

Jeffco Charter Schools

Instructions for Requesting Policy Waivers

Introduction: This spreadsheet is provided to help guide your school through the process of requesting appropriate waivers from district policies as well as to provide an easy and efficient way to review replacement policies when needed. Please complete each page as needed and appropriate for your school. Your waiver request should be included with your Charter Renewal Application. Once this is complete, please include PDF versions in your 2 hard copy applications and provide an electronic version of the spread sheet for use by staff.

Waiver Description: This section of the documents provides the policy number and description for each policy. When appropriate, please enter "Yes" or "No" to indicate if you will or will not be applying for each waiver. The section on the right labeled "Action" provides a short description of what is expected should you apply for the corresponding waiver. When you click on the blue link in the "Designation" column, you will be taken to the section of the spreadsheet where you can enter the required information.

Types of Waivers

No Waiver: These policies relate to state statutes that can not be waived, district policies that are in place to protect the school, staff or students and/or district policies that have not been waived in the passed.

Waiver - Automatic: These are automatically granted as per state statute or rights that will be granted to the school through the charter contract. No replacement policy is required.

Assigned: These are policies which charter school staff, students or families must follow. However, the language in the policy specifically states "district schools, staff, students or property". By "Assigning" the policy to charter schools, they are included in the policy. For example, vandalism is not allowed "on district property." Once assigned, the policy would be understood to say that vandalism is not allowed "on district or charter school property."

Limited Replacement: These are policies that apply to charter schools except the specific section listed under the "Action" column. These require a short replacement policy as listed. For example, the district's technology policy will apply to charter schools since it follows federal or state requirements. However, the district's password protocol will not apply since charter schools use different equipment. Charter schools are required to write a replacement password protocol for their school which will apply instead of the district's protocol as written in the policy. These policies will be reviewed by district staff and must be approved or denied by the BoE. At times the school and the district may need to work together to craft replacement policies that will potentially be agreeable to both parties. Replacement plans do not take effect unless approved by the Jeffco BoE.

Full Replacement Policy: Most often these are educational programming or staffing policies for which charter schools are granted responsibility by state statute or district contract. However, since they are not considered "Automatic" policies, these require that the school state their "Rationale" for requesting a waiver and provide "Replacement" policy that will guide the school in these matters. These policies will be reviewed by district staff and must be approved or denied by the BoE. At times the school and the district may need to work together to craft replacement policies that will potentially be agreeable to both parties. Replacement plans do not take effect unless approved by the Jeffco BoE.

Jefferson County School District - R-1

Montessori Peaks Academy

Submittal Date:

Nov. 20, 2019

| POLICY NAME | POLICY | DESIGNATION | Yes No | | ACTION |
|--|-----------|--------------------|-------------------------------------|-------------------------------------|---------------|
| | | | | | |
| UNLAWFUL DISCRIMINATION/EQUAL OPPORTUNITY | AC | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| TOBACCO FREE SCHOOLS | ADC | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| SCHOOL WELLNESS | ADF | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| INTERNET DMZ | EHA | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| COMPUTER SECURITY | EHAA | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| VIOLENCE IN WORKPLACE | GBEF | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| HARRASSMENT OF STUDENTS | JBB | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| PREVENTION OF BULLYING | JBC | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| ADMISSION OF EXCHANGE & FOREIGN STUDENTS | JFABB | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | APPROVED ONCE |
| STUDENT WITHDRAWAL/DROPOUTS | JFC | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT ABSENCES/EXCUSES | JH | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| TRUANCY | JHB | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| SCHOOL RELATED STUDENT PUBLICATIONS | JICEA | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT DISTRIBUTION OF NON-CURRICULAR MATERIALS | JICEC | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT INVOLVEMENT RE: DRUGS & ALCOHOL | JICH | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| WEAPONS IN SCHOOL | JICI | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT DISCIPLINE | JK | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| GROUND FOR SUSPENSION EXPULSION | JKDA/JKEA | NO WAIVER | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| BIDDING PROCEDURES | DJE | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| COMMITMENT TO CONSERVATION/ENVIRONMENT | EBABA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ENERGY CONSERVATION | ECF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| NAMING OF SCHOOL FACILITIES | FF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| STAFF HEALTH | GBGA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| INSTRUCTIONAL STAFF | GC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| PROFESSIONAL STAFF | GCA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| INSTR. STAFF SALARY | GCBA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMIN AND TECH STAFF | GCB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| PROFESS STAFF LEAVE | GCC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMIN STAFF SICK LEAVE | GCCBA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMIN/PROFESS STAFF | GCCBB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMINISTRATIVE STAFF SABATICALS | GCCBF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMINISTRATIVE STAFF LEAVE OF ABSENCE | GCCBG | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMIN/PROFESS STAFF | GCCDB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| INSTR. STAFF PART TIME | GCGA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| MENTOR TEACHERS/ADMIN | GCHA/GCHB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ADMIN STAFF ASSIGNMENTS | GCKB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| WORKFORCE REDUCTION | GCQB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPLEMENTAL RETIREMENT | GCQEA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| DISCIPLINE, SUSPEN & | GCQF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF SICK LEAVE | GDBA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |

