GOODNIGHT K-8 SCHOOL

GOODNIGHT

LONGHORNS

2026-2027

STUDENT HANDBOOK

PUEBLO SCHOOL DISTRICT 60 2026-27 Instructional Calendar

August 2026

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

September 2026

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October 2026

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November 2026

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29	30					

December 2026

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27	28	29	30	31		

January 2027

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST

New Teacher Orientation 3, 4
Innovation Professional Development.....5, 6
Teachers Begin.....10
Principal Led Professional Development/
Building Meetings 10
District/Bldg. Professional Dev. Day.....12, 13
Teacher Work Days 11, 14
Assessment/Transition Day K-12 17
Classes Begin.....18
No School 7, 14, 21, 28

SEPTEMBER

No School 4, 11, 18, 25
Labor Day 7
District/Bldg. Professional Development.....11

OCTOBER

No School 2, 9, 16, 23, 30
1st Grade Period Ends 15
Teacher Work Day 16
Parent/Teacher
Conference Window.....19, 20, 21, 22, 23

NOVEMBER

No School 6, 13, 20, 27
Innovation Professional Development.....6
(1/2 Day = 3 hours 15 minutes)
District/Bldg. Professional Development.....13
Thanksgiving Break.....23, 24, 25, 26, 27

DECEMBER

No School 4, 11, 18, 25
2nd Grade Period/1st Semester Ends 18
Teacher Work Day 18
Winter Break 21, 22, 23, 24, 25,
28, 29, 30, 31

JANUARY

No School 1, 8, 15, 22, 29
Winter Break 1
District/Bldg. Professional Development.....15
Innovation Professional Development.....29
(1/2 Day = 3 hours 15 minutes)

FEBRUARY

No School 5, 12, 19, 26
District/Bldg. Professional Development.....19

MARCH

No School 5, 12, 19, 26
3rd Grade Period Ends.....18
Teacher Work Day 19
Spring Break 22, 23, 24, 25, 26

APRIL

No School 2, 9, 16, 23, 30
District/Bldg. Professional Development.....9
(The hours from this day will be utilized for Fall Parent Teacher conferences.)

MAY

No School 7, 14, 21, 28
Teacher Work Day 7
(The hours from this day will be utilized for Spring Parent Teacher conferences.)
Graduation:
Paragon ..... 6 p.m. / Thursday, May 20
East ..... 3 p.m. / Friday, May 21
Centennial..... 7 p.m. / Friday, May 21
Central ..... 8 a.m. / Saturday, May 22
South.....12 p.m. / Saturday, May 22
Memorial Day 31

JUNE

Classes End.....3
Teachers' Last Day 4
Possible Make-up Days.....7, 8
(for inclement weather overage)

JULY

February 2027

S	M	T	W	T	F	S
	1	2	3	4	5	6
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28						

March 2027

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28	29	30	31			

April 2027

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May 2027

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23	24	25	26	27	28	29
30	31					

June 2027

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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29				

July 2027

S	M	T	W	T	F	S
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

PUPIL CONTACT DAYS

August	9	February	16
September	17	March	15
October	17	April	17
November	13	May	16
December	11	June	3
January	16	July	0
		Total	**150**

DAYS PER SEMESTER

1st Grade Period	35	3rd Grade Period	44
2nd Grade Period	32	4th Grade Period	39
1st Semester	*67*	*2nd Semester*	*83*
		Total	**150**

KEY

- Classes Begin and End
- Teachers Begin / End
- No School
- Teacher Work Day
- New Teacher Orientation
- District Led Professional Development
- Professional Development
- Innovation Professional Development
- Parent/Teacher Conference Window
- * Grade Period End
- Semester Ends
- Assessment/Transition Day K-12
- Graduation
- Principal Led Professional Development/Building Meetings
- Possible Make-up Day *(for inclement weather overage)*

PUEBLO SCHOOL DISTRICT 60
Educating for Purpose and Impact

Current as of December 10, 2024

APPROVED BY THE BOARD OF EDUCATION December 10, 2024

Goodnight School K-8

Gina Martindale, Principal
624 Windy Way
Pueblo, CO 81005
(719) 549-7545

Dear Students, Parents, & Guardians:

We are so excited for an amazing 2026-2027 school year! We are thrilled and ready to welcome back our students, and we look forward to seeing them grow socially and academically!

At Goodnight, we have built a distinguished reputation across the district for setting high expectations for our students and our dedicated staff. Please use our Parent Portal and Handbook as your go-to guide for navigating our school's policies and procedures. Your child's teacher, our school website, and Facebook page will also provide you with updates and valuable information. The 2026-2027 Student-Parent Handbook is now available on our school website. We also have printed copies available upon request at our front office. Be sure to bookmark our website and Facebook page – it's a trove of essential information, resources, key dates, helpful reminders, and a fantastic archive of our past events.

Should you ever have any questions or concerns, please do not hesitate to reach out to us at (719) 549-7545. We are always here to help!

Sincerely,

Gina Martindale, M.A., B.A
Principal

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Goodnight School

Serving PreK through Eighth Grade

Mission

Our mission is to provide students with an education in which intellectual, social, technological, physical, and creative characteristics are developed within each child. Setting high academic expectations and a focus on social-emotional development, fosters an environment that promotes accelerated learning.

Vision

Every Goodnight Elementary School student will be prepared for success in middle school and beyond, without remediation.
Every Goodnight Middle School student will be prepared for success in high school and beyond, without remediation.

Commitments

- We will recognize each child as a unique individual with specific strengths and needs.
- We will use data, including value-added assessment and research in educational design, choices and curriculum, to assist all children in reaching their maximum potential.
- We will ensure all students receive high-quality, standards-based instruction in all subject areas.
- We will focus instruction on high-quality student work that meets state and national standards.

WELCOME TO GOODNIGHT SCHOOL PreK-8

We are pleased to welcome you to Goodnight. We are committed to maintaining a productive partnership with our community's students and parents and look forward to an exciting year.

History of Goodnight School

Our school is named after Charles Goodnight (1836-1929). He was a Texas rancher who brought Texas Longhorns into the Colorado Territory in 1869. As he stood along the banks of the Arkansas River, he was amazed at the absolute beauty of the area, and here he built his cattle ranch. He also organized Pueblo's first bank, the Stock Growers Bank of Pueblo.

Goodnight School was built in 1955 on what was once part of Goodnight's ranch. His barn is located near the Arkansas River, close to Goodnight K-8. It is currently being restored and is listed on the National Register of Historic Places.

Thanks to our generous Pueblo community, a bond referendum was passed, and Goodnight was enlarged and remodeled in 2004 to meet the needs of a growing Pre-K through 8th-grade school community.

Goodnight Mascot

Our school mascot is the Longhorn.

Goodnight Colors: Cobalt Blue, Black, and Gray

The school colors are cobalt blue, black and gray

SCHOOL SCHEDULES

Goodnight Kindergarten through 8th Grade School Hours

Monday-Thursday, 7:45 a.m. to 3:35 p.m. Tardy Bell, 7:50 a.m.

Goodnight Preschool Hours

Monday-Thursday
Morning Session for 3-year-old students from 8:15 a.m. to 11:15 a.m.
Afternoon Session for 4-year-old students from 12:00 p.m. to 3:00 p.m.

PLEASE BE ADVISED

Students must not be left at school after the dismissal bell rings. School staff are only responsible for your children until dismissal, and parents are responsible for them after dismissal. Please be sure arrangements have been made before the start of the school day.

BUS SCHEDULES

Bus schedules and routes are available in the school office or by calling Student Transportation of America (STA) at (719) 549-7217.

GOODNIGHT PreK-8 SCHOOL STAFF
2026-2027 SCHOOL YEAR

ADMINISTRATIVE TEAM

Gina Martindale	Principal
Alexis Miller	Assistant Principal
Jamie Aldridge-Morgan	Dean of Students & RTI Coordinator
Jackie Horton	School Counselor
Janel Judiscak	School Counselor
Tiffany Moruzzi	Principal's Secretary
TBD	Attendance & Student Activities Secretary
Erica Romero	Community Advocate

CERTIFICATED CLASSROOM

Brenda Jones	Kindergarten	Lindsay Hovet	4th Grade
Annie Liguez	Kindergarten	Shawnee Tafoya	4th Grade
Amy Thieleimier	Kindergarten	Stephanie Winchell	4th Grade
Jan Borror	1st Grade	Camille Arnold	5th Grade
Nichole Masciotra	1st Grade	Makayla Moewes	5th Grade
Breanna Spellman	1st Grade	Brianne Nelms	5th Grade
Denise Musso	2nd Grade	Greg Moore	6th Grade
Amber LeFebre	2nd Grade	Barb Sandstrom	6th Grade
Amy Smith	2nd Grade	Demetrius Casarez	MS Math
Sarah Balch	3rd Grade	Mike Krasovec	MS ELA
Dee An Hillebrand	3rd Grade	Chuck Moore	MS Science
Olivia Yapp	3rd Grade	Justin Shue	MS Social Studies

CERTIFICATED INSTRUCTIONAL SUPPORT

Jody Leal	ESS/SLIC	Mike Goff	Physical Education
Ashlie Alvarez	ESS/SLD	Gerad Ortiz	Music Teacher
Natasha Till	ESS/SLD	Jennifer Martinez	Science Education
Eva Sinker	ESS/SLD	Allyson Santos	Instructional Coach
Faith Show	ESS/Speech	Alison Kochenberger	Interventionist
Emma Rominds	ESS/Speech	Megan Phillips	CLDE Teacher
Joseph Hernandez	School Psychologist	Julie Magallon	CLDE Tutor
Melissa Stecklein	Technology Teacher	Jill	School Nurse

PRESCHOOL STAFF

Kianna Roldan	PreK Staff	Sharon Smith	PreK Staff

CLASSIFIED INSTRUCTIONAL SUPPORT

Destiny Armstrong	ESS Paraprofessional	Marissa Romero	Lunch Monitor
Melissa Kisslan	ESS Paraprofessional	Kevin Bryan	Lunch Monitor
Amanda Ulery	ESS Paraprofessional		
Mary Vellar	ESS Paraprofessional		
Tammie Garcia	ESS Paraprofessional		
Crystal Young	ESS Paraprofessional		
Cindy Serfling	ESS Educational Asst.		
Issac Vigil	Head Facilities		
TBD	Custodian		
Brandon Montez	Custodian		
Shelley Bieker	Cafeteria Leader		

WHERE TO GO FOR ANSWERS

Preschool Staff: Preschool entrance qualifications, openings, screenings, and home visits.

Phone: (719) 423-4051

Kianna Roldan, kianna.roldan@pueblod60.org

Sharon Smith, sharon.smith@pueblod60.org

Kindergarten through 8th Grade Staff: Please get in touch with your child's classroom teacher first for any concerns.

Classroom teachers' information is posted on the school website. There you can find their classroom phone number. Their email is firstname.lastname@pueblod60.org

Attendance Secretary: Attendance questions, building usage, volunteer applications, and school activities.

