



Student / Parent Handbook  
2024- 2025

1424 13th Ave, Greeley, CO 80631

970-348-4800 | [ftsoi.greeleyschools.org](https://ftsoi.greeleyschools.org)

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## Board of Education

For information about the current Greeley-Evans School District 6 Board of Education including members, contact information, meeting schedules and more, please visit [www.greeleyschools.org/our-district/board-of-education](http://www.greeleyschools.org/our-district/board-of-education).

## Weld County School District 6 Leadership Team

For information about the current Greeley-Evans School District 6 Leadership Team including titles, contact information, organizational charts and more, please visit [www.greeleyschools.org/our-district/our-leadership-team](http://www.greeleyschools.org/our-district/our-leadership-team)

# The Fred Tjardes School of Innovation K-8 School Staff

## **Master of Hats**

Austin Vaclavik

## **Purple Band: Kindergarten**

Savannah Chavez

## **Orange Band: Grades 1/2**

Chelsea Niekelski

## **Blue Band: Grades 1/2/3**

Tiffany McCall

## **Green Band: Grades 3/4**

Ches Bond

## **Red Band: Grades 4/5**

Craig Newkirk

## **Yellow Band: Grades 6/7**

Mandy Haraksin

## **Black Band: Grades 7/8**

### **Lead Collaborator**

David Edwards

### **Special Education Collaborator**

#### **Lead Collaborator**

Caitlin Konecny

### **Floating Collaborator**

#### **Lead Collaborator**

Dr. Courtney Luce

### **Floating Collaborator**

Dr. Tatum Monaghan

## **Social Worker**

Rodrigo Morendez

## **Speech Language Provider**

Lauren Cox

## **Occupational Therapist**

Toshifumi Araki

## **Secretary**

Maria Dacus

## **Special Education Para**

Tasja Guerrero

## **Registered Nurse**

Rachel Thomas, RN BSN

## **Kitchen Manager**

Brenda Hensley

## **Kitchen Specialist**

Krystle Nachtigal

## **Lunch Monitors**

Sara Brooks

Courtney Streckwald

Roseanne Willett

## **Building Manager**

Linda Tellez

## **Night Custodians**

Levi Antuna

Carlos Vargar

## School Hours 2024-2025(Bell Schedule)

Mondays - LATE START	
8:30 - 8:40	Doors open for breakfast
8:40 - 8:50	Students are welcome on playground
8:50 - 3:10	School Day Hours
11:00 - 11:40	Lunch
7:30 - 3:30	Office Hours

Tuesday - Friday	
Doors open for breakfast	7:30 - 7:40
Students are welcome on playground	7:40 - 7:50
School Day Hours	7:50 - 3:10
Lunch	11:00 - 11:40
Office Hours	7:30 - 3:30



**2024-2025 Student Calendar**

- = Students are in school
- = Students are *NOT* in school

July 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

**August 12, 2024**  
Grades 1-12 Students' first day of school

**August 15, 2024**  
Preschool and Kindergarten  
Students' first day of school

**September 2, 2024**  
Holiday – District Closed, No school

**September 23, 2024**  
No school for students

**October 4, 2024**  
No school for students

**October 11-14, 2024**  
No school for students

**November 25-29, 2024**  
Thanksgiving Break, No school for students

**December 20, 2024-January 6, 2025**  
Winter Break, No school for students

**January 20, 2025**  
Holiday – District Closed, No school

**February 3, 2025**  
No school for students

**February 17, 2025**  
Holiday – District Closed, No school

**March 7, 2025**  
No school for students

**March 17-21, 2025**  
Spring Break, No school

**April 24-25, 2025**  
No school for students

**May 2, 2025**  
No school for students

**May 22, 2025**  
Students' last day of school

## Mission

Children are naturally curious and creative learners. By connecting students with meaningful questions and real tools, we will foster an atmosphere where risk-taking and curiosity are encouraged and students are empowered to become problem-finders and problem-solvers. We will nurture each student's character development and inspire a sense of social responsibility by creating local partnerships that allow students to engage with their community.

## Vision

Imagine a school where students are asked to design an indoor garden. Instead of listening to a teacher tell them about photosynthesis, students would have to research and understand the process in order to accomplish their task. With the guidance of a teacher, they would develop scale drawings, exploring ratios and geometric principles. After writing and presenting proposals, the students would then construct the recommended garden and discuss the history and potential impacts of community gardens in urban areas. We aim to develop students that have the critical thinking skills necessary to become productive citizens and it is this type of cross-curricular hands-on project that we will use to accomplish this objective.



