



Mapleton  
Public Schools



**“Guaranteeing that all students  
can achieve their dreams.”**



# Student Behavior Standards

Conduct and Discipline Code

Revised August 2024

[www.mapleton.us](http://www.mapleton.us) | 303.853.1000

Preschool – 12th Grade

## DISTRICT MISSION

The mission of Mapleton Public Schools, an innovative, diverse, and deeply rooted learning community, passionately committed to the uniqueness and potential of each student, is to guarantee that all students can achieve their dreams and contribute enthusiastically to their community, country and world through an education system characterized by:

An unyielding commitment to academic success and personal growth;

Learning opportunities that empower students to develop their talents and pursue their interests

Highly skilled, compassionate staff who believe they make the difference in each student's life;

Small, safe, family-like environments of unwavering support where relationships ensure personal achievement; and

A resourceful and responsive community working together to ensure that no obstacle shall impede a student's success.

## DISTRICT BELIEFS

WE BELIEVE THAT:

- It is the nature of all people to learn
- All people are entitled to respect
- All people determine their future by the choices they make
- All people have equal worth
- The greater good is the responsibility of each individual
- Everyone deserves unlimited opportunity to maximize his or her unique abilities
- Learning always leads to opportunity
- Honest communication is the essence of community
- Integrity is the basis of trust
- People thrive in a caring environment
- Success requires constant improvement
- The children of today are the hope of tomorrow
- Growth requires risk
- All people deserve a fair return on their investment of effort, time, and resources

# Mapleton Public Schools

7350 Broadway  
Denver, Colorado 80221

## Board of Education

**Thomas Moe, President**  
**Mallory Boyce, Vice President**  
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**Mike Crawford, Superintendent**

**Revised August 2024**

Please note that this booklet contains summaries of the District's policies and regulations, copies of which are maintained and available for inspection and copying at each school and at the District's central administration building, as well as on the District's website, [www.mapleton.us](http://www.mapleton.us).

In the event of any conflict or inconsistency between this booklet and the actual policies and regulations, the policies and regulations shall govern.

Si usted prefiere recibir esta información en español, por favor llame al 303.853.1000. Alguien le atenderá en español.

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## **August 2023**

Dear Parents/Guardians:

Welcome to Mapleton Public Schools! In Mapleton, we believe that a community should embrace its children through high performing schools of choice. Our goal is to assure that we fulfill the District's mission that engages each student to achieve his or her dreams and contribute to his or her community, country, and world.

By choosing to enroll your child in one of our schools, you are entering into a partnership that focuses on removing obstacles that impede student success; commits to rigorous academics and personal development; strives to surround children with student-centered and compassionate staff; values relationship building to inspire achievement; and honors the deeply rooted history and diversity of our community. Our goal is the success of your child.

The standards and behavior expectations outlined in this document lay the groundwork for safe and successful schools and represent the minimum expectations for Mapleton students. Each individual school will have additional expectations that define and support the unique culture and climate of each school.

Thank you for being part of the Mapleton Public Schools family. We welcome your active participation in your student(s) learning. If you have specific concerns or comments, please contact my office at 303.853.1015.

Sincerely,

Mike Crawford  
Superintendent of Schools  
Mapleton Public Schools

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## Introduction

Students attending Mapleton Public Schools, like members of any community, have both rights and responsibilities. The purpose of this booklet is to ensure our students and parents understand these rights and responsibilities, as well as the consequences for violating District rules.

The expectations and procedures outlined in this booklet represent minimum standards for behavior and conduct established by the District. Every school will have additional expectations that define and support the unique culture and climate of the school.

Please take time to review and discuss the information contained in this document with your student. You and your student will then need to digitally sign the application or annual update to indicate that you have read and discussed the information contained in the booklet.

## A Word to Parents

The success of any school depends to great degree on how actively involved parents are with their children's education. There are a variety of ways you can become involved in your child's education, including:

- Talking with your child each day about what they are learning in school
- Participating in homework activities
- Reviewing and discussing grades on school assignments and report cards
- Attending back-to-school nights and parent/teacher conferences
- Participating in school activities and committees (SAAC, DAAC)

Communicating openly about issues and concerns is another critically important way parents can help us provide the best schools possible. Please help us identify and address problems quickly by letting us know when you have concerns. The best place to start is with the person who is most directly connected to the concern. If the concern involves a teacher or classroom, then the place to start is with a teacher. If the concern involves the school or program, then the best place to start is with the director of the school.

Mapleton staff members are available and able to identify and resolve problems, and most often a concern gets resolved quickly once it is brought to the attention of teacher or school director. If a concern is not resolved with a first contact, parents are encouraged to bring the concern to a supervisor for further review. Unresolved concerns about a classroom or teacher should be shared with the school director. Unresolved concerns about a school or its director should be shared with the District's central administrative staff, who can be reached by calling 303.853.1000.

## Student Enrollment

Mapleton Public Schools prides itself as a “[District of Choice](#)”, meaning that in-District students may choose which of the District’s schools they wish to attend, regardless of where in the District they live. See policy [JFBA: In-District Choice/Enrollment](#) and accompanying regulation, [JFBA-R](#), for more information about enrollment and school choice for students who reside within Mapleton’s boundaries.

Mapleton also welcomes students who reside outside of the District. Admission decisions for out-of-district students are made pursuant to policy [JFBB: Inter-District Choice/Open Enrollment](#) and accompanying regulation [JFBB-R](#), subject to space and program availability.

Mapleton encourages high school level students to pursue postsecondary level coursework to get a jump on their postsecondary education. In accordance with policy [IHCDA: Concurrent Enrollment](#) and accompanying regulation, [IHCDA-R](#), students may receive credit toward the fulfillment of high school graduation requirements for successful completion of approved postsecondary courses offered by institutions of higher education.

## Student Attendance

One of the most important factors to a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development, and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment, and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. Please review the District’s policies and procedures regarding attendance: [JH/JHB](#).

Every child who has attained the age of six years on or before August 1 of each year and is under the age of 17 is required to attend public school. Students and their parent(s)/guardian(s) are responsible for ensuring attendance. See [JEA: Compulsory Attendance Ages](#) for the full policy on this subject.

If a student is absent without an excuse signed by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant. A “habitual truant” is defined as a student of compulsory attendance age who has four total days of unexcused absences from school in any one month or 10 total days of unexcused absences during any school year. Appropriate penalties that relate directly to classes missed while truant will be imposed, including a warning, school detention, or in-school suspension. As a last resort to address a truancy problem, the District will commence court proceedings to compel compliance with the compulsory attendance law. See [JH/JHB](#) for the full policy on this subject.

The Board of Education for Mapleton Public Schools recognizes and promotes the importance of obtaining a high school diploma, as a diploma assists students in leading healthy and productive lives after graduation. Students who withdraw from school and prepare to face life with less than a high school education will have a much more difficult time entering the workforce or pursuing other goals. Therefore, the District is committed to ensuring, to the best of its ability, that all students stay in school and graduate with a high school diploma. To that end, dropout prevention is a priority in Mapleton and there are policies and procedures in place to enable students who are considering dropping out or have dropped out to return and resume their programs with a minimum degree of disruption. See [JFC: Student Withdrawal from School/Dropouts](#) and accompanying regulation, [JFC-R](#), for the full policy on this subject.

Prior to the end of each school year, the Board of Education for Mapleton Public Schools determines when school will be in session for the next school year. The number of contact days will meet or exceed the



requirements of State law. The District issues a calendar each year that is available on the District's website. [District calendar](#). Each school is permitted to issue a calendar that is based upon the District calendar. Adequate and timely notice of no less than 30 days will be given for any change in the calendar, except for emergency closings or other unforeseen circumstances. See [IC/ICA: School Year/School Calendar/Instruction Time](#) for the full policy on this subject.

The Superintendent is authorized to close schools or to dismiss students early in the event of hazardous weather or other emergencies which threaten the safety, health, or welfare of students or staff members. Notification of emergency closings, late starts, or early dismissals will be made using the District's automated calling system as well as on the District's website and on social media accounts. Please ensure your phone number is up to date in the District's system to ensure proper notification. The District also notifies local news outlets for public dissemination. See [EBCE: School Closings and Cancellations](#) for the full policy on this subject.

## Student Rights

*A "right" is a privilege to which one is justly entitled.*

Every Mapleton student shall have equal educational opportunities through programs offered in the District regardless of race, color, ancestry, creed, sex, sexual orientation (which includes transgender), religion, national origin, marital status, disability, or need for special education services. Students with identified physical and mental impairments that constitute disabilities shall be provided with a free appropriate public education, consistent with the requirements of Federal and State laws and regulations. For the full policy on this subject, see [JB: Equal Educational Opportunity](#).

Mapleton Public Schools is committed to maintaining a learning environment that is free from sexual harassment. It shall be a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation. The District has policies and procedures in place regarding investigating and responding to allegations involving sexual harassment. All staff, students, and parents are encouraged to review the District's policy regarding sexual harassment, [JBB Sex-Based Harassment](#). Students are encouraged to report all incidences of sexual harassment to a teacher, counselor, or administrator in their school, and file a complaint through the District's complaint and compliance process.

Mapleton Public Schools 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, national origin, religion, ancestry, or need for special education services. Accordingly, no otherwise qualified student, employee, applicant for employment, or member of the public shall 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 race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation (which includes transgender), disability 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. For the full policy on this subject, see [AC: Nondiscrimination/Equal Opportunity](#).



Mapleton Public Schools has established complaint procedures to address all concerns regarding unlawful discrimination and harassment. See [AC-R: Nondiscrimination/Equal Opportunity Complaint and Compliance Process](#).

The following person has been identified as the compliance officer for Mapleton Public Schools: Erica Branscum, Deputy Superintendent, 7350 Broadway Denver, CO 80221 Ph: 303.853.1016 Email: [BranscumE@mapleton.us](mailto:BranscumE@mapleton.us). There are also outside agencies, with whom complaints may be filed directly. Complaints alleging violations of Title VI, involving race or national origin, Title IX, involving sex or gender, Section 504 or the ADA, involving 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. See [Notice. AC-E1 Nondiscrimination/Equal Opportunity](#)

Students are encouraged to express their views in school-sponsored publications while observing rules for responsible journalism and complying with District policies and procedures and State and Federal law. To protect the rights of all members of the school community and to support the District's educational mission and purposes, students are prohibited from publishing expression which: is false or obscene; is libelous, slanderous or defamatory under State law; presents a clear and present danger of the commission of unlawful acts, violates school rules, disrupts the orderly operation of the school; violates the privacy rights of others; or threatens violence to property or persons. For the full policy on this subject, see [JICEA: School-Related Student Publications \(School Publications Code\)](#) and regulation [JICEA-R](#).

