

TIGER TRADES ACADEMY

STUDENT HANDBOOK

2025-2026

TTA Cell phone

719-469-5366

TTA Office

719-363-1504



Every Student, Every Day!

Mission Vision Purpose

At Tiger Trades Academy, we believe that our community's success depends on preparing students to enter the workforce, pursue trades, or continue their education with confidence and skill. Our mission is to empower graduates to lead purposeful and impactful lives by nurturing their adaptability, thoughtfulness, and capabilities. By making sure everyone feels valued and supported, we emphasize that our path to success is a team effort,

Welcome to the TIGER TRADES ACADEMY which is an educational opportunity that is founded in concepts that contribute to quality education. You are invited to become a part of an innovative educational process that is designed to meet the needs of every student that enrolls at TTA. The TIGER TRADES ACADEMY is a student-friendly environment that focuses on both academic and social skill development. Students are allowed to learn at their own rate while developing social skills and work skills they will use throughout life. Quality is the basis for our program; academic and social excellence is the standard by which we measure our students' success.

This handbook is designed to offer you a brief overview of our school and to answer some of the questions you may have about The Tiger Learning Center.

OVERVIEW

East Otero School District R-1 schools recognize that not all students learn best in a traditional educational setting. Some students need a different, alternative approach to teaching and learning. Therefore, the goal of the TTA will be to help students grow as well-rounded individuals. We believe that competency in academic, social, and life skills is necessary in order for one to live and work successfully. To be productive members of the community, students need to have a healthy self-esteem, learn to recognize their personal rights and to respect the rights of others. These skills will be developed in a setting which is non-threatening and sensitive to their individual needs, skills, and learning styles. TTA will make a strong commitment to provide graduation requirements including both academic and task management skill development. Any La Junta Public school student Grades 7th through 12th may enroll at TTA. Those accepted to the program must meet criteria set by the East Otero School District R-1 School Board and undergo an intake evaluation process in order to design their continual learning plan.

STANDARDS-BASED INTEGRATED CURRICULUM

TIGER TRADES ACADEMY curriculum is designed to fulfill all graduation requirements. Emphasis is placed on core academics, classes including English, Math, Science, Social Studies, and Economics.

TTA will be using the nationally recognized computer-based courseware of **Edgenuity**. In addition, individual/small group instruction will be available to assist students in achieving their educational goals.

The W.O.R.K. (Workforce Opportunity Resource Kids)

The W.O.R.K. (Workforce Opportunity Resource Kids) program will focus on real life skills such as customer service, basic plumbing, basic electrical, grounds keeping, custodial/maintenance, bookkeeping, and basic office skills. Students will have access to learning some of these skills at the TTA site and will also have the opportunity to apply the skills within the community and around the other school campuses as needed. Students will be graded on this portion based on a workforce rubric which would include attendance, quality of work, attitude, and overall performance. Upon completion, students will receive appropriate elective credit and a workforce certificate with the signature of the Superintendent. This certificate could be used with employers to show that the student has the basic work skills to function in a working environment.

The dedicated TTA staff of highly trained professionals will be available to instruct and guide students through the completion of the educational programs at the TIGER TRADES ACADEMY

CO-CURRICULAR ACTIVITIES

TTA students who meet **state eligibility requirements** will be allowed to participate in La Junta Junior/Senior High School co-curricular activities such as sports, student organizations, dances, class trips, etc.

The student must meet and remain eligibility requirements weekly to participate in activities

TTA IS A CLOSED CAMPUS

Once a student arrives at TTA and signs in they will be expected to remain at TTA until dismissed by staff. If a student needs to leave early, parent permission will be required. This may include a designated adult to sign the student out of class. Students who leave early without permission will be considered TRUANT, parents will be contacted and the TTA attendance policy will be strictly followed. High School students are allowed to leave for lunch with a written permission slip from parents that is filled out at registration. This permission slip states that students are responsible for their own actions while they are off-campus. The school provides no supervision of off-campus activities and assumes no liability for any accident or injury that occurs while off-campus.

In order to obtain and retain open campus lunch privileges, each student:

- **Must have a permission form on file.**

- **Must be on time to the class following his/her lunch period. Three (3) tardies to that class may result in the loss of the open campus lunch privileges.**
- **Must return to school for the remainder of the school day. Note: If a student becomes ill while off campus, a parent/guardian must call the school office to report the absence. All absences are chargeable absences towards the attendance policy.**
- **Will not leave food, drink, or litter in the parking lot.**
- **May not transport any student who does not have open campus lunch privileges.**

Failure to abide by any of the above rules will result in loss of open campus lunch for the remainder of quarter, semester, or year.

TTA SCHEDULE

Full Time Students

Monday through Thursday 7:50 to 4:00

Students are required to use the main doors.

Throughout the year there may be work crews and outings scheduled for **some** Fridays.