# Statement on Cultural Equity

*To provide education for all, The Fred Tjardes School of Innovation commits to championing policies and practices of cultural equity that empower students to build a just, inclusive, and diverse community.*

## We Believe

- Everyone is welcome here
- Fair access to education is a basic human right
- Diversity is a strength
- Everyone deserves meaningful inclusion
- Everyone deserves dignity
- Everyone deserves to grow and learn
- What makes you different makes you beautiful
- That racism has no place in our school or society

## We Will

- Ensure all families have fair access to enroll at our school
- Make sure our students and staff represent the diversity of Greeley
- Treat all students with dignity and compassion
- Actively engage all voices in the classroom and community
- Focus on the growth of our students as learners and individuals
- Create a safe space for all races, gender identities, orientations, ages, abilities, religions, and wealth statuses
- Improve diverse representation in decision making bodies
- Demonstrate that we are anti racist and will actively confront racism
- Actively engage in public and private-sector policy that promotes cultural equity and systemic change.
- Teach topics and content that promote equity

## We Acknowledge

- Systemic racism and inequity in education are pervasive in the United States.
- We must all hold ourselves accountable, as individuals and as a community, to challenge systemic inequity and take action to promote inclusive policy.
- Everyone has a right to equitable access to a full, vibrant education, which is essential to a healthy and democratic society.
- Education offers tools for students to support cultural equity
- Content should reflect the lives of students in our classrooms

- Content should reflect diverse experiences and perspectives

#### Definitions

- Cultural equity in education – the values, policies, and practices that ensure all people are represented in the development of the education system, the support of learners, the nurturing of accessible spaces for expression, and the fair distribution of resources.

## How We Learn

The year is comprised of 2 Learning Loops which contain the following stages:

### INFORM

The first step in our model will be about building the base skills and knowledge necessary to be successful in each loop. Collaborators (teachers) will carefully craft and plan lessons that will help develop the skills and knowledge necessary without letting direct instruction become the only method of learning throughout the loop. In the early bands, students will have more traditional instruction in basic reading and math, as this is proven by research to be the most effective method for learning these skills. As they progress in the program, they will take more ownership of building background. Information will not just be front loaded, but it will be entwined throughout the loop.

### INSPIRE

Inspiration can come in many forms. First, students will dive into teacher directed hands-on experiences, get stuck, and try to find solutions. Our model will allow students to explore a theme from many different avenues in order to find inspiration. Our community will be the initial source for this inspiration, as looking locally will help students understand that they are able impact their environment, that they have legitimate agency, and that their voices and ideas matter. These beliefs are essential to motivating students to move from thought to action.

### IGNITE

Students will understand that being a problem-solver begins with being a problem-finder. Once collaborators have guided students in the process, students will search for local problems that interest them (local can be school, businesses, community). Students will work with their problem-solving-community (PSC) and collaborators to begin working through solutions. It is here that we expect students to work through failure and begin to develop grit. Students will delve more deeply into research, engage in ideation, develop prototypes, and test their prototypes. At early years grade bands, this part of the process will be highly scaffolded.

## INNOVATE

Students will demonstrate learning by doing, creating, and presenting. In the innovation phase, students will show their learning and know how to talk about it. Three-four times a year students will present projects to the community (school or local) to demonstrate learning from each loop. Prior to and during the innovation phase, students will meet with a problem-solving-leader (PSL) to discuss which standards their project is helping them develop, learn, and master so that students begin to control and design their own learning using standards and competency as their guide.

## Home/School Communication

Parent/Collaborator communication is encouraged! Reach out via phone, email, and the School Status Connect messaging app. Parent-Student-Collaborator Conferences occur once a trimester. It is very important that parent(s) and guardian(s) attend school conferences to have a conversation about student growth.

Because of the small nature of our school and limited plan time, we ask that non-urgent meetings with collaborators be scheduled in advance. If you would like to have a personal meeting with your student's collaborator, please call the office at (970) 348-4800 or send a personal email to set up an appointment. The collaborator will contact parents/guardians and set up a mutually agreed upon time to meet.

