COLUMBIAN THUNDERBOLTS



Bigger • Stronger • Wiser • Kind

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(719) 549-7525
columbian.pueblod60.org

Jimmie Pool, Principal

Parent/Student Handbook 2026-2027

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
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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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January 2027

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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

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March 2027

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April 2027

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May 2027

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June 2027

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July 2027

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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

Columbian Elementary

Mission

Columbian Elementary School
is committed to providing a safe and secure learning environment
which allows for differentiated instruction, character education,
technology, and high order thinking skills for ALL students.
Continuous monitoring of student progress and
open communication with students, parents, and community members
will ensure program effectiveness.
Our goal is to prepare all students to be
productive, responsible citizens in a competitive world.

Vision

The Columbian Elementary staff will focus on
increased student achievement through continuous improvement of
instruction, curriculum, standards and positive behavior
using measurable data to support accountability and high expectations.

Our goal is
to have every child leave Columbian with confidence
and skills leading to a life of purpose and impact.

Pueblo School District 60 Student Conduct and Discipline Code supersedes this handbook. For complete texts of Pueblo School District 60 policies, please visit www.pueblod60.org.

School Culture Philosophy

At Columbian Elementary School, we believe that school culture is a foundational component for the exceptional academic and social emotional success of our students. We believe that 100% of students are capable of achieving, so we set the bar high for ALL students, expecting anything less would be letting our students down.

To support this vision we have intentionally created a school culture that is consistent, predictable, and safe for all students in all areas of the building. Routines, and expectations are pre-taught to students and retaught throughout the year as necessary. They are reinforced through our series of positive reinforcement and accountability systems.

At Columbian, we believe that behavior is best addressed at the early stages, quickly and effectively, to minimize ongoing behaviors and reduce the likelihood of behaviors becoming more serious.

Exceptional performance is recognized through a vast set of positive reinforcement systems on a weekly, monthly, and quarterly basis. Additionally, each classroom has designed positive reinforcement systems specific to their classroom to engage students and create a community.

School Hours – Monday – Thursday (No School Fridays)

Kindergarten – 5th Grade

School Starts .....7:45 a.m.
Breakfast .....7:40 – 8:00 a.m.

Recess and Lunch Schedule

Kindergarten and First Grade ..... 11:00 a.m. – 11:40 a.m.
Second and Third Grade ..... 11:40 a.m. – 12:20 p.m.
Fourth and Fifth Grade ..... 12:20 p.m. – 1:00 p.m.

Arrival Time at School

Students are not to be on school grounds until 7:40 a.m. (this includes the playground). There is no supervision for students prior to this time. Parents: Sending your child to school prior to 7:40 a.m. places them at-risk for encountering dangerous situations/problems. Students are expected to leave school grounds by 3:15 p.m. there is no supervision at this time. Each grade level will have a specific door to enter and exit the building.

Columbian Thunderbolt Expectations:

HALL Vision

At Columbian Elementary School, we expect Thunderbolts to walk through the school in HALL. This ensures that minimal interruptions occur in the hallway and enhances student learning in classrooms. This promotes safe and efficient transitions.

H – HANDS AT YOUR SIDE
A – ALL EYES TO THE FRONT
L – LIPS ZIPPED
L – LEGS WALKING SAFELY

Arrival Vision

Each morning we expect that students arrive at school feeling joy and excitement. We strive to create an arrival structure that is safe and predictable for all students and runs smoothly with minimal direct support from adults. In order to accomplish this vision, we have created a clearly designed vision of what arrival should look like from the moment a student steps foot on the Columbian Campus.

Morning Timeline:

- 7:40-7:50 Student Arrival (Supervision is not provided before 7:40)
- 7:40 Staff open designated doors greeting each student
- Classroom teachers are in the threshold of their rooms greeting each student as they enter to begin their morning Do Now/Entry Work
- 7:50 the side doors will shut and students arriving after this time will enter through the front office doors.
- Students that arrive after 7:55 will be marked tardy and receive a tardy slip to take to their classroom teacher
- 7:40-8:15 students will begin morning work, eat breakfast, participate in a morning meeting/ welcoming inclusion activity and prepare for the day
- 8:10 core instruction promptly begins

Meeting/Welcoming Inclusion Activity:

This is a time to welcome and check in with students. This gives teachers the opportunity to see how students are coming in and discuss topics that will support the culture of our classrooms. It also gives students the opportunity to get things off their mind and code shift.

