Academy High School



Student Handbook
2025-2026

A SMALL-BY-DESIGN SCHOOL
IN MAPLETON PUBLIC SCHOOLS

STUDENT HANDBOOK AND SCHOOL GUIDE

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Mapleton Public Schools Mission Statement
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

- Learning always leads to opportunity.
- Everyone deserves unlimited opportunities to maximize their unique abilities.
- Honest communication is the essence of community.
- Growth requires risk.
- Success requires constant improvement.
- People thrive in a caring environment.
- The children of today are the hope of tomorrow.
- Integrity is the basis of trust.
- The greater good is the responsibility of each individual.

Academy High School Vision Statement
Academy High School strives to be a transformative learning community where students build character through perseverance and develop real-world skills through innovative science, mathematics, and career-focused course work. We aspire to empower students to develop critical thinking skills through classes that prepare them to meet their post-secondary goals and to graduate students who are prepared to change the world.

Academy High School Mission Statement
Academy High School cultivates critical thinkers and future leaders through a rigorous science and math education, career-ready health science opportunities, and advanced courses. At Academy High School, students cultivate meaningful relationships fostered by supportive and dedicated faculty. Our collaborative community is built on responsibility, determination, and mutual support with the goal of providing unique opportunities to students to become impactful members of society.

Grading System
The graduation requirements in Mapleton Public Schools consist of successful completion of district-wide coursework requirements. To receive credit for a course, students must earn the equivalent of a "D" or better.

90-100%	A
80-89%	B
70-79%	C
60-69%	D
59% or lower	F

Academy Grading Policy
Grading at Academy High School prioritizes multiple pathways of learning that are equitable, standards-based, and focused on formative and summative assessments that utilize Essential Skills. See the Academy High School Grading Guidelines for more information.

Weighted Grades
Please see Mapleton Board Policy regarding grading weights for AP coursework and concurrent enrollment courses.

Graduation Requirements
Mapleton Public Schools offers a unique mix of academic approaches for high school students to meet the individual needs of each student. Graduation requirements provide a uniform framework for successful completion of a college-preparatory curriculum.

Additional school-level requirements, which differ from school to school, but which are equivalent in rigor and effort required, reflect successful completion of a curriculum that builds essential skills and knowledge for life after graduation.

Credit Requirements
Mapleton students must earn a total of 22 credits to graduate. For students graduating in the class of 2027 and beyond, these credits must include:

COURSES	**CREDITS**
English	4
Math*	3
Science (*2 years Lab Based Science)*	4
Social Studies *(1 Year History & ½ year of Civics)*	3
Foreign Language	1
Fine/Practical Arts	0.5
Health	0.5
Physical Education	0.5
Electives	5.5
Other Requirements	
Capstone *(Completed Senior Year)*	0.5 (Elective Credit)
Financial Literacy *(On-Line Module)*	
Community Service	20 hours

*Mapleton students are required to earn credit in Algebra I, Geometry, and an additional math course beyond Algebra I and Geometry. At Academy, those courses include Algebra II, Pre-Calculus, Probability and Statistics, AP Calculus, and, for qualifying students, concurrent enrollment math courses.

Career and Technical Education Programming – Health Sciences Pathway
Students across Mapleton have access to CTE (Career and Technical Education) coursework and certifications. Academy offers the Health Sciences Pathway. This pathway gives students foundational knowledge to be successful in a wide range of medical careers. The Academy CTE Health Sciences Pathway provides biology and anatomy foundational knowledge to support students interested in earning credentials in several health career pathways.

At Academy High School, every student is required to take foundational Health Science coursework: Introduction to Health Sciences (typically offered in 9th grade) and Anatomy and Physiology (typically offered in 10th grade).

Students interested in completing the Health Sciences pathway complete coursework and training in EKG and Phlebotomy (typically in 11th grade) and participate in internships in health-related fields (typically in their senior year).

Participating students will be members of the HOSA-Future Health Professionals career and technical student organization, which develops leadership and technical skills through a program of motivation, awareness, and recognition.

Academy's HOSA (Health Occupations Students of America) student leaders attend the Student Leadership Conference in Denver each February.

Capstone Exhibition & Grade-Level Exhibition Requirements
Each Mapleton high school student must provide a capstone exhibition of student learning. Students begin building their Capstone portfolio throughout their time at Academy. Seniors are required to complete a Capstone exhibition, which must meet **all** the following criteria:

- Evidence that the student has achieved grade-level proficiency in the District content standards of communications, mathematics, science, and social studies. Proficiency may be demonstrated through an exhibition of student work meeting district content area standards in accordance with district-approved rubrics. In the areas of communications and mathematics, students alternatively may demonstrate proficiency by providing evidence of performance at or above the following levels on standardized tests.
- Evidence of an extended independent research project or activity that demonstrates important applied learning skills (identified by the high school) and approved by the district in accordance with district-approved rubrics.
- Student-selected entries reflecting both student choice and areas of special interest; **and**
- Student reflection on the capstone exhibition and its connection to the student's personal and professional goals.
- 10 hours of community service must be completed in a STEM-related field.