Jefferson County School District - R-1

Montessori Peaks Academy

Submittal Date:

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| POLICY NAME | POLICY | DESIGNATION | Yes | No | ACTION |
|---|---------|----------------------------|-------------------------------------|-------------------------------------|-----------------------------------|
| OVERTIME POLICY | GDBC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDBD | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDD | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDE/GDF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDI | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SUPPORT STAFF | GDJ | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| EVALUATION OF | GDO | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| RESIGNATION OF STAFF | GDQB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| DISCIPL., SUSPENSION & | GDQD | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| STUDENT PHOTOGRAPHS | JRD | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| STUDENT FEES AND CHARGES | JQ | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| CO-OPERATIVE DECISION MAKING | KCB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| COMMUNITY INVOLVEMENT CHOOSING MASCOTS/LOGOS | KCBC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| PUBLIC CONCERNS/COMPLAINT ABOUT INSTRUCTIONAL RESOURCES | KEC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| COMMUNITY USE OF SCHOOL FACILITIES | KF | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| COMMUNITY USE | KFC | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| ENHANCEMENT | KHB | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| SPONSORSHIP PROGRAMS | KHBA | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| RELATION WITH PARENT ORGANIZATIONS | KJ | WAIVER - AUTOMATIC | <input checked="" type="checkbox"/> | <input type="checkbox"/> | NO ACTION |
| PETTY CASH | DJC | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| VENDOR RELATIONS | DJG | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| CASH IN SCHOOL BLDG | DM | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| ENVIRONMENTAL & SAFETY PROGRAM | EC | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| VANDALISM | ECAC | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| OPEN HIRING/EQUAL OPPORTUNITY | GBA | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STAFF CONDUCT | GBEB | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STAFF DRESS CODE | GBEBA | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| PERSONNEL RECORDS | GBJ | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| DISCLOSURE OF INFO TO PROSPECTIVE EMPLOYERS | GBJA | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| ADMIN/PROFESS STAFF MILITARY LEAVE | GCCBD | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| EQUAL EDUCATION OPPORTUNITY | JB | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT DRESS CODE | JICA | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT INTERVIEWS, INTERROGATIONS, SEARCH, ARREST | JIH | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STUDENT USE OF INTERNET | JS | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| PUBLIC CONDUCT ON SCHOOL PROPERTY | KFA | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| VISITORS TO SCHOOLS | KI | ASSIGNED TO CHARTERS | <input type="checkbox"/> | <input checked="" type="checkbox"/> | NO ACTION |
| STAFF USE OF INTERNET & ELECTRONIC COMMUNICATIONS | GBEE | LIMITED REPLACEMENT POLICY | <input checked="" type="checkbox"/> | <input type="checkbox"/> | EXEMPT FROM PASSWORD PROTOCOL |
| STAFF SECURITY & SAFETY | GBGB | LIMITED REPLACEMENT POLICY | <input checked="" type="checkbox"/> | <input type="checkbox"/> | EXCLUDE FROM REIMBURSEMENT POLICY |
| STUDENT RECORDS/RELEASE OF INFO. ON STUDENTS | JRA/JRC | LIMITED REPLACEMENT POLICY | <input checked="" type="checkbox"/> | <input type="checkbox"/> | ADD "OR CHARTER SCHOOL" BETWEEN |