Entry/Do Now Work:

Entry Work time is an opportunity for students to start their day off in a calm, academically focused manner. Students are code switching and preparing for the learning to come. Our morning is purposefully designed to start everyday in a positive and productive manner. Students will begin their Entry Work after being greeted at the doorway.

Recess Vision

Recess is a great opportunity for students to engage in active, joyful, and fun activities. Compared to the classroom setting, recess is naturally a less structured portion of the students' day. The recess vision has been designed in order to make recess a safe, positive, and inclusive environment for all students. At Columbian, students "play before they eat". According to an Article in NEA today,"Recess Before Lunch", Schools that schedule recess before lunch report that students eat more fruits and vegetables, drink more milk and water, waste less food, and are better behaved on the playground, in the lunchroom, and in the classroom. Some schools also note a decrease in visits to the school nurse and more instruction time as benefits of the schedule switch.

Transition to Recess:

Recess is an exciting time for students; it is also a time in which misbehavior is most likely to occur. To address this trend, structures and systems are in place to ensure transitions to and from recess are structured and safe.

During Recess

During recess, students are engaged in group games and individual activities. Recess monitors are responsible for ensuring recess is a positive, safe, and happy experience for all students.

What it looks like

- The recess monitors are actively supervising students.
- Cellphones are put away during this time.
- Random and consistent walking patterns (not standing in one place).
- Constantly visually scanning the environment.
- Strategically placing themselves for maximum supervision.
- Are physically spread out from one another, not clustered together.
- Addressing behaviors as necessary.
- Engaging in minimal and only necessary adult to adult conversations.
- Having brief and positive interactions with students.

Students

- Are following the rules of the game.
- Are avoiding physical contact that is not necessary for the game.
- Are utilizing playground equipment correctly.
- Are playing safely and positively with others.
- Are adhering to rules of the game.
- Are working together with good sportsmanship.

Lunch Vision

Building and maintaining a positive, caring school community is a cornerstone of the Culture at Columbian Elementary. We strive to create opportunities for students to interact with each other throughout the day in academic and nonacademic settings. The lunch period has been structured in a manner that creates opportunities for students to build friendships with a variety of students.

During Lunch:

Lunch is designed to create a consistent procedure in which all students enter the lunchroom and receive their lunches. It is done to ensure a safe and orderly period of time in a less structured environment.

What it looks like:

- Students walk in HALL on the second tile to and in the cafeteria.
- The first class to arrive in each lunch period enters the cafeteria and follows the designated pathway to the entrance of the foodline.
- Once they enter the cafeteria they may use a level two voice.
- Exiting:
  - ✓ Students give attention to staff
  - ✓ Step 1 Place all trash on trays
  - ✓ Step 2 Students stand and pick tray up with two hands
  - ✓ Step 3 Students walk in a single file line, gently place trash in the trash can and line up by class with a silent voice and wait for their teacher to arrive.

Students…

- Follow procedures, remaining in lines.
- Are respectful to others and property, keeping their area clean.
- Engage in level 2 conversations
- Raise hands if they need anything
- Are walking in single file lines.

Staff…

- Share in supervision of all students, address behaviors as necessary using Positive Behavior Supports.
- Work collaboratively to guide students, implement procedures, and create an efficient process.
- Positively engage with students, refraining from excessive adult to adult conversations.
- Do not have cellphones out during this time.
- On time and promptly transition to class.

What it feels like:

- It is organized and efficient.
- Students and staff know what is expected and follow procedures.
- It is friendly and positive, staff and students are engaging with one another.

What it sounds like

- Voices are quiet until students enter the cafeteria.
- Once in the cafeteria there is a joyful but controlled buzz of voices(Level 1 or 2 voices)

Behavior Tracking Vision

The school culture at Columbian is foundationally based on high expectations, celebrating success, and consistency. Universal interventions implemented across the school, for all students, in all environments are key components of this vision. In addition to a robust positive reinforcement system, staff members use our BOLT Cards to recognize students working hard and being kind. It is being implemented to increase our positive expectations of students using self control, positive interactions, appropriate behavior, respect for others and self, and keeping safe boundaries.