TBD, (719) 549-7545,

Principal's Secretary: Appointments with the principal, building usage, volunteer information, school accounts payable and receivable, student fees and fines.

Tiffany Moruzzi, (719) 423-3278, tiffany.moruzzi@pueblod60.org

Community Advocate: Attendance concerns, attendance intervention plans, truancy information, truancy reports to the court, court appearances, and community resources to assist families.

Erica Romero, (719) 423-3526, erica.romero@pueblod60.org

School Counselors: Individual student concerns, parenting needs,504 plans, crisis management counseling, at-risk students, Operation School Bell, Lions Club, honor roll, and community resources to assist families.

Jackie Horton, (719) 423-3290, Jackie.horton@pueblod60.org

Janel Judiscak, (719) 423-3526, Janel.judiscak@pueblod60.org

Culturally Linguistically Diverse Education and Gifted and Talented

Megan Phillips, (719) 423-3271, megan.phillips, megan.phillips@pueblod60.org

Media Center & Technology: Student internet usage, student device information, book fair, library books, social media, and the school website.

Melissa Stecklein, (719) 595-4064, melissa.stecklein@pueblod60.org

Nutrition Services & Cafeteria: Lunch and breakfast menus and information.

Shelly Bieker, (719) 549-4058, shelley.bieker@pueblod60.org

Dean of Students & RTI Coordinator: Classroom & discipline issues, Response to Intervention (RTI) plans and procedures, and behavior strategies for home.

Jamie Aldridge- Morgan, (719) 549-7548, Jamie.aldridgemorgan@pueblod60.org

Assistant Principal: Classroom discipline and concerns.

Alexis Knox Miller, (719) 549-4056, alexis.miller@pueblod60.org

Principal: Any concerns regarding the school.

Gina Martindale, (719) 549-4064, gina.martindale@pueblod60.org

Student Absences and Tardies
One criterion of a student's success in school is regular and punctual attendance.

Frequent absences may lead to poor academic work, a lack of social development, and academic failure. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, parents must ensure that every child under their care and supervision receives adequate education and training in accordance with compulsory school attendance requirements. Each year, the School Board establishes the school attendance period by adopting a school calendar. Please refer to the Pueblo District 60 Code of Conduct Handbook for the District Attendance Policy. In some cases, as outlined below, the Goodnight attendance policy is stricter than the districts.

Tardiness
Tardiness is defined as the appearance of a student without a proper excuse after the scheduled time that school begins. Due to the disruptive nature of tardiness and its detrimental impact on learning, students and parents may be contacted by the School Counselor, Community Advocate, Assistant Principal, Dean of Students, and/or the Principal regarding excessive tardiness.

- Goodnight School and the Pueblo Truancy Court view excessive tardiness as a serious problem. When a student is not in the classroom when the tardy bell rings, even if they arrive one minute late, they are considered tardy. ***The only tardiness that is regarded as "excused" is if it is accompanied by doctor notes or letters from the court. Also, please note that four tardies are equivalent to one absence.***
- Goodnight School recognizes good attendance with year-end awards. To qualify for Excellent Attendance for the school year, a student must have no more than three absences, three tardies, or five combined.

Important
Absences should be reported to the office by phone **before 9:00 a.m.** If no contact is made, it is unexcused. It is highly recommended, and, in some cases, required that you submit doctor's excuses when a student's illness occurs.

THE ATTENDANCE POLICY AT GOODNIGHT SCHOOL IS STRICTLY ENFORCED! If your family needs assistance getting your children to school, please get in touch with the Community Advocate.

According to state law (C.R.S. 22-33-101), it is the obligation of parents to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

Leaving School Early
Interrupting end-of-day procedures is disruptive to both teachers and students. Please avoid asking for your student to be dismissed between the times of 3:00 and 3:35 p.m. This period at the end of the day is a crucial time for students to receive homework assignments and end the day with their teacher. Please schedule appointments accordingly.

Students leaving before the end of the school day must be checked out of the office by a person listed on the student's enrollment card. Please pay close attention when listing the names of responsible people. The school will not release a student to anyone not listed on the card; photo ID is also required. Also, children will not be dismissed early and will be allowed to walk home.

Vacations and Other Circumstances

Attendance is expected of every student from the first day of school through the last day of school. Please plan your vacations or trips accordingly. Any absences that cannot be taken outside of the school calendar **must be pre-approved by the Principal (request forms are available in the main office).**

BEFORE AND AFTER SCHOOL SUPERVISION AND PICKUP

There is no playground supervision before school hours. Do not bring your children to school before 7:40 a.m. Students that arrive or stay outside of the school hours are unsupervised, and outside of adult supervision.

All students, unless in extracurricular activities supervised by Goodnight Staff, are expected to be off school grounds by 3:45 p.m. The park adjacent to school is not supervised before or after school. We will not be held responsible for injuries and incidents sustained in the park before or after school. Students are to attend evening events under their parents' supervision.

Parents picking up their children after school should wait outside the school building to avoid disruption to the classrooms.

Red Flag Days
These occur when the weather prohibits the students from being outside. We remain indoors if the temperature is below thirty-two (32) degrees with a severe wind chill, and we are especially cautious during the peak flu season. Considerations will be given to students on Red Flag day which could include early entry into the building.

Bus Students
Buses are allocated as per district policy. If you are entitled to a bus, please review the addresses where the bus stops. The school and bus driver keep an official roster. Students are assigned seats and are expected to display excellent behavior. **SAFETY** is our primary concern!

Students who do not follow the rules of the bus driver on the bus and have written behavior referrals from the driver may lose their bus-riding privileges, and school transportation will become the parents' responsibility. **STA, the student transportation company, reserves the right to deny bus riding privileges to the student.**

Parent concerns about bus situations can be directed to STA at (719) 549-7212

Traffic Safety

- It is essential for both students and drivers to obey safety rules in the school neighborhood.
- Students and parents should cross in designated crosswalks only after checking traffic in both directions.
- When dropping off and picking up your child, please follow the speed limit and obey all traffic signs.
- Parents are asked to be courteous and responsive to the staff members' directions. We work with all students' safety in mind. Please refrain from using offensive language or gestures when driving around the school, especially when students are present.

  Disrespectful and / or unlawful behavior from parents or other drivers will be reported to the Pueblo Police Department.

Parking Lot, Handicapped Parking, and Parent Parking

The parking lots and bus drop-off area were designed with student safety in mind.

- Parent parking is along the street on Sage Street and on Windy Way.
- Student drop-off and pick-up areas are clearly outlined, with arrows directing the traffic flow.
- **Please do not park in the student drop-off and pick-up areas.** These areas have been designed specifically for student and staff safety. When parents park in these areas, they not only violate the law but also jeopardize the safety of students and staff.
- The bus drop-off and pick-up area is to be used only by buses.
- The curb at the front entrance is a “no-parking zone,” as it is for emergency use only.
- In our parking lot, a parent can park in the “visitor” sections in the front parking lot on Windy Way.

Special Considerations
If your child has special needs or requires special considerations (i.e., chronic medical conditions, religious exemptions, dietary needs), **please notify the school office**.

Immunizations
(See letter and chart on the following pages)
By Colorado law and District policy, all students must have updated proof of immunizations. Failure to provide proof will result in exclusion from any Colorado school. Please get in touch with Stephanie New, Administrative Secretary, if you have any questions. Immunization records may be faxed to us at (719) 253-5253.

Telephone Use
Student's use of the telephone is limited to emergencies. Students will not be allowed to make frequent calls for missing homework or musical instruments. **After-school plans should be made in advance**. Students who are not bus students may not call for permission to ride the bus to visit a friend. Bus rules are stringent; no guests are allowed to ride.

Student cell phone usage shall be limited to times before and after school, outside the school building. Student cell phones must not be powered on during school hours.
Students who use their cell phones for either calling or texting during school hours will have their phones confiscated, and their parents will be notified. Continued abuse will warrant possible suspension from school. Please refer to the Pueblo District 60 Student Conduct and Discipline Code for the policy regarding cell phone usage. The school will not be responsible for cell phones that are lost or stolen.

Custodial Parent Issues
The school has no legal jurisdiction to refuse a biological parent access to their child and/or school records unless up-to-date restraining orders or proper divorce papers, specifically stating visitation limitations, are on file in the school office**. Any student release situation in which the student's welfare is in question will be handled at the discretion of the principal or assistant principal. Should any situation become a disruption to the school, law enforcement will be asked to intervene.**

Change in Student Information
The school office must be notified immediately, in person, of any change in address, home or office telephone number, or emergency information during the school year. Please ensure we have a working phone number where you or another adult caregiver can be reached in case of an emergency.

School News, Facebook, and School Website
Please regularly check your child's backpack for communication from the school. Important events will be publicized and available on our school's website, www.pueblod60.org/goodnight or https://www.facebook.com/GoodnightSchool. We will also utilize school messenger to announce school events and other important information. It is essential for you to keep all contact information updated.

COLORADO
Department of Public Health & Environment

Advancing Colorado's health and protecting the places we live, learn, work and play

Dear families of students attending Colorado kindergarten through 12th grade schools for the 2026-27 school year:

This letter includes important information and other resources about Colorado's immunization requirements to attend school. There's nothing more important than making sure your child stays healthy and learning all year long. Routine vaccination can prevent the spread of diseases like measles, mumps, varicella (chickenpox), whooping cough, and others, so kids can just be kids. The vast majority of Colorado families choose to protect their children through vaccination.

Colorado law requires students attending school to be vaccinated against many diseases, unless a certificate of exemption is filed. For more information, visit cdphe.colorado.gov/immunization-policy-and-board-health-rules. Before your student's first day of school, you are responsible for providing at least one of the following to each school your student attends:

1. An up-to-date immunization record.
2. An in-process plan (example).
3. A Certificate of Medical or Nonmedical Exemption for any missing doses of school-required vaccine(s).

Vaccines required to attend school (K-12)	Number of valid doses* to start kindergarten and attend school (K-12)
Hepatitis B (HepB)	3 doses
Diphtheria, tetanus, pertussis (DTaP)	5 doses
Polio (IPV)	4 doses
Measles, mumps, rubella (MMR)	2 doses
Varicella (chickenpox)	2 doses
In addition, at seventh grade entry, your child is required to have:	
Tdap (tetanus, diphtheria, pertussis)	1 dose

*If your child is or was behind on routine vaccines, the number of doses may vary. Colorado's school (K-12) immunization table can help you and your child's health care provider determine if your child has the required number of doses.

Colorado requires vaccines to be given following the vaccine schedules outlined in Colorado Board of Health rule 6 CCR 1009-2 for the number and spacing of doses of the required vaccines. View the recommended vaccine schedule for children birth through 6 years and children/adolescents 7-18 years of age. **Get seventh-grade ready:** Beginning in the 2026-27 school year, Colorado law requires adolescents to receive one dose of Tdap **before their first day of** seventh grade. Adolescents who had a Tdap at sixth-grade entry for the 2025-2026 school year do not need another dose for seventh grade. Questions? Refer to the Tdap letter, linked on our school webpage.