Students may distribute noncurricular materials on school property in accordance with policy [JICEC: Student Distribution of Noncurricular Materials](#), regulation [JICEC-R](#), and applicable State and Federal law. Prohibitions include anything that creates or threatens to create a substantial disruption or material interference with the normal operation of the school, school activity, or event; advocates or encourages unlawful conduct or conduct that violates District policy, including but not limited to the District's policies prohibiting unlawful discrimination, harassment, and bullying; causes or threatens to cause injury to persons or property; or is obscene, defamatory, or violates any person's privacy rights. Students who distribute materials in violation of this policy may be subject to appropriate disciplinary action, including suspension and/or expulsion.

Students are encouraged to broaden their knowledge and citizenship by forming clubs or other organizations that relate to subject matter covered by the curriculum. Student organizations require the approval of the school director and at least one faculty advisor. All student organizations are required to open membership to all interested and/or eligible students. All forms of hazing are prohibited. For the full policy regarding school-sponsored student organizations, see [JJA-1: Student Organizations](#).

In addition to clubs and organizations that are related to the curriculum (school-sponsored student organizations), students in middle and high school are also permitted to organize and conduct meetings of non-curriculum-related student clubs or other groups to pursue specialized activities outside the classroom. Such groups shall not be considered school-sponsored student organizations nor be given all the privileges afforded to school-sponsored organizations. Meetings may only occur during non-instructional time (e.g. before or after school or during lunch) and they must be scheduled in advance and approved by the school director. All non-curricular student groups meeting on school premises are required to open membership to all interested and/or eligible students. Attendance at all meetings must be voluntary. A member of the professional staff must be invited to attend every meeting or activity scheduled on school premises as a monitor for purposes of general supervision. All forms of hazing are prohibited in any group meeting on school premises. The school director retains the authority to prohibit meetings which otherwise would be unlawful. The District does not sponsor any non-curricular student group and no public funding or support will be provided to non-curricular student groups other than an opportunity to meet on

school premises. By providing equal access to school facilities for non-curricular groups, the District is not expressing any opinion or approval of the subject matter discussed at any meeting nor is it advocating or supporting in any manner the point of view expressed by any student or group meeting. Non-curricular student groups shall not be denied equal access to school facilities solely on the basis of the religious, political, philosophical, or other content of any speech at such meetings. For the full policy regarding non-curricular student groups, see [JJA-2: Student Organizations - Open Forum](#).

All Mapleton students are permitted to participate on an equal basis in any activity offered by the District that is not offered at the student's school of attendance pursuant to policy [JJJ: Extracurricular Activity Eligibility](#). Eligibility requirements in the bylaws of the Colorado High School Activities Association (CHSAA) shall be observed by students at the high school level. Additional eligibility requirements may be imposed for both high school and middle school students. If a student has not met all of the eligibility requirements or if the student would have become ineligible to participate at a school, the student cannot gain or regain eligibility by applying to participate in activities at another school. Any penalties assessed to the student must first be paid before regaining eligibility to participate at another school. If a student transfers enrollment to another school without an accompanying change of domicile by the student's parent/guardian, the student's eligibility to participate is determined by the District's eligibility requirements, CHSAA bylaws, and applicable law.

#### *Student Interviews, Interrogations, Searches and Arrests*

Mapleton Public Schools seeks to maintain a climate in the schools which is conducive to learning and protective of the safety and welfare of staff and students. To achieve this goal, it may be necessary for school personnel to search the person and/or the personal property of students and to seize any property deemed injurious or detrimental to the safety and welfare of students and staff.

School officials have the authority to question students about potential violations of school rules and/or District policies without prior consent of the student's parent/guardian.

School officials also have the authority to search students and the student's personal property while on school premises or during a school activity and may seize any illegal, unauthorized, or contraband materials. Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible. A student's failure to cooperate with school officials conducting a search may be grounds for disciplinary action.

School lockers, desks, and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks, and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice. Students are responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to their contents.

Mapleton Public Schools desires to avoid involving law enforcement to address minor misbehavior at school. However, in some circumstances, especially when student conduct is detrimental to the safety and welfare of students and staff, the District will contact law enforcement for assistance. The school director may also seek assistance from law enforcement to conduct searches on school premises, in which case, law enforcement must comply with all legal requirements and safeguards provided in State and Federal law. The District is not responsible for the conduct of law enforcement.

When law enforcement officials request permission to question students during school or school activities, District personnel is required to ensure the law enforcement officer has proper identification prior to giving access to the student. Except when law enforcement officers have a warrant or other court order, or when

an emergency or other exigent circumstance exists, such interrogations and interviews are discouraged during instruction time. School personnel will make efforts to notify the student's parent/guardian when law enforcement contacts a student at school, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist. Students will be released to law enforcement officers if the student has been placed under arrest or if the student's parent/guardian and the student consent to such release. When a student is removed from school by law enforcement officers for any reason, school officials will make reasonable efforts to notify the student's parent/guardian. It is expected that all procedural safeguards prescribed by law are followed by law enforcement officers conducting student arrests. The District is not responsible for the actions of law enforcement when arresting a student.

For the full policy on this subject, see [JIH: Student Interviews, Interrogations, Searches and Arrests](#).

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/guardian or the eligible student, except as set forth in law and District policy [JRA/JRC: Student Records/Release of Information on Students](#). The District shall comply with the Family Educational Rights and Privacy Act (FERPA) and its regulations as well as State law governing the confidentiality of student education records. To ensure student records are handled in accordance with the law, the District has procedures in place regarding access to and disclosure of student education records. See [JRA/JRC-R: Student Records/Release of Information on Students - Review, Amendment, and Hearing Procedures](#) and [JRCA: Sharing of Student Records/Information between School District and State Agencies](#).

FERPA and Colorado law afford parents/guardians and students over 18 years of age the following rights with respect to the student's education records: (1) the right to inspect and review the student's education records within a reasonable time period after the request for access is made (not to exceed 45 days); (2) the right to request amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights; (3) the right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and State law authorize disclosure without consent; (4) the right to file a complaint with the U.S. Department of Education concerning alleged failures by the District to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: [Family Policy Compliance Office](#), U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-8520; (5) the right to refuse to permit the designation of any or all of the categories of directory information; (6) the right to request that student information not be provided to military recruiting officers. For the full policy on this subject, see [JRA/JRC: Student Records/Release of Information on Students](#), [JRA/JRC-R: Review, Amendment, and Hearing Procedures](#), [JRA/JRC-E-1: Notification to Parents and Students of Rights Concerning Student Education Records](#), [JRA/JRC-E-2: Opt-Out Form for Disclosure of Information to Military Recruiters](#), and [JRA/JRC-E-3: Opt-Out Form for Student Image Publishing](#).

The Protection of Pupil Rights Amendment (PPRA) affords parents/guardians certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams. These include the right to: (1) consent before students are required to submit to a survey that concerns one or more of the following protected areas, if the survey is funded in whole or in part by a program of the U.S. Department of Education: political affiliations or beliefs of the student or student's parent/guardian; mental or psychological problems of the student or student's family; sex behavior or attitudes; illegal, anti-social, self-incriminating, or demeaning behavior; critical appraisals of others with whom respondents have close family relationships; legally recognized privileged relationships, such as with

lawyers, doctors, or ministers; religious practices, affiliations, or beliefs of the student or parents/guardians; and income, other than as required by law to determine program eligibility; (2) receive notice and an opportunity to opt a student out of any other protected information survey, regardless of funding; any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student; and, activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others; and, (3) inspect, upon request and before administration or use: protected information surveys of students; instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and, instructional material used as part of the educational curriculum. To ensure compliance with PPRA, the District has policies and procedures in place for District personnel to follow when conducting surveys, collecting and/or using information for marketing purposes, and administering physical exams protected under the Amendment. See [JLDAC: Screening and Testing of Students \(And Treatment of Mental Disorders\)](#). Individuals who believe their rights have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C. 20202-5901. See also, [JLDAC-E: Notification of Rights Under the Protection of Pupil Rights Amendment](#).

Mapleton Public Schools intends to utilize all avenues under State law to facilitate the sharing of relevant student records and information when necessary to protect the safety and welfare of District staff, visitors, students, and the public, and to protect property. Disciplinary and attendance information shall only be shared with a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the District when necessary to effectively serve the student prior to adjudication. Such information shall only be shared upon written certification by the criminal justice agency that the information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student's parent/guardian. Within the bounds of State law, District personnel may obtain information regarding students as is required to perform their legal duties and responsibilities, including protecting public safety and the safety of students. Such information may be obtained from the judicial department or any State agency that performs duties and functions under the Colorado Children's Code. District personnel receiving such information shall use it only in the performance of their legal duties and responsibilities and shall otherwise maintain the confidentiality of all information obtained. If such information is shared with another school or District to which a student may be transferring, it shall only be shared in compliance with the requirements of Federal law, including the [Family Education Rights and Privacy Act of 1974](#) ("FERPA"). When a petition is filed in juvenile court or district court that alleges a student under the age of 18 has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in State law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the District in which the juvenile is enrolled. This information is used by the District to determine whether the student has exhibited behavior that is detrimental to the safety, welfare, and morals of the other students or school personnel and whether educating the student in the school may disrupt the learning environment, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel. For the full policy on this subject, see [JRCA: Sharing of Student Records/Information between School District and State Agencies](#).

## Instruction

The District permits students to participate in online education courses that are supplemental to the District's educational program to increase accessibility and flexibility in the delivery of instruction for students in grade six through graduation. The Districts works to ensure that online education courses made available to students are consistent with District instructional goals, aligned with Colorado's academic

standards, and are taught by teachers licensed in Colorado. Students shall obtain the written approval from the school director before enrolling in an online course. For the full policy on this subject, see [IJNDAB: Instruction through Online Courses](#).