Additionally, all communication between students and home should happen through the office. While we realize many students have personal cell phones, students should not be using their phones for any reason during school hours unless the phone is a documented medical device. All health related concerns should be managed through the health office.

## Cell Phone Policy

Students are no longer permitted to have cell phones at school. Of course, we know students will still bring them to school, but the expectation is that they are powered off and stored in backpacks during school hours. IF a staff member sees a student with their phone out, it will be confiscated and held in the office until a parent or guardian comes to the office to collect it.

## Field Trip Policy

We frequently spend time learning outside of the school building! Each family will sign a form (Mini Excursion Permission Form) at the beginning of the year to allow students to attend all walking field trips to the park, the Greeley Museum, or other local businesses within one mile of the school. Field trips outside of a one mile radius of the school will require separate, trip-specific permission slips. All Collaborators are CPR/First Aid certified and have received Medication Administration Training allowing them to support students with health needs off campus.

## Technology

With every passing year, technology becomes more ingrained in education. This year is no exception. Each student will be assigned a Chromebook which they will use daily. Signed district Technology Agreements and Chromebook Use Agreements (part of the online registration) will be required prior to your student being assigned said Chromebook and certainly before they are allowed to take it home (if the need arises). You and your student will be responsible for the care and proper use of all assigned technology. Misuse of district technology may result in disciplinary action. Additionally, beginning in August 2022, families may be responsible for repair costs to damaged chromebooks. Here is a list of common repairs and the cost to fix them:

Broken screen - \$130

Plastic casing around display bezel - \$25

Replacement power adapter - \$27

Damaged keyboard - \$25

Replacement Chromebook - \$300 (Chromebook) + \$28 (license) = \$328

## Co-Curricular Activities

Co-curricular activities and clubs may be created based on student needs and interests. As the year goes on, students may have opportunities to participate in music, theater, yearbook, student council, woodshop, art, and other clubs. Information and permission slips will be sent out to families prior to the start of the activity.

## Dress Code

At the Fred Tjardes School of Innovation, our dress code is created with your child's safety in mind. Because students may be working with tools during the day, closed toe shoes are required in the workshop. Please have them wear or pack closed toed shoes daily. In addition, walking field trips and trips to the local park will be regular occurrences. Please have students wear shoes in which they will be comfortable walking up to one mile. Because we have slick and hard floors, "Heelies" will not be allowed at school.

Any clothing item or accessory that causes a disruption to school safety, personal safety and/or the learning environment may result in discretionary intervention by school administrators.

# Attendance Requirements

We believe that relationships forged between students and collaborators in a high quality learning environment are critical to students' educational, personal, and academic growth. In order for these relationships to be formed, consistent and punctual attendance at school is necessary.

In order to best support our families, a student missing 5 days within any given trimester will result in an attendance meeting with your Collaborator, a Lead Collaborator, our Social Worker, and the student's family. This meeting is meant to provide a time and space to collaboratively address attendance concerns and create an attendance contract, if necessary.

Note: For the sake of equity, these meetings will be scheduled even if the absences are due to vacation, illness, or are otherwise excused. A student missing 10 days (unexcused) in a school year may result in truancy proceedings. Additionally, breached attendance contracts may also result in truancy proceedings.

What is considered an excused absence (according to District 6 Board Policy):

- Illness/injury with approval
- physical, mental, or behavioral disability or disorder
- Work study
- Attending school-sponsored events
- Student who is suspended or expelled

What is considered an unexcused absence (according to District 6 Board Policy):

- Any absence not covered by the excused absences above



## Tardy Policy

Whether it's 3 minutes or 3 hours, educational time missed due to being late to school adds up. In order to best support our families, a student arriving late to school (after 8:50am on Mondays, after 7:50am on Tuesdays-Fridays) without an excuse (see note) will be considered an unexcused tardy. 10 unexcused tardies within a trimester will result in an attendance meeting with your Collaborator, a Lead Collaborator, our Social Worker, and the student's family. This meeting is meant to provide a time and space to collaboratively address attendance concerns and create an attendance contract, if necessary.

Additionally, arriving more than 75 minutes late will be considered a half-day absence, per District 6 policy.

Note: Only notes from appointments including but not limited to doctors, dentist, counselors, etc will excuse tardies.

All students arriving late to school (after 8:50am on Mondays, after 7:50am on Tuesdays-Fridays) must be signed in at the front desk by a parent or guardian. Students will not be allowed to join their band until signed in properly.

