two weeks of the last day of that semester.

Athletics

For all athletic information please visit the website: www.Dohertyathletics.org

Activity Passes

Activity tickets can be purchased separately in the Business Office for \$20.00. Activity Passes are valid for home/regular season athletic events only that are held at Doherty High School or a D-11 facility. (Activity Passes **cannot** be used for district, regional or state playoffs).

Change of Address or Phone Number

Parents/Guardians are asked to inform the Registrar, (328-6406), when you change your address or home/work telephone number. This is essential to contact parents in an emergency.

Infirmary

Located in the Attendance Office, the infirmary is available for students who are temporarily ill or awaiting transportation home. All students feeling ill are to report to the Attendance Office before leaving the campus. Parents are contacted before students leave.

Visitors

For security purposes, all visitors to the campus (parents, community members, district personnel, etc.) must present a picture/valid Identification upon entrance.

This ID will be scanned into our Visitor's Management System. This system will scan your ID and give you a visitor's pass with your likeness on it. School aged visitors will not be allowed on campus unless there is an educational reason or for official business.

Verification and prior approval of such a visit must be made by an administration.

Trespassing

- All non-students and any student who is suspended from school must have administrative permission to be on the DHS campus.
- Trespassing complaints may be filed with the CSPD on persons not authorized to be on the campus.
- Doherty High School students should not be on campus after 3:30 p.m. unless they are here for an approved extracurricular activity with a staff member. All school rules apply and loitering is not allowed. Students may wait in the foyer if they are waiting for a ride.
- Failure to follow these guidelines may result in trespassing complaints.

Student Parking and Vehicle Regulations

- Parking in school lots is by permit only to students who are properly licensed and insured. Per School Board policy, the cost of a permit is \$24 for the school year. The West lots will be the primary area for student parking. Students must not park in designated visitor and handicapped spaces. You will be ticketed if you do.
- Temporary permits are available in the security office for students who have a permit but are driving a second car temporarily or have another legitimate need.
- Tickets will be issued for violations. Three tickets will result in the vehicle being booted or towed at the owner's expense.
- Speeding, reckless operation, or making excessive noise on school property or adjacent streets may result in a police citation, and/or loss of parking privileges. Speed limit is 10 miles per hour.

General Information Continued

Student Parking and Vehicle Regulations Continued

- Loitering in parking lots (sitting in and around cars) during school hours, including lunch, is not permitted. Students will receive disciplinary consequences for not following this school rule.
- Staff will park in the East Lot. Students will park in the West Lot

INCLEMENT WEATHER PROCEDURE

District 11 will:

- Make the decision to close no later than 5:30 a.m.
- Notify the local media (radio/TV)
- Determine and announce the cancellation of after-school and evening meetings, activities and community classes.

In the event of a delayed start (2 hours), District 11 will:


- Make inclement weather decisions based on student safety.
- Make the decision to open or delay opening by 5:30 a.m. and announce it via radio and TV. This information is also available on the D-11 website or by calling 520-2300.
- On rare occasions the district decides to close schools after they are in session. This decision will be made no later than 11:00 a.m. and is announced on various radio and TV stations and on the District 11 website (www.d11.org). Parents make sure your child knows what to do and where to go if dismissed early.
- Parents, make a personal decision about whether to attend late afternoon or evening activities

Contacting Your Student At School

In order to contact your student at school you can call the main school line at 719-328-6400. When calling this line you will be able to direct your call to the department you choose to speak to. If you need to get in contact with your student select 0 and your phone call will be answered by school personal and if it is an emergency the message will be sent to your student immediately. If it is not an emergency your student will receive the message when appropriate.

In compliance with School District 11 Doherty High School utilizes the Standard Response protocols pictured below.

IN AN EMERGENCY TAKE ACTION

	HOLD! In your area. Clear the halls.	
	STUDENTS Remain in the area until the "All Clear" is indicated	ADULTS Close and lock door Business as usual Account for students and adults

	SECURE! Get inside. Lock outside doors.	
	STUDENTS Return inside Business as usual Can monitor entry or control release as information grows	ADULTS Bring everyone indoors Lock outside doors Increase situational awareness Business as usual Account for students and adults

	LOCKDOWN! Locks, lights, out of sight.	
	STUDENTS Move away from sight Maintain silence Do not open the door Prepare to evade or defend	ADULTS Lock interior doors Turn out the lights Move away from sight Do not open the door Maintain silence Account for students and adults Prepare to evade or defend

	EVACUATE! (A location may be specified)	
	STUDENTS Evacuate to specified location Bring your phone Instructions may be provided about retaining or leaving belongings	ADULTS Lead evacuation to specified location Account for students and adults Notify if missing, extra or injured students or adults