The Board of Education recognizes that our community is comprised of people from diverse backgrounds and as such, have varying beliefs. Controversial issues and materials will inevitably enter the classroom so the Board has adopted policies and procedures to ensure they contribute to the educational experience rather than detract due to their divisive nature. Teachers may use controversial learning materials and discuss controversial issues if they contribute to the attainment of course objectives directly related to District academic standards. Their educational purpose must be student achievement in academic standards rather than reaching conclusions about the validity of a specific point of view. When controversial issues or controversial materials are used as part of the instructional program, alternative learning activities shall be provided when feasible at the request of a student or the student's parent/guardian. For the full policy on this subject, see [IMB: Teaching about Controversial Issues and Use of Controversial Materials](#).

Mapleton Public Schools strives to respect the cultures and backgrounds of all students. If the religious or closely held personal beliefs and teachings of a student or the student's parent(s)/guardian(s) are contrary to the content of a school subject or to any part of a school activity, the student may be exempt from participation. To receive such an exemption, a parent/guardian must present a written request for exemption to the school director in accordance with policy [IMBB: Exemptions from Required Instruction](#). Exemptions from required instruction do not excuse a student from completing the District's requirements for graduation.

The District's comprehensive health education program includes information about family life and sex education, including human sexuality. Parents/guardians are notified in writing prior to the student's involvement in any health education course, including a detailed, substantive outline of the topics and materials to be presented. Parents/guardians may exempt their child, upon written request, from any portion of the District's comprehensive health education curriculum. Students shall be provided with alternate educational assignments or activities for credit corresponding to that portion of the planned curriculum from which they are exempt. For the full policy on this subject, see [IHAM: Health and Family Life/Sex Education](#) and [IHAM-R: Exemption Procedure](#).

## Student Responsibilities

*A "responsibility" is an obligation to do what is right.*

1. *Protect the right of others to study and learn.* Students attend school in order to receive an education. No student has the right to interfere with the education of others.
2. *Attend school daily unless legally excused.* Students are expected to attend school each day and to satisfactorily complete makeup work after excused absences.
3. *Be on time for classes.* Students who enter a classroom after a lesson has begun are interfering with the rights of others to learn and study. Punctuality is a habit that leads to success.
4. *Obey school rules.* Rules are designed to allow a school to meet its obligation to educate students. A school cannot achieve this obligation if significant time is taken away from instruction to maintain order.
5. *Cooperate with school staff in disciplinary cases.* There is a difference between "tattling" and telling school personnel about potential problems in the school community. Every community depends upon the willingness of its members to help solve problems.



6. *Complete all work assignments and meet deadlines.* The full responsibility for learning is shared between the student and the school. There can be no effective education when students fail to take the responsibility to do the assigned work. Everything to be learned cannot be accomplished during the school day. Therefore, parents are accountable for seeing that their children make satisfactory progress in school.
7. *Respect public property and carefully use and return all materials.* Schools are a community's commitment to its young people. Abusing school property is wrong. It forces the community, through its citizens, to spend additional money in order to provide the same opportunities for future students.
8. *Come to class with necessary books and materials.* A student should not delay the start of a class by coming to class unprepared to begin work. All students are expected to be organized and prepared. This will support their learning and the learning of others.
9. *See that school correspondence to parents/guardians reaches home.* Education requires a partnership between the home and the school. For a partnership to work, everyone must share information. Students have the responsibility to take information home for parents/guardians, to be honest, and not to intercept and/or destroy progress reports, attendance information, and report cards.
10. *Help make school a safe place.* You are expected to help make school a safe place. Students shall not bring weapons, drugs, or alcohol to school, use gang symbols, wear gang-related clothing or act in a threatening manner. No student shall be permitted to attend or continue to attend any school without meeting legal requirements for immunization against disease unless the student has requested and received a valid exemption as provided by law.

Mapleton Public Schools strives to help students achieve maximum development of individual knowledge, skills, competence, and behavior patterns which will enable them to be responsible, contributing members of society. In accordance with State law, the Board of Education has adopted a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code emphasizes that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action and the importance of keeping students engaged in learning. The code shall be enforced uniformly, fairly, and consistently for all students. All District policies and regulations starting with the letters "JIC" or "JK" constitute the District's conduct and discipline code. [Student Conduct and Discipline Code for Mapleton Public Schools.](#)

Students are expected to conduct themselves in keeping with their level of maturity, acting with due regard for the supervisory authority of District employees, the educational purpose underlying all school activities, the widely shared use of school property, and the rights and welfare of other students. For the full policy on this subject, see [JIC: Student Conduct.](#)

All students are responsible for knowing the Student Code of Conduct. See, [JICDA: Code of Conduct.](#) Students may be suspended or expelled for engaging in any of the following activities while in school buildings, on District property, when being transported in vehicles dispatched by the District or one of its schools, during a school-sponsored or District-sponsored activity or event, or off school property when the conduct has a nexus to school or any District curricular or non-curricular event:

- (1) Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.

- (2) Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
- (3) Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
- (4) Committing extortion, coercion, or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
- (5) Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
- (6) Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
- (7) Violation of the District's policy on bullying prevention and education.
- (8) Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of students or staff.
- (9) Violation of District policy or building regulations.
- (10) Violation of the District's policy on weapons in the schools. Expulsion shall be mandatory for using or possessing a firearm, in accordance with Federal law.
- (11) Violation of the District's alcohol use/drug abuse policy.
- (12) Violation of the District's violent and aggressive behavior policy.
- (13) Violation of the District's tobacco-free school policy.
- (14) Violation of the District's policy on sexual harassment.
- (15) Violation of the District's policy on nondiscrimination.
- (16) Violation of the District's dress code policy.
- (17) Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.
- (18) Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
- (19) Lying or giving false information, either verbally or in writing, to a school employee.
- (20) Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing written work.
- (21) Making a false accusation of criminal activity against a District employee to law enforcement or to the District.
- (22) Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel.
- (23) Repeated interference with the school's ability to provide educational opportunities to other students.
- (24) Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the school staff.

Riding the school bus is a privilege. That privilege is contingent upon a student's good behavior and compliance with the student code of conduct, both at designated school vehicle stops and on school vehicles. Students are required to comply with all District regulations concerning discipline, safety, and behavior while riding in a school vehicle. If any student persists in violating the established rules of conduct, the vehicle operator will notify the student's school director and the transportation supervisor. After due warning has been given to the student and to the student's parent(s)/guardian(s), the school director may



withhold from the student the privilege of riding in the school vehicle. Violation of District policies and regulations while in a school vehicle may also result in the student's suspension or expulsion from school. For the full policy on this subject, see [JICC: Student Conduct in School Vehicles](#).

Mapleton Public Schools consists of 19 schools which are small-by-design to allow students to discover their abilities, embrace their talents, and explore their passions. Each school is permitted to establish their own dress code consistent with the school's individual identity as long as the dress code meets the minimum standards of dress outlined below. It is the responsibility of each school to ensure families are aware of the dress code at the beginning of each school year, and the consequences for dress code violations. Each school's dress code is also posted on the District's website.

Students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. The following items are not permitted:

- (1) Shorts, dresses, skirts, or other similar clothing shorter than mid-thigh length;
- (2) Sunglasses and/or hats worn inside the building;
- (3) Inappropriately sheer, tight, or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts;
- (4) Tank tops or other similar clothing with straps narrower than 1.5 inches in width;
- (5) Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that contain any advertisement, symbols, words, slogans, patches, or pictures that refer to drugs, tobacco, alcohol, or weapons, are of a sexual nature, that denote membership in gangs which advocate drug use, violence, or disruptive behavior by virtue of color, arrangement, trademark, or other attribute, are obscene, profane, vulgar, lewd, or legally libelous, that threaten the safety or welfare of any person, promote any activity prohibited by the student code of conduct, or otherwise disrupt the teaching-learning process.

Every student is expected to comply with the dress code at all times, starting on the first day of school, until the last day of classes, and for all school events unless otherwise indicated. Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extra-curricular or sports activities (such as athletic uniforms) may be worn to school when approved by the sponsor or coach. For the full policy on this subject, see [JICA: Student Dress Code](#).

The Board of Education for Mapleton Public Schools believes personal technology devices can be useful tools for students in the educational environment and can play a vital communication role during emergency situations. However, use of personal technology devices in school situations must be regulated to assure that their use does not disrupt or interfere with the educational process or school operations. Students may only use personal technology devices on District property, on a District vehicle, or at a District or school-sponsored activity or event in accordance with District policy [JICJ: Student Use of Cell Phones and Other Personal Technology Devices](#).

Each school may establish rules and procedures regarding student use of personal technology devices during the school day. Subject to school rules, students may use personal technology devices as a designated tool for learning if authorized by the student's teacher. It is the student's responsibility to ensure that personal technology devices are turned off, placed in silent mode, or secured in designated locations during unauthorized times.

Student use of personal technology devices with cameras and/or video recording capabilities is prohibited in locker rooms, bathrooms, or any other location where such use could violate another person's reasonable expectation of privacy. Students shall not use personal technology devices to engage in, promote, or facilitate any other conduct that violates the student code of conduct, other District policies or regulations, or State or Federal law. If school officials believe a student's possession or use of a personal technology device may involve a violation of the law, the matter may be referred to law enforcement.

The District is not responsible for loss, theft, or destruction of personal technology devices brought to school, on District property, on a District vehicle, or at a District or school-sponsored activity or event. Any student who chooses to bring a personal technology device must comply with District policy [JS: Student Use of the Internet and Electronic Communications](#). Violation of this policy or any other District, school, or classroom rule or regulation on student use of personal technology devices may result in disciplinary measures and/or temporary confiscation of the personal technology device. Confiscated devices shall be returned to the student's parent/guardian only after a conference with the student, his or her parent/guardian, and school personnel.

Before access to District Internet and electronic communications is granted, each student and their parent/legal guardian must sign the District's "Annual Acceptable Use Agreement" for each school year ([See Exhibit JS-E](#)) as part of the online application or annual update. Student access will not be permitted until the completed and signed Agreement is received by the school. The Agreement requires that students and parents/guardians agree that they have read, understood, and agree to abide by District policy on [Student Use of the Internet and Electronic Communications \(JS\)](#) which states as follows:

Mapleton Public Schools believes the Internet and electronic communications have vast potential to support curriculum and student learning and should be used in schools as a learning resource to educate and to inform. Use of the Internet and electronic communications require students to think critically, analyze information, write clearly, utilize problem-solving skills, and develop computer and research skills that employers demand. Use of these tools also encourages an attitude of lifelong learning and offers an opportunity for students to participate in distance learning activities, communicate with other students and individuals, and locate information.

