

# North Valley School for Young Adults



## Student Handbook 2024-2025

**Important Information**  
**School Telephone: 303-853-1790**  
**Welcome Center:303-853-1780 Fax:303-853-1798**

**Administration**

**Director:** Jim Lefebvre  
Lefebvrej@mapleton.us  
303-853-1791

**Secretary:** Diana Lujan  
[Lujand@mapleton.us](mailto:Lujand@mapleton.us)  
303-853-1790

**Post Secondary Coach:**Monica Johnson  
[JohnsonM4@mapleton.us](mailto:JohnsonM4@mapleton.us)  
303-853-1789

**Teaching Staff**

**English Language Arts:** Sarah Eichert  
[Eicherts@mapleton.us](mailto:Eicherts@mapleton.us)

**Science:** Brian Touher  
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**Social Studies:** Edwin Eifler  
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**Math:** Keith Decker  
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## Welcome to North Valley



Welcome!

North Valley School for Young Adults offers a unique educational pathway to success, giving students the opportunity to get back on track and earn their high school diploma. Our dedicated staff and students prioritize essential State standards, creating a learning environment that is challenging, rewarding, and enjoyable.

If you're ready to focus on earning your high school diploma, you've come to the right place!

This Handbook provides the guidance and support needed for a safe and productive learning environment. We require that both students and their parents/guardians read through this handbook and sign the acknowledgment page to ensure everyone is informed and prepared for the journey ahead.

## **North Valley Code of Conduct**

As a member of the North Valley community, I recognize the importance of my education and pledge to uphold the following principles:

### **1. Commitment to Learning:**

- I will actively engage in my education, persevering through challenges to achieve my high school diploma.
- I will attend all classes punctually and responsibly report any absences in advance.

### **2. Academic Integrity:**

- I will participate in class discussions and seek clarification when needed, demonstrating honesty and integrity in my academic pursuits.
- I will prepare for each class by completing assigned homework and bringing necessary materials.

### **3. Respectful Behavior:**

- I will demonstrate mature, respectful behavior that supports and enhances our collective school experience.
- I will come to school ready to learn without being under the influence of any drugs or alcohol during the duration of the school day.
- I will refrain from using profanity or inappropriate language, maintaining a respectful demeanor at all times.

### **4. Conflict Resolution:**

- I will seek non-violent solutions to conflicts, promoting a peaceful and inclusive community.

### **5. Personal Presentation:**

- I will dress in a manner that respects the dignity of myself and others, avoiding attire that promotes violence, sex, or drug use.
- As a young adult institution, we encourage professional attire that reflects our commitment to learning and growth.

### **6. Community Engagement:**

- I will actively support the learning of my peers, fostering collaboration and sharing ideas for improvement.
- I will engage in school activities, clubs, and community service opportunities to enrich our collective experience.

**By adhering to these principles, I pledge to uphold the values of the North Valley community and contribute to a positive and inclusive learning environment for all.**



## **Attendance Policy**

- Students must call the North Valley office before they are absent or as soon as possible at (303) 853-1790. Students who are under 18 years old should have their parent/guardian call but either way we expect a call.
- According to Mapleton district policy, an absence can be excused if it is due to: *"Illness, injury, danger to health from exposure, death of an immediate family member, or time required for doctor/dental appointment."* A doctor's note or court documentation is required to support an excused absence.
- The school director can excuse an absence in a special situation. Please see the director if a special situation occurs requiring you to miss school.
- Students must check in at the main office if they are tardy. Students who miss over 20 minutes of a class will be marked absent, and students are still expected to attend.
- Students must sign out in the office to leave school before the end of the day. Students must get parent permission to leave early.
- Classwork, homework and tests missed due to an unexcused absence may only be made up with teacher discretion.
- Classwork, homework and tests missed due to an excused absence must be completed within the midterm. Students are responsible for communicating with teachers to obtain missed work.

## **Attendance Supports**

- A phone call home will be made for students with an unexcused absence.
- Students with an excessive number of absences may be placed on an attendance contract.
- When students miss more than eight days in any midterm, they may receive reduced credit for that particular class at teacher discretion.
- If a student is absent ten consecutive days they may be withdrawn from North Valley and must reapply if they wish to return.

### **North Valley Bell Schedule**

<b>Period 1</b>	<b>8:35-9:50</b>
<b>Advisory</b>	<b>9:50-10:25</b>
<b>Period 2</b>	<b>10:25-11:40</b>
<b>Lunch</b>	<b>11:40-12:20</b>
<b>Period 3</b>	<b>12:20-1:35</b>
<b>Period 4</b>	<b>1:35-2:50</b>
<b>Elective</b>	<b>2:50-3:50</b>

## **Adequate Progress & ABC's**

At North Valley, students are expected to demonstrate “adequate progress” each quarter. Adequate progress is defined as passing at least two of the core content classes—Math, Science, Social Studies, or ELA—each quarter.