Jefferson County School District - R-1

Montessori Peaks Academy

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| POLICY NAME | POLICY | DESIGNATION | Yes | No | ACTION |
|---|---------|-----------------------------------|-------------------------------------|--------------------------|---|
| | | | | | DISTRICT & PERSONELL / ADD "OR CHARTER SCHOOL BOARD" AFTER SUPERINTENDENT OF SCHOOLS (FOR HEARINGS) |
| STUDENT ORGANIZATIONS | JJA | <u>LIMITED REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | AUTHORITY TO ESTABLISH RULES FOR NON-CURRICULAR STUDENT ORGANIZATIONS |
| STUDENT FUNDRAISING ACTIVITIES | JJE | <u>LIMITED REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | AUTHORITY TO SELECT VENDORS |
| INTERNATIONAL/DOMESTIC OVERNIGHT STUDENT TRAVEL | JJH | <u>LIMITED REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | CHARTER TEACHERS ARE INCLUDED AS PERMISSABLE CHAPERONES |
| FISCAL MANAGEMENT - FUND BALANCE | DAB | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| PURCHASING AUTHORITY | DJ/DJA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| PURCHASING PROCEDURE | DJB | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| SCHOOL CLOSINGS | EBCE | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| FOOD SERVICE | EF | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| NUTRITIONAL FOOD CHOICES | EFEA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| TECHNOLOGY ACQUISITION POLICY | EHBB | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| ADMIN STAFF MATERNITY, CHILD CARE, PARENTAL LEAVE | GCCBC | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| PROFESSIONAL STAFF HIRING | GCE/GCF | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| EVALUATION OF INSTRUCTIONAL STAFF | GCOA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| EVALUATION OF ADMINISTRATOR AND PROF/TECH STAFF | GCOC | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| INSTRUCTIONAL GOALS | IA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| DISTRICT CALENDAR | IC/ICA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| CURRICULUM DEVELOPMENT | IGA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| HEALTH EDUCATION | IHAM | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| TEACHING ABOUT DRUGS, ALCOHOL AND TOBACCO | IHAMA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| INSTRUCTIONAL MATERIAL SELECTION AND ADOPTION | IJ | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| SUPPLEMENTARY MATERIALS SELECTION AND ADOPTION | IJK | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| LIBRARY MATERIALS SELECTION AND ADOPTION | IJL | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| TEXTBOOKS AND MATERIALS SELECTION AND ADOPTION | IJM | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| EVALUATION OF INSTRUCTIONAL PROGRAM | IL | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| TEACHING ABOUT CONTROVERSIAL ISSUES | IMB | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| ASSIGNMENT OF NEW STUDENTS TO GRADE LEVELS | JGA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE |

Jefferson County School District - R-1

Montessori Peaks Academy

Submittal Date:

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| POLICY NAME | POLICY | DESIGNATION | Yes | No | ACTION |
|---|--------|--------------------------------|-------------------------------------|--------------------------|--|
| | | | | | ACCEPTABLE REPLACEMENT POLICY |
| STUDENT CONCERNS, COMPLAINTS AND GRIEVANCES | JII | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| STUDENT SOCIAL EVENTS | JJB | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| STUDENT USE OF PERSONAL DEVICES | JSA | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| PUBLIC GIFTS/DONATIONS | KCD | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| PUBLIC/PARENT CONCERNS AND COMPLAINTS | KE | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |
| COMMUNITY ACCESS TO SCHOOL COMMUNICATION FACILITIES | KFD | <u>FULL REPLACEMENT POLICY</u> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | IF REQUESTED - CHARTER TO PROVIDE ACCEPTABLE REPLACEMENT POLICY |

Charter School Automatic Waivers as of 1/1/15

Cross Walk to Board Policies

| Statutory Citation | Description |
|--------------------------------|---|
| 22-32-109(1)(b), C.R.S. | Local board duties concerning competitive bidding |
| 22-32-109(1)(f), C.R.S. | Local board duties concerning selection of staff and pay |
| 22-32-109(1)(n)(II)(A), C.R.S. | Determine teacher-pupil contact hours |
| 22-32-109(1)(t), C.R.S. | Determine educational program and prescribe textbooks |
| 22-32-110(1)(h), C.R.S. | Local board powers-Terminate employment of personnel |
| 22-32-110(1)(i), C.R.S. | Local board duties-Reimburse employees for expenses |
| 22-32-110(1)(j), C.R.S. | Local board powers-Procure life, health, or accident insurance |
| 22-32-110(1)(k), C.R.S. | Local board powers-Policies relating the in-service training and official conduct |
| 22-32-110(1)(y), C.R.S. | Local board powers-Accepting gifts, donations, and grants |
| 22-32-110(1)(ee), C.R.S. | Local board powers-Employ teachers' aides and other non-certificated personnel |
| 22-32-126, C.R.S. | Employment and authority of principals |
| 22-33-104(4) | Compulsory school attendance-Attendance policies and excused absences |
| 22-63-301, C.R.S. | Teacher Employment Act- Grounds for dismissal |
| 22-63-302, C.R.S. | Teacher Employment Act-Procedures for dismissal of teachers |
| 22-63-401, C.R.S. | Teacher Employment Act-Teachers subject to adopted salary schedule |
| 22-63-402, C.R.S. | Teacher Employment Act-Certificate required to pay teachers |
| 22-63-403, C.R.S. | Teacher Employment Act-Describes payment of salaries |
| 22-1-112, C.R.S. | School Year-National Holidays |

Section G policy codes & their titles

| | |
|----------|--|
| GCE/GCF | Professional Staff Recruiting/Hiring |
| GCBA | Instructional Staff Contracts/Compensation/Salary Schedules |
| GCBA A | Performance Pay for Instructional Staff |
| GCBC | Professional Staff Supplementary Pay Plans/Overtime |
| GCBD | Professional Staff Fringe Benefits |
| GCFA | Hiring of Instructional Staff/Portability of Nonprobationary Status |
| GCG/GCGA | Part-Time and Substitute Professional Staff Employment/Qualifications of Substitut |
| GCQF | Discipline, Suspension and Dismissal of Professional Staff (and Contract Nonrenewa |
| GDA | Support Staff Positions |
| GDBA | Support Staff Salary Schedules |
| GDBD | Support Staff Fringe Benefits |
| GDQD | Discipline, Suspension and Dismissal of Support Staff |