In addition to their Capstone Presentation, Academy students are required to complete a project or presentation unique to each grade level:

- **Science Fair**. Each 9th grader at Academy designs, completes, and presents a science fair project as part of their 9th grade science coursework. Winners of Academy's science fair compete in the District science fair.
- **Gateway**. At the end of their 10th grade year, students must complete a Gateway presentation where students share what they've learned during their first two years in high school. Students must also discuss what they plan to do during their final two years of high school, and what

they plan to do to ensure that all the community service hours are earned. By the end of 10th grade, students should have completed at least 10 community service hours.
- **Pre-ICAP Portfolio.** At the end of 11th grade, students review their progress toward graduation requirements in preparation for their senior year and the Capstone exhibition.

Demonstration of Community Awareness and Engagement
Community service provides students with opportunities to become responsible citizens by helping others while learning selflessness and fostering personal growth. Each Mapleton high school student must demonstrate awareness of the larger community and his or her roles within the community by completing a *minimum* of 20 hours of Community Service. In accordance with School Board Policy, completion of these hours is a requirement for graduation. Students are encouraged to start these hours as soon as they begin their first year in Mapleton and serve more than the minimum requirement of 20 hours. All hours must be documented on the Academy High School Community Service Google form.

Demonstration of College Readiness
Mapleton Public Schools believes strongly in ensuring that all students can choose to attend postsecondary education if they so desire, and in removing actual and perceived barriers to this goal. To qualify for graduation, each student must participate in a college readiness program during their senior year and must apply and be prepared to pursue a postsecondary education program by the end of his or her final year.

Assessments

	Definitions	Purpose	Given
CMAS	Colorado Measures of Academic Success. 11th grade students take the Science portion of this exam which indicates the degree to which students have mastered CO Academic Standards.	Measuring student attainment of state science standards.	*April 2026* Grade 11
PSAT/ SAT	The **PSAT**/ is a preliminary version of the **SAT**. The **PSAT** helps prepare students to take the **SAT** in their Junior year. A strong score on the **PSAT** is also a good indicator of how a student will score on the **SAT**. The **SAT** is a required standardized test used for determining scholarship eligibility as well as college entrance. In Colorado, all juniors must take this exam as a part of the school accountability plan.	For state accountability, college entrance, course placement, and scholarship determination.	*April 2026:* Grades 9,10 (PSAT), 11 (SAT)
MAP	Measures of Academic Progress (MAP) tests are given three times each year in reading, language, & math.	To measure student progress towards state standards.	*September 2025* *January 2026* *May 2026* Grades 9/10
WIDA/ ACCESS	World-Class Instructional Design and Assessment. English Language proficiency assessment.	To measure student progress towards English language proficiency.	*January 2025* Grades 9-12
INTERIM	District exams given quarterly to measure progress against academic standards in English and math.	To measure academic progress in English and math.	*Quarterly* Grades 9-11

Assessments are an important aspect to measuring your student's growth. Academy High School will notify you when your students will be taking different assessments. During this testing time, it is important to make sure your student is present, fully rested and well fed. Students who meet certain benchmarks on state and federal tests may attain assessment credit.

Grade Reporting

Academy High School is on a semester grading schedule. Grades are reported and posted to transcripts at the end of each semester. GPA (Grade Point Average) is calculated at the end of each semester.

NCAA Eligibility

NCAA has additional credit requirements to play sports in college. Check with Academy's PSOC starting in 9th grade to make sure that you maintain your graduation requirements *and* NCAA eligibility and continue those conversations with the PSOC throughout high school. Contact Academy's PSOC and visit the NCAA's Eligibility Center website for more details.

Taking College Courses While Enrolled at Academy (Concurrent Enrollment)
There are opportunities for students to take courses for college credit. The District will cover the cost of at least one college course per year for students who qualify and would like to take a college course. Students who take more than one college course may pay for additional classes. Families are responsible for the cost of textbooks, fees, and any necessary transportation for any college course. Parents are responsible for reimbursing the district the cost of tuition and course fees paid on their behalf **if** the student withdraws late, stops attending or fails the course (grade of F constitutes failure). More information about Mapleton's concurrent enrollment program can be found on Mapleton's website.

Academy High School Academic Celebrations
Every semester Academy High School has an all-school assembly. During an assembly, students are recognized for their academic performance and contributions to the Academy community. Honor Roll is posted in open student learning spaces throughout the following semester. At every academic celebration one student is chosen by the Director to receive The Director's Award.

Honor Rolls

- **Honor Roll** - Students receiving a cumulative semester GPA of 3.0 to 3.49
- **Black & Silver Honor Roll** - Students receiving a cumulative semester GPA of 3.5 to 3.74
- **Purple Honor Roll** Students receiving a cumulative semester GPA of 3.75 to 3.99
- **Director's Honor Roll** - Students receiving a cumulative semester GPA of 4.0

Students who maintain a GPA of 3.75 or higher throughout the year qualify for an academic letter.