	SHELTER! Hazard and safety strategy.										
	<table border="0"><tr><td>Hazard</td><td>Safety Strategy</td></tr><tr><td>Tornado</td><td>Evacuate to shelter area</td></tr><tr><td>Hazmat</td><td>Seal the room</td></tr><tr><td>Earthquake</td><td>Drop, cover and hold</td></tr><tr><td>Tsunami</td><td>Get to high ground</td></tr></table>	Hazard	Safety Strategy	Tornado	Evacuate to shelter area	Hazmat	Seal the room	Earthquake	Drop, cover and hold	Tsunami	Get to high ground
Hazard	Safety Strategy										
Tornado	Evacuate to shelter area										
Hazmat	Seal the room										
Earthquake	Drop, cover and hold										
Tsunami	Get to high ground										



When any of these protocols are used in the case of an emergency or drill Doherty High School will send out communication of the event in a manner as timely as possible.

Athletics and Activities

Doherty High school is proud to have various opportunities for students to be a part of our school. We currently offer numerous opportunities for athletics, activities, and clubs. We are always open to expanding our horizons and are willing to add new clubs and activities. If you are interested in something that is not listed below, please talk to Mr. Needham and he can assist you in starting new clubs and activities.

Athletics

Doherty High School offers the sports that are listed below. Any student involved in sports needs to follow the policies in this handbook and the District Athletic handbook that can be found here <https://resources.finalsite.net/images/v1693230792/d11org/zz4ivlulvogfkmmg6rg3/D11AthleticHandbookFeb2022.pdf>.

If you have questions about athletics please contact Athletic Director Jon Shub.

<u>Fall</u>	<u>Winter</u>	<u>Spring</u>
Bowling	Boys Basketball	Baseball
Boys Golf	Girls Basketball	Girls Tennis
Spirit Dance	Boys Wrestling	Girls Golf
Spirit Cheer	Girls Wrestling	Track and Field
Cross Country	Spirit Cheer	Boys Volleyball
Boys Soccer	Girls Swim/Dive	Girls Soccer
Boys Tennis		Boys Swim/Dive
Girls Flag Football		
Softball		
Girls Volleyball		
Football		

Activities

Doherty offers a variety of activities and clubs and we are always willing to create new activities. If you have questions about activities please contact Mr. Needham.

Student Cabinet

President	Zoey Schrader
Vice President	Adalee Johnson
Assemblies	Taya Robinson
Morale	Maddis Wittenborn
Publicity	Maizey Gufarotti
Records	Rian Brocious
Social	Chase Zaiger

Doherty High School Attendance and Discipline Code of Conduct

Disclaimer

Doherty High School is a part of Colorado Springs School District 11. We adhere to all of the School District 11 School board policies and expect our students to adhere to those policies as well. All policies outlined in this handbook are derived from and supported by Board Policy. If you would like to reference board policy it can be found at <https://www.d11.org/boe/policies>.

Student Attendance

At Doherty High School we believe that student attendance is one of the most important indicators to students success. Frequent and chronic absences may lead to poor academic work, lack of social development, and possible academic failure. Students who have good attendance achieve higher grades, enjoy school more, and are more employable after leaving school.

Excused Absences

Doherty High School will excuse absences for the following reasons:

- A student who is temporarily ill or injured.
- A student who is absent for an extended period due to physical, mental, or emotional disability.
- A student who has been suspended, expelled, or denied admission.
- A student who has been issued a work permit.
- A student who is in the custody of a court or law enforcement authorities.
- A student who is pursuing a work-study program under the supervision of a public school.
- A student who is absent due to a school related activity.
- A student who has a pre-arranged reason to receive at home instruction.

Process to excuse an absence

Absences can be excused by calling the Doherty attendance office at 719-328-6414 or 719-328-6413. You may leave a message. Attendance will be updated within 24 hours of your call.

A student's absence needs to be excused within 48 hours from the start of the absence.

Doherty High School holds the right to ask for documentation before excusal for an absence once a student becomes chronically absent. A student becomes chronically absent once they have missed 10% or more days of school.

Truancy

When a student is unexcused from a class they are considered truant from that class. Any student who is truant is subject to disciplinary action.

Once a student has missed 4 school days in a month or 10 school days in a year they are considered habitually truant. Once a student is habitually truant, Doherty High School will work with that student to remove barriers in order to assist the student in attending school. However, the school also holds the right to refer that student to truancy

Student Behavior

At Doherty High School we believe that student behavior should foster a safe environment that protects the sanctity of the classroom and promotes learning. We seek to create a positive environment that helps students achieve maximum development of individual knowledge, skills and competence and that they learn behavior patterns which will enable them to be responsible, contributing members of society.

This section of the handbook outlines general rules and expectations at Doherty High School. Outside of these General rules and expectations students are also expected to adhere to all District 11 School Board Policies.