There are other vaccines that are not required for K-12 school but recommended, including: COVID-19, hepatitis A (HepA), human papillomavirus (HPV), influenza (flu), and meningococcal disease (MenACWY and MenB).

Vaccination records
Share your student's updated Certificate of Immunization with their school every time they receive a vaccine. Need to find your student's vaccine record? Visit the finding a student's immunization records for school webpage or COVaxRecords.org for more information.

Exclusion from school
If there is an outbreak of a vaccine-preventable disease at your student's school, and your student has not received the vaccine for that disease, they may be excluded from school for many days. That could mean lost learning time for them and lost work and wages for you. For example, if your student is not up to date with their MMR vaccines, they may need to stay home from school for at least 21 days after someone at the school gets sick with measles.

Exemptions from one or more school-required vaccines
Medical Exemption. If your health care provider determines that your student cannot get vaccines for medical reasons, you must submit a Certificate of Medical Exemption to your school.
Nonmedical Exemption. If you choose not to have your student vaccinated for nonmedical reasons, you must submit a Certificate of Nonmedical Exemption to your school. There are two ways to obtain a nonmedical exemption:

1. Submit the Certificate of Nonmedical Exemption signed by an advanced practice nurse (APN), pharmacist, physician (MD or DO), physician assistant (PA), or registered nurse (RN), licensed in Colorado.
2. Submit the Certificate of Nonmedical Exemption you will be able to access after completing Colorado's Online Immunization Education Module.

Nonmedical exemptions must be submitted on an annual basis. Find more information about exemptions at cdphe.colorado.gov/exemptions-to-school-required-vaccines.

Have questions?
Talk with a health care provider or your local public health agency to ask questions and find out which vaccines your student needs. Read about the benefits and importance of vaccines at childvaccineco.org, HealthyChildren.org, and cdphe.colorado.gov/immunization-education.

Finding and paying for vaccinations
Find a vaccine provider at cdphe.colorado.gov/get-vaccinated. Visit COVax4Kids.org to find free or low-cost vaccines. Dial 2-1-1 for information on Health First Colorado (Medicaid) and vaccine clinics in your area.

How is your school doing on vaccinations?
Annually, schools and child cares must report immunization and exemption numbers (but not student names or birthdates) to the state health department. Colorado law established the Vaccinated Children Standard of 95% for all school-required vaccines, described in §25-4-911, CRS, and schools do not control their specific immunization and exemption rates.

Your child's school's immunization rates from the 2024-2025 school year.
(Find 2024-2025 school year and prior years' data at COVaxRates.org).

School name	2024-2025 MMR immunization rate (required)	2024-2025 MMR exemption rate (required)
Goodnight School	96.7%	0%

Schools may choose to include rates for other school-required vaccines below.

2024-2025 HepB immunization rate	2024-2025 HepB exemption rate
2024-2025 DTaP immunization rate	**2024-2025 DTaP exemption rate**
2024-2025 Tdap immunization rate	**2024-2025 Tdap exemption rate**

2024-2025 IPV immunization rate	2024-2025 IPV exemption rate
2024-2025 chickenpox immunization rate	**2024-2025 chickenpox exemption rate**

Vaccine	Number of doses (routine)	Routine (on time) vaccination and catch-up guidance
Hepatitis B (HepB)	3	**Routine:** Three-dose series at age 0 (birth), 1-2 months, and 6-18 months. The minimum age for the final dose is 24 weeks of age. If Dose 3 is given prior to 24 weeks, a fourth dose is required. Four doses of hepatitis B vaccine are permitted when a combination vaccine is used. **Catch-up:** Three-dose series at 0, 1-2 months, 6 months (minimum intervals of four weeks between Dose 1 and Dose 2, eight weeks between Dose 2 and Dose 3, **and** 16 weeks between Dose 1 and Dose 3). There is a two-dose option (adult Recombivax HB, minimum interval of four months between doses) for adolescents aged 11-15, and a two-dose option for adults aged 18 and older (Heplisav-B, minimum interval of four weeks between doses).
Diphtheria, tetanus, pertussis (DTaP) DTaP products are licensed through 6 years of age.	5	**Routine:** five-dose series at 2, 4, 6, 15-18 months, and 4-6 years **Catch-up:** Dose 5 is not required if Dose 4 was administered on or after the 4th birthday **and** at least 6 months after Dose 3. Use the DTaP catch-up guidance job aid for guidance for children 4 months through 6 years.
Tetanus, diphtheria, pertussis (Tdap) For routine use in adolescents and adults age 11 and older. May be used for students aged 7-10 years for catch up.	1	**Routine:** For students who are fully vaccinated with the childhood series of DTaP (see above), one dose of Tdap is required prior to seventh grade entry. Refer to the Tdap letter on the school (K-12) professionals webpage for more information. **Catch-up:** For children **7-9 years** who are **not fully** vaccinated with the childhood series of DTaP, determine the number of additional doses of Tdap/Td required by using the Tdap catch-up guidance job aid. For children and adolescents **10-18 years** who are **not fully** vaccinated with the childhood series of DTaP, determine the number of additional Tdap/Td doses required by using the Tdap catch-up guidance job aid.
Polio (IPV) Doses of oral polio virus (OPV) administered on or after April 1, 2016, should not be counted as valid.*	4	**Routine:** Four-dose series at ages 2, 4, 6–18 months, and 4-6 years. Regardless of the number of doses a student has received, the final dose must be administered on or after the 4th birthday **and** at least six months after the previous dose. **Catch-up:** Dose 4 is not required if Dose 3 was administered on or after the 4th birthday **and** at least six months after Dose 2. For guidance for children 4 months through 17 years, use the IPV catch-up guidance job aid. *Both IPV and valid doses of OPV may be used to complete a polio series. The total number of doses needed to complete the series is the same as that recommended for the U.S. IPV schedule. For students 18 years and older who are known or suspected to be unvaccinated or incompletely vaccinated against polio, refer to the immunization schedule or Appendix A of 6 CCR 1009-2.
Measles, mumps, rubella (MMR) If two live vaccines are not given on the same day, there must be at least a 28-day interval between the two doses.	2	**Routine:** Two-dose series at 12–15 months and 4-6 years. Dose 1 is not valid if administered more than four days before the 1st birthday. Some children will receive Dose 2 before their 4th birthday. This is valid if both doses are given after the 1st birthday and separated by at least 28 days. **Catch-up: Two-doses separated by at least 28 day**
Varicella (chickenpox) If two live vaccines are not given on the same day, there must be at least a 28-day interval between the two doses.	2	**Routine:** Two-dose series at 12–15 months and 4-6 years. Dose 1 is not valid if administered more than four days before the 1st birthday. Note: If a child has previous varicella disease **documented** by a health care provider or a **documented** positive antibody titer, the child has met the varicella requirement, and no varicella vaccine is required. **Catch-up:** Age 7-12 years: three months between Dose 1 and 2. Age 13 years and older: 28 days between Dose 1 and 2

The Family Educational Rights and Privacy (FERPA) (34 CFR § 99.37)
FERPA, a federal law, requires that Pueblo District 60 and Goodnight School, with certain exceptions, obtain your written consent before the disclosure of personally identifiable information from your child's education records. However, we may disclose appropriately designated "directory information" without written consent, unless you have advised the school that you do not wish this information to be disclosed by school procedures. The primary purpose of directory information is to allow the school or school district to include this type of information in specific school publications. Examples include:

- A music concert program
- The annual yearbook
- Honor roll/award lists
- Activity sheets

If you do not want Goodnight School or Pueblo School District 60 to disclose directory information from your child's education records without your prior written consent. In that case, you must notify Goodnight School in writing **by September 1, 2026.** Goodnight School has designated the following information as directory information:

- Student's and/or parents' name and student's grade level
- Participation in officially recognized activities and sports
- Photographs
- Honors and awards received

Curriculum and Assessment
Our teachers plan lessons based on the Colorado Academic Content Standards, as well as a focus on the individual needs of all students to make sure their academic and social-emotional needs are being met.

We utilize Amplify CKLA Core Knowledge for reading (K-5th) and the Houghton Mifflin Harcourt reading series (6th-8th), we also utilize supplementary materials for phonics, spelling, and other language arts activities. We also follow the Engage New York Math series for Kindergarten through 5th grade. In 6th-8th grades, we use Open Up Resources (OUR) Math.

At Goodnight, we regularly assess students to best determine how to meet students' individual needs. In grades K-3 we use DIBELS for literacy and STAR Math. In grades 4-5 we use STAR Reading and Math. In grades 6-8, we use IXL Math and STAR Reading.

We also participate in the state testing program, end-of-unit assessments, and benchmark tests. We strongly believe that data gives us a more complete picture, or "body of evidence," of a student's progress and achievement. This ensures that our teachers plan daily instruction to enable Goodnight students to compete with their peers at both the local and state levels, especially as they transition into young adults.

If you have any questions about the curriculum and/or assessment procedures, please speak with your child's teacher.

Book and Material Check Out
All students will receive books and materials needed to be successful in the classroom. Each student will sign for a numbered book and the student is expected to return it in good condition. Many textbooks cost as much as $50.00. **Parents** are responsible for the replacement fees for any lost or damaged books from the classroom or the Media Center.

Chromebook Check Out
Each student will be issued a Chromebook at the beginning of the year. Students are responsible for the care of the Chromebook and the charger. If the Chromebook and charger are damaged, the student may be charged from $50.00 up to $500.00.

Homework
Prompt return of completed homework is expected of all Goodnight students. Homework is selected by teachers to fit the subject area and developmental levels of the students and to provide independent practice of skills taught during the school day.

Students in grades K-5 are provided Homework Folders, should they lose them the cost to replace is $2. We encourage parents to provide a designated homework and study area, necessary study supplies, a study schedule, and assistance as needed. Homework should not take longer than forty-five minutes to one hour nightly (appropriate time is 10 minutes per grade level—4th grade = 40 minutes). If you have any questions, please visit with your child's teacher.

Make-up Work
If a student will be absent for more than two days, the parent should contact the teacher in the morning to request that make-up work be gathered for afternoon pick-up. Students will have two days for every day they are absent to do any work.

Grade Reporting
All K-8 students receive report cards at the end of each quarter. Report cards are based on Colorado Academic Standards (CAS) and the proficiency level each student reaches during the nine weeks. Work completed by the student and formal and informal assessment information make up the body of evidence used in determining student progress. In Kindergarten through 3rd grade, the indicators are Advanced (ADV), Proficient (P), Partially Proficient (PP), or Unsatisfactory (U). Letter grades are given in 4th through 8th grade, and students are eligible for the Goodnight Honor Roll.

Letter grades are on a point system and are averaged. Students with a 3.5 or higher grade point average are listed on the Honor Roll.

Infinite Campus Parent Portal
Parents must access their child's progress using the Infinite Campus Parent Portal. In Infinite Campus Parent Portal, parents can view their child's attendance, grades, missing assignments, and any other important information. Please see your child's teacher and/or Stephanie New in our office for more details.