Parental Involvement:
Academy High School strives to develop a strong supportive partnership with our students, community, and parent/guardians. There are numerous ways to support your student throughout their high school career. Opportunities for parents to be involved at Academy High School include:

1. **School Advisement & Accountability Committee:** A committee of parents and the Director meet to review academic progress and school culture. If you are interested in participating on this committee, contact the Academy High School office at 303-853-1730 or email Edgar Torres at TorresE@mapleton.us

2. **Attendance:** Student success is linked to student attendance. It is crucial for students to be in class learning and experiencing every day. One way to help your student is to ensure they are at school every day on time. Personal appointments should be scheduled for after school hours. Our school goal is to maintain 95% attendance for all students. A student with 95% attendance rate misses 9 days of school or fewer during the school year.

3. **Student-Led Conferences:** Student-led conferences are mandatory. They provide an opportunity for parents to meet with their student's advisor and listen to their student describe their progress and areas of growth across all academic classes. Student-led conferences are held once a semester.

4. **Mandatory Parent Meetings:** Seniors are required to present their graduation plan to their parents/guardians in the presence of a senior team member.

Academy High School Code of Conduct

Academy High School students are expected to behave in a manner consistent with the Mapleton Public Schools Code of Conduct. Additional information about student rights and conduct can be found in Section J of Mapleton's Board Policy.

Anti-Bullying Policy
Academy High School is committed to providing a caring, friendly, and safe environment for every student to work and learn in a relaxed and secure atmosphere. ***Bullying of any kind is unacceptable at Academy. This includes bullying based on race, disability, national identity, sexual identity, gender identity, body type, immigration status, etc.***

If bullying does occur, every student and parent should feel comfortable reporting the incident and knowing that incidents will be dealt with promptly and effectively. Anyone who knows that bullying is happening is expected to report it to a trusted adult.

What Is Bullying?
The Colorado Department of Education defines bullying as, "Any written or verbal expression, or physical or electronic act or gesture, or a pattern that is intended to coerce, intimidate, or cause any physical, mental, or emotional harm to any student. Bullying may also be a conscious, willful, and deliberate hostile activity intended to harm and induce fear through the threat of further aggression. Bullying involves a real or perceived imbalance of power, with the more hurtful child or group attacking those who are less powerful."

Additionally, according to Mapleton's Olweus Bullying Prevention Program, "A person is bullied when he or she is exposed, repeatedly and over time, to negative actions on the part of one or more other persons, and he or she has difficulty defending himself or herself."

Examples of bullying may include:

- Physical. Physical bullying includes behaviors such as hitting, kicking, spitting, or pushing.
- Verbal. Verbal bullying can include harmful written or verbal communication such as name calling or threatening another student.
- Relational. The purpose of relational bullying is to harm a student's relationship or social status. This can include behaviors such as spreading rumors or posting embarrassing information online.

Note that cyber-bullying is not included as a separate form of bullying on this list. According to the Colorado Department of Education and the Centers for Disease Control, "cyber-bullying, or electronic bullying, is a location and not a type of bullying." Bullying that occurs online or electronically, however, is still unacceptable and is not tolerated at Academy High School.

Why is it Important to Respond to Bullying?
According to the Centers for Disease Control, "Bullying can result in physical injury, social and emotional distress, self-harm, and even death. It also increases the risk of depression, anxiety, and poor academic achievement. Youth who bully others are at increased risk for substance use and academic problems."

Bullying hurts. No one deserves to be a victim of bullying. Everybody has the right to be treated with

respect. At Academy, we prioritize student safety and learning; bullying jeopardizes both. Students who choose to bully others need to learn different ways of behaving. Schools have a responsibility to respond promptly and effectively to issues of bullying.

Objectives of this Policy

- Staff members, students and parents will recognize and understand signs and effects of bullying.
- Students will understand that bullying is not tolerated at Academy High School.
- Staff will know what the school policy is about bullying and follow it when bullying is reported or suspected.
- Students and parents will know what the school policy is on bullying, and what they should do if bullying arises.

Procedures

- Students who are bullied or who witness bullying are asked to report bullying to both a trusted adult at school and a trusted adult at home.
- Students may also report bullying anonymously via Safe-2-Tell at 1-877-542-7233 or at Safe2Tell.org. Students can also download a Safe2Tell app.
- Bullying incidents will be recorded by staff on an office Behavior Incident Form and brought to the attention of the administration.
- A designated member of the staff (an assistant director, or director) will investigate the report, documenting the investigation in writing. Notes from investigations are stored in the main office.
- The staff member investigating the incident may consult with or enlist support from other district personnel, including central administrators, school-based therapists or social-workers, and police.
- If the investigation determines that bullying did occur, school personnel will follow up with students involved. This follow-up may include appropriate student support and/or disciplinary action.
- Bullying statistics are coded in Infinite Campus and reported to the Colorado Department of Education annually.

Outcomes

1. Consequences and support for students who are involved in bullying may vary depending on the situation and students involved. In every case, however, parents of students who were bullied and those who acted as a bully will be notified.
2. In extreme bullying incidents, suspension or even expulsion may be considered.
3. After the incident / incidents have been investigated and addressed, each case will be monitored to ensure repeated bullying does not take place.
4. Students who were bullied will be offered counseling and other support to ensure that they feel safe at school.

Prevention

Students at Academy High School are taught and expected to follow the four Olweus anti-bullying rules:

1. We will not bully others.
2. We will try to help students who are bullied.
3. We will try to include students who are left out.
4. If we know that somebody is being bullied, we will tell an adult at school and an adult at home.