## Who should I call if my child will be late or absent?

Please contact the school office at 970-348-4800 (or reach out via email) if your child will be late for school or absent. If you call before or after school hours, leave your name, your child's name, his/her teacher's name, and the reason your child cannot be at school. If your child will come to school late, include what time he or she will arrive. When your child returns to school after an absence, please send a note explaining the reason for the absence.

## Midday Pick Up

Only adults whose names appear on your child's Infinite Campus profile may take your child out of school. All children who leave campus early should be signed out from the office. If you have a planned appointment, please let your Collaborator know ahead of time in case your child's band will be out of the building, so the Collaborator can make arrangements for pick up.

# Health Services Information

## Health Clerks

District 6 has School Health Clerks who are the main care-givers in health offices in all district and charter schools. They perform first aid and care for ill children, administer medications, perform health screenings, manage immunization and health records. They are available to answer questions and are able to contact a School Registered Nurse Consultant at all times. Health Clerks have taken a health clerk training course and have yearly CPR, First Aid, Medication Administration, and other trainings as needed for specific student health needs.

## Registered Nurse Consultants

District 6 has School Registered Nurse Consultants who work as a team with health clerks, school administration and staff to provide physical, mental, and social support to help children learn. School Registered Nurse Consultants are trained with an RN-BSN and have obtained School Nurse licensure through CDE. School Nurses are responsible for preparing health care plans, documenting health histories, collaborating with the special education team on educational plans, delegating to unlicensed personnel who provide care for students, assisting with health education units, consulting with outside health providers and agencies.

## Illness or Injury

When minor injuries occur at school, trained school personnel give first aid treatment. Parents will be called if there is a serious injury. Parents will also be called to pick up children who have a temperature above 100 degrees or diarrhea, vomiting, or a contagious disease. PLEASE KEEP EMERGENCY CONTACT INFORMATION UPDATED WITH THE FRONT OFFICE STAFF. We need to be able to contact you if your child is ill or injured. Students may go to the Health Office when they feel ill and the nurse or health clerk will visit with them and help them make a decision as to whether or not they should go home.

The health office is staffed daily by a health clerk. Feel free to call the health office with questions or concerns. The school registered nurse consultant is on call at all times for emergencies or health questions. If your student has chronic health concerns, please contact the health office each year to update your student's health information.

An "emergency medical plan" form should be on file for any child with an existing medical problem and/or allergy (such as asthma, seizures, allergy to bee stings, etc.). If the school is unable to contact parents in an emergency situation, an ambulance may be called to transport the child to the North Colorado Medical Center's emergency room.

## When to Keep a Child Home from School

Please keep children home from school if they have any of the following symptoms:

- Diarrhea
- New or persistent cough
- Severe cold
- Undetermined rash
- Temperature of 100 degrees or higher
- Sore throat - difficulty swallowing
- Vomiting during past 24 hours

Please contact the School Registered Nurse Consultant if you have any question

# Immunizations

Immunizations are an important part of our children's health care and Colorado Law requires that children going to school be vaccinated to prevent vaccine-preventable disease. As a public school in the state of Colorado, we are required to follow immunization requirements at the Fred Tjardes School of Innovation. Students are not permitted to attend school without meeting immunization requirements or having a signed personal, medical, or religious exemption.

Schools work hard to ensure compliance with the immunization laws. Your help in providing updated immunization records at school registration and when your child receives additional vaccine(s) is greatly appreciated.

Families can find more info on [Greeley Schools website via this link](#) and may also reach out to the school's healthier services team with specific questions.

## Medications at School

Parents have the primary responsibility for the health of their children. This includes the administration of medicine. School District Six personnel encourages medicines be taken at home if at all possible. Many medicines may be taken before school hours and/or after school hours. However, if your child must have medication of any type during school, including prescription or over-the-counter medicine (pills, syrups, cough drops, eye drops, creams, ointments, inhalers, injectable), you have three choices. If school personnel are asked to take some of the responsibility, the following policy/procedures apply:

1. Parents/Guardians may come to school and give it to their child at the appropriate time.
2. Parents/Guardians and health care providers may complete and sign a physician authorization form. The medication must be in a pharmacy-labeled bottle or original packaging with instructions.
3. Parents/Guardians may discuss with their health care provider an alternative schedule so the medication can be given outside of school hours.