Volunteers
Volunteers are greatly appreciated! Individual classroom teachers need volunteers to assist with reading and small groups throughout the school day.

All volunteers must sign in at the office each day they volunteer and per District policy, **volunteers must complete a VIPS application**. The application is available for this process at www.pueblod60.org. Please contact the teacher to arrange a time to come help.

Parent Teacher Organization (PTO)
Our PTO is the driving force behind the fundraisers. The PTO meeting dates are on our school calendar. Funds raised by PTO help to fund field trips, furniture and technology purchases, classroom and teaching supplies, and Media Center books. Please call us at (719) 549-7545 if you have any questions about PTO activities or would like to learn how you can get involved. We would love to have you join our PTO!

Money Sent to School
For a check to be an acceptable form of payment, it must include the payer's current, complete, and accurate name, address, and telephone number. When paying by check, the check writer authorizes the recovery of checks returned unpaid and any state-allowed fee of $25.00 to be recovered electronically or by draft. Alternative forms of payment may be used in place of a check payment, such as cash or a money order. Payment by check may be denied when multiple checks have been returned from the same account or check writer.

Technology

Student Device Responsibilities, Proper Care, and Terms

Purpose

Pueblo School District 60 is excited to provide your student with a technology device for use this year. Please note that the device issued to your student has a device-specific serial number which has been recorded at the District level and is associated with your student's name. This will be used to verify the return of the same device at the end of the school year.

This document outlines the daily responsibilities, proper use and care instructions, and terms of being issued a District device. Parents and students are asked to follow all recommendations listed below.

Daily Responsibilities

- Once provided, keep your device in a safe storage container (laptop sleeve, backpack, etc.) when not in use.
- Schools may ask students to take devices home. Plug in and charge your device every night.
- When taken home, bring your device and charger with you every day in your backpack.

Proper Use and Care

- Handle the device carefully and treat it as a valuable object. It should not be thrown, purposely dropped, or otherwise physically abused.
- It should never be placed on the roof or hood of a car, on the sidewalk or street, or imperiled in any way that may cause it to be crushed or thrown to the ground.
- The device should not be used near or in: water, household chemicals, or other liquids that could damage its electronic components.
- The Device should be protected from the environment to prevent rain, snow, ice, excessive heat, and/or cold and not left in places of extreme temperature, humidity, or limited ventilation (e.g. in a car) for an extended period of time.
- Do not write or draw on the device or apply any stickers or labels to the device.
- Pencils, pen tips, and other pointed objects should never be used on the screen.
- Use only a clean, soft cloth to clean the screen. No cleansers of any type should be used.
- Insert and remove cords and cables carefully to prevent damage to connectors.
- Do not insert objects into any of the openings of the device.
- The device should be used exclusively for the students' educational work.
- Parents and students agree to return the Device and power cord to the issuing school in the same condition that it was issued to the student.

Terms and Conditions

1. Damage or Loss of the Device: Parents(s)/guardian(s) are responsible for their child/children's use of the device, including any damage to the device. In the event that a student's device is lost or damaged, the District will assess the device for damages and seek reimbursement from the parent(s)/guardian(s) to cover the replacement or repair. The decision to seek reimbursement, as well as the amount of reimbursement, will be determined by the District, but will not be greater than the full replacement value of the device.
2. Hardware of Functionality Problems: If a problem arises with the functionality of a student's device, the student must notify his/her teacher immediately. An attempt will be made to assist with repair or replacement of the device. Under no circumstance may the student or his/her parent(s)/guardian(s) attempt to fix or allow anyone but District technology staff to attempt to fix suspected hardware faults or the device operating system. Do not take the device to any repair shop.
3. Failure to Return the Device: If a student fails to return the technology device or power cord, the district may seek reimbursement from the student's parent(s)/ guardian(s). If the device is reported stolen, the district may file a theft report with local law enforcement.
4. No Right to Privacy: The technology devices are District property; therefore, the District may examine the technology device and access and view their contents at any time for any reason. Neither students nor parents/guardians have any right to privacy of any data saved on the technology device or in a cloud-based account to which the technology device connects.

5. Technology device Data as Records: Data saved to the technology device is not maintained by the District as public records or as student records. In the event this data needs to be maintained by the District for any reason, the District will take affirmative steps to preserve it.
6. Waiver of technology device Related Claims: By accepting this device, you acknowledge and agree to follow all responsibilities outlined in this Agreement, and you waive any and all claims you (and your heirs, successor, and assigns) may have against Pueblo School District 60.
7. Indemnification for Device-Related Claims: By accepting this technology device, you agree to indemnify, defend, and hold harmless Pueblo School District 60, its Board of Education, and its individual Board members, employees, and agents, from any and all claims, damages, losses, causes of action, and the like relating to, connected with, or arising from the use of the technology device or from this Agreement.

Student and Parent Google Meet/Classroom Guidelines

Purpose

Google Meet and Google Classroom provide a safe way for students to connect, share content, access homework, participate in discussions and receive class information. This document outlines guidelines to be used by students when participating in synchronous learning (real-time learning with others) using Google Classroom or when meeting with District 60 staff using Google Meet. We ask that you take a moment to familiarize yourself and your child with the District 60's policies and procedures that outline our expectations for digital citizenship. These policies include:

- JS, Student Responsible Use of Technology, the Internet and Electronic Communications
- JS-E, Student Use of Technology, the Internet and Electronic Communications (Acceptable Use Agreement)

Student Expectations

Students have the following responsibilities:

1. Attend live class "meetings" as required.
   a. Silence/mute your microphone prior to entering the meeting.
   b. Do not present from your screen without the teacher's permission.
   c. Actively participate in the learning. Follow the teacher's directions for responding (either using your microphone or the chat feature to ask/ respond to questions).
   d. All conversations in the chat field should be school related and use classroom appropriate language.
   e. When class/session is over, hang up and leave the meeting.
   f. Camera should be positioned to avoid distractions and movement behind the student.
   g. School appropriate attire should be worn at all times.
   2. Complete assignments with integrity and academic honesty, doing your best work.
   3. Follow all District 60 and school policies, rules, and Acceptable Use Agreement expectations.

Parent Expectations:

Parents of participating students have the following responsibilities:

1. Ensure your child safely engages in online learning opportunities in accordance with District 60's digital citizenship policies referenced above.
2. Create an environment and schedule conducive to remote learning.
3. As necessary, help your child access learning assignments and attend live sessions.
4. Inform teachers of absences for any reason including illness, technical difficulties or hardship.
5. Ensure all members of your household respect the work of peers and adults participating in District 60's synchronous learning, just as you would as a "visitor" to the classroom in accordance with District 60 policy KI, Visitors to Schools. This means ensuring that you and other members of your household act in a manner that is not disruptive to the learning environment or otherwise compromises the safety or security of the staff and students participating in group activities involving live participation, such as video or conference calls.
6. Remember that recording or photographing any students or teachers during remote learning is prohibited.
7. Communicate to your child's Principal any concerns related to online instructional opportunities.

Nutritional Services Breakfast and Lunch Program:
Morton Elementary is proud to be a Universal Breakfast and Lunch School. Every student will receive a free breakfast and lunch at school. If you have any questions regarding this program, please call the school for more information. It is vital to the continuation of the program at Bessemer Academy that every student has a lunch application completed and on file with the nutritional services department. Lunch application forms must be completed each year. If you need assistance in completing this form, please call the school at 719-549-7500.

Universal Meals
Pueblo School District 60 is participating in a Universal Lunch and School Breakfast Program for the current school year at all D60 schools. All students enrolled at D60 schools may participate in the breakfast and lunch program at no charge to them. Snack items and adult meals will be available for sale each day.

Community Eligibility Provision Participating Schools
All students will be served breakfast and lunch at no cost. Families should complete a combined application to provide vital data for school funding.

Families should submit a Family Economic Data Survey* in the school office, online at www.pueblod60.org, by visiting https://www.myschoolapps.com/Home/PickDistrict, or scan the QR code to the right.

- Families are encouraged to **fill out the Family Economic Data Survey*.**
- **You only need to submit one application per household, even if your children attend more than one school in** Pueblo School District 60**.**

***This form may be used only for schools participating in the federal child nutrition programs. All D60 schools are participating in the Community Eligibility Program (CEP), receipt of school meals does not depend on households returning this form. In all schools, this form is also used in connection with other federal, state and local education programs, including determining whether the school district is eligible for state additional funding on the behalf of the student(s). By filling out the form, the parent is ensuring the district will receive the additional state funding to which it is entitled based on the population of students served by the district.**

Families are encouraged to submit an application
Studies have shown that children who are not hungry perform better in school. By providing breakfast and lunch to all children at no charge, we are hoping to support a better learning environment for our students.

The school breakfasts and lunches that we serve follow U.S. Department of Agriculture guidelines for healthy school meals. The School Breakfast and Lunch Programs cannot succeed without your support; please encourage your children to participate in the school meal programs.

Non-discrimination Statement: In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

Food Charge Policy

PROCEDURES

Food Pre-Payments

Breakfast and lunch are provided free of charge to all District 60 students. This is the benefit of the Community Eligibility Provision. Any additional foods chosen by students MUST be paid for either prior to service or at the time of service. Please be sure your student has a payment method *prior to purchases* or the sale will not be completed. Prepayments may be made on-line by clicking on the link, www.myschoolbucks.com or scanning the QR code to the right.

Charging Foods is NOT allowed in any D60 School

District meal charge policy goals are:

Students who wish to purchase additional foods beyond those provided at no charge under the Community Eligibility Provision must pay for those foods.

- To encourage parents to assume the responsibility of meal payments and to promote self-responsibility of the student;
- To treat all students with dignity in the serving line regarding meal accounts;
- To establish policies that are age appropriate;
- To establish a consistent district policy regarding charges and collection of charges.
- Charging is not allowed at any grade level

MEAL PROGRAM COMPUTER SYSTEM

Nutrition Services uses the MCS computerized Point of Sale System that operates like a debit account. Students must prepay into their account and access their money by entering an account code into a pin pad. The Manager can also help the child look up their account at the computer terminal.

Students must prepay for additional foods

- **No cash will be accepted on the serving line in grades K-5**
- Prepayments are accepted via cash or check in the school cafeteria before 10:00 am.
- Make checks to ***Nutrition Services*** and write your child's name on the memo line
- This process has been established so that all students are using the same method of exchange
- Receipts are available on request

Parental Control

Parents may control how money is spent. Parents may designate if their child is not allowed to spend account money on a la carte food items.

As an additional courtesy to parents, they may request a report showing when deposits were made and when the student ate meals.