Staff at Academy High School will do the following things to prevent bullying and help children feel safe at school:

- Work to develop a classroom culture that is inclusive, safe, and caring for all.
- Model respectful communication and conflict resolution.
- Closely supervise students in all areas of the school.
- Include students and the community at large in developing a supportive culture that does not tolerate bullying.
- Train student leaders to help build a positive, strengths-based community through Academy's Sources of Strength program and other leadership opportunities.

Academic Dishonesty & Cheating

Any student found to have engaged in academic or scholastic dishonesty shall be subject to disciplinary action in accordance with the Mapleton Public Schools Student Behavior Standards Handbook and the Academy High School Student Handbook. Defined by the Mapleton Public Schools Student Behavior Standards, academic or scholastic dishonesty includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing written work.

Additionally, the Academy High School Student Handbook defines academic dishonesty as including, but not limited to: plagiarism, copying another individual's work, using ChatGPT or other AI tools or programs without the teacher's explicit permission, and any unauthorized collaboration on assignments designated as independent work, as determined by the teacher.

The determination that a student has engaged in academic dishonesty shall be based on the judgment of the classroom teacher or another supervising employee, taking into consideration written materials, observation, or other pertinent information. *For the purposes of this section, all students involved in academic dishonesty, regardless of their level of involvement, will be held accountable to the consequences listed below.*

Consequences for academic dishonesty, as outlined below, are limited to the specific course in which the violation occurred and do not extend to other classes. Incidents in one course may not be used as grounds for academic penalties in another.

Academic Dishonesty Consequences

First offense

- The incident will be documented in Infinite Campus (IC) with a comment indicating academic dishonesty.
- The classroom teacher will initiate a conversation with the student, and parent or guardian contact will be made.
- The student will be given an opportunity to redo the assignment, however, a 30% point deduction will be applied to the points earned.
  - Example: If the student earns 95 out of 100 on the make-up assignment, the final recorded grade will be 65 (95 - 30 = 65).
- Timeline: The make-up assignment must be completed within fourteen (14) calendar days from the date the teacher makes contact with the student and parent/guardian.
  - Excused absences do not extend or modify this deadline.

- *Second offense*
  - The student will receive a zero on the assignment.
  - The incident will be documented in Infinite Campus (IC) with a comment indicating academic dishonesty.
  - Parent or guardian contact will be made collaboratively by the teacher and the student.

    - School administration will be notified of the incident.

- *Additional offenses:*
    - The student will receive a zero on the assignment.
    - The incident will be documented in Infinite Campus (IC) with a comment indicating academic dishonesty.
    - Parent or guardian contact will be made collaboratively by the teacher, the student, and a school administrator.

Profanity
At Academy High School students are expected to use proper language; profanity is not allowed. The uses of language or gestures that are profane, lewd, vulgar, or abusive are always prohibited. Academy High School shares a campus with four other schools. Academy High School students are role models of appropriate behavior, which includes appropriate language.

Public Displays of Affection
Academy High School is an educational institution that focuses on the academic prosperity of all students. Inappropriate public displays of affection are not permissible. Students are encouraged to socialize and interact with one another in a positive way with few distractions. Consequences for public displays of affection will be handled on a case-by-case basis first resulting in contacting a parent/guardian to discuss the circumstances.

Respect for Cultural Diversity
The Academy High School community includes people from all cultural backgrounds. Students can learn from their peers in matters of language, race, gender, class, religions, disabilities, and other cultural traditions. Students are expected to treat everyone with respect.

Respect for Property
Students are expected to respect all property both personal and public throughout the campus. The destruction, including but not limited to tagging, graffiti, minor and major destruction of personal or public property is prohibited. This includes technology.

Stealing
Taking anything from another person in or outside Academy High School is prohibited. One should not borrow or use anything that belongs to another person unless that person has given express permission to do so.

Harassment
Harassment based on gender, sexual orientation, or race is a serious issue and can result in severe disciplinary action, including Title IX investigations. Any improper language or behavior that victimizes a member of our community, either directly or indirectly, because of gender, sexual orientation, or race is forbidden. Behaviors such as, but not limited to, indecent exposure; possession of, buying, selling, or distributing obscene or inappropriate materials; or any other inappropriate behavior are prohibited. Such behavior may be grounds for legal action and fines through the civil justice system. The message to students here is simple: Do not use suggestive, rude, or offensive words, gestures, or actions in any way, at any time. Public displays of affection; indecent exposure; possession of, buying, selling, or distributing obscene or inappropriate materials; or any other inappropriate behavior are prohibited.

Suspension from School
Academy High School strives to find creative solutions to student misconduct and misbehavior. Academy High School reserves the right to determine a suitable consequence for violation of its policies and procedures. This may include in-school suspension or out-of-school suspension. The type

of suspension and the number of days in suspension is determined by the Director or Assistant Director at Academy High School and is aligned to Mapleton Public School's District Code of Conduct.