Medications of any sort (over the counter or prescription) are not to be in the possession of students, except for those with written authorization from their health care provider, their family and the School Registered Nurse Consultant.

If your child will need any medication or treatment at school, please obtain a copy of the physician authorization form from the Health Office or download from [health services website via this link](#)

## Accidents at School

It is the policy of District Six schools in case of a serious accident to a child to have the School Registered Nurse Consultant, Health Clerk or other qualified person administer first aid that is absolutely necessary. Every possible effort will be made to contact parents to find out what their wishes are in the matter in the event of this occurrence. If a parent cannot be contacted, an attempt will be made to contact the family doctor. If there is no response, the child will be taken to the North Colorado Medical Center via ambulance. It is important that school databases are completed and returned to school as soon as possible.

## Health Questionnaire / Students with Health Concerns

It is extremely important that parents/guardians complete the Annual Health Questionnaire and Emergency Information form. This is now part of the Annual Student Data Update which serves as the registration process for returning students. Additionally, The Health Questionnaire is also part of the Online Registration for New Students which is completed by all incoming Kindergarteners as well as students who are new to District Six.

School Registered Nurse Consultants write Health Care Plans (HCP) for students with known health concerns and/or that require specific procedures at school.

All students who have diabetes, seizures, severe allergies, severe asthma or who have any medication (prescription or over the counter) in school should have a HCP. Other disorders may also have specific precautions which would require a HCP. PLEASE contact the school Health Clerk or School Registered Nurse Consultant if you have concerns about your child's health.

Students with severe asthma, severe allergies, seizure disorder or diabetes are able to secure forms from Health Office or or download from [health services website via this link](#)

## Screenings

Hearing and vision screenings are conducted annually by health services staff including the District Audiologist. At Fred Tjardes, we screen every student, every year.

Glasses when prescribed by an eye care professional are extremely crucial to student success. Please make sure students wear them daily at school.

Students who do not pass vision screening will receive a "referral" for follow-up care. Students who do not pass hearing screening will continue to be monitored by the school audiologist.

## Loaned Clothing

The health office has a limited supply of extra clothing for accidents. Please wash and return all clothes that are loaned or borrowed at your earliest convenience.

## Exclusion from School for Health Reasons

The following Exclusion Guidelines will be utilized to determine if a student should be sent home because of illness.

### District 6 Health Exclusion Guidelines

Symptom	Exclusion Guidelines
Cough	Recommended for students experiencing severe, uncontrolled coughing or wheezing, or difficulty breathing.
Diarrhea	Recommended for students with other symptoms in addition to diarrhea such as: vomiting, abdominal pain, fever, the diarrhea cannot be contained in a toilet, there is blood or mucus in the stool. Student should be diarrhea free for 24 hours without medication before returning to school.
Fever (defined as a temperature >100.5 F orally)	Recommended if the student has symptoms in addition to the fever such as a rash, sore throat, vomiting, diarrhea, etc. Student should be fever free for 24 hours without medication before returning to school.
Mouth Sores	Recommended if student is drooling uncontrollably.
Rash	Recommended if student has symptoms in addition to the rash such as behavioral change, fever, joint pain, bruising not associated with injury, or if the rash is open and oozing.
Stomach Ache Abdominal Pain	Recommended if the pain is severe, if the pain appears after an injury, or if the student had symptoms in addition to the stomach ache such as vomiting, fever, diarrhea, etc.
Swollen Glands	Recommended if the student has symptoms in addition to the swollen glands such as difficulty breathing or swallowing, fever, etc.
Vomiting	Generally recommended if the student has vomited more than 2 times in 24 hours, if the vomit is green or bloody, if the student had a recent head injury, or if the student has symptoms in addition to the vomiting such as