Student Dress Code

In cooperation with students, parents, teachers, and administration, Goodnight School will adhere to a uniform dress policy. This policy is designed to enhance the school culture, safety, and pride of those who attend Goodnight School. It was decided by the staff, administration, and the greater Goodnight community that a standardized dress policy would improve academic achievement, safety, student focus, self-esteem, and school spirit. **ALL STUDENTS ATTENDING GOODNIGHT SCHOOL MUST ADHERE TO THE UNIFORM DRESS CODE. WE WANT OUR STUDENTS TO DRESS FOR SUCCESS.**

Shirts

- *T-shirts worn by Goodnight students must be solid cobalt blue, gray, or black. All t-shirts must have the Goodnight logo. NO PLAIN SHIRTS OR OTHER LOGOS ALLOWED.*
- Students may wear designated Goodnight t-shirts, which include field day shirts, attendance shirts, the rhinestone Goodnight shirt, or the Goodnight logo shirts sold at Embroidery Plus. Shirts shall not be altered in any way (i.e., tied in back, rolled up, marked on, etc.)
- Shirts must be sized to fit. Students may not wear shirts that are either overly large or too small. Tank tops, muscle shirts, V-neck shirts, and “spaghetti strap” shirts are not allowed.
- Shirts do not have to be tucked in, but they must hang down lower than the belt line and be above the mid-thigh line.
- Undershirts---students may wear solid cobalt blue, black, or gray t-shirts (short or long-sleeved). No prints at all.

District Policy: HOODIES WILL NOT BE ALLOWED IN THE CLASSROOM AT ANY TIME. **Students may wear crewneck sweatshirts or long-sleeve shirts in the classroom during cold weather (between October and March) in our school colors of cobalt blue, gray, or black, provided they display the school logo.**

Pants and Shorts

- Students may wear solid black or khaki pants. No blue denim jeans, spandex yoga pants or pajama pants will be allowed.
- Pants/shorts should not be distressed, altered or decorated in any way, including holes, logos, zippers, chains, grommets, hooks, clips, design, or lettering.
- Pants / shorts should be sized to fit. (No sagging or bagging or excessively tight). Belts or other means to hold pants up will be provided if necessary.
- Shorts should be a minimum of knee length.

Skirts and Capris

- Skirts that are knee-length and are either khaki or black. Leggings may be worn under skirts, but they must be solid black, cobalt blue, or gray in color.
- Students may wear capris that are khaki or black.

Other

- No gloves, sunglasses, hats, wristbands, scarves, or slippers will be permitted.
- Shoes must be appropriate outdoor shoes.
- Belts must be sized to fit and be free of design. No wallets with chains are allowed.
- Large necklaces/beads that are distracting must be tucked under the shirt and not be visible.

- No gang-related items are permitted at any time.
- Piercings (besides the ear) are not allowed. No gauge earrings, facial piercings, or non-traditional earrings.
- No jewelry that creates a safety hazard will be allowed, such as large hoop earrings. The student will be required to remove any inappropriate or dangerous piercings or jewelry as defined by the administration.
- Excessive make-up such as eye shadow, eyeliner, mascara, or lipstick is not allowed—this is distracting to the learning and social environment. Artificial fingernails make it difficult for the child to write or use a computer.
- Unnatural hair color or any hairstyle that is distracting (i.e., Mohawk higher than 1”-2”)
- Unnatural eye contacts are not allowed.

Parents will be called the first time to bring appropriate school clothing if a child does not come to school dressed according to the school dress code. The second time could result in an office discipline referral.

Items Brought to School

- Personal items should all be permanently marked with the student’s full name.
- Any money brought to school should be in a sealed envelope with the child’s name, room number, amount, and purpose written outside.
- Trading, buying, and selling of personal items is strongly discouraged due to conflicts that may arise.
- We recommend that students do not bring expensive personal possessions (cell phones, headphones, etc.) or large amounts of cash to school; secure storage is not available, and replacement for losses is not possible.

First Aid and Illness
Minor injuries (those that can be treated with washing, TLC, and Band-Aids) are taken care of by the classroom teacher or the front office. cSome of our school office personnel are trained in CPR and First Aid and are designated by a district nurse to deliver specific medications. A sick bed is provided for students who need to lie down. Office personnel will take temperatures, provide ice packs, and call parents when a child is vomiting, has a fever, is severely injured, or is in other exceptional circumstances; therefore, please keep your child's enrollment card information current. The school will call 911 for all major emergencies.

Medications (as Per Pueblo School District Policy)
If, under exceptional circumstances, a student is required to take medication during school hours, only the school nurse or other designee with specialized training, on behalf of the district, may agree to administer the medication, in compliance with regulations established by Pueblo School District 60 and the State of Colorado.

- Written instructions and a form to be signed by the licensed health care practitioner and the parent may be obtained from the school office. Non-prescription medication is included in this policy.
- Students are not to bring medication of any kind to school. Parent(s) / legal custodian(s) are required to deliver medicines to the office in the original pharmacy bottle.

The following requirements must be met before any medication, whether prescription or non-prescription, can be administered at school.

- All medications (prescription or not) for student use must be stored in the school office and administered by the office staff. Medication must be accompanied by detailed instructions (on a Pueblo School District 60 instruction sheet) from the parent and doctor giving the child's name, date, name of medication, its purpose, dosage, timing of doses, possible side effects, termination date of dispensing, and waiver. This form must be updated and signed every year. Forms are available in the office AND MAY BE FAXED OR EMAILED FROM US TO THE DOCTOR AND BACK (FAX NUMBER is (719) 253-5253).
- **Only parents or guardians may deliver medication to school.** Students and teachers are not to store or administer any medications. It is very dangerous to mix medications in children's lunches or drinks due to the possibility of switched lunch boxes or trading of food.

Exemptions from Participation in Physical Education
Students may be excused from active participation in gym class for up to two days upon written request from their parents. Longer exemptions require a doctor's note. Exempt students will attend gym class without participating in exercises and will not disrupt the class. **Exempt students are also expected to be inactive during any recesses.**

To the parent/guardian of students that have/had an IEP or IFSP

Colorado Department of Education
School Health Services Program
Notification to Access Benefits

The Department of Health and Human Services sponsors a program allowing our district to seek reimbursement for health-related services provided to children with Medicaid health insurance. This program helps our district to maximize federal funds for support of additional health services in our schools.

The Colorado Department of Education and the District will request parental permission to provide health-related services to each child and to release and exchange medical and other confidential information, as necessary, to the Department of Health Care Policy and Financing (Medicaid), whether directly or through a contracted billing agency, for health services provided to each child after the date of this notification. Information released may include personally identifiable information, records, or information about the services which may be provided to each child. The purpose of the disclosure is to access the child's public benefits to receive Medicaid reimbursement for said services.

The District, the Department of Health Care Policy and Financing, and the contracted billing agency, if any, require my permission to send claims to Medicaid and receive payment from Medicaid for health-related services as set forth in my child's IEP or IFSP.

Medicaid reimbursement for health-related services provided by the district and the Colorado Department of Education will not affect any other Medicaid services for which a child is eligible. Each child will receive the services listed in the IEP regardless of whether or not a child is enrolled in public benefits. If a parent refuses to allow access to the Department of Health Care Policy and Financing, it does not relieve the District of its responsibility to ensure that all required services are provided to the child at no cost to the parent.

The granting of consent is voluntary and may be revoked at any time. If a parent later revokes consent, that revocation is not retroactive (i.e., it does not negate an action that has occurred after the consent was given and before the consent was revoked).

The District and the Colorado Department of Education will operate under the guidelines of the Family Educational Rights and Privacy Act (FERPA) to ensure confidentiality regarding each child's treatment and provision of health-related services.

SPECIAL OCCASIONS

Parties and Birthdays
Individual teachers schedule class parties and other special events. Traditionally, some students have chosen to bring treats for their classes on their birthdays. **Please check with the teacher in advance.** We encourage the use of healthy snacks, disposable utensils, and paper plates or cups. Please limit your treats to individually wrapped cookies or Little Debbie-type snacks; homemade items are not allowed. Please bring only **clear drinks** (i.e., lemonade). Red or purple drinks damage the carpet when spilled. Birthday treats are usually shared at lunchtime. We do not permit exclusive party invitations to be distributed on school grounds.

Gifts and Special Deliveries
Occasionally, flowers, balloons, and other special items are delivered to students at school. The gift will remain in the office for safekeeping until after school.

EXTRACURRICULAR ACTIVITIES

When Goodnight School students have the opportunity to participate in extracurricular activities to increase school pride, involvement, and quality of life, we remind our students and parents that participation is a privilege. Students must adhere to specific guidelines to ensure continued involvement.

Field Trips
The purpose of field trips is to provide real-life experiences to enhance the learning of specific topics selected by teachers. Students are expected to participate. For all trips, notes will be sent home in advance to inform parents about the trip and any special preparations or payments that may be required. The School Activity Fund, supported by our *Wear Your T-Shirt Days*, partially funds the buses for field trips.

Parents or guardians are allowed to chaperone on most field trips to promote safety and enrich the learning experience.

For liability reasons, however, parents may not bring other children along on the trips.

The following behaviors may PROHIBIT a student from participating in a field trip: missing homework, decreased academic performance, chronic absences, or discipline referrals. If this is the case, parents will be notified in advance to make alternative arrangements.

Most field trips require District bus transportation. Therefore, all bus rules and regulations apply.

Student Eligibility
Goodnight School adheres to the District's eligibility policies. In some cases, we may require stricter guidelines.

Student and Parent Responsibilities

- Parents are responsible for transportation to and from practices, games, and meets. ***Teachers are not allowed to transport students.***
- Sportsmanship should be a concern of the school, its athletes, and its spectators.
- Students and parents are responsible for following a coach's/sponsor's guidelines regarding practices, appearances, and participation.

This Discipline Guide is to be used in conjunction with the School District's Discipline Code. Please read and review both documents carefully with your child.

Our Discipline Philosophy
We believe that learning occurs in an environment of safety and respect. This requires the cooperation of parents, students, staff, and the principal in providing firm, fair, assertive, and positive discipline. We seek to make every discipline encounter a learning experience.

Our discipline philosophy combines elements from PBIS, Love and Logic, Social-Emotional Learning, Power of One and Restorative Justice. The ultimate goal is for every child to be accountable for their actions and learn from their mistakes. Each classroom teacher is encouraged to maintain their authority in the classroom by establishing a discipline plan tailored to the individual group of students and encouraging students to participate in the classroom expectations.

Classroom rules and procedures will be discussed at Parent Nights and Parent/Teacher Conferences. Because educating your child is a collaborative effort between the school and home, we encourage you to voice any concerns that arise.
Goodnight's policy is based on open communication and high expectations.

Positive Behavior Support Program: P.R.I.D.E.
Goodnight began implementing the Positive Behavior Implementation Support (PBIS) program during the 2005-2006 school year. This program focuses on desirable rather than undesirable behaviors, and it explicitly teaches the values and expectations that we place on student behavior in all areas of the school:

- **P**repared: We expect our students to be prepared and anticipate their own needs for the classroom.
- **R**espect: We expect our students to show respect for themselves, their peers, school staff, and school visitors.
- **I**ntegrity: We expect our students to show integrity in their interactions with their peers and school staff.
- **D**isciplined: We expect our students to be disciplined in their studies, their participation in school activities, and their interactions with peers and school staff.
- **E**xcellence: We expect our students to reach the level of expectation that we have of them—that is one of excellence. We maintain high standards for our students and ourselves.