2024-2025 TIGER TRADES ACADEMY BELL SCHEDULE

TTA High School

Homeroom - 7:50-8:30
 1st Hour - 8:30-9:30
 2nd Hour - 9:30-10:30
 3rd Hour - 10:30-11:30
 4th Hour - 11:30-12:30
 HS Lunch - 12:30-1:00
 5th Hour - 1:00-2:00
 6th Hour - 2:00-3:00
 7th Hour - 3:00-4:00

TTA Middle School

Homeroom **-7:50-8:30**
 1st Hour - 8:30- 9:30
 2nd Hour - 9:30-10:30
 3rd Hour - 10:30-11:30
 MS Lunch - 11:30-12:00
 4th Hour - 12:00-1:00
 5th Hour - 1:00-2:00
 6th Hour - 2:00-3:00
 7th Hour - 3:00-4:00

STUDENT EXPECTATIONS

DRUG AND ALCOHOL USE BY STUDENTS

Any drug and alcohol use by students will not be tolerated. Our intent is not to punish students; it is to get them headed in the right direction. TTA will abide by the East Otero R-1 Drug and Alcohol Abuse Policies JICH and JICH-R.

HARD LINES:

The Big 10

The TTA Big 10

1. No weapons of any kind -- guns, knives, blades, sticks, rocks, etc. will not be tolerated. Violation will result in immediate suspension of TTA status and probable expulsion.
2. Bullying, Threatening, Intimidation of any type of negative peer interaction (as determined by TTA Staff) will not be tolerated and result in immediate Consequences.
3. Any use of tobacco, drugs, (this includes "vapes") or alcohol during school hours will result in immediate Consequences.
4. Any use of explicit language (including but not limited to: swearing, cussing, inappropriate, vulgar, intimidating or hostile Language) will not be tolerated and may result in Immediate consequences .
5. Any derogatory remarks or insults to staff or students is in direct violation of school conduct rules and may result in Immediate consequences and/or legal action.
6. Behavioral outbursts (pushing, shoving, fighting) that threaten safety could lead to Immediate consequences and/or legal action or both. (including Horseplay, PlayFights "We Were Just Messing Around")
7. TTA students are not allowed at the LJ Junior Senior High School campus without permission.during the school day
- 8.TTA students will be held accountable for all Classroom Expectations, as well as East Otero School District rules and policies concerning discipline, dress code, etc. this

includes * Photo Opt Out rules; students are not allowed to take pictures or videos of peers or staff members without permission, nor post those pictures online.

9. Cheating Will Not Be Tolerated and may result in suspension.

10. Students are expected to be in their **scheduled** class on time; students should not ask to leave class to go to another class including PE, ART or other electives they are not scheduled for.

The use of Cell Phones and electronics may be prohibited during class. Cell phone policy will be determined and outlined by individual classroom instructors.

High School CELL PHONE POLICY

- Cell phones will be kept in your pocket or in your backpack
- A Warning/Request will be issued by staff to put away your cell phone if staff notice you are using your cell phone or see that your cell phone is not in your pocket or backpack.
- Upon a second request by staff, students will be directed to place their cell phone in the designated cell phone tub for the remainder of the class period.
- If the cell phone is not put away and /or placed in the cell phone tub, the student will be sent to the office.
- The cell phone will be turned over to administration and the administrator will contact the student's parent/guardian about the cell phone issue.
- The cell phone will remain in the office for the remainder of the day or picked up by parents as determined by administration.

Middle School Phone Policy

1. Phones will be turned into classroom teacher at the beginning of each class. And will remain at teacher's desk for the entirety of the class, this includes P.E. and Elective classes. If they need their phone for an emergency they may use the phone in the main office.
2. The students may have their phones between classes and at lunch
3. If students refuse to turn in their phone or are caught using them at unauthorized times the student will be asked to leave the phone in the office for the day.

4. TTA will reserve the option to call the child's parent and have them come to the school and take the phone and or student home.

Continued noncompliance to these rules will result in further consequences including but not limited to in school suspension, out of school suspension, after school and/or lunch detention.

AS always please feel free to Keep your child's phone at HOME if you foresee a problem with these rules.

At this time this only applies to middle school students.

EARBUD POLICY

Here at Tiger Trades Academy we want the best educational atmosphere we can provide for our student body as well as have an understanding of each individual student's learning habits. We accept that each student may learn better with such devices as earbuds. With this understanding, a policy must be imposed in order to help keep our educational environment our top priority.

- Earbuds or any external listening device will be permitted in the classroom, under each individual instructor's classroom policy.
- If they are allowed within the classroom, they will only be allowed when the instructor deems appropriate. NEVER during classroom instruction or collaboration time.
- When you are utilizing your earbuds or external listening device, you must have one ear free of the device. This is at all times during the day. (One earbud only)
- If you are asked to take the earbud out at any time during the class and refuse, the earbuds will be confiscated by administration for the day. If this continues, you will not be permitted to use them during school hours.
- Small external listening devices such as speakers, boom boxes, stereo's, etc., are not permitted during school hours. These will be confiscated by administration for the day as well.