	fever, diarrhea, stomach ache, etc. Student should be vomit free for 24 hours without medication before returning to school.
Earache	No exclusion necessary
Headache	No exclusion necessary. Contact nurse if headache is persistent, severe, is accompanied by other symptoms or if the student has a health care plan.
Lice	Exclusion is for children found with live head lice only. Data does not support school exclusion for nits (lice eggs).
Contagious Illness	Students on antibiotics for contagious illnesses, such as strep throat, tonsillitis, bronchitis, pinkeye or pneumonia, must stay home until antibiotic has been taken for 24 hours. All skin lesions must be covered by a bandage or clothing during the school day. This may include impetigo, ring worm, scabies, and other fungal, bacterial or viral skin infections.
Other considerations	Consider exclusion if: <ul style="list-style-type: none"> <li>- The student is unable to participate comfortably in usual activities</li> <li>- The student requires more medical care than the school personnel are able to provide</li> <li>- The student has a high fever, behavioral changes, persistent crying, difficulty breathing, uncontrolled coughing, or other signs suggesting a severe illness.</li> <li>- The student is ill with a potentially contagious disease and exclusion is recommended by a health care provider, the state or local public health agency.</li> </ul>
Source: D6 Exclusion Guidelines 08022012	*Adapted from CDPHE - Infectious Disease Guidelines in Public Schools, Revised Dec. 2004. Colorado Department of Public Health and Environment. <a href="http://www.cde.state.co.us/cdesped/NurseHealth.asp#infect">http://www.cde.state.co.us/cdesped/NurseHealth.asp#infect</a>

## Nutrition Services

Weld County School District 6 Nutrition Services Department is taking a proactive approach to offering healthier and fresher foods for the students in our community. Our 'home-cooked' meals are prepared fresh daily utilizing whole, natural ingredients. Eliminating processed foods and replacing them with items made 'from scratch' has allowed the department to significantly reduce the amount of sodium, preservatives and other artificial ingredients that are served to our students. In addition, the Nutrition Services Department continues to expand its Farm to School Program by purchasing fresh produce from local growers. This provides our students with the freshest fruits and vegetables possible, while also supporting the local community. If you ever have a question, concern or want to give some general feedback, please contact us at [www.greeleyschools.org/families/nutritionservices](http://www.greeleyschools.org/families/nutritionservices) or call the Nutrition Office at 970.348.6600.

## School Benefits Application

Starting this 2023-24 school year, Greeley-Evans School District 6 is excited to announce the participation in the Healthy School Meals for All program for breakfast and lunch. This means that all D6 students enrolled at Greeley-Evans School District 6 may eat breakfast and lunch at no cost!

As in previous years, it is important for households to provide their household income information to Greeley-Evans School District 6. While meals will be provided at no cost to all students, this information is crucial for D6 to continue to receive full access to state and federal funding. These funds go directly to our schools to help cover the cost of meals, support after-school activities and programs among a number of other benefits. Additionally, households who qualify may have school and athletic fees waived for 2023-24.

The D6 School Benefits Application is available now at:  
[D6 School Benefits Application \(English\)](#)

## Wellness Policy

Research shows that children perform better in school when they eat healthy and are physically active. To support academic achievement and healthy living, Weld County School District 6 offers exciting wellness opportunities for both students and employees. With devotion to wellness programming for the entire district, healthy initiatives are changing behaviors for life. District 6 has strategies in place to improve eating habits, increase physical activity, and provide a healthier school atmosphere. Please visit the [District's Student Wellness page for more information.](#)

## Non-Custodial Parent Access to Students and Records

We request that when parents are divorced, they provide the school a copy of any legal documentation restricting legal or physical custody of the children. We will use these documents to make certain that your child's best interests as well as both of the parents' interests/rights (as determined by law) are being served.

Without a court order terminating or determining parental rights, or a restraining order denying access to the children, school, or children's records both parents have access to the following:

- parent-teacher conferences
- access to the child's school records

The parent without physical custody may visit the child at school, i.e., during lunch/recess, or pick them up from school if these actions fall within the custody agreement. The school will not know if a person's parental rights have been removed or modified by the courts unless we are so informed by the child's caretaker. This information must be in the form of a copy of the official court documents.

## Inclement Weather

Weather and temperature changes in Colorado can often be very difficult to predict. It can be very cold in the morning when your child leaves for school, but often by lunch time, the temperature will have completely changed. Parents are encouraged to pay attention to the Colorado weather forecasted for our area.

Be sure your child dresses warmly for walking field trips and winter playground activities. We will still go to the park for recess and go outside for brain breaks unless it is actively raining/snowing or the temperature is below 17° F (factoring for wind chill).

## School Closures and Delayed Starts

Occasionally, winter weather in northern Colorado can cause severe enough conditions that we have to consider closing schools or delaying the start of schools. This decision could be made because of significant snowfall, dangerous road conditions, or extreme cold.

Deciding whether to close or delay the start of schools is always done with the safety of students, parents and staff in mind. District staff will do everything they can to make a decision as early as possible to allow parents to make alternative plans.