Student Responsibilities

Students are responsible for their behavior while at school and throughout the school day. They are also responsible for their behavior on all district property, at all school sponsored events, and outside of school hours and off property.

Disciplinary action can be instituted for all behavior that breaks guidelines in this handbook, breaks District 11 Board policy, or affects the learning environment at Doherty High School.

General Rules of Conduct

- Students shall behave in a manner that supports the safety of Doherty High School and those who are a part of it and refrain from acting in a manner that exposes others or themselves to risk, danger, harm, or injury.
- Students shall refrain from bullying and cyber bullying.
- Student behavior shall respect and not disrupt the learning environment.
- Students behavior shall not fall into the category of insubordinate or defiant.
- Students shall accept responsibility of their own behavior.
- Students shall use appropriate problem solving skills to resolve conflict.
- Students shall follow all rules established in the school and in the classroom.
- Students shall respect all adults, students, and visitors.
- Students shall maintain academic integrity.
- Students will follow the cell phone policy outlined later in the handbook.
- Students shall not vandalize district property.
- Students shall not engage in unlawful or immoral activities.
- Students shall refrain from carrying, bringing, using, or possessing any weapon or weapon facsimile in or on district property.
- Students will refrain from using drugs, alcohol, or nicotine while at school, school events, or on district property.

Other Doherty Policies

Student I.D. Policy

All students must have their school issued, current year, I.D. card on their person at all times when at school or at a school event. Students must show their I.D. to enter school. Their I.D. will be used to check out books and materials. If a student loses their I.D. or does not have it to enter school, students will be issued a new I.D. for the cost of five dollars. This fee will be attached to their student obligations.

Cell Phone Policy

Doherty High School is a cell phone free campus during school hours. Students are all issued 1 yondr pouch that is utilized to hold their cell phone and wearable technology during school hours. This pouch is to be secured upon entering the building and can be unlocked when leaving the building. Pouches can be unlocked during free periods for 10th-12th graders who choose to leave campus for the period. If a student loses or damages the yondr pouch it will be replaced for a fee of 30 dollars.

When a cell phone or wearable technology is seen on campus during school hours, it will be locked in a safe in the Student Support and Engagement Office until the end of the day. Repeated offenses will result in the school holding the phone or wearable technology until it is picked up by a parent and possible disciplinary consequences.

Other Personal Technology

All students are to be issued a school Chromebook. Students are not permitted to use personal computers on school campus. If a student loses their Chromebook or charger the fee for that item will be charged to that students obligations.

Tardy Policy

Students who are considered tardy, arriving to class after the bell, will not be admitted to class without a pass. If a student is excused tardy (arriving to school late per parent, or working with school personal) will receive an excused tardy pass from our attendance window. Students who are unexcused tardy (not in class when the bell rings) will have to go to the security desk to receive an unexcused tardy pass. Teachers will update tardy attendance during the first ten minutes of the next class period.

Hallway Policy

Hallways are pathways not destinations. Students are not allowed in the hallways during class unless they have a pass and a place they are going. If a student is on an off period they need to be in the cafeteria or library. Students who are in 10th-12th grade can leave campus during an off period but they must leave within five minutes of the passing period and can not return until five minutes prior to the next passing period.

Assemblies

Students are to enter assemblies in an orderly manner, maintain appropriate behavior and remain until the assembly is concluded. Both students and teachers are expected to attend. Sign up assemblies are those that teachers have the option to sign up for. If students are required to attend a sign up assembly, they will receive information from their teacher.

Athletic Events

The Doherty and District 11 code of conduct applies at all athletic events. At athletic events and activities negative behavior will not be tolerated. This includes but is not limited to derogatory comments or cheers directed towards officials and opponents, inappropriate language, and/or rude behavior.

Other Doherty Policies Continued

Dress Code

A safe and disciplined learning environment is essential to a quality educational program. Doherty High School standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. Doherty recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. Guidelines must ensure that the dress code does not single out or discriminate against religious expression or any other protected right.

Unacceptable Items

Items deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities.

Examples of Unacceptable Items

- Items with drug, alcohol, or tobacco paraphernalia
- Items that expose inappropriate skin
- Hoods, Ski-masks, Bandanas

Leaving Campus

Outside of lunch hours, Doherty High School will be a closed campus. 10th-12th graders may leave campus for lunch but 9th graders are prohibited from leaving campus for any reason. During Free Periods 10th-12th grade students may leave campus if they leave during the passing period and they can not return until the next passing period.

Dance Policies

At school dances students are subject to all school and district policies. In order to attend a dance a student must have a 90% attendance rate. Rule and guideline surrounding bring a guest to a school dance will be advertised for each dance.