Teachers and other school staff will discuss the PRIDE expectations with all students at the start of each school year and will review them periodically throughout the year.

Pride Cards
When students display positive behavior as supported by our PRIDE acronym, they will be rewarded with a PRIDE card. Students will then be able to place their card in a weekly PRIDE drawing in the classroom. A school-wide drawing is also held every Thursday. Semester PRIDE assemblies are also an opportunity for students to earn prizes.

Goodnight has school and classroom rules and policies in place. Additionally, all School District procedures are listed in the District Discipline Code Handbook; please carefully review these with your child.

Minor Discipline Referral Form
Classroom teachers will handle all minor discipline concerns in the classroom. Our teachers are expected to use firm, consistent, and fair discipline procedures in their classrooms, and all students are to be aware of classroom expectations.

Major Discipline Referral Form

Students referred to the office with serious infractions will be sent with a Discipline Referral form. The Principal, Assistant Principal, Dean of Students, or School Counselor will discuss the infraction with the student, determine a school discipline action, and send the form home for the parent's information.

Teacher Authority and Responsibility
The teacher has the authority and responsibility to maintain discipline in the classroom consistent with district and school policy. Fair policies will be established, announced, and consistently enforced.

Administrative Authority and Responsibility
The Principal, Assistant Principal, Dean of Students, or School Counselor has the authority and responsibility to maintain an atmosphere conducive to learning through the fair and consistent application of district policies and procedures. When a problem is referred to the office, the referring staff member will identify the problem. The office will maintain records of student referrals for disciplinary action.

The disciplinary actions include, but are not limited to, the following:

- Verbal reprimand from all school staff, including support staff
- Removal from the class environment for a short time
- Loss of privileges or participation in certain activities, including field trips
- Parent shadowing
- Lunch or After-School Detention
- In-school exclusion (removal from class to work separately for an extended time)
- Development of a behavior plan/contract/Response to Intervention Plan (RtI)
- Out-of-School Suspension
- Other consequences are adapted to the individual student or the offense

Behavior concerns have been kept to a minimum at Goodnight because of our school’s focus on time-on-task and teaching bell-to-bell. Additionally, Goodnight teachers receive great parental support and a strong commitment to the learning process. We appreciate your support of our school and our goal of providing your child with a world-class 21st-century education.

Our school's social vision:

At Goodnight, we care for each other and show PRIDE (Prepared, Respect, Integrity, Discipline, and Excellence).

Why did we implement a schoolwide system to stop bullying?

Bullying and harassment stand in the way of our social vision. Therefore, our school has adopted The Power of One program for preventing and responding to harassment and bullying on district property; at district or school-sanctioned activities and events; through social media or any other electronic communication; 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. This schoolwide system applies to all students, teachers, staff, specialists, and anyone who works on our campus, whether employed by the school or district, working as contractors, or volunteering, in accordance with Colorado's Board of Education anti-bullying policy.

What is bullying?

Bullying occurs when a student, or a group of students, repeatedly tries to hurt, humiliate, or gain power over another student in any of the following ways.

Physical bullying is when a student uses physical force to hurt another student, e.g., by hitting, pushing, shoving, kicking, taking a student's belongings, or stealing their money.

Verbal bullying occurs when a student uses words, images, or gestures to intimidate or humiliate another student, such as through taunting, name-calling, teasing, put-downs, insults, threats, or blackmail.

Relational bullying is when a student excludes or isolates another student, e.g., through leaving them out, manipulating others against them, or spreading false rumors or gossip.

Cyberbullying is when a student uses their cell phone, text messages, e-mails, instant messaging, the Internet, or social media to threaten, shame, or isolate another student. It includes breaking into a student's online account and assuming that student's identity to damage their reputation.

Bullying is different from **conflict**. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. If students are in conflict but are not engaging in bullying behavior, our school is committed to helping them resolve the issue through open discussion.

Bullying may, at times, amount to **harassment**. It is harassment to target a student online or face to face because of their academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry, or the need for special education services, whether such characteristic(s) is actual or perceived.

It is **sexual harassment to** target a student with unwanted sexual comments, gestures, physical contact, demands for sexual involvement accompanied by threats concerning their grades, causing the student to feel uncomfortable or unsafe at school, or that interferes with schoolwork. In these situations, complaints will be investigated according to the district's sexual harassment policy.

Our school does not tolerate bullying or harassment for any reason. It is a serious breach of school rules if a student takes revenge or asks someone to threaten or harm a student who has reported bullying or harassment.

How students can end bullying.
Bullying and harassment cause pain and stress to students and are never justified or excusable as "just teasing" or "just playing." When a student stands by doing nothing, or laughs or posts comments online when others are bullied, they are participating in bullying.

The students at Goodnight have agreed to join together to treat others with respect, both online and face-to-face, to keep our campus bully-free.

All students agree to:

- Value student differences and treat others with respect, both online and face-to-face.
- Tell bullying students to stop when I or others around me are the target of bullying, using an "I" statement.
- Walk away and seek help by telling a trusted adult on campus, or by using the PRIDE box located by the office, if you cannot safely stop the bullying.
- Never take revenge or ask someone to hurt a student who has reported bullying.

Our school takes a problem-solving approach to bullying. We have staff members trained as Bullying Prevention Coaches who will meet with students who are the targets of bullying and help resolve these situations.

Staff, Teacher, and Parent Response to Student Harassment and Bullying:
Our school follows the No Bully System to prevent and respond to bullying and harassment.

Level 1: We support an inclusive school where everyone is accepted for who they are.

- We recognize that our school contains different abilities, body sizes, races, religions, socio-economic status, gender identities, and sexual orientations. All teachers, staff, students, parents, and volunteers support our social vision: ***At Goodnight, we care for each other and show PRIDE (Prepared, Respect, Integrity, Discipline, Excellence).***
- Our school has created a Bullying Prevention Committee to advise the Administration on preventing bullying at our school and to ensure that students receive the relevant education for this to happen. Our committee meets at least once a month. It comprises a school administrator, a diverse range of teachers, a parent or guardian (who is not also a teacher), a student, and a community member.
- Our school has developed an active partnership with parents and community members to help maintain a school environment free from aggression and violence.
- Students learn through our *Second Step* curriculum to get smart in managing their emotions and their relationships and to stand up to bullying at our school.
- Each year, we administer a survey to students asking about their perception of the frequency and intensity of bullying at our school.

Level 2: We watch out for bullying and refer targets to the counselor.

- Teachers and school staff have been trained to watch out for students who appear to be isolated from other students, who are put down by others behind their backs, or who show signs of being bullied.
- If any teacher or staff member sees any student aggression or disrespect, they shall take immediate steps to intervene and redirect the student. Steps may include the following:
- Name the behavior for what it is, e.g., "That's a putdown."
- Speak to the intention behind the words or gestures, e.g., "That was meant to hurt."
- Remind students of our school's social vision and how their behavior is not aligned with this: At Goodnight, we care for each other and show PRIDE (Prepared, Respect, Integrity, Discipline, Excellence).
- Notify the Principal immediately if there are any concerns for a student's physical safety.
- If any member of staff learns or suspects that a student is the target of continued bullying, they shall check in with the student as soon as reasonably possible. Suppose this appears to be ongoing

bullying or harassment. In that case, they should attempt to resolve the situation and shall report the bullying verbally or through email to the School Counselor within 24 hours.

- If a parent or guardian knows or suspects that their child is being harassed or bullied, we encourage your student to ask the bullying students to stop or to seek help from any trusted adult on campus. If this does not solve the problem, please report it verbally or via email to your classroom teacher or counselor. Our school can only help you if you reach out and let us know what's happening.

  If a student is the target of cyberbullying, please take screenshots and / or print any electronic or digital messages and share these with the school.

Level 3: Solving bullying, progressive discipline, and other responses.

- The Counselor investigates and resolves the situation and shall ensure that any report of bullying or harassment and its resolution is documented in the school's database – Infinite Campus.
- Our school uses a variety of methods to resolve ongoing incidents of bullying and harassment.
- We may refer the target of bullying to get help from a school Bullying Prevention Coach. Bullying Prevention Coaches are teachers and staff members who have been trained to support students who are the target of bullying and to create solutions to bullying by bringing students together, including bullies, bystanders, and positive student leaders. The Bullying Prevention Coach may use solution-focused discussions, redirection, skill building, and counseling, and shall report progress to the Assistant Principal and/or the Dean of Students.
- We may use progressive discipline to redirect bullying students depending on the severity of the bullying. We may meet with the bullying student, notify their parent or guardian, determine consequences to change behavior, and inform the student that disciplinary consequences will occur if the bullying continues.

Level 4: Implement a classroom or grade-wide action plan.

- Suppose a pattern of harassment or prejudice is apparent across an entire class or grade. In that case, the Bullying Prevention Coach brings together relevant school staff to implement a plan that teaches respect for differences and fosters a supportive peer culture.

Timeline for a bullying report under this protocol:

Week One

- The Counselor is notified of an ongoing bullying situation and documents the incident in Infinite Campus.
- When appropriate, the Counselor refers the target of bullying to a school Bullying Prevention Coach.
- The Assistant Principal and/or Dean of Students may engage in the progressive discipline process.

Week Two

- Bullying Prevention Coach works with students to create a solution.
- Further progressive discipline when necessary.

Week Three

- Another meeting with students to resolve the bullying, if needed.
- Bullying Prevention Coach will check with the target to ensure the situation is resolved.
- Bullying Prevention Coach records progress in Infinite Campus, schedules a three-month follow-up with the target, and notifies the Assistant Principal and/or Dean of Students and parents of the outcome.

If the school's intervention does not resolve the bullying, the student or their parent/guardian should inform the Principal. Suppose the student or parent/guardian disagrees with how the school has responded to a complaint of harassment or bullying. In that case, they may appeal by calling the District Office at 719-549-7100 and requesting that their complaint be forwarded to the Principal Supervisor assigned to our school.

GOODNIGHT SCHOOL CIVILITY POLICY

Addressing the Conduct of Parents, Other Visitors, and District Employees
The school aims to promote mutual respect, civility, and orderly conduct among its staff, parents, and the broader community. The purpose, therefore, of this policy is to maintain a safe, harassment-free environment for teachers, students, staff, parents, and other members of the school community. In the interest of presenting parents, teachers, and other employees as positive role models, the school administration encourages positive communication and discourages volatile, hostile, or aggressive communications or actions.