CASB sample policy DJE, Bidding Procedures

CASB sample policies GCE/GCF, GCBA, GCBAA, GCBC, GCBD, GCFA, GCG/GCGA, GDA, GDBA & GDBD

CASB sample policy IC/ICA, School Year/School Calendar/Instruction Time

CASB sample policies IG, Curriculum Development and IJ, Instructional Resources & Materials

CASB sample policies GCQF & GDQD

CASB sample policy DKC, Expense Authorization, Reimbursement

CASB sample policies GCBD & GDBD

CASB sample policy GBEB

Some boards adopt policies on this issue, most likely coded as KH, Public Gifts to the Schools

CASB sample policies GDA, GDBA, GDBD

CASB sample policy CF, School Building Administration

CASB sample policies JH, Student Absences & Excuses and JHB, Truancy

none

none

CASB sample policy GCBA

CASB sample policy GCBA

CASB sample policy GCBA

CASB sample policy IC/ICA, School Year/School Calendar/Instruction Time

e Staff

l)

| <u>Policy</u> | <u>Replace Yes/No</u> | <u>If Yes, what is the "Limited Replacement Policy"</u> |
|---------------|---------------------------|--|
| GBEE | Yes | All staff at Montessori Peaks Academy (MPA) are expected to follow Jefferson County Policy GBEE other than the district's Password Protocol. As Montessori Peaks Academy is unable to maintain the Password Protocol established by this policy, MPA IT staff will enforce a password protocol for all non-district systems that are used by the school and/or school personnel. |
| GBGB | Yes | Montessori Peaks Academy will follow Policy GBGB with the replacement of the term "Board" (indicating Jefferson County Board of Education) in the section labeled <i>Reimbursement for Legal Expenses</i> being replaced with "Montessori Peaks Academy's Board of Directors or designee" |
| JRA/JRC | Yes | Montessori Peaks Academy will follow Policy JRA/JRC with the following additions [in brackets]: "During the scheduled review, the Custodian of Records will make district [or charter school] personnel available to respond..." and "A request for a formal hearing should be made in writing and addressed to the superintendent of schools [or charter school board]." |
| JJA | Yes | All student organizations shall have the right to meet on school premises during non instructional time as designated by the Executive Director or school Principal. No student organization shall be denied equal access to school facilities on the basis of the religious, political, philosophical, or other content of the speech at the meetings of such organization. The Executive Director or school Principal shall develop guidelines and rules concerning the procedures for scheduling meetings of student organizations and setting the times and facilities which are available for such meetings. Meeting times shall be limited to activity periods and other non instructional time set aside for this purpose before or after regular classroom hours. These guidelines and rules shall be made available to all students. Student organizations wishing to conduct meetings under this policy must make application to the school Principal for permission in accordance with outlined procedures. |
| JJE | Yes | Jefferson Academy shall have the authority to select vendors for student fundraising activities. Therefore, all student fundraising proposals shall follow Jefferson Academy's vendor selection protocols. The Executive Director and/or school Principal or their designee will evaluate proposals and approve or disapprove the request. Fundraising money will not be returned to the individual students nor can it be used to cover other fees for the student. Fundraising must comply with federal, state food and nutrition policies if the school provides F/R Lunch through a recognized SFA as well as district policies should the school use Jeffco as their SFA. |

JJH

Yes

Montessori Peaks Academy will follow Policy JJH which shall recognized Charter Teachers as permissable chaperones. Montessori Peaks Academy may, at it's discretion, implement protocols and internal practices to ensure compliance with the policy.

Policy: DAB - Fiscal Management - Fund Balance

Montessori Peaks Academy (MPA) should have authority to control its own fund balance and adopt fiscal policies for financial management. It is essential for the financial health of Montessori Peaks Academy that its Board maintain a sufficient amount of fund balance/net assets in all funds. Therefore, the Board shall exercise sound financial management in order to maintain a positive fund balance/net assets in all funds. Borrowing cash from the general fund should be carefully monitored to ensure no undue burden is placed on cash flows. The Board assigns to the Executive Director or designee the responsibility of accumulating and maintaining appropriate fund reserves and cash borrowing policies. In 2012, C.R.S. 22-44-102 (7.3) was revised to define an ongoing deficit as being a negative amount on a modified accrual basis of accounting (GAAP basis) in the unassigned fund balance for governmental funds or unrestricted net assets for proprietary funds. C.R.S. 22-44-105 (1.5)(a)&(c) further require that districts and charter schools ensure that there are no ongoing deficits resulting from recording expenditures beyond current revenues and beginning fund balance. In order for the general fund to be compliant with the above noted statute, sufficient reserves must be maintained to cover the annual salary accrual expenditure made on a GAAP basis and the reserve amount required by Section 20(5) of Article X, known as the TABOR Amendment (TABOR). If the general fund has a positive net change in fund balance, this may be used to build reserves, if not appropriated to other areas, so as to cover salary accruals and meet the required TABOR and Board reserves and to align with national credit rating standards with the goal of maintaining an investment grade rating.