Expulsion

Expulsions are reserved for the most serious offenses of Academy High School's code of conduct. All expulsions are determined by Mapleton Public Schools Superintendent. If your student is recommended for expulsion, Academy will follow this procedure:

- The student will be suspended for five days pending an expulsion hearing.
- A Mapleton Public Schools designee will notify Parent/Guardians and Students in writing when and where the expulsion hearing will take place.
- The expulsion hearing will take place with a hearing officer who will review the case and make a recommendation to Mapleton Public Schools Superintendent.
- The Parent/Guardian and Student will be notified in writing about the result of the expulsion hearing.

Mapleton Public Schools Superintendent determines the length of an expulsion. It can last from 1 to 365 days.

Prohibited Items and Actions - Strictly Enforced

Colorado State Law, as well as school and district policy, states the following items are not permissible on school grounds. If a student is found with any of these items, consequences will incur which may include suspension and/or expulsion from school. Additionally, being under the influence of drugs or alcohol is not permitted and is subject to suspension and/or expulsion from school.

NO Smoking, Smoking Devices, Paraphernalia
NO Weapons
NO Violence
NO Drugs
NO Alcohol
NO Vaping or E-cigarettes
NO Lewd Behavior
NO Damaging School Property

Academy High School Policies and Procedures

Attendance Policy

Students are expected to attend classes daily. Excused absences are defined in the Mapleton Behavior Standards Conduct and Discipline Code handbook as:

1. Illness or injury of the student.
2. Family emergencies or death in the family.
3. Medical or dental appointments that cannot be scheduled outside of school hours.
4. Religious observances.
5. Court appearances.
6. School-sponsored events or activities.
7. Other absences as approved by the school administration.

Parents/guardians are encouraged to schedule appointments before or after school, on non-student contact days, or during late starts.

Academy High School follows district guidelines about truancy (policy JH-R in the Mapleton Boad Policy and Regulation). That policy reads in part:

1. Nine (9) unexcused absences in a class within an 18-week period (semester) and/or six (6) unexcused absences within a 9-week period (quarter) may result in a loss of credit (NC) for that class.
2. Students over 17 years of age may be removed from class if their cumulative average of class work results in a failing grade. Because students under age 17 must fulfill the requirements of the compulsory attendance law, they will remain in the class regardless of the number of unexcused absences. Students with chronic absenteeism may be placed on a flexible schedule and/or referred to an alternative program. Where extenuating circumstances exist, the school director (or designee) may extend partial/full credit providing that specific conditions established by the school are met.
3. Students are expected to make up for the schoolwork missed because of absenteeism.
    a. Students with prearranged absences must make arrangements prior to the absence to complete make-up work.
    b. Make-up work shall be provided for any class in which a student has an excused absence, unless otherwise determined by a building administrator, or unless the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. The student shall be afforded 3 days to complete make-up work for each day of absence.
    c. Make-up work may be allowed following an unexcused absence or following a student's suspension from school with the goal of providing the student with an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by a building administrator.
    d. Unless otherwise permitted by a building administrator, make-up work shall not be provided during a student's expulsion. Rather, the District shall offer alternative education services to the expelled student in accordance with State law. The District shall determine the amount of credit the expelled student will receive for work completed during any alternative education program.
    e. Parents/guardians may request a conference with the building administration to discuss a decision related to the attendance policy. The conference must be requested within one week of notification.

Notification of Parents/Guardians Regarding Attendance
The school director (or designee) will make reasonable efforts notify parents/guardians regarding attendance issues, including when tardiness and/or absences (excused or unexcused) become frequent. Parental notification will be done to identify and resolve attendance issues before penalties are imposed.

Regardless of grade level, the following actions will be taken if a student's unexcused absences reach the levels identified.

1. After three (3) unexcused days, a letter of concern will be sent to the student's parent(s)/guardian(s) requesting a conference with school officials.
2. After six (6) unexcused days, a second letter will be sent to the student's parent(s)/guardian(s) indicating that the student is in violation of District policy regarding the number of unexcused absence days allowed before judicial proceeding may be initiated and requiring a meeting with a parent/guardian within five (5) business days.
3. After ten (10) unexcused days, a third letter will be sent to the student's parent(s)/guardian(s) including a reference to the State compulsory attendance law and notifying the parent/guardian that the student's attendance will be monitored for the next 10 school days, after which, the District will make a decision whether to pursue legal action for non-attendance.
4. In all cases, letters sent to parents/guardians will be addressed to the current address on file with the District.
5. Parent(s)/Guardian(s) will be notified when a student is at risk of a grade reduction and/or loss of credit (NC) for excessive absences in a class. Parents/guardians may request a conference with the building administration to discuss a decision related to the attendance policy. The conference must be requested within one week of notification.

Tardy
Being on time for class is important to maintain the learning environment of each classroom and to ensure that students do not miss important instructional minutes. Students with excessive tardiness to class will be contacted by school administration and will be assigned after-school detention. Parents will be notified and asked to participate in a meeting with school officials. Students may be referred to our school intervention team to help address the issue and support students in their academic endeavors. Being on time means being in your seat and prepared to learn when the bell rings.

Restroom Expectations
- Students must have a pass any time they are in the hallway. Only one student may leave a classroom at a time.
- Students may not congregate, socialize, or avoid classes in the restrooms.
- Students will not leave the classroom to use the restroom during the first or last ten minutes of class.