If a student fails to meet this minimum requirement in a given quarter, they will be given one additional quarter to improve and demonstrate adequate progress. Extenuating circumstances, such as medical or family emergencies, will be considered if a student is in the process of making up for inadequate progress.

If a student does not make adequate progress by the end of the following quarter, or after an Intensive session following Quarter 4, they may be unenrolled from North Valley. In such cases, the student may reapply to the school after one more quarter has passed.

## **Attendance, Behavior, and Credit (ABC's)**

The ABC's—Attendance, Behavior, and Credit—are crucial factors that influence a student's standing at North Valley. Specifically:

- Attendance: Missing more than eight (8) classes during any midterm period.
- Behavior: Incurring disciplinary actions due to behavior issues.
- Credit: Failing to earn credit by not making adequate progress.

When adequate progress is in question, these ABC factors will be considered in the decision-making process regarding a student's retention at North Valley.

## **Drug/Alcohol Policy**

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

### **First Offense**

- May result in up to a three-day suspension from school.
- Possible referral to law enforcement.

### **Second Offense**

- May result in up to a five-day suspension from school.
- A recommended treatment plan may be provided.
- Possible referral to law enforcement.

### **Third Offense**

- May result in up to a five-day suspension from school, and the student may face disenrollment from North Valley.
- Possible referral to law enforcement.

## **Field Trip/Community Service Permission**

North Valley students actively participate in educational field trips and community service projects as part of our curriculum. Throughout the school year, students may have opportunities to attend educational field trips, visit college campuses, or engage in community-building activities.

**Parents/guardians who sign this handbook grant permission for their student to attend all North Valley field trips for the school year.** Please note that participation in field trips is a privilege, and students are expected to maintain appropriate behavior. Misconduct during a field trip may result in the loss of future field trip privileges.

By signing this booklet, parents/guardians provide permission for their student to participate in all field trips available to North Valley students during the current school year. If there are specific trips that parents/guardians do not want their student to attend, they must contact the school at 303-853-1790 before the scheduled trip.



## Academic Honesty

All students are expected to demonstrate academic honesty at all times. Academic honesty entails performing and producing one's own work using individual knowledge, talents, and efforts.

Students at North Valley maintain academic honesty by:

- Not submitting AI or artificially created work as their own.
- Keeping their eyes on their own test papers at all times.
- Ensuring that answers are covered during tests.
- Putting away all notes, texts, and additional papers before commencing a test unless explicitly allowed.
- Utilizing quotation marks, footnotes, endnotes, and a bibliography when incorporating any original work, including materials from the internet.
- Refraining from using or sharing anyone else's homework, notes, tests, or assignments that may have been previously assigned and/or graded.
- Reporting any violations or suspicions of violations to a teacher or administrator.
- Ensuring all unapproved electronic devices are powered off and put away unless explicitly allowed.

## Consequences for Academic Dishonesty

**Level 1:** Teachable Moment: Parents will be notified by the teacher. This first offense is treated as a 'teachable moment,' allowing the student to rectify their mistake and receive credit for their work. Depending on the extent of the dishonesty, if related to an Edmentum class, a student may be removed from the class with no credit awarded.

**Level 2:** Meeting with the student, parent, teacher, and administrator. Often, the student will receive no credit for the particular assignment. If related to an Edmentum class, the student will be removed from the class and may be removed from all Edmentum classes for the current and next academic quarter. No credit will be awarded if the student is removed from Edmentum.

**Level 3:** (in any course or combination of courses): Administration will discuss options with the teacher. The student can earn an F for the course and could be suspended for plagiarism. If related to an Edmentum class, the student will be removed from all Edmentum classes for the current and next academic quarter. No credit will be awarded if the student is removed from Edmentum classes.

## Media Participation

To support the mission of Mapleton Public Schools, the School District occasionally seeks to include school-oriented articles, video and photography in its publications and on its website. During the school year, there may be times when different media groups (newspapers, television, school production classes, etc.) will cover activities at various Mapleton Public Schools. These articles, video or still photography, including images of students, parents, alumni, faculty and staff, may be published within the School District, locally or nationally.

Additionally, Mapleton Public Schools cannot be held responsible for material (photos, video, audio) placed without its knowledge or permission online on personal websites (such as Facebook, YouTube, etc.).