Policy: DJ/DJA - Purchasing Authority

Montessori Peaks Academy (MPA) intends to follow the Jefferson County school district policy's established intent regarding purchasing/purchasing authority. However, MPA shall be its own purchasing authority, will use district purchasing at times but reserves but also reserves the right to purchase items outside of the district's purchasing department.

Policy: DJB - Purchasing Procedures

Montessori Peaks Academy intends to follow the Jefferson County school district policy's established intent regarding purchasing procedure.s However, Montessori Peaks Academy's purchases are approved by the Executive Director, Principal or a designee, and in cases where the amount of the purchase exceeds the spending limit established by MPA Board Policy, the MPA Board Treasurer or the MPA Board of Directors has approval rights. In cases where Federal or State Grants require the funds to be monitored by and purchases made through the district, including debarment checks, the school will district process or follow the required purchasing procedures if going outside of the district in order to comply with all requirements.

Policy: EBCE - School Closings

Montessori Peaks Academy intends to follow the District snow day determinations and schedule. However, MPA may call a snow day or cancel school for other necessary reasons outside of the District's cancellation determination. In such cases, the Executive Director or designee is authorized to close the school for any reason deemed necessary, including for emergencies related to building repair issues. Administrators shall be sensitive to MPA families who drive a considerable distance to school. Should MPA cancel school outside of a district cancellation, the district will be notified directly and the community shall be notified through radio, TV and through the district's school emergency notification telephone and email system and by posting on the school's website.

Policy: EF - Food Service

Montessori Peaks Academy (MPA) intends to use Jefferson County Public School as their School Food Authority in offering lunch to students including students who qualify for Free and Reduced Lunch. However, MPA will maintain authority to run, operate or contract for an independent food service program. MPA may also contract with an FSA other than Jeffco Schools or elect to focus on parent-provided meals. Any or all of these programs will provide nutritious meals options to students.

Policy: EFEA - Nutritional Food Choices

Montessori Peaks Academy is part of the Jeffco Healthy Schools Initiative and therefore intends to follow the healthy school guidelines set forth by the district. However, should the school not be working with the district or an outside food service authority, the school may deviate from this policy in order to implement its Montessori curriculum through projects, class events or other mechanisms.

Policy: EHBB - Technology Acquisition Policy

Montessori Peaks Academy may purchase technology equipment through the District's purchasing processes. However, the school may also secure technology equipment by purchasing from vendors other than those used by the district and may secure equipment from the federal government or other qualified sources that donate quality equipment to non-profit organizations or public schools. As such, the school will maintain flexibility in acquiring or securing technology including servers, laptops, tablets, chrome books or other devices from vendors or suppliers other than those used by the District.

Policy: GCCBC - Admin Staff Maternity, Child Care, Parental Leave

Montessori Peaks Academy (MPA) will be responsible for its own personnel matters, including its family and medical leave policy. MPA will adhere to applicable federal and state laws regarding the administration and granting of requests for leaves of absence. An employee, who has been employed by MPA for at least 12 consecutive months prior to the start of a requested leave and has worked at least 1,250 hours during the 12 months preceding the commencement of a leave of absence, may be eligible under the Family and Medical Leave Act (FMLA) to take up to 12 weeks of unpaid, job-protected leave or 26 weeks of unpaid, job-protected leave in a single 12 month period in the case of military caregiver leave, for qualified reasons covered under FMLA. During an approved leave of absence that falls under the guidelines of FMLA, health insurance coverage will continue under the same terms and conditions as if the employee had not taken leave. The employee must notify the Executive Director or their designee, in writing, of the need to take a leave of absence. When foreseeable, the employee must provide a 30 day notice prior to the commencement of the leave. When the need for leave is unforeseeable, the employee must provide notice as soon as possible and practical under the circumstances. An employee may choose to use accrued paid time off to cover some or all of the leave period. Upon return from an approved leave of absence, the employee will be restored to the same job or one nearly identical to it with equivalent pay, benefits, and other employment terms and conditions. Employees requesting to extend the leave period beyond the time frame granted in accordance with the Family and Medical Leave Act, should submit a request for an extension, in writing, to the Executive Director or their designee, which is subject to approval. Montessori Peaks Academy may revise this policy to comply with changes in statutory requirements or as determined by administration or the Board of Directors so long as such changes comply with all applicable federal and state regulations.