If schools are closed for the day because of weather, students will remain home. Generally, this also means that all other school activities, such as after-school clubs, sports, practices, etc. are also canceled for that day. The lost instructional time may need to be made up later in the year in order to meet the State of Colorado's minimum requirements for annual instructional time for students.

If schools will open on a two-hour delayed start, then students should arrive at school two hours later than their normal start times. A delayed start could be used if weather or road conditions are severe overnight but expected to improve in the morning.

## School Closing Announcements

If schools are to be closed or put on a two-hour delayed start because of poor weather and road conditions, then that decision will be announced by these means:

- A posting on the district's main website
- Postings to the district's social media sites: Twitter and Facebook
- A recorded message on the district's main telephone number: 970-348-6000
- Notification to local and metro-Denver area radio and television stations
- Notification to The Greeley Tribune newspaper

Announcements of school closings, delayed opening or early closing of Weld County School District Six - Greeley/Evans Schools due to sleet, snow, or hazardous weather conditions are made on the District's website and/or local radio stations such as KFKA 1310 AM, KUAD 99.1 FM; & KUNC 91.5 FM

If snow or bad weather begins after school is in session, school may be closed early to permit students to be driven home before the roads become dangerous.

Again please refer to the District's website and/or local radio stations for closing announcements so that phones at the schools, the superintendent's office, and the bus supervisor's office can remain open to confer with the local police and the highway patrol.

## Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA), a federal law administered by the Department (20 U.S.C. § 1232g; 34 CFR Part 99), affords parents and “eligible students” (students who are at least 18 years old, or, in attendance at a postsecondary institution at any age) certain rights with respect to education records, such as the right to consent to the disclosure of personally identifiable information (PII) from the education records (except in certain circumstances). FERPA requires schools and districts to provide annual notification to parents and eligible students of their rights under FERPA, including:

- the right to inspect and review their education records, the right to seek to amend those records, the right to consent to disclosure of PII from those records (unless an exception applies), and the right to file a complaint with the Department regarding an alleged FERPA violation;
- the procedure for exercising the right to inspect and review education records, and the procedure for requesting amendment of those records; and
- the school’s or district’s criteria for determining who constitutes a “school official” and what constitutes a “legitimate educational interest.”

Additional information here:

<https://www2.ed.gov/policy/gen/guid/fpco/ferpa/parents.html>

## Code of Conduct

Collaborators will work with students to ensure that behavior is conducive to student learning. We will utilize a Restorative Justice model for student behavior to help with conflict resolution and student behavior.

Any behavior that is unable to be resolved using the Restorative Justice model or that is consistent or extreme, will be resolved using the District 6 discipline matrix. Consequences for inappropriate behavior are contained in the discipline matrix which is used in all schools.

The school's responses to inappropriate behaviors are subject to change by the direction of Weld County District 6 Board of Education. Prior to the imposition of a consequence, the student will be informed of the behavior for which the consequence is being imposed and will have some opportunity to explain his/her side of the story. Students using Internet must abide by the provision of the District 6 Technology User Agreement and Colorado Revised Statute 18-5.5-101 and 18.5.5-102 (also Title 17, USC Section 102). Copies are available upon request. For students identified as disabled and on an Individual Education Plan, please refer to policy/procedure JK\*-2. Please note that any infraction marked with an asterisk (\*) may involve school police resource officer or local law enforcement agency. CCS means community/campus service and suspension can be in-school (ISS) or out-of-school (OSS)

## Student Drop Off & Pickup

Student drop off and pick up will take place on 13th Ave. Vehicles must park legally before allowing passengers to enter or exit the vehicle. Stopping in the middle of the street, blocking the bike lanes, and double parking are not permitted. It is expected that any persons crossing those streets use the designated crosswalks.

## Bicycles

Students who ride bikes to school will need to be sure to bring their own bicycle lock to campus and keep bikes locked up on bike racks during the school day. We also ask that students wear helmets and observe bicycle safety rules when riding to and from school. If a student will be riding a bicycle to and from school and needs assistance in learning bicycle rules, please let us know and we will assist the student to ensure their safety.