Accordingly, the District provides access to the Internet and electronic communications for students. These resources should be used for educational purposes only while attending school.

The Internet and electronic communications are fluid environments in which students may access materials and information from many sources, including some that may be harmful to students and to the learning environment. Additionally, the information available online is constantly changing. Accessibility of material or information via the Internet or electronic communications provided by the District does not imply that the District endorses the content. Students shall take responsibility for their own use of District technology devices to avoid contact with material or information that may be harmful to minors, or detrimental to the learning environment.

For purposes of this policy, "District technology device" means any District-owned computer, hardware, software, or other technology that is used for learning purposes and has access to the Internet or electronic communications.

*Blocking or Filtering Obscene, Pornographic, and Harmful Information*

While the District acknowledges that it is impossible to predict with certainty what information students might locate or come in contact with on the Internet, Mapleton Public Schools is committed to taking reasonable steps to protect students from accessing material and information that is obscene or otherwise harmful to minors, as defined by the Board of Education. To this end, the District will install technology that blocks or filters material and information that is obscene or otherwise harmful to minors on each District technology device. Students shall take responsibility for their use of District technology devices to avoid contact with material or information that may be harmful to minors. Students shall be required to report any instances of access to material that is in violation of this Policy to a staff member, including inadvertent access, as well as access by other students.

The District is not capable of preventing students from accessing material and information that is obscene or otherwise harmful to minors on their own personal devices, including cellular telephones. However, accessing such information during the school day, on District grounds, or at a District-sponsored event or activity violates the Student Use of the Internet and Electronic Communications Annual Acceptable Use Agreement (See Exhibit JS-E) and will not be tolerated, whether the student is connected to District Internet, or not. Any student found to be accessing material and information that is obscene or otherwise harmful to minors during the school day, on District grounds, or at a District-sponsored event or activity, even on a personal device, will be subject to disciplinary action.

#### *No Expectation of Privacy*

District technology devices are owned by Mapleton Public Schools and are intended to be used for educational purposes at all times. Students shall have no expectation of privacy when using District technology devices, Internet, or electronic communications. District network administrators may review student files and communications to maintain system integrity and to ensure that users are using the system appropriately and responsibly. Mapleton Public Schools reserves the right to monitor, inspect, copy, review, and store all usage of District technology devices, including all access and transmission/receipt of materials and information via the Internet or electronic communications, at any time and without prior notice. All material and information accessed/received through District technology devices shall remain the property of Mapleton Public Schools.

#### *Personal Electronic Devices*

Students are permitted to bring personal electronic devices to school, subject to the rules of each individual school. Each school is permitted to regulate student access to personal electronic devices during school hours as appropriate.

If a student chooses to bring a personal electronic device to school, on District grounds, or to a District-sponsored event or activity, compliance with this Policy is required. This includes cell phones, tablets, computers, electronic reading devices, watches, and any other electronic device capable of accessing the Internet or displaying content from the Internet. Compliance with this Policy on personal electronic devices is required whether the student is connected to District Internet, or not.

Any conduct on District grounds or at a District-sponsored event or activity that violates this Policy, even if the student is using a personal electronic device, will be subject to disciplinary action, including suspension, expulsion, and/or legal action. The District reserves the right to temporarily confiscate any personal electronic device that is used in violation of this Policy and to prohibit a

student from bringing a personal electronic device on District grounds or to District-sponsored events or activities for failure to comply with this Policy.

#### *Unauthorized and Unacceptable Uses*

Students shall use District technology devices, the Internet, and electronic communications in a responsible, efficient, ethical, and legal manner. Because technology is constantly changing, it is not possible to specifically describe every unacceptable use of District technology devices, Internet, and electronic communications. The list below includes examples of unacceptable uses but is by no means exhaustive. The Board of Education shall have the ultimate word on what constitutes unacceptable use.

No student shall access, create, transmit, retransmit, or forward material or information that:

- Promotes violence or advocates destruction of property including, but not limited to, access to information concerning the manufacturing or purchasing of destructive devices or weapons;
- Is not related to District educational objectives, except as provided in other District policies;
- Contains pornographic, obscene, or other sexually oriented materials, either as pictures or writings, which are intended to stimulate erotic feelings or appeal to prurient interests in nudity, sex, or excretion;
- Harasses, threatens, demeans, or promotes violence or hatred against another person or group of persons in violation of the District's nondiscrimination policies;
- Is for the purpose of personal profit, financial gain, advertising, commercial transaction, or politics;
- Plagiarizes the work of another;
- Uses inappropriate or profane language or depictions likely to offend or intimidate others in the school community;
- Is knowingly false or could be construed as intending to purposely damage another person's reputation;
- Violates any Federal or State law, including but not limited to copyrighted material and material protected by trade secret;
- Uses another individual's Internet or electronic communications account without written permission from that individual;
- Contains personal information about themselves or others, including information protected by confidentiality laws;
- Impersonates another or transmits through an anonymous remailer; or,
- Accesses fee services without specific permission from the system administrator. The individual assigned to a District technology device, account, or username is accountable for any and all transactions entered on that District technology device, account, or username.

#### *Security*

Security on District technology devices is a high priority. Students who identify a security problem while using a District technology device are required to notify a staff member or system administrator immediately. Students should not attempt to demonstrate the problem to other users. Unauthorized attempts to log on to the Internet, electronic communications, or a District technology device as a system administrator are prohibited.

Students shall not:

- Use another person's password or any other identifier that was not assigned to them, personally, by the District;
- Gain or attempt to gain unauthorized access to District technology devices; or,
- Read, alter, delete, copy, or attempt to do any of the above, electronic communications of other system users.

### *Safety*

In the interest of student safety, the District will take reasonable steps to educate students about appropriate online behavior, including cyber-bullying awareness and response, interacting on social networking sites, and other forms of direct electronic communications.

Information transmitted via the Internet is available to the entire world. In order to protect students' identities and ensure online safety, students shall not reveal personal information about themselves or others, such as home address or phone number, while using the Internet or electronic communications. Students shall not use their last name or any other information that might allow an individual to locate him or her. Students shall not arrange face-to-face meetings with persons met on the Internet or through electronic communications.

### *Vandalism*

Students are prohibited from performing, or attempting to perform, any action that is intended to harm, destroy, modify, abuse, or disrupt operation of any network within the District or any network connected to the Internet, operation of any form of electronic communications, the data of another user, usage by another user, or District-owned technology device. This includes, but is not limited to, the uploading or creation of computer viruses and the use of encryption software. Vandalism will result in suspension of privileges to access and utilize District technology devices, Internet, and electronic communications, and may result in additional disciplinary action including suspension, expulsion, and/or legal action.

### *Unauthorized Content*

Students are prohibited from using or possessing any software applications, mobile apps, or other content that has been downloaded or is otherwise in the user's possession without appropriate registration and payment of any fees.

### *Assigning Student Projects and Monitoring Student Use*

The District will make reasonable efforts to ensure that District technology devices, the Internet, and electronic communications are used responsibly by students. Administrators, teachers, and staff have a professional responsibility to work together to monitor students' use of District technology devices, the Internet, and electronic communications, help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet educational goals. Students shall have specifically defined objectives and search strategies prior to accessing material and information on the Internet and through electronic communications.

All students shall be supervised by District staff while using the Internet or electronic communications at a ratio of at least one staff member to each 30 students. Staff members assigned to supervise student use shall have received appropriate training in Internet and electronic communications safety and monitoring.

Students may use blogs, wikis, and other forms of collaborative technologies as long as such use is consistent with this Policy, and provided that a staff member is assigned to a moderator role to ensure that inappropriate material is removed in a timely fashion. Neither the school nor the District is responsible for inappropriate content posted by participants acting outside of the identified educational purposes. Use of collaborative technologies with student participation shall be restricted to an environment that includes staff supervision and does not allow anonymous participation. It is acceptable for participants to use screen names as long as the true identity of each student using a pseudonym is recorded.

Opportunities shall be made available on a regular basis for parents to observe student use of the Internet and electronic communications in schools.

#### *Student Use is a Privilege*

Use of District technology devices, the Internet, and electronic communications demands personal responsibility and an understanding of the District's acceptable use policies. Student use of the Internet and electronic communications is a privilege, not a right, and therefore, can be taken away. General rules for behavior apply when using District technology devices, the Internet, and electronic communications. Failure to follow the District's acceptable use policies and procedures will result in disciplinary action, which may include, but is not limited to, loss of the privilege to use District technology devices, the Internet, and electronic communications, suspension, or expulsion. The District may deny, revoke, or suspend access to District technology devices, the Internet, electronic communications, and may close student accounts at any time.

Students and their parents/legal guardians shall be required to complete and sign the District's "Annual Acceptable Use Agreement" at the beginning of each school year (See Exhibit JS-E). Student access will not be permitted until the completed and signed Agreement is received by the school. Completed and signed Agreements shall be retained.

#### *School District Makes No Warranties*

Mapleton Public Schools makes no warranties of any kind, whether express or implied, related to the use of District technology devices, including access to the Internet and electronic communications. Providing access to these services does not imply endorsement by Mapleton Public Schools of the content, nor does the District make any guarantee as to the accuracy or quality of information received. The District shall not be responsible for any damages, losses, or costs a student suffers in using the Internet and electronic communications including, but not limited to, loss of data and service interruptions. Use of any information obtained via the Internet and electronic communications is at the student's own risk.

Complete the [Annual Acceptable Use Agreement \(JS-E\)](#), before each school year as part of the [online Annual Update](#).

The District is authorized to require students to pay textbook fees, fees for expendable materials, and other miscellaneous fees as set forth in policy [JQ: Student Fees, Fines and Charges](#). Students will not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the District's educational program, except tuition when allowed by law. All fees, fines, and charges for textbooks, expendable supplies, materials required for classes within the academic portion of the educational program, and any transportation fee will be waived for indigent students and students in out-of-home placements. For purposes of determining if a student is



able to pay, an indigent student is defined as any child who is eligible for a free or reduced-price lunch under the Federal poverty income guidelines. A complete list of student fees is available upon request.