Policy: GCE-GCF - Professional Staff Hiring

Montessori Peaks Academy (MPA) endeavors to employ dynamic, effective, well-qualified, and efficient personnel to carry out a constantly improving educational program. The Executive Director or Principal interviews, hires and supervises administration, faculty, and staff including ensuring staff are reviewed and provided feedback on a regular basis.

MPA seeks to:

1. Recruit, select, employ, and retain the best qualified personnel available to operate the school;
2. Provide equal employment opportunities for all candidates for positions in accordance with MPA's non-discrimination policy which may change to ensure compliance with state and federal requirements.
3. Develop high quality human relationships to foster high levels of personnel performance and satisfaction;
4. Deploy available personnel to use their skills and experience as effectively as possible to achieve MPA's goals and objectives;
5. Develop and manage a personnel compensation, leave, and benefit program to attract and retain qualified employees;
6. Manage the development and maintenance of job descriptions to ensure all personnel fully understand their role at MPA;
7. Oversee an employee evaluation program to contribute to the improvement of personnel performance and professional development; and
8. Administer effective personnel policies to create and maintain a positive working relationship between the board, the administration, and school personnel.

Policy: GCOA - Evaluation of Instructional Staff

Effective staff observations and evaluations are essential to maintain and assure quality instruction of students and support of the overall organization at Montessori Peaks Academy (MPA).

(1) To assist the teaching staff in understanding the professional demands and effective teaching expectations of the administration and the Board of Directors;

(2) To improve a teacher's professional and interpersonal performance, and;

(3) To have a policy and evaluation procedure in place to assist in personal development and goal formulation and to assist the administration in the determination of continued employment.

Role of Principals. The Executive Director and/or each school Principal and his /her designee will be in charge of the annual observation and evaluation process for each staff member.

Role of Board Members. Board members have the oversight necessary to ensure that appropriate annual observations are occurring including staff members receiving the feedback that will help them grow and develop professionally.

Staff Classification. For purposes of this policy, staff shall be classified as follows:

(1) Administrative staff includes the Executive Director, Principals and their administrative team, and Business Managers;

(2) Certified/licensed staff includes, but is not limited to, classroom instructors, specials instructors, instructional coaches and intervention specialists;

(3) Support staff includes, but is not limited to, coaches, office staff, educational assistants, health and playground aides, and building maintenance staff.

Frequency.

(1) Administrative staff will receive an annual evaluation;

(2) Certified/licensed staff, in their first two years of service to Montessori Peaks Academy, will receive formal observations during the first and second semester of each school year. After their first two years of service at Montessori Peaks Academy, the staff member will be observed at least once a year;

(3) Support staff will receive an annual evaluation.

Support staff will first be evaluated by their lead teachers and then by school administration. As stated in Policy: No administrator shall be responsible for the supervision and/or evaluation of a relative.

Process.

(1) Staff will receive a copy of the Montessori Peaks Academy Staff Evaluation policy in their staff handbook. This policy will be reviewed with staff during an August in-service date;

(2) Certified/licensed staff shall receive formal observations complete with a pre and post conference, on a schedule as identified in section (e); they will also receive an annual summative evaluation

(3) On an annual basis, certified/licensed staff will outline their goals and complete a professional growth plan, if needed. The professional growth plan will be submitted as part of the evaluation process;

(4) Support staff shall receive annual written observation reports on a schedule as identified in section (e);

(5) Certified staff evaluations will be submitted to the appropriate Staff Review Committee by April 30 of each year. Each SRC will meet with administrators to discuss recommendations for staff retention.

(6) Copies of the observations (for certified staff) and summative evaluations will be given to staff for signatures and placed in their personnel files.

Montessori Peaks Academy reserves the right to revise or change these policies as needed to appropriately administer that academic program, staff coaching and staff management so long as said revisions meet all statutory requirements if any.

Policy: GCOC - Evaluation of Administrator and Prof/Technical Staff

STATUTE: 22-32-126, C.R.S. Employment and authority of principals

Montessori Peaks Academy (MPA) will be responsible for its own personnel matters, including employment of the Executive Director and/or Principals and establishing its own terms and conditions of employment, policies, rules, and regulations. The Executive Director will be employed on an at-will basis.

MPA and its Board of Directors will be responsible for employment of the Executive Director rather than Jefferson County School District and will ensure that it is in accordance with the Charter School Agreement and will also follow the policies and procedures set forth by the school. MPA will follow the policies and procedures set forth by the school. The Executive Director shall assume the administrative responsibility and instructional leadership, under the supervision of the Board of Directors and in accordance with the rules and regulations of Jefferson County School District, for the planning, management, operation, and evaluation of the educational program of MPA. The performance of the Executive Director will be measured each year by the MPA Board of Directors.