Overview

At Columbian, staff members address behaviors using a process referred to as the Positive Behavior Intervention Supports (PBIS) which includes setting clear expectations, pre-teaching behaviors, giving clear directions, checking for understanding, and using the least invasive intervention.

What it looks like:

- The behavior tracking system such as the clip chart, behavior logs in the communication folder, and Bolt Cards will be used to help students monitor their behavior and communicate with families.
- Each student will have their Bolt Card easily accessible and out so students can earn signatures for demonstrating positive behaviors that are leading to working hard and being kind.
- When a student fills up their Bolt card they will turn it into their classroom teacher and get another blank Bolt Card.
- Bolts Cards can be turned in for prizes, drawings and rewards in the classroom and at our PBIS assemblies.

What it feels like:

- Staff and students have a clear understanding about the purpose and overview of behaviors being tracked.
- Staff value and consistently use this system
- Students know what behaviors constitute signatures and consequences.
- Staff reflecting on the situation and *behavior* vs. *need*.

What it sounds like:

- It is delivered respectfully and politely with positive framing.
- There is a conversation between staff and students that is private and not public.
- Quick redirection so students miss as little learning time as possible.
- We will look to provide positives when earned to reach our 5:1 positive to negative ratio.
- Giving specific praise to students reinforces positive behaviors and actions.

End of the Day Timeline Snapshot

- All classrooms prepare for transition.
- Optimistic endings.
- 3:05 – Bell Rings
- All students walk in HALL with their teacher directly outside and stay with their students.
- Students attending the After School Activities will walk directly to the designated area.
- Classroom teachers will walk the remaining students back into the building at 3:15 to the front office.
- At 3:15, the office staff and the Community Advocate will assist with pick up and phone calls.
- The Community Advocate and or Office Manager will document late pickups after 3:20 in the parent contact section of Infinite Campus.
- It is essential that students be picked up on time.

Office Discipline Philosophy and Procedures

Systems and practices have been implemented at Columbian Elementary to address misbehavior in a proactive and positive manner to ensure learning time is maximized. There may be circumstances where a student needs to be removed from the learning environment due to overt or habitual behaviors that are detrimental to the safety or learning of students.

If a student needs to be removed from the learning environment, the classroom staff will call the office and state "I have a student that needs support". An administrator or support member will come to the classroom and remove the student to the office. While in the office the administrator or support member will use therapeutic, administrative, and/or restorative approaches to create a genuine teachable moment.

Students will return to class as soon as it is determined that they are able to be engaged and positive and will demonstrate the Thunderbolt Way. Before a student enters the classroom they will have a restorative conversation with their teacher facilitated by an administrator. The administrator will attempt to identify a natural break in the schedule for this conversation; however, if the break is not within a reasonable time he/she will bring the student to the classroom and try to wait for a break in instruction.

Out of School Suspension (OSS) and In School Suspensions (ISS) will be used for situations that are direct safety concerns, habitual behaviors, or when time is required to plan effective supports as determined by the Administrator handling the discipline in conjunction with our Board Policies.

Students who demonstrate an ongoing pattern of behavioral challenges resulting in multiple classroom interventions or office referrals will be referred to the Multi-Tiered Systems of Support (MTSS) team by the homeroom teacher for tier II or III behavior intervention support.

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. When a problem occurs, a teacher may:

- Conference with student
- Conference with parent and student
- Use appropriate classroom discipline, which may include, but is not limited to, removal from the group without privileges and a conference after school
- Discipline problems that need further attention can be referred directly to the Principal or Assistant principal, in the form of an office referral.

Principal/Assistant Principal Authority and Responsibility:

The principal/Assistant principal have the authority and responsibility to maintain an atmosphere conducive to learning through a fair and consistent application of district policies and procedures. When a problem is referred to the principal/assistant principal, the individual referring needs to identify what the problem is.

The principal/assistant principal may then proceed in the following manner.

- Conference with the student, parent and teacher or any combination thereof
- Response to Intervention (RTI) meeting with parent, student and RTI team.

The principal/assistant principal will maintain records of student referral for disciplinary action.