1. **Expected level of behavior:**
   - School personnel will treat parents, students, and other members of the public with courtesy and respect
   - Parents and visitors will treat teachers, administrators, and other school employees with courtesy and respect
2. **Unacceptable/disruptive behavior:**
   Disruptive behavior includes, but is not necessarily limited to:
   - Behavior that interferes with the operation of a classroom, an employee's office, or office area, and other areas of the school. This also applies to the parking lot and student drop-off and pick-up areas
   - Using loud and/or offensive language, swearing, cursing, or display of anger
   - Threatening to do physical harm to a teacher, school administrator, school employee, or student, regardless of whether or not the behavior may constitute a criminal violation
   - Damaging or destroying school property
   - Abusive, threatening, or obscene telephone calls, e-mail, or voice mail messages, or social media posts
   - Any other behavior that disrupts the orderly operation of the school or a classroom
3. **Parent recourse:**
   Any parent who believes they were subjected to unacceptable or disruptive behavior by a staff member should bring this to the attention of the principal in writing. The principal will complete a full investigation.
4. **Authority of school personnel to direct persons to leave school premises:**
   Any individual who behaves in the following manner toward any school employee will be asked to leave the premises and/or may not be allowed to return:
   - Disrupts school operations
   - Threatens to do physical harm to school personnel, students, or others lawfully on school premises
   - Threatens the health or safety of students, school personnel, or others lawfully on school premises
   - Intentionally causes damage to school property or property of others lawfully on school premises
   - Uses loud or offensive language or enters school premises without authorization

     If the person refuses to leave the premises as directed, the principal or designee shall seek law enforcement assistance.
5. **Authority to deal with verbally abusive persons:**
   If any member of the public uses obscenities or speaks in a demanding, loud, insulting, and/or demeaning manner, the employee to whom the remarks are directed shall calmly and politely warn the speaker to communicate civilly. If the verbal abuse continues, the employee may terminate the meeting, conference, or telephone conversation and will promptly notify the principal or designee.

FREQUENTLY ASKED QUESTIONS

How does the Elementary and Secondary Education Act (ESEA) affect Goodnight?
ESEA requires schools to ensure student achievement for all students and the quality participation of parents at all levels in schools. It also requires schools to advise parents annually of their right to request information regarding the professional qualifications of their child's classroom teachers. Specific information parents may ask is:

- Whether the teacher has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
- Whether the teacher is teaching under emergency or other provisional status, through which State qualification or licensing criteria have been waived.
- The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
- Whether the child is provided services by paraprofessionals and, if so, their qualifications.

In addition, parents must receive:

- Information on the level of achievement of the parent's child in each of the State academic assessments.
- Timely notice that the parent's child has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

How does the Reading to Ensure Academic Development (READ) Act affect my child?
The state's goal for all children in Colorado is to graduate from high school with the skills that adequately prepare them for postsecondary studies or the workforce. Research demonstrates that achieving reading competency by the 3rd grade is a critical milestone in achieving this goal. If a student enters 4th grade without achieving reading competency, they are significantly more likely to fall behind in all subject areas beginning in 4th grade and continuing in later grades. Suppose the student is deemed to have a Significant Reading Deficiency (SRD) and qualifies for targeted, scientifically based interventions to remediate the student's specific, diagnosed reading skill deficiencies. In that case, the school is required to provide interventions designed to enable the student to achieve reading competency and attain the skills necessary to achieve the state's academic achievement goals. Such interventions will be documented in the student's READ plan. The state recognizes that the parent plays a central role in supporting the student's efforts to achieve reading competency; therefore, the parent is strongly encouraged to work with the student's teacher in implementing the READ plan and to supplement the intervention instruction the student receives in school. Consequently, the READ plan will include strategies that the parent is encouraged to use at home to support the student's reading success

2026-2027

- For K-2 students completing the year with a *Significant Reading Deficiency*, retention conversation is required, and the parent makes the final decision.
- For 3rd grade students completing the year with a *Significant Reading Deficiency*, retention conversation is required, and is subject to the Superintendent's or their designee's approval.

Where can I find help for my family?

- If your family has been mobile and an immediate family member moved to the Pueblo area to seek employment in the agriculture or food service industry, your child may qualify for the Migrant Education Program. For more information and a list of available community resources, please call the school office.
- The Family Resource Center Association is an excellent resource for parents looking for assistance to help their children. You may access the center at www.cofamilycenters.org.
- Please see our School Counselor or Community Advocate if you need any other assistance.

Policies and Regulations (School District 60)

***District Policies and Regulations are available on the District website at:**
www.pueblod60.org/policies or from the school office.

All District policies and regulations apply
regardless of whether they have been specifically highlighted in this handbook

*See also the District's **Student Code of Conduct** also available on the District's website at: www.pueblod60.org.*

JJJ: Extracurricular Activity Eligibility

All students meeting eligibility requirements are entitled to participate in extracurricular activities at their school of attendance. Subject to the same eligibility requirements, the district shall allow students enrolled in any school (including charter schools, online education programs, nonpublic schools and home schools) to participate on an equal basis in any activity offered by the district that is not offered at a student's school of attendance. *See complete policy.**

JJJ-R: Rules governing participation in all school-approved extracurricular activities. *See complete regulation.**

JQ: Student Fees, Fines, and Charges

Students shall 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. However, the district may require students to pay textbook fees, fees for expendable materials and other miscellaneous fees as more fully set forth in this policy. *See complete policy.**

JRA/JRC: Student Records/Release of Information on Students

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 this policy.

The superintendent or designee shall provide for the proper administration of student records in accordance with law, including the implementation of safeguard measures or procedures regarding access to and disclosure of student education records. *See complete policy.**

JRA/JRC-R – Student Records, Notification to Parents and Students of Rights Concerning Student Education Records (Review, Amendment and Hearing Procedures)**:** This regulation contains the procedures to follow when a parent or eligible student seeks to review or challenge the content of student education records. *See complete regulation.**

JRA/JRC-E-1– FERPA Notice: The Family Educational Rights and Privacy Act (FERPA) and Colorado law afford parents/guardians (parents) and students over 18 years of age (eligible students) certain rights with respect to the student's education records, as follows:

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). See *JRA/JRC-R*.
2. The right to request the 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. *See JRA/JRC-R*.
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. See *JRA/JRC*.
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. *See JRA/JRC*.
6. The right to request that information not be provided to military recruiting officers. See *JRA/JRC and JRA/JRC-E-2*.

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JS: Suspension/Expulsion of Students

While using district technology or personal technology on district property, in district vehicles and at district-sponsored activities, students shall act in an appropriate manner and in accordance with Board, school, and district policies and procedures, and applicable law. It is the joint responsibility of district and school personnel and students' parent(s)/guardian(s) to educate students about their responsibilities and to establish expectations when students use or access district and personal technology. *See complete policy.**

JS-E: Acceptable Use Agreement. S*ee complete exhibit.**

JKD/JKE: Student Use of Internet and Electronic Communications

The Board of Education 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 complete policy.**

JKE-E: Grounds for Suspension/ Expulsion

The following may be grounds for suspension or expulsion from a public school: 1) Continued willful disobedience or open and persistent defiance of proper authority. 2) Willful destruction or defacing of school property. 3) Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel including behavior which creates a threat of physical harm to the child or other children. 4) Declaration as a habitually disruptive student. 5) The use, possession or sale of a drug or controlled substance on school grounds, in a school vehicle, or at a school activity or sanctioned event. 6) The commission of an act on school grounds, in a school vehicle, or at a school activity or sanctioned event that, if committed by an adult, would be robbery. 7) Possession of a dangerous weapon. 8) Repeated interference with a school's ability to provide educational opportunities to other students. 9) Carrying, using, actively displaying, or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm in a school building or in or on school property. 10) Failure to comply with the provisions of Part 9, Article 4, Title 25, C.R.S. (immunization requirements). 11) Making a false accusation of criminal activity against an employee of an educational entity to law enforcement authorities or school district officials or personnel. *See complete policy.**

JKE-R: Suspension/ Expulsion of Students

Through written policy the Board of Education has delegated to any school principal the power to suspend a student for not more than five or 10 days, depending upon the type of infraction. Pursuant to policy JKD/JKE, the superintendent has been delegated the power to suspend a student for additional periods of time. However, the total period of suspension will not exceed 25 school days. As a general rule, a suspension will be 10 days or less. *See complete regulation for procedures.**

JEA: Compulsory Attendance

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 with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. *See complete policy.**

JH: Student Absence/Excuses

One criteria of 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. According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. *See complete policy.**

JHB: Truancy

"Habitual truant" shall be 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. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences for purposes of defining a student as "habitually truant." *See complete policy.**

JICA: Student Dress Code

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, 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. This policy is designed to ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance or body type/size. *See complete policy.**

JICJ: Student Possession and Use of Cell Phones and Other Electronic Communication Devices

The Board of Education recognizes that electronic communication devices can play a vital communication role during emergency situations. However, ordinary use of electronic communication devices in school situations disrupts and interferes with the educational process and is not acceptable. For purposes of this policy, "electronic communication devices" include any privately-owned, portable technology capable of cellular communication, text messaging, data storage, or internet access. This primarily includes smartphones, personal gaming devices, headphones, and any other hand-held equipment with audio, video, or photographic recording capabilities. This definition excludes school-issued or school-approved instructional equipment.

Students may possess electronic communication devices on school property, in school vehicles, and at school-sponsored activities. However, during the instructional school day, meaning the hours between the starting and ending time of the school day as defined by the district, electronic communication devices must be turned off and stored out of sight unless during an emergency, which for the purpose of this policy is defined as an actual or imminent threat to public health or safety that may result in loss of life, injury, or property damage.

This policy does not prohibit a student from using an electronic communication device if the use is necessary as an effective communication accommodation pursuant to the federal "Americans with Disabilities Act of 1990," 42 U.S.C. sec. 12101 et seq.; to comply with the student's individualized education program, as defined in section 22-20-103, C.R.S., or the student's section 504 plan, as defined in section 22-20-123, C.R.S.; or to monitor or address the student's medical condition.

Electronic communication devices with cameras are prohibited in locker rooms, bathrooms, or other locations where such operation may violate the privacy rights of another person.

At no time may students use electronic communication devices in any manner that disrupts the learning environment or otherwise disrupts school or district activities or events, that compromises academic integrity, that violates an individual's right to privacy, or that otherwise promotes or facilitates any conduct that violates the student code of conduct or other district policies.

It is the student's responsibility to ensure that their electronic communication device is turned off and stored out of sight during the instructional day. Violation of this policy and/or use that violates any other district policy will result in disciplinary as prescribed in JICJ-R and applicable district student discipline policies.

Confiscated devices shall be returned to the student at the end of the school day. If the building principal or designee believes a student's possession or use of an electronic communication device may involve a violation of the law, the building principal or designee may also refer the matter to law enforcement, as appropriate.

The district shall not be responsible for loss, theft, or destruction of electronic communication devices brought onto school or district property or while the student is attending school- or district-sponsored activities or events.

Adopted: June 25, 2013
Revised: August 26, 2025
Revised: June 23, 2026

LEGAL REFS.: C.R.S. 18-7-109 (posting, possession, or exchange of a private image by a juvenile)
C.R.S. 22-1-149 (Board required to adopt policy regarding student communications devices in schools)

CROSS REFS.: JIC and subcodes, Student Conduct
JIH, Interviews and Searches
JK and subcodes, Student Discipline
JS, Student Use Technology, the Internet and Electronic Communications

JICJ-R: Student Possession and Use of Cell Phones and Other Electronic Communication Devices

In accordance with Policy JICJ, schools shall implement the following procedures regarding student possession and use of electronic communication devices.