Closed Campus
Students in 9th and 10th grades are not allowed to leave campus during lunch. Students are not allowed to leave campus during the school day without permission from a parent or guardian.

Lunch
Updated and complete lunch information, including information about Free and Reduced lunch, is available through the district website. Lunch is scheduled from 1:11 – 1:58. Students may eat in the

Academy cafeteria and common outdoor spaces on campus. Academy students are not allowed to eat lunch in the hallways or inside other schools. Students wishing to work with a teacher during lunchtime must have a pass from that teacher.

School ID Badges
At Mapleton Public Schools, providing for the safety and security of every student is our top priority. Per Mapleton dress code policy, all Mapleton students in grades 6-12 are required to carry a student identification badge while attending school.

The front and back of the ID card must remain plain and free of stickers, markings, other photos, etc. Lost, stolen, altered, damaged and defaced ID cards must be replaced immediately at the main office. The cost for a replacement ID is $5.00. Replacement lanyards are $3.00.

Food and Drink
Students are allowed to eat in the cafeteria or other designated areas. Students are not allowed to eat in classrooms, hallways, or other academic spaces.

Students may carry water or other drinks, if they are in containers with lids that seal tightly.

Loss or Damage to Personal Property
Academy High School is not responsible for lost, damaged, or stolen personal property. Any items of value found anywhere on Skyview Campus should be brought to the main office.

Signs and Announcements
No signs or announcements may be put up on the student bulletin boards without first being initialed by the Principal who will check for appropriateness, grammar, and spelling. This policy includes signs for school business (including performances), bake sales, parties, etc. Signs and announcements without the Principal's initials will be taken down.

Censorship
Academy High School is committed to a process of exploring the tensions between the right of free expression and the responsibility to be respectful to all members of a community. Academy High School staff may censor excessive and/or gratuitous profanity, vulgarity, or sexual content, in course material or in student work. Parents, caregivers, and students should be aware, however, that the Academy High School does not always censor material used in classes or in productions.

Skyview Campus Visitors and Trespassing
During school hours, students are expected to stay in commons areas and/or areas designated for Academy High School. Students are not allowed to enter other schools on campus without expressed permission, and they must sign in at the school's office. Be mindful that although we are a shared campus, other schools have different start/end times. There will be no loitering in the hallways/common areas outside of passing periods. Students are expected to be in class prior to the start of class. Before and after school students are not permitted to loiter inside the building.

Although we welcome visitors, no student may invite a visitor without written permission. Individual teachers cannot approve visitors. Visitors must come immediately to the main office to sign in. Academy High School students may not babysit younger family members or friends on school grounds before, after, or during school.

Cellular Phones/Headphones & Earbuds

Background & Context

In the 2022–2023 school year, Academy High School asked students, families, and staff to share their thoughts on cell phone use during the school day. Nearly 78% said they supported having some limits in place. The following year, a districtwide survey from Mapleton Public Schools showed similar results, with 72% of Academy High School respondents in favor of limited use. Since then, Colorado passed House Bill 25-1135, which requires local education agencies to establish clear guidelines for student use of devices like phones and smartwatches. This reflects both community feedback and the direction set by the state and is aligned with Mapleton Public Schools Board Policy JICJ.

Guideline

In accordance with Mapleton Public Schools Board Policy JICJ, and to maintain a focused learning environment that supports students' academic success, all Academy High School students are expected to refrain from using cellular phones, smartwatches, and/or headphones during the instructional day, including passing periods.

School Actions for Unauthorized Use

- **First Offense:** The cell phone, smartwatch, or headphones will be confiscated by an Academy High School faculty or staff member and taken to the front office.
    - **The student is responsible** for informing their parent/guardian of the pickup.
    - **The student may retrieve** their device at the end of their school day.

- **Subsequent Offenses:** The cellular phone, smart watch, or headphones will be confiscated by a faculty or staff member and taken to the front office.
    - **The student is responsible** for informing their parent/guardian of the pickup.
    - **The parent/legal guardian must retrieve the device** between the hours of 8:00 am - 4:00 pm.

The offense count *resets at the end of each semester.*

New for the 2025-2026 School Year:

- **Use of Headphones:** Students may not use headphones (wired or wireless) during the instructional day, including passing periods, unless a teacher explicitly grants permission for instructional purposes only.
- **Use of Smartwatches:** Students are not allowed to use smartwatches during the instructional day.
- **Lunch Time & Off Periods:** Students are permitted to use their electronic devices during lunch, before school, after school, or if they have an off period.
    - Students with an off period may use their devices if they are not in the hallways of Academy High School.

Additional Information

- **Students Contacting Parents/Guardians:** Students who need to contact their parents or guardians must use their teacher's classroom phone or the front office phone.

- **Parents/Guardians Contacting Students:** If parents or guardians need to reach their student during the school day, they should call the Academy High School front office at 303-853-1730.

- **Refusing to Adhere to Policy:** If a student is caught using their device and refuses to hand over their device at a staff member's request, a referral will be made to the front office. Consequences for not complying with staff requests regarding electronic device use may include parent contact/conference, after-school detention, or In-School Suspension.