## Volunteers

Parent and community involvement is an important connection to a positive educational environment. We invite our families to volunteer and we have a variety of opportunities for our parents to do this. When our parents are involved, all of our school community will benefit. A cooperative effort between school and home has a positive impact on your child's academic growth. There are many volunteer opportunities available at Fred Tjardes-- from working with a small group of students to chaperoning field trips to helping with cleaning and organizing. Please speak with your child's collaborator for more details on how to get involved.

All District 6 schools also require that all current and new volunteers register at the District 6 website, [www.greeleyschools.org/getinvolved](http://www.greeleyschools.org/getinvolved) before volunteering. All volunteers will undergo a background check before they are approved to volunteer at a school site. Volunteers will be notified when they are approved to begin volunteer work.

## Visitors

Parents and guardians are encouraged to visit the school building! However, since we will often be out of the building, and because our building is small and accommodating lots of visitors may be difficult, please communicate visit requests and volunteer service opportunities with your child's collaborator. When arriving at the school, please report directly to the main office to sign in.

All District 6 schools have a new visitor and volunteer management system through Raptor Technologies. All visitors will need to present identification to sign in to visit or log in as a volunteer. Forms of identification that are accepted include a state driver's license, a state ID, a military ID, a Mexican consulate ID and a passport. Once the ID is scanned and the identification of the visitor is verified, a visitor or volunteer badge will be printed out and must be worn at all times when inside the school. Visitors and volunteers must also sign out at the office before leaving the school site. All information collected in the visitor and volunteer management system is confidential and will not be shared.

This system allows us to keep our students safe, as well as staff and visitors in the event of an emergency as we can quickly account for all people who are in our building at any time.

## School Accountability Committee

Our School Accountability Committee meets several times throughout the year in the school library. We are always looking for parents and community members who are willing to serve on this committee. Reach out to Courtney Luce, Lead Collaborator, for more details.

## Title IX

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, Weld County School District 6, Greeley, Colorado, does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

Complaint procedures have been established for students, parents, employees, and members of the public. The following person has been identified as the compliance officer and Title IX Coordinator for the district.

Assistant Superintendent of Human Resources, Annette Overton  
1025 Ninth Avenue, Greeley, CO 80631  
Phone: 970-348-6074

## Non-Discrimination Statement

Greeley-Evans School District 6 is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. The schools in the district are subject to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, veteran status, ancestry or need for special education services. Accordingly, no otherwise qualified student, employee, applicant for employment or member of the public may be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination under any district program or activity on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, marital status, national origin, religion, veteran status, ancestry or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

A lack of English language skills will not be a barrier to admission and participation in the District's career and technical education programs (CTE). Students have the opportunity to participate in a number of career pathways, including but not limited to the following areas: Agriculture, Alternative Cooperative Education, Business Education, Construction, Culinary Arts, Engineering Academy, Engineering Technology, Entrepreneurship, Family and Consumer Science, Fashion Design, Finance Pathway, Graphic Design, Health Services, Industrial Technology, Information Technology, Interior Design, Manufacturing (Advanced) Pathway, Marketing, Math & Science Academy, Multimedia, Performing Arts, Teacher Cadet, and Visual Arts. Participation in the District's CTE programs are open for all students at no cost to the students/families, however some CTE programs have limited space or require successful completion of minimum prerequisite courses to be eligible. For participation information, please contact your school's counselor or the CTE program teacher. Additionally, please visit the [District's CTE webpage via this link](#) to learn more about the many CTE programs District 6 has to offer.

Complaint procedures have been established for students, parents, employees, and members of the public. The name of the responsible employee who has been identified as the Compliance Officer and Title IX Coordinator for the District is as follows:

Title IX Coordinator & Compliance Officer, Dr. Insoon Olson  
1025 Ninth Avenue, Greeley, CO 80631  
Phone: 970-348-6104  
Email address: [iolson@greeleyschools.org](mailto:iolson@greeleyschools.org)

Inquiries regarding compliance with equal educational opportunity, including but not limited to complaints of discrimination, may also be directed to the Compliance Officer or in writing to the outside agencies below.

#### Outside agencies

Complaints regarding violations of Title VI, (race, national origin), Title IX (sex/gender), Section 504/ADA (handicap or disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 North Speer Blvd., Suite 310, Denver, CO 80204. Complaints regarding violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the Federal Office of Equal Employment Opportunity Commission, 303 E. 17th Ave., Suite 510, Denver, CO 80202, or the Colorado Civil Rights Commission, 1560 Broadway, Suite 1050, Denver, CO 80202.