## Student Discipline

Mapleton Public Schools believes that effective student discipline is a prerequisite for sound educational practice and productive learning. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline and socially acceptable behavior.

The school director may develop a remedial discipline plan for any student who causes a material and substantial disruption in the classroom, on school grounds, in school vehicles, or at school activities or events. The goal of the remedial discipline plan shall be to address the student's disruptive behavior and educational needs while keeping the child in school. Students who have caused a material and substantial disruption three times during the school year shall be declared habitually disruptive students. Declaration as a habitually disruptive student may result in the student's suspension and/or expulsion in accordance with District policies concerning student suspensions, expulsions, and other disciplinary interventions. For the full policy on this subject see [JK: Student Discipline](#) and accompanying regulation, [JK-R](#).

Students with disabilities are neither immune from the disciplinary process nor entitled to participate in programs when their behavior impairs the education of other students. Students with disabilities who engage in disruptive activities and/or actions dangerous to themselves or others will be disciplined in accordance with their Individualized Education Programs (IEPs), any behavioral intervention plan, and District policy [JK-2: Discipline of Students with Disabilities](#).

To maintain a safe learning environment, District employees may, within the scope of their employment and consistent with State law, use physical intervention and restraint with students in accordance with District policy [JKA: Use of Physical Intervention and Restraint](#) and accompanying regulation [JKA-R](#). Corporal punishment shall not be administered to any student by any District employee. Within the scope of their employment, District employees may use reasonable and appropriate physical intervention to accomplish the following: (1) to quell a disturbance threatening physical injury to the student or others; (2) to obtain possession of weapons or other dangerous objects upon or within the control of a student; (3) for the purpose of self-defense; or, (4) for the protection of persons against physical injury or to prevent the destruction of property which could lead to physical injury to the student or others. Under no circumstances shall a student be physically held for more than five minutes unless the provisions regarding restraint contained in this policy and accompanying regulation are followed. Restraint shall only be administered by District employees trained in accordance with applicable State Board of Education rules. District employees shall not use restraint as a punitive form of discipline or as a threat to control or gain compliance of a student's behavior. District employees are prohibited from restraining a student by use of a prone restraint, mechanical restraint, or chemical restraint, unless the employee is a certified police officer or armed security officer and the student is openly displaying a deadly weapon. For the full policy on this subject, see [JKA: Use of Physical Intervention and Restraint](#) and accompanying regulation [JKA-R](#).

The Colorado State Board of Education has established rules regarding the process that must be followed when a student or a student's parent/guardian wishes to file a complaint about the use of restraint or seclusion by a District employee. See [JKA-E2: Complaint Procedures and Regulations Regarding the Use of Restraint or Seclusion](#).

Mapleton Public Schools strives to maintain classrooms in which student behavior does not interfere with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities. Students are expected to abide by the District's code of conduct and classroom rules.



Any student who violates the code of conduct or other classroom rules may be subject to removal from class and/or disciplinary action. Removal from class is a serious measure and should not be imposed in an arbitrary, casual, or inconsistent manner. Procedures have been established to ensure removals from the classroom occur in a consistent manner throughout the District. All instances of formal removal from class shall be documented and parents/guardians shall be notified of the student's removal from class in accordance with established procedures. A teacher is authorized to immediately remove a student from the classroom if the student's behavior: (1) violates the District's code of conduct; (2) is dangerous, unruly, or disruptive; or (3) seriously interferes with the ability of the teacher to teach the class or other students to learn. A student with a disability may be removed from class and placed in an alternative educational setting only to the extent authorized by State and Federal laws and regulations. For the full policy on this subject, see [JKBA: Disciplinary Removal from Classroom](#) and accompanying regulation [JKBA-R](#).

Students may be suspended or expelled pursuant to District policy [JKD/JKE: Suspension/Expulsion of Students](#). The District shall provide due process of law to students, parents/guardians, and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission. See [JKD/JKE-R: Suspension/Expulsion of Students \(Hearing Procedures\)](#). The following factors will be considered in determining whether to suspend or expel a student: (1) the student's age; (2) the student's disciplinary history; (3) the student's eligibility as a student with a disability; (4) the seriousness of the violation committed by the student; (5) the threat posed to any student or staff; and, (6) the likelihood that a lesser intervention would properly address the violation. Expulsion shall be regarded as a punishment of last resort unless a student's behavior would cause imminent harm to others in the school, or when Federal law or the District's conduct and discipline code requires expulsion. For the full policy on this subject, see [JKG: Expulsion Prevention](#).

## Student Assessment

Mapleton Public Schools believes that students will respond more positively to the opportunity for success than to the threat of failure. The District shall seek, therefore, in its instructional program to make achievement both recognizable and possible for students. It shall emphasize achievement in its processes of evaluating student performance.

State and Federal law require District students to take standardized assessments in the instructional areas of English language arts, math, and science. State law also requires students to take standardized assessments in the instructional area of social studies. Accordingly, the District will administer standardized assessments pursuant to these requirements and in accordance with policy [IKA: Grading/Assessment Systems](#).

In addition to the State assessment system, the District has developed a comprehensive assessment system. The District's assessment results, in combination with State assessment results, will be used as the measurement of student achievement. These results provide reliable and valid information about student progress on the District's academic standards. The District distributes an assessment calendar to families on an annual basis to inform them of the State and District Assessments that the District plans to administer during the school year. Parent(s)/guardian(s) who wish to exempt a student from a particular State assessment or assessments must make this request in accordance with regulation [IKA-E: Grading/Assessment Systems \(Exemption Procedure and Information to Parents/Guardians\)](#).

Mapleton Public Schools is dedicated to ensuring that every student is reading before entering fourth grade. Research is clear that three out of four children who are not reading by third grade will continue to struggle with reading through high school. Children develop at different rates and some children need more time before they are ready to read. The District has a responsibility to ensure that each child has the time

he/she needs to advance and mature. Assuring that a child has the right amount of time to develop these skills while they are young is key to that child's future academic success. The District believes that early identification of students who are not making adequate progress toward achieving standards paired with effective intervention is crucial to ensuring the success of students. In accordance with the District's policy on grading and assessment systems ([IKA](#)), teachers shall assess the teaching and learning process on a continual basis. Teachers shall identify students early in the school year who are not making adequate progress toward achieving State and District academic standards and may choose to implement an individual learning plan for each such student. Students not meeting applicable State and District academic standards may be retained, meaning that they are not promoted to the next grade level, or be precluded from graduating. The procedure to retain a student in kindergarten, first, second, or third grade due to the student's significant reading deficiency shall be in accordance with District policy [ILBC: Early Literacy and Reading Comprehension](#), and accompanying regulation, [ILBC-R](#). Retention due to social, emotional, or physical immaturity shall be used on a very limited basis. Individual learning plans may also be developed to address coursework needed to meet the Colorado Commission on Higher Education's (CCHHE) admission guidelines. Parents of students who receive inadequate scores in math, writing, or reading on the ACT or pre-collegiate exam may request that the school develop such a plan for the student. For the full policy on this subject, see [IKE: Ensuring All Students Meet Standards \(Promotion, Retention and Acceleration of Students\)](#).

## Graduation Requirements

In pursuit of its mission to ensure that each student is empowered to achieve his or her dreams, Mapleton Public Schools has established the following graduation requirements.

A total of 22 credits earned during high school are required for graduation. Successful completion means that the student obtained a passing grade for the course, which is the equivalent of a "C-" or better.

Students may request to transfer credit earned through alternative means such as college coursework, correspondence courses, armed services credit, home-based education, adult education, independent study, and internships to count toward high school graduation from Mapleton. These requests will be approved on an individual basis.

In rare instances, the Superintendent may approve a waiver of a specific requirement. The waiver request will be approved or denied based on the rationale provided for such waiver.

To receive a high school diploma from Mapleton Public Schools, all students must meet or exceed the District's academic standards. Students with disabilities shall be provided access to all graduation pathways provided by this policy and shall have the opportunity to earn a high school diploma from the District.

The following criteria shall entitle a student to a high school diploma from Mapleton Public Schools:

- Achievement in academic content standards as demonstrated by mastery of the curriculum which may include, but is not limited to, daily classroom assignments, State and District assessments, classroom assessments, and student participation in, and completion of, assigned projects.
- Successful completion of 22 credits in grades nine through twelve in the prescribed categories listed below (District requirements) in addition to successful completion of all school-specific requirements.

- Starting with the ninth-grade class of 2017 – 2018, students must demonstrate academic proficiency in English and math using one measure in each content from the Mapleton Public Schools Menu of College and Career-Ready Demonstrations listed below.

Beginning with the graduating class of 2021, the following District-wide graduation requirements must be satisfied to be eligible for graduation:

Subject Area	Credits Required	Specific Courses Required
English	4	
Mathematics	3	All 3 credits must be earned in Algebra 1 and higher
Natural/Physical Science	4	At least 2 credits must be lab-based
Social Studies	3	At least .5 credit must be in Civics/Government and at least 1 credit must be in U.S. or World History
Foreign Languages	1	
Physical Education	1	Must receive at least .5 credit in Health and .5 credit in Physical Education
Academic Electives	5.5	Financial Literacy – required course. Must receive at least .5 credit in art and .5 credit in technology. The remaining credits may be earned in any academic area listed, or AFJROTC, foreign languages, computer science, CareerX, art, music, or drama. Also acceptable are college credits earned based on concurrent enrollment programs, or International Baccalaureate courses.
Capstone	.5	Includes an independent research project, a community service experience, and an individual career and academic portfolio.
Total	22	

The Colorado State Board of Education has adopted State graduation guidelines that identify college and career readiness measures in English and math. Mapleton Public Schools has selected its own measures from these State graduation guidelines.

Beginning with the graduating class of 2021, students must complete at least one of the following measures and meet or exceed the measure’s corresponding cut score or criteria to demonstrate college and career readiness in English and Math.