- Upon the first office referral, the parents will be contacted and made aware of the referral.
- Upon the second office referral parents will again be contacted and be placed on an informal behavior plan and temporary interventions will be put in place.
- Upon the third office referral and/or suspension the Response to Intervention team will evaluate the student's behavior and put additional interventions in place and may lead to loss of further privileges and or suspension.

Parents will be required to attend and participate in this process. Upon the next office referral/suspension, parent's will be required to attend another meeting with the principal, assistant principal, counselor, and teacher to discuss habitual disruptions and review the RTI plan.

The disciplinary action open to the principal's assistant principal's consideration includes, but is not limited to, the following:

- Verbal consultations
- Verbal reprimand
- Removal from the situation
- Notification of parents
- Lososs of field trip and field day privileges or club activities
- Suspension or other actions depending upon the individual situation

Homework Vision

At Columbian Elementary excellence for all students is the standard. We strive to provide rigorous learning experiences throughout the day and extend learning beyond the school day by providing engaging and challenging homework that supports learning in the classroom and prepares students with necessary study skills they will need to be successful learners in middle school, high school, college, and beyond.

Homework Expectations:

- Each night, every student does a combination of independent reading and additional grade-level differentiated homework to strengthen academic skills and build exceptional study habits.
- Teachers will work collaboratively to plan for homework.
- Homework can be given each day or in a week-long packet of assignments.
- As a general rule, students should have ten minutes of homework each night per the grade they are in. For example, a 3rd grade student could have 30 minutes and a 5th grade student could have 50 minutes.
- Every night, students are expected to do independent reading.
- The student will place the homework in their homework folder or binder and take it home with them each night.

Students…

- Are expected to complete homework each night.
- Homework should be completed thoroughly and accurately.
- Are expected to have their behavior report signed each night by parent/guardian, this is part of their homework.

Parents…

- Are expected to support students in completing homework and communication with their teacher with any questions.
- Ensure that the homework is completed
- Sign the child's folder or binder
- Make sure that the student is prepared with their homework, folder and binder everyday.

Staff…

- Teacher checks homework for completeness and accuracy.
- Should have prepared and purposeful homework that extends learning and builds on skills and knowledge.
- Will give meaningful homework each night.

What it feels like

- Homework is purposeful, builds on learning and skills.
- Staff encourage 100% of students to complete homework assignments.

Attendance Guuidelines

As the school year has come to a close, the big topic of concern for the fall will once again be attendance. Att the beginning of the summer, I will send out a letter to all parents whose student(s) had a total absenteeism percentage of less than 80%. Next school year's attendance gidelines will be as follows:

1. The maximum number of unexcused absences is 4 days in a month or 10 days for the school year.
2. District 60's attendance goals are 95% or better. This is equal to 2 or fewer days absent ina quarter/i week or 8–9 days in a school year.
3. When a student has accrued 3 absences in the 1st or 2nd quarters, and then 5 absences in the 3rd and 4th quarters, the student's teacher will make the first initial call to inquire about the absences. I will email teachers when I see that this has occurred and let them know they need to call a parent/guardian.
4. The teacher will need to document this call in IC (ccontact log page) and explain briefly the content of the call, or if there was a message left. This is an extremely important part of the truancy process and all conversations between teacher and parent are documented. This will help the Community Advdvocate (CA) by letting them know what the result of the conversation was.
5. After the 5th absence, the teacher will notify the CA either by phone, email, or personal office visit, and the CA will then make another call to the parent and a first attendance letter will be sent to the parent. The line of communication between the teacher, School Counselor, Principal, Dean of Students, and the CA will be extremely important to ensure the truancy process goes as smoothly as possible.
6. At 8 absences, an attendance meeting will be set up with parents to include an Attendance Improvement Plan (AIP), RtI, and possibly a 30-day notice letter (this notice gives the parent time to significantly improve their child's attendance before filing with the courts).
7. I will arrange the attendance RtI meeting, and inform all pertinent staff and parents of the date, time, and location of the meeting. It will be extremely important that everyone who has an interest in the student's attendance and academic needs is present at this meeting. The CA will request the teacher and others involved to pick 2 times that work for the team the following week or 2 weeks, this way the CA will try to schedule the meeting based on these suggested times. If these times are not convenient for the parent, we will need to provide a time so the parent can attend.
8. After 10 absences a doctor's note will be required for every asence from tis point on to be marked excused. We may also go forward with the truancy filing process depending on the number of unexcused absences.
9. I will be very important also that when I request a report on a truant student, each teacher submits a brief summary of how that student is performing in the classroom. I will provide ample notice of when I will need the reports emailed to me. Judge Chostner is extremely strict when it comes to these reports.