**However, Mapleton strongly encourages families to consider the following when posting photos or video to their personal sites:**

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

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

## **Student Technology**

### **North Valley Cell Phone Policy**

- 1. Permitted Use:**
  - Students are allowed to use their cell phones during lunch or specific teacher-directed times.
- 2. First and Second Offenses:**
  - If a student is seen using a cell phone outside of permitted times, the teacher will confiscate the phone and send it to the office. The student can retrieve the phone at the end of the school day.
- 3. Third Offense:**
  - After the second offense, if a student's phone is confiscated again, a meeting will be scheduled with the student and their family (if appropriate) to discuss the issue and create a plan to address it.
- 4. Fourth Offense:**
  - A fourth incident of inappropriate cell phone use will result in suspension.
- 5. Fifth Offense:**
  - A fifth incident may lead to removal from North Valley High School if the student is not making adequate academic progress.
- 6. Policy Reset:**
  - The count of offenses resets at the beginning of each quarter.

This policy aims to minimize distractions and maintain a focused learning environment while allowing appropriate use of cell phones during designated times. Students are expected to adhere to these guidelines to ensure a productive and respectful school atmosphere.

In case of an emergency, parents needing to contact their students may do so through the NV Main Office. Additionally, students may use the main office phone for emergencies.

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

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



**I will:**

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

**I will not post:**

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

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

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

**Visitors to North Valley**

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

### **North Valley Students Visiting Other Schools**

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

### **Parent/Family Involvement**

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

- Scheduling and attending quarterly Parent-Teacher Conferences.
- Keeping updated on North Valley events through our website, which can be found on the Mapleton website.
- Checking grades and attendance in Infinite Campus. The Parent Portal allows parents to access information about their student online. Call the North Valley office to get a username and password at 303-853-1790.
- Maintaining good communication with North Valley teachers, the Post Secondary Options Coach, and the Director if there are any concerns.
- Supporting your student with maintaining good attendance habits and providing encouragement all year long.

### **School Breakfast and Lunch**

North Valley students may obtain and eat a free breakfast in the MEC/MESA cafeteria from 8:00-8:30 AM, entering through the MESA front doors ONLY. They may also obtain a school lunch from the cafeteria between 11:40 AM - 12:20 PM. North Valley students may eat their lunch outside or in the student break area at North Valley, but not in the MEC/MESA cafeteria. A visitor pass is not required to get lunch in the MEC/MESA cafeteria during these times.

### **Athletic Eligibility at North Valley**

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

## School Closures

In rare instances, the Superintendent and/or Director will need to close North Valley on an emergency basis for a variety of reasons, such as inclement weather and power failure. If an emergency occurs while school is in session, students are to remain with the teacher in the classroom until official dismissal has been given by the school administrator. No student will be allowed to go home without permission of both the parent/guardian and school administrator. Call the school to contact your student. You are encouraged to check [www.mapleton.us](http://www.mapleton.us) for important school information.

## Shelter-in-Place Drills

Shelter-in-Place drills will be held in the fall and spring of each year. Each room is equipped with a map and instructions.

## Lockdown and Secure the Perimeter Drills

Lockdown and Secure the Perimeter drills will be held at least twice a year. These drills must be taken seriously, and all instructions from teachers must be followed carefully. The safety of students and staff is foremost and can only be accomplished with everyone's full cooperation.

- **Lockdown:** Classroom doors are locked, and no one is allowed to leave the classroom.
- **Secure the Perimeter:** No one, including parents, will be allowed in or out of the building.

For further information or questions, please contact the North Valley office at 303-853-1790.





# Mapleton Public Schools

## District Wide Course Requirements for Graduation

ENGLISH	<b>4 CREDITS</b>
MATH	(students who started their freshman year in the 16-17 school year need 4 credits) <b>3 CREDITS</b>
NATURAL/ PHYSICAL SCIENCES	<b>4 CREDITS</b>
SOCIAL SCIENCES	(at least .5 units of civics/Government and one unit of u.s. or world history) <b>3 CREDITS</b>
FOREIGN LANGUAGES	<b>1 CREDIT</b>
PHYSICAL EDUCATION	(.5 health, .5 PE) <b>1 CREDIT</b>
ACADEMIC ELECTIVES	(financial literacy P/f, .5 art.; other acceptable courses may come from any academic area listed or AFJROTC, foreign languages, technology, computer science, art, music, or drama. Also acceptable are concurrent enrollment or international baccalaureate courses.) <b>5.5 CREDITS</b>
CAPSTONE	(includes exhibition/ passage, independent research project, service learning, assessment data.) <b>.5 CREDITS</b>



**Total Credits = 22**





# North Valley Student Handbook 2024-2025

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

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

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**Date:**

**Student Name:**

**Student Signature:**

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**Parent/Guardian Name:**

**Parent/Guardian Signature:**