Mapleton Public Schools Menu of College and Career-Ready Demonstrations:

Assessment	English	Math
ACCUPLACER	62 on Reading Comprehension	61 on Elementary Algebra

ACT	At least 18 on English	At least 19 on Math
ACT WorkKeys - National	Bronze (3) or higher	Bronze (3) or higher
Advanced Placement (AP)	Score of at least 2	Score of at least 2
Armed Services Vocational Aptitude Battery (ASVAB)	Score in at least the 31st percentile	Score in at least the 31st percentile
Concurrent Enrollment	Passing grade per district and higher education policy	Passing grade per district and higher education policy
District Capstone	Individualized	Individualized
Industry Certificate	Individualized	Individualized
International Baccalaureate (IB)	Score of 4	Score of 4
SAT	Score of at least 470	Score of at least 500
Collaboratively-developed, standards-based performance assessment	State-wide scoring criteria	State-wide scoring criteria

Mapleton Public Schools offers unique learning experiences for its students and each school provides its own learning model and environment. Accordingly, each high school requires students to complete school-specific academic experiences that reflect the focus of that specific school. This provides a unique mix of approaches of equal rigor for students to demonstrate essential skills and knowledge for life after graduation. To be eligible for graduation, all students must complete the school-specific graduation requirements in addition to the District-wide graduation requirements.

Graduating seniors shall be ranked within the graduating class for each high school upon the basis of grade-point averages for the four-year program, excluding the last semester of the senior year. The student with the highest-class rank will be valedictorian. When more than one student holds the numerical one rank, all students holding the rank will be declared co-valedictorians.

Grades for regular classes will be given the following values: A=4, B=3, C=2.

Grades for college level classes will be given the following values: A=5, B=3.75, C=2.5, D=1.25.

The course load for freshmen, sophomores, juniors, and seniors shall be a minimum of 6 credits per school year. Students who wish to take fewer credits in any given school year must obtain advance permission from the school director.

The Superintendent may authorize early graduation for a student that has met all graduation requirements. For the full policy on this subject, see [IKF: Graduation Requirements.](#)

## Student Health and Wellness

Mapleton Public Schools is committed to providing a safe and healthy environment for all students and staff. To promote the general health, welfare, and well-being of students and staff, smoking, chewing, or any other use of any tobacco product is prohibited on all District property. Possession of any tobacco product by students is also prohibited. Signs will be posted in prominent places on all District property to notify the public that smoking or other use of tobacco products is prohibited in accordance with State law

and District policy. Any member of the general public observed to be in violation will be asked to comply or will be instructed to leave District property. Employees found to be in violation of this policy will be subject to appropriate disciplinary action. Disciplinary measures for students who violate this policy may include in-school detention, revocation of privileges, and/or exclusion from extracurricular activities. Repeated violations may result in suspension from school. In accordance with State law, no student will be expelled solely for tobacco use. For the full policy on this subject, see Policy [ADC Tobacco Free Schools](#).

No student is permitted to attend or continue to attend any school in Mapleton without meeting the legal requirements of immunization against disease unless the student has a valid exemption for health, religious, personal, or other reason in compliance with Colorado Immunization laws. The District has procedures in place that parents/students who wish to seek an exemption must follow. See [JLCB-R: Immunization of Students](#). Non-medical exemption forms must be submitted annually. Immunization requirements will be strictly enforced for all students. Students who do not submit an up-to-date certificate of immunization, a written authorization signed by a parent/guardian requesting local health officials administer the immunizations, or a valid exemption will be suspended and/or expelled from school according to Colorado law, District policy [JLCB: Immunization of Students](#) and accompanying regulation, [JLCB-R](#). In the event of an outbreak of disease against which immunization is required, no exemption will be recognized, and those students will be excluded from school.

The following information is provided by Colorado Department of Health and Environment:



**COLORADO**  
Department of Public  
Health & Environment

Dedicated to protecting and improving the health and environment of the people of Colorado

**Dear parents/guardians of students in Colorado kindergarten - 12<sup>th</sup> grade schools for the 2021-20 school year:**

We know you're thinking of all the things you need to do to make sure your student is ready for school. Getting vaccinated is an important part of their school readiness and keeps children from catching and spreading diseases that can make them sick. We wish you and your student a healthy school year!

**Required and recommended vaccines**

• Colorado law requires students who attend a public, private, or parochial kindergarten - 12<sup>th</sup> grade school to be vaccinated against many of the diseases vaccines can prevent, unless an exemption is filed. For more information, visit [colorado.gov/cdphe/schoolrequiredvaccines](http://colorado.gov/cdphe/schoolrequiredvaccines) (or [cdphe.colorado.gov/schoolrequiredvaccines](http://cdphe.colorado.gov/schoolrequiredvaccines)). Your student must be vaccinated against:

diphtheria, tetanus & pertussis (DTaP, DTP, Tdap)  
polio (IPV)  
measles, mumps, rubella (MMR)  
hepatitis B (HepB)  
varicella (chickenpox)

• Colorado follows recommendations set by the Advisory Committee on Immunization Practices. Students entering kindergarten must receive their final doses of DTaP, IPV, MMR and varicella. Students entering 6<sup>th</sup> grade must receive one dose of Tdap vaccine, even if they are under 11 years of age. You can view recommended vaccine schedules for children 0 -6 years of age at [cdc.gov/vaccines/parents/downloads/parent-ver-sch-0-6yrs.pdf](http://cdc.gov/vaccines/parents/downloads/parent-ver-sch-0-6yrs.pdf) and preteens/teens 7 - 18 years of age at [cdc.gov/vaccines/schedules/downloads/teen/parent-version-schedule-7-18yrs.pdf](http://cdc.gov/vaccines/schedules/downloads/teen/parent-version-schedule-7-18yrs.pdf).

• Vaccines are recommended for hepatitis A, influenza, meningococcal disease and human papillomavirus, but are not required.

#### **Exclusion from school**

- Your student may be excluded from school if your school does not have an up-to-date vaccine record, exemption, or in-process plan for your student on file.
- If someone gets sick with a vaccine-preventable disease or there is an outbreak at your student's school and your student has not received the vaccine for that disease, they may be excluded from school activities. That could mean lost learning time for them and lost work and wages for you. For example, if your student has not received a measles-mumps-rubella (MMR) vaccine, they may be excluded from school for 21 days after someone gets sick with measles.

#### **Have questions?**

- You may want to talk to a healthcare provider licensed to give vaccines or your local public health agency about which vaccines your student needs or if you have questions. You can read about the safety and importance of vaccines at [SpreadTheVaxFacts.com](http://SpreadTheVaxFacts.com), [ImmunizeForGood.com](http://ImmunizeForGood.com), and [colorado.gov/cdphe/immunization-education](http://colorado.gov/cdphe/immunization-education) (or [cdphe.colorado.gov/immunization-education](http://cdphe.colorado.gov/immunization-education)).

#### **Paying for vaccinations**

- If you need help finding free or low-cost vaccines and providers who give them, go to [COVax4Kids.org](http://COVax4Kids.org), contact your local public health agency, or call the state health department's Family Health Line at 1-303-692-2229 or 1-800-688-7777. You can find your local public health agency at [colorado.gov/cdphe/find-your-local-public-health-agency](http://colorado.gov/cdphe/find-your-local-public-health-agency) (or [cdphe.colorado.gov/find-your-local-public-health-agency](http://cdphe.colorado.gov/find-your-local-public-health-agency)).

#### **Vaccination records**

- Please take your student's updated vaccine record to school every time they receive a vaccine.
- Need to find your student's vaccine record? It may be available from the Colorado Immunization Information System. Visit [COVaxRecords.org](http://COVaxRecords.org) for more information.

#### **Exemptions**

- If your student cannot get vaccines because of medical reasons, you must submit an official *Immunization Medical Exemption Form* to your school, signed by a health care provider licensed to give vaccines. You only need to submit this form once, unless your student's information or school changes. You can get the form at [colorado.gov/vaccineexemption](http://colorado.gov/vaccineexemption) (or [cdphe.colorado.gov/vaccineexemption](http://cdphe.colorado.gov/vaccineexemption)).
- If you choose not to have your student vaccinated according to the current recommended schedule because of personal belief or religious reasons, you must submit a non-medical exemption to your school. Non-medical exemptions must be submitted annually at every new school year (July 1<sup>st</sup> through June 30<sup>th</sup> of the following year). The easiest way to file a personal or religious exemption is by using our online or downloadable non-medical exemption form available at [colorado.gov/vaccineexemption](http://colorado.gov/vaccineexemption) (or [cdphe.colorado.gov/vaccineexemption](http://cdphe.colorado.gov/vaccineexemption)).

#### **How's your school doing on vaccinations?**

- Some parents, especially those with students who have weakened immune systems, may want to know which schools have the highest percent of vaccinated students. Schools must report immunization and exemption numbers (but not student names or birth dates) to the state health department annually. Immunization and exemption rates can be found at [COVaxRates.org](http://COVaxRates.org).

Sincerely,

Colorado Immunization Branch | Colorado Department of Public Health & Environment 303-692-2700 | [cdphe.dcdimmunization@state.co.us](mailto:cdphe.dcdimmunization@state.co.us)

December 2019

To learn where to obtain immunizations free or at low cost, call the Family Health Line at 303.692.2229 or 1.800.688.7777, or the Colorado Helpline at 1-877-462-2911. Immunization clinics are typically held in August and November of each year. Details can be obtained from the health assistant at your child's school, or on the District's website.

Mapleton Public Schools recognizes that a significant number of students have health issues that require the administration of medication during the school day. School personnel shall not administer prescription or nonprescription medications to students unless appropriate administration cannot reasonably be accomplished outside of school hours and the student's parent/guardian is not available to administer the



medication during the school day. Medication may be administered to students by the school nurse or other school designee only when the following requirements are met:

- (1) Medication shall be in the original, properly labeled container. If it is a prescription medication, the student's name, the name of the medication, dosage, how often it is to be administered, and name of the prescribing health care practitioner shall be printed on the container.
- (2) The school shall have received written permission to administer the medication from the student's health care practitioner with prescriptive authority under Colorado law, or a standing medical order if the medication is an over-the-counter medication such as Advil or Tylenol.
- (3) The school shall have received written permission from the student's parent/guardian to administer the medication to the student.
- (4) The parent/guardian shall be responsible for providing all medication to be administered to the student.

A student with asthma, a food allergy, other severe allergies, or a related, life-threatening condition may possess and self-administer medication that is prescribed by a licensed health care practitioner in accordance with District policy [JLCD: Administering Medications to Students](#) and accompanying regulation, [JLCD-R](#). Authorization for a student to possess and self-administer medication may be limited or revoked by the school director after consultation with the school nurse and the student's parent/guardian if the student demonstrates an inability to responsibly possess and self-administer such medication. Student possession, use, distribution, sale, or being under the influence of medication inconsistent with District policy shall be considered a violation of District policy concerning drug and alcohol involvement by students and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable District policy.