With the strict enforcement of these attendance guidelines and the cooperation of all staff, we hope to see a significant improvement in student attendance next school year. As always, attendance is the first step in maintaining academic achievement.

Tardy Procedure

Because of the disruptive nature of tardiness and the detrimental effect it has on student learning, excessive tardiness will be addressed through Pueblo School District 60 policies. All tardies are unexcused unless the student has a doctor's excuse.

Leaving School Early

We believe that attendance is crucial at Columbian, therefore, removing your child from school before the day's end is highly discouraged. However, we understand that sometimes circumstances arise that cannot be avoided. If possible, please schedule appointments after school. Students who leave before the end of the day must be checked out in the office by an adult (**over the age of 18**) listed on the student's enrollment card. Students leaving prior to the bell will have time reflected on report cards. **Children will not be dismissed early and allowed to walk home. If you want your child early, you must pick them up in person. Due to high demands in the office we will no longer be able to dismiss students during the last 10 minutes of the day.**

School Choice Checklist

Families who wish to enroll their student(s) in a school other than their neighborhood school must complete a School Choice Application. Follow the 3 steps listed below to choose the right school.

1. Locate and visit your neighborhood school.
2. Discuss and explore other public school choices as a family, and visit schools of interest.
3. Apply for School Choice.

School Choice Application – Visit the School Choice page of the D60 website at www.pueblod60.org for information and access to the Pueblo School District 60 School Choice Application.

Homework

Prompt return of competed homework is expected of all Columbian students. Much of a student's grade is dependent upon the completion of homework. Homework is selected by teachers to fit the subject area and developmental levels of the students and provides independent practice of skills taught during the day. We encourage parents to provide a homework/ study area, study supplies, study schedule and assistance as appropriate. Homework should take an average of forty-five minutes to one hour nightly. Students not completing homework may be kept after school. If you have any questions, please visit with your child's teacher.

Make Up Work

It is the responsibility of the absent student to ask for and complete work missed during an absence. **If a student is going to be absent for more than two days,** the parent should contact the school in the morning to ask for make-up work that will be picked up after school. **If you call for homework, please pick it up.** Often the teacher goes to great lengths to write special notes and directions for the student and parent. It is your responsibility to see that the work is completed and returned to school. Students not returning make-up work by requested date may not receive credit for the assignments.

Lost and Found/Personal Items

Lost and found items are located in the lost and found area. Students who find items have the responsibility of turning them in and looking for them. Unclaimed items will be turned over to charity organizations at the end of each quarter.

The personal effects of each student such as cell phones, clothing, lunches, money, school supplies, etc. are the responsibility of that student. Lost/stolen items are not the responsibility of the school. We encourage you to label items of importance with the child's name.

Cell Phone Policy

Students are not allowed to use cell phones during school hours. All student-parent contact and messages MUST come through the main office. First offense – phone call home. Second offense – phone given to principal for parent pick up. Columbian Elementary is not responsible for lost or stolen phones.

Parties at School

Columbian is a part of Pueblo School District 60 Healthy Promotion Team. We provide instruction on healthy choices and healthy life styles. Because of this we would like to encourage parents to provide healthy treats (pudding cups, fruit popsicles, fruit snacks, pickles, fruit, popcorn, raisins, granola bars, ice cream, graham crackers, cereal bars, etc.) when celebrating parties at school. Please make arrangements with your child's teacher when planning class parties. Remember due to Health Department regulations items must be store bought **(no homemade items)**. Parties are usually scheduled the last 15 minutes of the day.

Health Information

Immunization Requirements

Immunizations are an important part of our children's health care and Colorado law required that children going to school be vaccinated to help prevent disease. **Please see the letter and chart on the following pages for requirements.**

IT IS THE PARENT'S RESPONSIBILITY TO FURNISH THE SCHOOL WITH A COMPLETE IMMUNIZATION RECORD. STUDENTS WHO DO NOT COMPLY WILL BE EXCLUDED FROM SCHOOL UNTIL COMPLIANCE (NO GRACE PERIOD ALLOWED).