Students who violate Policy JICJ shall be subject to progressive discipline measures intended to support appropriate student behavior while minimizing disruption to the educational environment. All violations must be reported to the student's parent/guardian.

1. First offense: A student who violates Policy JICJ for the first time shall receive a verbal warning and redirection from school staff. The student shall be directed to immediately turn off and properly store the electronic communication device.
2. Second offense: A student who commits a second violation of Policy JICJ shall have the electronic communication device confiscated by school personnel for the remainder of the school day. The device shall be returned to the student at the end of the school day in accordance with building procedures.
3. Third offense: A student who commits a third violation of Policy JICJ shall have the electronic communication device confiscated for the remainder of the school day and shall be required to participate in a conference with the student's parent/guardian and appropriate school personnel.
4. Subsequent Repeated or serious violations: Subsequent Repeated violations of Policy JICJ or, refusal to surrender an electronic communication device when directed by school personnel, or use of an electronic communication device in a manner that substantially disrupts the educational environment shall result in additional disciplinary action consistent with Board policy and the district's student discipline code.
5. Serious violations: Use of electronic communication devices involving harassment, bullying, academic dishonesty, unlawful conduct, recording individuals without permission, or violations of privacy shall result in more serious disciplinary consequences and referral to law enforcement when appropriate.
6. Refusal to surrender an electronic communication device when directed by school personnel or use of an electronic communication device in a manner that substantially disrupts the educational environment or that violates another Board policy shall result in disciplinary action consistent with Board policy and the district's student discipline code.

This regulation shall be implemented consistent with any individualized education program (IEP), Section 504 Plan, health plan, or other legally required accommodation.

School personnel have the authority to implement these procedures at their discretion in exigent circumstances, which must be reported to the school supervisor. Building principals or designees shall establish building-level procedures for implementation of this regulation consistent with Policy JICJ and this regulation.

Adopted: June 23, 2026

JICJ-E: Possession and Use of Cell Phones and Other Electronic Communication Devices. S*ee complete exhibit.**

JLCB: Immunization of Students

The Board directs the superintendent or designee(s) to annually provide parents/guardians of each student enrolled in the district a copy of the standardized immunization document developed by the Colorado Department of Public Health and Environment. The standardized immunization document includes a list of required and recommended immunizations and the age at which each immunization should be given, the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine for the school's enrolled student population for the previous school year compared to the vaccinated children standard, and a statement that the school is required to collect and report the information, but the school does not control the school's specific immunization rates or establish the vaccinated children standard.

No student is permitted to attend or continue to attend any school in this district without meeting the legal requirements of immunization against disease unless the student has presented one of the following, as provided by law:

1. a written authorization signed by a parent/guardian requesting local public health officials administer the immunizations;
2. a certificate of medical exemption;
3. a certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment; or
4. a certificate of nonmedical exemption

Students who do not submit an up-to-date certificate of immunization or a written authorization signed by one parent/guardian requesting local health officials to administer the immunizations or a valid certificate of medical or nonmedical exemption will be suspended and/or expelled from school according to regulation JLCB-R.

All information distributed to parents/guardians by the district will inform them of their rights to seek an exemption from immunization requirements.

Adopted: July 16, 1996
Revised: June 25, 2013
Revised: January 25, 2022

LEGAL REFS.: C.R.S. 22-32-140 (annual distribution of standardized immunization document required)
C.R.S. 22-33-106 (grounds for suspension, expulsion and denial of admission)
C.R.S. 25-4-901 et seq. (school entry immunizations)
6 CCR 1009-2 (school immunization requirements)

CROSS REFS.: JF, Admission and Denial of Admission
JF-R, Student Admission and Denial of Admission (Procedures for Students in Out-of-Home Placements)
JKD/JKE, Suspension/Expulsion of Students
JRA/JRC, Student Records/Release of Information on Students

JLCB-R: Immunization of Students

1. No student may attend school in the district unless the student has presented to the school an up-to-date certificate of immunization, a written authorization signed by a parent/guardian requesting local public health officials administer the immunizations or a valid certificate of medical or nonmedical exemption form. *[Note: please refer to current standardized immunization documents developed and updated by the Colorado Department of Public Health and Environment for a list of immunization requirements and recommendations.]*
2. A student will be exempted from required immunizations only upon submission of:
   a. a completed certificate of medical exemption from a licensed physician, qualified physician assistant, or advanced practice nurse that the student's physical condition is such that immunization would endanger the student's life or health or is otherwise medically contraindicated due to other medical conditions (see paragraph 5, below),
   b. a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment (see paragraph 4, below), or
   c. a completed certificate of nonmedical exemption signed by a parent/guardian or an emancipated student and physician assistant, or advanced practice nurse (see paragraph 4, below).
3. 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.
4. Parents/guardians or emancipated students who assert a nonmedical exemption must submit either a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment or a completed certificate of nonmedical exemption that is signed by a parent/guardian or emancipated student and a physician, qualified physician assistant, or advanced practice nurse on an annual basis. Such submission will occur at the beginning of each school year that the nonmedical exemption is asserted.
5. Parents/guardians or emancipated students who assert an exemption from immunizations based on a medical reason must submit the required medical exemption form to the school one time. The medical exemption form must be maintained on file at each new school the student attends.

6. Each school in the district annually provides the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine [optional: the school may also include immunization and vaccination rates for any other vaccine] for the school's enrolled student population for the previous school year compared to the vaccinated children standard.
7. The district will provide upon request an immunization reporting form. The school nurse is responsible for seeing that required information is included on the form and transferred to an official certificate of immunization as required.
8. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished by telephone, e-mail, or in person. If this is not possible, contact will be by physical mail. Emancipated Students must be contacted directly rather than through their parents/guardians.

   The parent/guardian or emancipated student will be notified of the following:

   a. that up-to-date immunizations are required under Colorado law.
   b. that within fourteen (14) days of notification, the parent/guardian must submit one of the following: (i) an authorization for administration of the immunization by public health officials; (ii) a completed certificate of medical or nonmedical exemption; (iii) a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment; (iv) or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.
   c. that if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.
9. A student who fails to comply shall be suspended by the principal for up to five days and notice of the suspension sent to the Health Department.
10. If no certificate of immunization is received during the period of suspension, the superintendent will institute proceedings for expulsion.
11. Any suspension or expulsion under this policy will terminate automatically upon compliance.
12. Record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation, not in the student's disciplinary file.

Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate, but will be included in the annual report to the State Board of Education.

Students in out-of-home placements

The following procedure shall apply to students in out-of-home placements, as that term is defined by C.R.S. 22-32-138(1)(e).

Unless the district or school is otherwise authorized to deny enrollment to a student in out-of-home placement, the district or school shall enroll the student regardless of whether the district or school has received the student's immunization records. Upon enrolling the student, the school shall notify the student's legal guardian that unless the school receives the student's certificate of immunization or a written authorization for administration of immunizations within fourteen (14) days after the student enrolls, the school shall suspend the student until such time as the school receives the certificate of immunization or authorization.

Approved: July 16, 1996
Revised: March 14, 2006
Revised: January 25, 2022

KFA: Public Conduct on District Property

Persons using or upon school district property, including all District buildings, parking lots, and any District vehicle used to transport students, will not engage in the conduct described below.

Any person considered by the Superintendent or designee to be in violation of this policy will be instructed to leave District property and law enforcement may be contacted. Any person who has engaged or District officials reasonably believe will engage in conduct prohibited by this policy may be excluded from District property.

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with District operations or any activity sponsored or approved by the District.
2. Physical abuse or threat of harm to any person or District property.
3. Damage or threat of damage to District property regardless of the location, or property of a member of the community when such property is located on District property.
4. Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on District property, at District or school-sponsored functions or in any District vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine). If, however, the administration of medical marijuana is in accordance with the Board's policy on administration of medical marijuana to qualified students, such possession shall not be considered a violation of this policy.

6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto District buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon or dangerous weapon, as defined in state law or applicable Board policy, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: May 28, 2015
Revised: August 23, 2016
Revised: August 26, 2025

LEGAL REFS.: 21 U.S.C. 860 *(crime to distribute or manufacture controlled substances within 1,000 feet of a school)*
C.R.S. 18-1-901 (3)(e) *(definition of deadly weapon)*
C.R.S. 18-9-106 *(disorderly conduct)*
C.R.S. 18-9-108 *(disrupting lawful assembly)*
C.R.S. 18-9-109 *(interference with staff, faculty or students of educational institutions)*
C.R.S. 18-9-110 *(public buildings – trespass, interference)*
C.R.S. 18-9-117 *(unlawful conduct on public property)*
C.R.S. 18-12-105.5 *(unlawful carrying/possession of weapons on school grounds)*
C.R.S. 18-12-214 (3)(a) *(person with valid concealed handgun permit may have a handgun on school property as long as hand gun remains in his or her vehicle and if, while the person is not in vehicle, the gun is kept in a compartment and the vehicle is locked)*
C.R.S. 18-18-407 (2) *(crime to sell, distribute or possess with intent to distribute any controlled substance on or near school grounds or school vehicles)*
C.R.S. 22-1-119.3 (3)(c), (d) *(no student possession or self-administration of medical marijuana, but school districts must permit the student's primary caregiver to administer medical marijuana to the student on school grounds, on a school bus or at a school-sponsored event)*
C.R.S. 25-1.5-106 (12)(b) *(possession or use of medical marijuana in or on school grounds or in a school bus is prohibited)*
C.R.S. 25-14-103.5 *(boards of education must adopt policies prohibiting tobacco and retail marijuana use on school property)*
C.R.S. 25-14-301 *(Teen Tobacco Use Prevention Act)*
C.R.S. 44-3-901 (1)(i)(1)(A) *(prohibits consumption of alcohol in any public place without a license or permit)*

CROSS REFS.: ADC, Tobacco-Free Schools
GBEB, Staff Conduct
GBEC, Alcohol and Drug-Free Workplace
JICH, Drug and Alcohol Involvement by Students
JICI, Weapons in School
KI, Visitors to Schools
JLCDB, Administration of Medical Marijuana to Qualified Students

NOTE: *The exceptions in state law that permit possession of a deadly weapon on school property are that the person:*

a. has legal authority to carry or possess a deadly weapon. C.R.S 18-12-105.5 (3).
b. is presenting an authorized public demonstration or exhibition for the school or an organized class. C.R.S. 18-12-105.5 (1).
c. is carrying out duties for the school district which require the use of a deadly weapon. C.R.S 18-12-105.5(1).
d. is participating in an authorized extracurricular activity or on an athletic team. C.R.S. 18-12-105.5 (1).
e. has possession of the weapon for use in an approved educational program which includes but is not limited to any course designed for the repair and maintenance of weapons. C.R.S. 18-12-105.5 (3)(h).
f. is a school resource officer or peace officer on duty. C.R.S. 18-12-105.5 (3)(e).