The Board of Education for Mapleton Public Schools strives to honor families' private medical decisions while ensuring a learning environment free of disruption. To accomplish these goals, the District restricts the administration of medications, including medical marijuana, during school hours unless administration cannot reasonably be accomplished outside of school hours. Administration of medical marijuana to qualified students shall be in accordance with District policy [JLCDB: Administration of Medical Marijuana to Qualified Students](#). Only students who hold a valid registration from the State of Colorado (a license issued by the Colorado Department of Public Health and Environment) for the use of medical marijuana are eligible and only if administration of medical marijuana cannot reasonably be accomplished outside of school hours. Strict compliance with all provisions of District policy [JLCDB](#) is required. School personnel shall not administer or hold medical marijuana in any form. Students are not permitted to possess or use medical marijuana on school grounds, school buses, or at school-sponsored events located on Federal property or any other location that prohibits marijuana on its property. Permission to administer medical marijuana to a qualified student may be limited or revoked if the qualified student and/or the student's primary caregiver violates District policy or demonstrates an inability to responsibly follow the policy's parameters. Student possession, use, distribution, sale, or being under the influence of marijuana inconsistent with District policy [JLCDB](#) may be considered a violation of policy concerning drug and alcohol involvement by students or other policy, and may subject the student to disciplinary consequences, including suspension and/or expulsion, in accordance with applicable District policy. If the Federal government indicates that the District's funding is jeopardized by District policy [JLCDB](#), the policy shall be suspended immediately and administration of any form of medical marijuana on school property, on a school bus, or at a school-sponsored event shall not be permitted. Should this occur, notice will be posted in a conspicuous place on the District's website. For the full policy on this subject, see [JLCDB: Administration of Medical Marijuana to Qualified Students](#).



Many Mapleton students have been diagnosed with potentially life-threatening food allergies. The District has established policies and procedures to address this issue and meet State law requirements concerning the management of food allergies and anaphylaxis among students. See [JLCDA: Students with Food Allergies](#). The school nurse, or a school administrator in consultation with the school nurse, shall develop and implement a health care plan for each student with a diagnosis of a potentially life-threatening food allergy. The Plan shall be documented on the standard allergy and anaphylaxis form developed by the Colorado Department of Public Health and Environment (CDPHE) [Allergy & Anaphylaxis Action Plan](#) form or similar, to be kept on file at the school. See [JLCDA-E](#). The Plan shall address communication between the school and emergency medical services, including instructions for emergency medical responders. If a student qualifies as a student with a disability in accordance with Federal law, the student's Section 504 plan, Individualized Education Program (IEP), and/or other plan developed in accordance with applicable Federal law shall meet this requirement. For allergies requiring meal accommodations, contact Nutrition Services. Emergency medications for treatment of the student's food allergies or anaphylaxis shall be kept in a secure location accessible to designated school staff. Whenever possible and in a timely fashion, the parent/legal guardian shall supply the school with the medication needed for treatment of the student's food allergies or anaphylaxis, unless the student has an approved treatment plan which authorizes the student to self-carry and self-administer the medication in accordance with District policy [JLCD: Administering Medications to Students](#).

No treatment of injuries, except routine first aid, shall be permitted in the schools. First aid is the immediate help given by the best qualified person at hand in case of accident or sudden illness. The school's obligation continues after the injury until the injured student has been placed in the care of a parent/guardian or emergency health personnel. In all cases where the nature of an illness or an injury appears serious, a parent/guardian or emergency contact person shall be contacted if possible. In extreme emergencies, where there is potential threat to life, limb, or digit, school personnel shall immediately call emergency health personnel to arrange for transporting the student to an emergency facility on advice of emergency health personnel. No elementary student who is ill or injured shall be sent home alone nor shall a secondary student be sent home alone unless the illness is minor, and a parent/guardian has consented in advance. Treatment of injuries occurring outside school jurisdiction is not the responsibility of school employees. For the full policy on this subject, see [JLCE: First Aid and Emergency Medical Care](#).

In all cases in which a student is enrolled in the Colorado School Medicaid program, Mapleton Public Schools may seek reimbursement for all ongoing health and related services rendered by qualified District staff. Any parent/guardian or eligible student (18 years of age or older) who does not want to participate in the Medicaid billing program or who does not want directory information released must notify the District in writing. Forms are available at each school office. The District's School Medicaid Coordinator must receive the form by the second Monday in September after enrollment. Unless notified of a refusal, the District will begin billing for any applicable services rendered within two weeks of enrollment. See [JLCG: Medicaid Reimbursement](#) for the full policy on this subject.

Mapleton Public Schools is committed to ensuring that all students receive the nutrition they need to engage in active learning during the school day. In accordance with applicable Federal guidance from the [United States Department of Agriculture](#) (USDA), the District has developed policies and procedures intended to serve the purposes of meeting student needs, minimizing the identification of students with insufficient funds to pay for school meals, and maintaining the fiscal integrity of the District's school food service fund. Mapleton participates in the National School Lunch Program and School Breakfast Program, which provides free or reduced-price meals for eligible students. Breakfast is available at no cost to all students, and lunch prices are available on the District's website. See [EF: School Nutrition Program](#) for the full policy on this subject.

A student meal account will be established for each student. Adults can request an account by contacting the school. Parents/guardians are encouraged to pre-pay for student meals. Money can be added to a student meal account in person with cash or check, or online via [www.myschoolbucks.com](http://www.myschoolbucks.com) at no additional charge. Checks returned unpaid may be subject to a fee. Students are permitted to pay for meals and/or add funds to student accounts on the day of service. If a student has money in hand to purchase a meal, the student will be provided a meal regardless of any unpaid student meal account balance. A student's money will not be used to repay previously unpaid charges if the student intended to use the money to purchase that day's meal. Any additional money received over the cost of the meal may be collected to help reduce the account's negative balance. A meal account balance remains with the student until the student is no longer enrolled in the District. Students with unused credit in their accounts at the point of disenrollment or graduation will receive a refund in the amount of the credit upon request by contacting the Nutrition Services Department. All unclaimed positive balances will be handled following the Colorado unclaimed property process. Students who do not have money in their account or in hand to cover the cost of a meal at the time of service will be permitted to charge a meal. Students charging a meal will not be permitted to charge á la carte or "extra" items, such as a second milk or additional entrée. All students in grades Pre-K through 8 will receive a meal regardless of their account balance. Students in grades 9-12 will be allowed to charge up to five (5) meals. After charging five (5) meals, students in grades 9-12 will not be permitted to charge meals until payment arrangements are made. Students who do not have money to cover the cost of a meal and are ineligible to charge a meal will be offered complimentary salad bar access. Adults are not permitted to charge meals or á la carte/extra items. Parents/guardians can choose to receive notifications when a student meal account balance is low by creating an account at [www.myschoolbucks.com](http://www.myschoolbucks.com) and signing up for notifications. Households will be notified of negative balances. Parents/guardians are expected to contact the Nutrition Services Department to set up a payment arrangement if payment in full is not feasible. Collection efforts may begin when an account reaches a negative balance of \$25 or more if payment arrangements are not made within a reasonable amount of time. When an account is turned over to collections, additional costs and fees will be assessed. See [EF-E1: School Meal Payments](#) for the full policy in this subject.

Families are encouraged to complete an application for free or reduced-price meal benefits through the National School Lunch Program. The application is confidential and is only used to determine eligibility for free or reduced meal benefits. Only one application per family, per school year is required. The [Free and Reduced Lunch Application](#) is available online and can be accessed through the [District's website](#). Families may also obtain a paper application from the school office. Families may contact the Nutrition Services Department at 303.853.1117 with any questions. Any school meal debt accrued prior to the District's determination that the student is eligible for free or reduced-price lunch remains the parent's responsibility. See [EFC: Free and Reduced-Price Food Services](#) for the full policy on this subject.

Mapleton Public Schools has developed a school health program designed to promote healthy habits, to assist in identifying student health needs, and to refer families to resources in the community to meet those needs. Among other programs, the District provides annual vision and hearing screening to students in preschool, kindergarten, and grades 1-3, 5, 7, and 9, as well as students who are new to the District. Any parent/guardian who objects to these screenings on religious or personal grounds should contact the school nursing staff at the beginning of the school year. See [JLC: Student Health Services and Records](#) for the full policy on this subject.

## Student Safety

Mapleton Public Schools welcomes members of the community who wish to visit our schools. To protect the safety and security of our schools, the District has policies and procedures which place limitations on

public access to schools. Visiting schools is a privilege, not a right, which may be limited, denied, or revoked based on considerations of student and/or staff safety, efficient school operations, maintenance of a proper educational environment, or failure to comply with District policies. All visitors must report to the school office immediately when entering a school. See policy [KI: Visitors to Schools](#) for the full policy on this subject.

Mapleton Public Schools will presume, absent additional information, that the parent who enrolls a student in school is the student's custodial parent. Unless a currently effective Colorado court order specifies otherwise, the custodial parent shall be the one whom the District holds responsible for the education and welfare of the student. When a court order specifies that the parents share custody and jointly make decisions relative to the care and education of their child, school officials shall consult with both parents regarding educational matters affecting the child. Where the parents disagree on such matters and the court order does not provide a mechanism for resolving their differences, school officials shall follow the instructions of the parent with whom the child primarily resides during a normal school week. If the rights of a noncustodial parent are restricted by a Colorado court order, the custodial parent shall provide the school with a certified copy of the currently effective court order curtailing these rights. Unless informed through the submission of such a court order, the District assumes there are no restrictions regarding a noncustodial parent's rights, including the right to access the student's educational records. The student shall not be permitted to visit with or be released to anyone, including the noncustodial parent, without the approval of the custodial parent. Unless otherwise provided by applicable law or court order, education conferences with a noncustodial parent shall be permitted only upon the consent of the custodial parent. See [KBBA: Custodial and Noncustodial Parent Rights and Responsibilities](#) for the full policy on this subject.