Policy: IA - Instructional Goals

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by MPA. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. A description of the educational program and curriculum of MPA is detailed in the charter application and/or MPA Board Policy Manual. MPA will use state required tests as well as other school based or nationally accepted assessments to track student progress and identify areas of for growth. Instructional goals and their success will be measured by the performance criteria and assessments that apply to MPA, as set forth in the Charter School Agreement.

Policy: IC-ICA - District Calendar

Montessori Peaks Academy (MPA) shall create its own school calendar each year that will meet or exceed statutory requirements for number of contact hours. The calendar will be given to all stakeholders in the school (parents and staff) and will include all in-service days during the year. MPA acknowledges that families often have students enrolled in both Jeffco traditional public schools and MPA. As a result, MPA will attempt to remain similar to the district calendar for holidays and spring break. The Executive Director, Principal or their designee will draft and the MPA Board of Directors will approve the school year and school calendar as soon as practical prior to the end of the prior school year.

Policy: IGA - Curriculum Development

STATUTE: 22-32-109(1)(t), C.R.S. Determine educational program and prescribe textbooks

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. A description of the Montessori curriculum of MPA is outlined in the charter application submitted to the district or in Board Policy. MPA will implement its programs and curriculum and ensure that students meet the educational standards of the school.

Policy: IHAM - Health Education

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. Montessori Peaks Academy faculty will teach the curriculum in accordance with State and District standards.

Policy: IHAMA - Teaching about Drugs, Alcohol and Tobacco

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals in grades K-8. MPA faculty will teach the curriculum in accordance with State and District standards.

Policy: IJ - Instructional Material Selection and Adoption

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. MPA will have responsibility for adopting and overseeing the curricula that support students in receiving a high-quality education that is also aligned to core state academic standards. MPA's Executive Director and/or Principals shall review, select, and approve all learning resources for MPA to deliver the stated curricula.

Policy: IJK - Supplementary Materials Selection and Adoption

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. MPA will have responsibility for adopting and overseeing supplemental materials that support students in receiving a high-quality education that is also aligned to core state academic standards. MPA's Executive Director and/or Principals or designee shall review, select, and approve all learning resources for MPA to deliver the stated curricula.

Policy: IJL - Library Materials Selection and Adoption

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. MPA will have responsibility for adopting and overseeing supplemental materials that support students in receiving a high-quality education that is also aligned to core state academic standards. MPA's Executive Director and/or Principals or designee shall review, select, and approve all learning resources for MPA to deliver the stated curricula.

Policy: IJM - Textbooks and Materials Selection and Adoption

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. MPA will have responsibility for adopting and overseeing supplemental materials that support students in receiving a high-quality education that is also aligned to core state academic standards. MPA's Executive Director and/or Principals or designee shall review, select, and approve all learning resources for MPA to deliver the stated curricula.

Policy: IL - Evaluation of Instructional Program

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine and evaluate the educational program to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori curriculum and core principals. MPA will have responsibility for evaluating the instructional program, determining areas of success, identifying areas for growth and adopting and overseeing programming changes as necessary to ensure students receive a high-quality education that is also aligned to core state academic standards.

Policy: IMB - Teaching about Controversial Topics

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program and textbooks to be used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. As a result of this waiver, Montessori Peaks Academy (MPA) will be able to implement its programs and curriculum and ensure that students meet the educational standards of the school. The teaching of controversial issues at MPA shall follow the intent of the Jefferson County School District Policy IMB and IMB-R. MPA recognizes that controversy from differences of opinion of issues is inherent in a pluralistic society. Controversial issues include matters characterized by significant differences of opinion usually generated from differing underlying values, beliefs, and interests, which produce significant social tension and which are not necessarily resolvable by reference to accepted facts. MPA understands that an important function of education is to provide students with an understanding of how controversial issues are dealt with in a democracy. This includes the opportunity to learn about the issues, problems, and concerns of contemporary society, to form opinions, and to participate in discussion of these issues and expression of opinion in the classroom. Teachers may use the study and discussion of controversial issues as appropriate to the attainment of course objectives directly related to content standards so long as the appropriate protocols for school administrative approval and parental notification and consent are followed. MPA respects the students' and parents' rights to hold diverse views and encourage them to discuss these issues further at home. Parents are encouraged to speak with administration if they have concerns about controversial topics. Alternative learning resources or opportunities will be provided on a limited basis for families that choose such an alternative. These learning activities are often not teacher lead but most often student based independent study. These programs will also be limited in scope and specific to the single topic or resource and will not be used to replace any course of study.

Policy: JGA - Assignment of New Students to Grade Level

Montessori Peaks Academy (MPA) intends to follow the Jefferson County School District policy's intent regarding the assignment of new students to grade level, however MPA reserves the right to make a grade placement if needed to ensure student success in the Montessori curriculum. In such cases, the same or similar processes outlined in District Policy JGA will be followed.