TIGER TRADES ACADEMY

ATTENDANCE POLICY

We believe in order for students to be successful at TIGER TRADES ACADEMY and earn credit, their attendance is crucial. One of the expectations of students at TTA is to maintain a high attendance rate. In a pledge signed by students and parents entering TTA the following attendance guidelines are agreed to:

- To alleviate discrepancies in determining excused and unexcused absences, TTA will not distinguish between the two. In other words, absences cannot be excused without a doctor or hospital note.
- Extenuating circumstances, personal situations, long-term illnesses, will be dealt with individually.
- It is the parent's responsibility to call in the day their student is going to be absent. If a message needs to be left please do so at 363-1504 or 469-5366, please state your name, the student's name, reason for absence, and a number where you may be reached.
- Students are expected to be in attendance 7:45a.m. until 4:00p.m. Monday thru Thursday. Students may not leave the campus during the school day unless **signed out** by parent/guardian. Leaving without permission will be considered **truant**.

TIGER TRADES ACADEMY

ATTENDANCE PHONE

719-363-1504

OR

719-469-5366

DRESS CODE

AS determined by East Otero School District policy

Tardy Policy for Tiger Trades Academy

At TTA, we strive to create a productive and respectful learning environment where all students can thrive. Consistent punctuality is essential to achieving academic success and maintaining a positive school community. This tardy policy is designed to help students understand the importance of being on time and to provide support for improving attendance.

Tardy Definition:

A student is considered tardy if they arrive at class after the designated start time.

Tardy Consequences:

- **6 Tardies:**
The student will receive **1 Lunch Detention**.
Additionally, the student will be reminded of the importance of punctuality and will be asked to reflect on any barriers to timely arrival.
- **12 Tardies:**
The student will receive **2 Lunch Detentions**.
The student will also meet with a staff member (e.g., counselor, administrator, or teacher) to create an **Individualized Plan** to address the underlying causes of tardiness. This plan may include setting specific goals, exploring support options, and tracking progress.
- **Further Tardies:**
Continued tardiness after 12 instances will result in further consequences, which may include additional lunch detentions, after-school detentions, or other interventions as deemed necessary by school staff.

Support & Encouragement:

We understand that various factors may contribute to tardiness, including transportation issues, family responsibilities, and personal challenges. Our goal is not just to enforce consequences, but also to provide support where needed. Students are encouraged to reach out to staff if they need assistance in addressing the causes of their tardiness.

Notes:

- Tardies will be tracked by individual classes, and students should be aware that excessive tardies in any single class may have a greater impact.
- If a student is late due to extenuating circumstances (e.g., medical appointments or family emergencies), they can clear through the office.
- We appreciate your cooperation in helping make TTA a place where all students are on time and ready to succeed!

East Otero School District

Pathways to Graduation

To receive a high school diploma from East Otero School District, students must meet the minimum course requirements.

- Career Plus Pathway- intended for students with goals and plans to obtain a 4- year or advanced degree. This pathway will satisfy Higher Education Admission Recommendations (HEAR) for college/universities in Colorado.
- Career Options Pathway - intended for students with goals and plans to obtain a 2-year degree, transfer to a 4-year degree, professional certification, enter the workforce, or enlist in the military.

Career Plus Pathway	Career Options Pathway
4 Credits English Language Arts (Honors or AP English courses recommended) 4 Credits Math <ul style="list-style-type: none"> ● Algebra I ● Geometry ● Algebra II ● Upper Level Math Choice ● 3 Credits Social Studies (All students must take .5 Government) 3 Credits Science 1 Credit PE .5 Credit Personal Finance 1-2 Credits Foreign Language 6.5-7.5 Credits Electives College and Career Readiness Demonstrations** <ul style="list-style-type: none"> ● Assessment Option or Performance Option 	4 Credits English Language Arts 3 Credits Math 3 Credits Social Studies (All students must take .5 Government) 3 Credits Science 1 Credit PE .5 Credit Personal Finance 9.5 Credits Electives College and Career Readiness Demonstrations** <ul style="list-style-type: none"> ● Assessment Option or Performance Option
24 Total Credits	24 Total Credits
** Demonstrations of readiness in English and math are required. See Menu of Options documents for specification and benchmark scores.	

East Otero School District
Graduation Guidelines
Menu of College and Career-Ready Demonstrations

Assessments

	English Score	Math Score
SAT	470	500
ACT	18	19
ASVAB	31	31
Accuplacer	241 Reading or 236 Writing	255 on Arithmetic 230 on Quantitative Reasoning, Algebra and Statistics
Advanced Placement (AP)	2	No math offering

Concurrent Enrollment Courses (must register for credit through OJC)

	English	Math
Registered for OJC credit and received a "C" or above in one of the following courses:	Pre-AP English, AP English, Honors English IV, Public Speaking	Math for Liberal Arts, Intro to Statistics, College Algebra, Survey of Calculus, College Trigonometry

Industry Certificate: Complete coursework and board certified test for a particular field

- Examples:
 - o Certified Nursing Assistant (CNA)
 - o Emergency Medical Technician (EMT)

District Capstone: Complete the designated requirements for a capstone portfolio as listed in the capstone portfolio document

TIGER TRADES ACADEMY

We have received the 2024-2025 TIGER TRADES ACADEMY HANDBOOK

By Signing we acknowledge that we understand and agree with the policies outlined within

Student Signature: _____

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____

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