Violent or aggressive behaviors are not tolerated in Mapleton. Students exhibiting violent or aggressive behaviors, or warning signs of future violent or aggressive behavior, shall be subject to appropriate disciplinary action including suspension and/or expulsion. As appropriate, and in accordance with applicable law and District policy, students may also be referred to law enforcement authorities. At the District's discretion, and when appropriate, the student may receive appropriate intervention designed to address the problematic behavior. The District may also conduct a threat assessment of the student. Students shall immediately report questionable behavior or potentially violent situations to an administrator, counselor, or teacher. See [JICDD: Violent and Aggressive Behavior](#) for the full policy on this subject.

Mapleton Public Schools supports a secure school climate conducive to teaching and learning that is free from threats, harassment, and any type of bullying behavior. The District has policies and procedures in place to promote consistency in the District's approach and to help create a climate in which all types of bullying are regarded as unacceptable. Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental, or emotional harm to another person. Bullying can occur through written, verbal, or electronically transmitted expression, or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of his or her academic performance, disability, race, creed, color, sex, sexual orientation (which includes transgender), national origin, religion, ancestry, the need for special education services, or against whom Federal and State laws prohibit discrimination upon the bases described in [C.R.S. § 22-32-109\(1\)\(II\)\(I\)](#), whether such characteristic is actual or perceived. Bullying is prohibited on District property, at District or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the District or one of its schools, or off school property when such conduct has a nexus to school or any District curricular or non-curricular activity or event. A student who engages in any act of bullying and/or a student who takes any retaliatory action against a student who reports in good faith an incident of bullying, will be subject to appropriate disciplinary action including but

not limited to suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment shall be subject to investigation and discipline under related District policies and regulations. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under District policies and regulations regarding unlawful discrimination and harassment. See [JICDE: Bullying Prevention and Education](#) for the full policy on this subject.

Mapleton Public Schools desires to keep schools and students free from the threats or harmful influence of any groups or gangs which advocate drug use, violence, or disruptive behavior. Any apparel, jewelry, accessory, notebook, or manner of grooming, which by virtue of its color, arrangement, trademark, or any other attribute, denotes membership in gangs which advocate drug use, violence, or disruptive behavior is prohibited on school grounds, in school vehicles, and at school activities or sanctioned events. See [JICF: Secret Societies/Gang Activity](#) for the full policy on this subject.

We can keep our schools safe by working together as a community. Parents and students can also report safety concerns anonymously by visiting the [Safe2Tell Website](#), downloading the [Safe2Tell App](#) on your smartphone or by calling 1-877-542-SAFE. This hotline is toll free and available 24 hours a day, 365 days a year. An operator will document your concern and work with the school to address the situation. The operator will not ask for your name and the hotline does not use caller ID.

Mapleton Public Schools promotes a healthy environment for students by providing education, support, and decision-making skills with regard to alcohol, drugs, and other controlled substances and their abuse. It shall be a violation of District policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute, procure, or to be under the influence of alcohol, drugs, or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students. Controlled substances include, but are not limited to, narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medicine, vitamin, or other chemical substances not taken in accordance with District policy and regulations on administering medications to students ([JLCD](#) and [JLCD-R](#)) or the District's policy on administration of medical marijuana to qualified students ([JLCDB](#)). This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance. This policy shall apply to any student on District property, being transported in vehicles dispatched by the District or one of its schools, during a school-sponsored or District-sponsored activity or event, off school property when the conduct has a reasonable connection to school or any District curricular or non-curricular event, or whose conduct at any time or place interferes with the operations of the District or the safety or welfare of students or employees. Students violating this policy shall be subject to disciplinary sanctions which may include suspension or expulsion from school and/or referral to law enforcement. See [JICH: Drug and Alcohol Involvement by Students](#) for the full policy on this subject.

Possession and/or use of weapons by students is detrimental to the welfare and safety of the students and school personnel within the District. Carrying, bringing, using, or possessing a dangerous weapon on District property, when being transported in vehicles dispatched by the District or one of its schools, during a school-sponsored or District-sponsored activity or event, and off school property when the conduct has a reasonable connection to a school or District curricular or non-curricular event, without the authorization, is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms. "Dangerous weapon" includes: firearms,

whether loaded or unloaded; a pellet, BB gun, or other device, whether operational or not, designed to propel projectiles by spring action or compressed air; a fixed blade knife with a blade that measures longer than three inches in length, or a spring loaded knife, or a pocket knife with a blade longer than three and one-half inches; and any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury. Mapleton also prohibits carrying, bringing, using, or possessing any knife, regardless of the length of the blade, or any other substance or object, regardless of its intended purpose, used in a manner that may render them dangerous to the user or others. Expulsion proceedings may be instituted for students who violate of this policy. In accordance with Federal law, expulsion shall be mandatory for no less than one full calendar year for a student who is determined to have brought a firearm to or possessed a firearm at school. The Superintendent may modify the length of expulsion in writing on a case-by-case basis in extraordinary situations, including cases involving students with disabilities in accordance with State and Federal law. Carrying, using, actively displaying, or threatening with a firearm facsimile that could reasonably be mistaken for an actual firearm is prohibited. A student may seek prior authorization from the school director to carry, bring, use, or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property for purposes of a school-related or non-school related activity. A student's failure to obtain such prior authorization is a violation of District policy and may result in disciplinary action, including but not limited to suspension and/or expulsion. The school director's decision is final. In accordance with applicable law, school personnel shall refer any student who brings a firearm or weapon to school without authorization to law enforcement. For the full policy on this subject, see [JICI: Weapons in School](#).

School districts are required to provide information to parents, students, and community members advising how they may obtain information collected by law enforcement agencies related to registered sex offenders in the community. The Colorado Bureau of Investigation (CBI) recommends contacting your local law enforcement agency for a complete list of sex offenders in your neighborhood. CBI's website includes a [Convicted Sex Offender Search tool](#) that provides information about some sex offenders. For the full policy on this subject, see [JLFF: Sex Offender Information](#).

It is a privilege for students to bring their vehicle onto school or District grounds and that privilege is conditioned upon the student allowing a search of the vehicle when there is reasonable suspicion that the vehicle contains contraband, anything illegal, or anything that may endanger the life or health of any student or staff member. Refusal by a student, parent/guardian, or owner of the vehicle to allow access to a vehicle that has been brought onto school or District property shall be cause for termination of the privilege of bringing a vehicle on to District premises without further hearing. Refusal to submit to a search also may result in disciplinary action and notification of law enforcement officials. Routine patrolling of student parking lots and inspection of the outside of student automobiles shall be permitted at all times. See [JIHB: Parking Lot Searches](#) for the full policy on this subject.

When the administration has reasonable cause to believe that weapons are in the possession of unidentified students, when there has been a pattern of weapons found at school, or when violence involving weapons has occurred at the school or at school sponsored events, the administration shall be authorized to use stationary or mobile metal detectors in accordance with procedures approved by the Board. Any search of a student's person as a result of the activation of the detector shall be conducted in private in accordance with the policy on personal searches. See [JIHC: Use of Metal Detectors](#) for the full policy on this subject.

A staff member may only transport students in a personal vehicle if it is for school-related purposes and if the staff member has special permission for that specific trip. Special permission for providing student transportation will only be granted in exceptional cases by the Superintendent (or designee). If special



permission is granted by the Superintendent; the staff member must also obtain written permission from each student's parent(s)/guardian(s) for that specific trip. See [EEAG: Student Transportation in Private Vehicles](#) for the full policy on this subject.

Mapleton Public Schools complies with the Child Protection Act. Any District official or employee who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions which would reasonably result in abuse or neglect, as defined by statute, shall immediately upon receiving such information report or cause a report to be made to the appropriate county department of social services or local law enforcement agency. Failure to report promptly may result in civil and/or criminal liability. A person who reports child abuse or neglect in good faith is immune from civil or criminal liability. Reports of child abuse or neglect, the name and address of the child, family or informant, or any other identifying information in the report shall be confidential and shall not be public information. See JLF: Reporting Child Abuse/Child Protection for the full policy on this subject.

Mapleton Public Schools shall take reasonable steps to ensure the health and safety of its students during the school day. Each school has established procedures to validate requests for early dismissal so that students are released only for proper reasons and into proper hands. Under no circumstances shall a student be dismissed from school prior to the end of the school day or into any person's custody without the direct prior approval and knowledge of the school director (or designee). The school director (or designee) shall not excuse a student under the age of 18 before the end of a school day without a request from the student's parent(s)/guardian(s). A student shall not be released from school early on the basis of an invalidated telephone call. Students of divorced or legally separated parents may be released to a noncustodial parent only with the approval of the custodial parent. See [KBBA](#). An elementary student shall be sent home only with a parent/guardian. If the parent/guardian is not available, the student may be sent home with another authorized adult. Additional precautions shall be taken by the school director as needs arise. See [JLIB: Student Dismissal Precautions](#) for the full policy on this subject.

## Concerns and Complaints

Constructive criticism motivated by a sincere desire to improve the quality of the educational program or to equip the schools to do their tasks more effectively is welcomed by the Board of Education for Mapleton Public Schools.

To ensure concerns and complaints are addressed efficiently, the District has policies and procedures in place directing how various concerns and complaints will be handled. Complaints regarding personnel or District operations are addressed in policy [KE: Public Concerns and Complaints](#) and regulation [KE-R: Complaint Procedure](#). Complaints concerning unlawful discrimination are addressed in accordance with policy [AC: Nondiscrimination/Equal Opportunity](#), regulation [AC-R: Nondiscrimination/Equal Opportunity Complaint and Compliance Process](#), and [AC-E1: Nondiscrimination/Equal Opportunity Notice](#).

Parent(s)/guardian(s) may request that their child not be exposed to a specific book or other instructional materials. When such a request is made, schools are permitted to arrange for use of alternative materials in accordance with policy [KEC: Public Concerns/Complaints about Instructional Resources](#). Should an individual or group wish to have any book or material withdrawn from school use, they must make a request in accordance with policy [KEC](#). Concerns regarding teaching methods are addressed in accordance with policy [KEF: Public Concerns/Complaints About Teaching Methods, Activities or Presentations](#). Student concerns are addressed by the school director, unless otherwise provided in policy [JII: Student Concerns, Complaints and Grievances](#) or the accompanying regulation, [JII-R: Grievance Procedure](#).



# Mapleton Public Schools