Policy: JII - Student Concerns, Complaints and Grievances

Montessori Peaks Academy (MPA) believes that parent and student concerns, complaints, or grievances should be addressed in a timely manner. To that end the Board has adopted a process to address concerns, complaints or grievances of parents and/or students about staff members or about other parents and/or students. Retaliation or retribution is prohibited for grievances made in good faith. (This policy is not intended to supersede the following policies but rather to provide a process for other types of grievances: Sexual Harassment and Sexual Harassment of or by Students.)

MPA and its administration welcome constructive criticism whenever it is motivated by a sincere desire to improve the quality of the educational program or management of our school. MPA requires that all parties must communicate in a respectful and non-accusatory manner honoring the school rules; keep the issues from becoming personal attacks and stay to the point of the concern. Parents shall comply with the Parent Code of Conduct.

MPA Board Policy - Parent/Student Greivance Process has been adopted and impelemented by the MPA Board of Directors (BOD). The MPA BOD reserves the right to update or revise the policy as needed to ensure a healthy and cooperative school environment.

Policy: JJB - Student Social Events

Montessori Peaks Academy (MPA) intends to follow the Jefferson County policy's intent regarding student social events. However, to ensure the successful fulfillment of the schools Mission, Vision, academic program and educational outcomes, MPA reserves the right for the Executive Director, Principal or their designee make a final determination regarding the type and amount of events at each grade level, birthday acknowledgments and or other events and activities that might arise.

Policy: JSA - Student Use of Personal Devices

The Jefferson County School District and Board has granted to the Board of Directors of Montessori Peaks Academy (MPA) the authority to determine the educational program used by the school. Jefferson County School District retains the right of final approval of the educational program through the Charter School Agreement. MPA adheres to the Montessori principles in elementary and middle school. MPA will have responsibility for adopting and overseeing policies that govern the use personal devices to ensure students recieve a high-quality education that is also aligned to core state academic standards. As the environment surrounding the use of personnal devices in an educational setting is so vastly diverse in a K-8 environment and is a rapidly developing area of technology service, supports and challenges, MPA's Executive Director and/or Principals shall review, select, and approve all protocols for MPA to deliver the stated curricula and ensure student safety. At a minimum, students and stuff must adhere to MPA Board Policy - Internet Acceptable Use.

Policy: KCD - Public Gifts/Donations

Montessori Peaks Academy (MPA) will be responsible for accepting or declining public gifts or donation made to MPA and how the gifts/donations will be utilized.

Gifts of money, real or personal property and personal services from organizations, community groups and/or individuals which will benefit the school shall be encouraged by school administration. Gifts will be accepted without promise or expectation of future consideration of the donor including how such gifts will be used. Individuals or groups shall discuss what gifts are appropriate and needed in advance with the MPA Executive Director, principal or designee.

Equipment that meets an educational purpose must be operative at the time of donation and meet minimum standards set by MPA. Such equipment shall be added to the school's inventory if deemed appropriate per financial policies and procedure manuals.

MPA reserves the right to accept or decline any proposed gifts. In determining whether a gift will be accepted, consideration shall be given to Board policies, the district's Call to Action and district policies, as applicable.

Policy: KE - Public/Parent Concerns and Complaints

Montessori Peaks Academy (MPA) believes that parent, student and public concerns, complaints, or grievances should be addressed in a timely manner. To that end the Board has adopted a process to address concerns, complaints or grievances of parents and/or students about staff members or about other parents and/or students. Retaliation or retribution is prohibited for grievances made in good faith. (This policy is not intended to supersede the following policies but rather to provide a process for other types of grievances: Sexual Harassment and Sexual Harassment of or by Students.)

MPA and its administration welcome constructive criticism whenever it is motivated by a sincere desire to improve the quality of the educational program or management of our school. MPA requires that all parties must communicate in a respectful and non-accusatory manner honoring the school rules; keep the issues from becoming personal attacks and stay to the point of the concern. Parents shall comply with the Parent Code of Conduct.

Montessori Peaks Academy Board Policy - Parent/Student Grievance Process has been adopted and implemented by the MPA Board of Directors (BOD). The MPA BOD reserves the right to update or revise the policy as needed to ensure a healthy and cooperative school environment.

Policy: KFD - Community Access to School Communications

Montessori Peaks Academy (MPA) intends to follow the Jefferson County district policy's intent regarding community access to school communication facilities. However, the school reserves the right to approve all material distributed to students such that only material that directly affects the growth of our students is allowed. In addition, if approved, access for outside organizations during school-sponsored events/activities may have a fee. Organizations such as PTA or authorized programs are in alignment with the school's curriculum, events or activities may be allowed to support students. All communications or access must be approved by the Executive Director, Principal or designee.