- **Exemptions for Medical or Educational Plans:** In accordance with Colorado law HB 25-1135, students with an IEP (Individualized Education Program), 504 Plan, or Health Plan who require the use of an electronic device for medical reasons or academic support may be exempt from this policy. Families should work with both special education personnel and school administration to review and determine whether exemptions from this policy may apply.

Lunch Time & Off Periods: Students are permitted to use their cell phones during lunch, before school, after school, or if they have an off period.

Dress Code and Personal Appearances
Academy High School follows district guidelines about appropriate school dress (policy JICA in the Mapleton Behavior Standards Conduct and Discipline Code handbook, available on the district website). That policy reads:

The Board of Education recognizes that students and their parent(s)/guardian(s) are primarily responsible for determining the students' personal appearance (clothing, hairstyle, jewelry, headgear, hats, book bags, etc.). Students' hair/hairstyles will not be considered a cause for dress code violation.

Schools are responsible for ensuring that a student's personal appearance does not interfere with the health or safety of any student. At times, (spirit weeks, Halloween celebrations, etc.) schools may designate specific themed days for student attire. Students and staff are responsible for managing their own personal distractions and reactions. The following general standards will be effective at all district schools grade PK-12:

Mandatory and Allowable Dress:
- Students must wear a top, bottom, and footwear while on school premises.
- Items typically worn as undergarments must be covered by a shirt or pants.
- Some courses (PE, science lab, electives, etc.) and school-sponsored extracurricular activities may require adjustment to attire and hairstyles or specific attire (safety gear, athletic attire, uniforms, hair tied back, etc.)

Non-Allowable Dress:
- Items that expose private parts of the body (genitalia, nipples, or buttocks)
- Items that are typically associated with activities that are outside of the school environment, such as swimwear or biking shorts.
- Items with sexually suggestive language or messages.
- Items that promote illegal or violent conduct, including but not limited to, drugs, alcohol, tobacco, weapons, and/or gang affiliation.
- Items that depict hate speech, intimidation, or intolerance toward protected groups.
- Items that are profane or legally libelous.
- Items that make the students face unidentifiable such as dark sunglasses, cinched hoodies, or hats pulled below the brow (protective masks, clothing/headgear worn for religious and medical purposes are excepted)

Dress Code Violations:
Students shall only be asked to change, cover, or remove their attire if they are wearing non-allowable items identified above. Under these circumstances, students shall have the following options to comply with the dress code for the remainder of the day:

- Wear their own alternative clothing, if available at school
- Call a parent or guardian to bring alternative clothing.

Violation of this policy will result in parent/guardian notification of the violation; a parental conference may be held at the discretion of the building-level administrator. More severe consequences may result from repeated or serious violations in accordance with Policy JD/JR, Student Conduct and Discipline Code; JRR, Student Rights and Responsibilities; and Policy JDSE, Student Suspension/Expulsion

Internet and Electronic Communications Policies

For information regarding Mapleton Public School's policies regarding Student Use of Technology, please refer to Mapleton Public School's Board Policy JS (Student Use of Technology).

Field Trips
Academy High School is committed to providing students with exposure to learning opportunities in our community and state. For your student to participate you must give consent for your child to participate. If you have any questions regarding a field trip request, please contact the sponsoring teacher directly or reach out to the school office.

Field Trip Permission Form SAMPLE FORM

Please return this permission slip by _____

Your child will be attending a field trip to: _____

Date:		Time:	
Location:			
Cost:			
Transportation:	Mapleton Public Schools bus		
School/Program: Notes:			
School Contact/Teacher:		Phone:	

I give permission for my child to attend the field trip detailed above.

Name of child _____

Parent/Guardian Signature _____Date _____

Emergency contact:

Name _____ Relationship to Student _____

Phone number _____

Academy High School Contact Information

Main Office Number	**303-853-1730**
Attendance Line	**303-853-1778**
Welcome Center	**303-853-1780**

Administration	Title	Phone	Email
Edgar Torres	Principal	303-853-1731	torrese@mapleton.us
Matt Coates	Assistant Principal	303-853-1732	coatesm@mapleton.us

Office Staff	Title	Phone	Email
Ivette Alvarado	Secretary	303-853-1735	AlvaradoI@mapleton.us
Kelly Johnson	Office Clerk/Registrar	303-853-1730	johnsonk@mapleton.us

Teacher	Subject/Content Area	Email
Adams, Kimberly	Counseling/ PSOC	adamsk@mapleton.us
Baker, Luke	English	bakerl@mapleton.us
Campos, Diana	English	camposd@mapleton.us
Coates, Matt	Administrator/Assistant Director	coatesm@mapleton.us
Dentino, Kate	Instructional Guide	dentinoka@mapleton.us
Faiola, Ben	Social Studies	faiolab@mapleton.us
Haupert, Blake	Math	haupertb@mapleton.us
Herrada, Esther	Student Support (para-professional)	herradaE@mapleton.us
Isack, Rebekah	MLL	isackr@mapleton.us
Isackson, Staci	Special Education	isacksons@mapleton.us
Jaggard, Deborah	Freshman Support	jaggardd@mapleton.us
Kelly, Alex	Science	kellyal@mapleton.us
McBride, Jason	Physical Education/Health	mcbridej@mapleton.us
Medina, Angel	School Psychologist	medinaa@mapleton.us
Olsen, Jen	English	olsenj@mapleton.us
Peiker, Riley	Special Education (para-professional)	peikerj@mapleton.us
Penny, David	Social Studies	pennyd@mapleton.us
Pewitt, Rachel	Math	pewittr@mapleton.us
Pfaff, Mellissa	Science	pfaffm@mapleton.us
Pinto, Matthew	Spanish	pintom@mapleton.us
Reimer, Ben	Math	reimerb@mapleton.us
Ryan, Stephanie	Science	ryans@mapleton.us
Sanchez, Mike	Science	sanchezm@mapleton.us
Schultz, Lindsay	Biology	schultzl@mapleton.us
Stecklow, Matt	Math	stecklowm@mapleton.us
Syron, John	Science	syronj@mapleton.us
Tinklenberg, Courtney	English	tinklenbergc@mapleton.us
Vazquez, Kristy	Social Studies	vazquezk@mapleton.us
Wood, Ken	PSP, Academic Prep, Audio/Visual	woodk@mapleton.us

Who to Contact

This list is meant to help students and families decide to whom they should go for help and important information. Please note that in most cases, the first person to contact is the student's teacher. Parents and guardians are also encouraged to contact Director, or Assistant Director, with any concerns.

Academic Concerns	Classroom Teacher or Advisement Teacher
Infinite Campus-Access or Issues	Kelly Johnson, or Main Office
Conflicts with other students	Classroom teacher or Edgar Torres, Matt Coates
Counseling and Mental Health	Edgar Torres, Matt Coates, Angel Medina
Medical Concerns	Office Secretary or 911
Safety Concerns	Edgar Torres or Matt Coates
School Closure Information	Local television & radio stations, District web page, www.mapleton.us
Printed Transcripts	Kim Adams, Kelly Johnson, or Main Office
Current grades and schedule	Infinite Campus/Parent Portal, Kelly Johnson, Matt Coates
Post-Secondary Options/ College Counseling	Kim Adams

Academy High School Daily Schedule

- Students can access accurate schedules through Infinite Campus.
- Class begins at 8:35 a.m.; students may enter the cafeteria at 8:15 for breakfast. Students may enter classrooms at 8:30.
- Students are released at 3:50 p.m.
- Any student in the building before and after hours must be under the direct supervision of Academy High School staff.

2025-2026 School Calendar



Full size copy of Academy High School's 2025-26 Semester Calendar can be found at www.mapleton.us

Academy High School
Community Service Documentation

Purpose: Community service provides students opportunities to become responsible citizens by helping others while learning selflessness and fostering personal growth.

Requirements: Every student attending Mapleton Public School is required to complete a minimum of 20 hours of community service outside of their home and family environment to graduate. Any activity that meets the following guidelines and criteria is acceptable. All hours must be documented on an Academy Community Service Documentation form. All hours documented will be noted on the student's transcript.

Criteria for qualifying experience(s):

- Must be a service to the community. Community service hours should be done with a non-profit or government agency, a company, which provides a service to the community (ex: Hospital, zoo, theater or performing arts complex), or learning service hours which receive no academic credit.
    - 10 of the student's 20 required hours must be completed in a STEM-related field.
- Person who verifies or signs off on community service hours cannot be a relative of student. If student volunteers at a family member's place of work community service hours must be signed off by a boss or supervisor who is not related to the student.
- Community service cannot be a service required/regularly performed by the student as part of family obligation (i.e., helping grandma out around the house)
- Students cannot be paid for the experience or compensated in any way (ex: given a gift card in recognition, taken out to dinner or movies, etc.)
- Students cannot use "off the clock" work from job as community service.
- All aspects of the service must be approved by parent or guardian.
- Community service hours must be completed between the beginning of 9th grade and the end of the first semester of senior year. Any student needing an extension must have prior approval from the Director.
- **Any student who lacks transportation and would like information about service opportunities at school or has any questions about graduation requirements should contact the Principal or the Post Secondary Options Coach.**

Academy High School Student Handbook Agreement

At Academy High School, we adhere to the Mapleton Public School Student Behavior Standards outlined in the Code of Conduct handbook, as well as the standards outlined in the Academy High School Student Handbook.

Student:
I have read the Academy High School Student Handbook and understand the policies, practices, and procedures expected of me as an Academy High School student. I read, understand, and will abide by Mapleton Public Schools Policies outlined in the District Code of Conduct. I understand as an Academy High School Student I am held accountable for my actions and accept the consequences outlined in this handbook as well as the District Code of Conduct book.

_____
Student's name (printed)

_____ _____
Student's signature Date

Parent:
I have read the Academy High School Student Handbook and understand the policies, practices, and procedures expected of my child as an Academy High School student. I have also read, understand, and will abide by Mapleton Public Schools Policies outlined in the District Code of Conduct. I understand as an Academy High School Student, my child is held accountable for his/her actions and must accept the consequences outlined in this handbook as well as the District Code of Conduct book.

_____
Parent/Guardian name (printed)

_____ _____
Parent/Guardian's signature Date