Health Service

Columbian Elementary in cooperation with parents, physicians, and community health agencies, provide a health program directed towards the protection and promotion of the student's health. Some of the activities include:

1. All Pueblo School District 60 students can access wellness centers at several locations throughout the city.
2. We provide a vision and hearing screen in the fall to Pueblo School District 60 students. Parents of students being advised for further professional testing are notified by mail as to the results. We encourage parents to pursue further testing to ensure that, if there is a vision or hearing problem, it can be addressed as soon as possible.
3. Parents will be notified promptly in case of any severe illness or accident. If your child becomes ill while at school, we will take their temperature and check for nausea. If your child is vomiting/has a fever, you or your emergency contact person will be notified immediately to pick up your child. Otherwise we will allow your child to lay down for a while, before returning to class.
4. It is the responsibility of the parent to consult with the school if your child requires medication during school hours. The school cannot administer any non-prescription medications **(including cough medication)**. We ask that when at all possible, prescribed medication be given before/after school. If your child requires medication during the day, you must come into our office and complete the necessary paper work. **No child should bring medications prior to making arrangements with the school.**

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)
Columbian Elementary	92.8%	0.3%

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

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

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.

Values

- **Quality Education**
  We are committed to quality education for all students.
- **Lifelong Learning**
  We are committed to education as a lifelong process.
- **Personal Development**
  We are committed to developing respect for self, others, property, individual uniqueness, and diversity.
- **Trust**
  We are committed to providing a safe learning environment that encourages honesty, risk-taking, innovation, and creativity.
- **Civic Responsibility**
  We are committed to teaching the rights and responsibilities of citizenship.
- **Community Involvement**
  We are committed to encouraging parents, family, community, business, government, and schools to share responsibility for our youth and their education.
- **Work Ethic**
  We are committed to helping students develop a strong work ethic and to become responsible and productive members of society.

School Rules: SPARK

The Columbian Pledge

Our Columbian family will model THUNDERBOLT Pride and Excellence with SPARK:

S Self control

P Positive Interactions with others

A Appropriate Behavior at all times

R Respect for everyone and everything

K Keep Safe Boundaries

School Wide Title I

Columbian Elementary School is proud to be a School Wide Title I school under Federal, State and District guidelines. Title I provides resources to help ensure that all children have the opportunity to receive a quality education, resulting in their attainment of high academic standards. Title I targets resources to districts and schools whose needs are the greatest. The program is the largest federal program supporting education, and allocates its resources based upon the poverty rates of students enrolled in schools and districts. Title I focuses on: (1) promoting school wide reform in high poverty schools and (2) ensuring student' access to scientifically based instructional strategies and challenging academic content.

Parents Right to Know

In the federal *No Child Left Behind Law,* parents are guaranteed certain rights. One of these is the right to request information regarding the professional qualifications of your child's classroom teachers. This must be provided in a timely manner to you, and in a language the parent can understand. Specific information that parents may request 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 qualifications 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 certification or degree.
- Whether the child is provided services by paraprofessional 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 assessment.
- Timely notice that the parent's child has been assigned, or has been taught for four or more consecutive weeks by a teacher who is not highly qualified.

Communication

Parent Compact

Each child in Pueblo School District 60 will receive a parent agreement to be signed and returned to their teacher. The purpose of this agreement is to involve our parents in the commitment our district is making toward providing a safe and productive school environment.

Telephone

The office is open between 7:30 a.m. – 4:00 p.m. During the school day you may leave a message or a phone number with the secretary for the teacher. **Do not ask to have a child called out of the classroom to take a phone call.** School personnel will see to it that your child gets the message at a time that will not interrupt instructional time. **Please call only for emergencies. We will not take messages everyday for a child. Please make arrangements for your child to be picked up before the child gets to school.** Student use of the telephone is limited to emergencies. After school plans must be made ahead of time.

Reporting to Parents

Students receive report cards at the end of each quarter kindergarten through fifth grades. Report cards are based on academic content standards and the proficiency levels each student reaches during the nine weeks. Columbian will conduct at least two formal conferences with every parent during the school year to discuss school/district expectations and other information relevant to your child's success in our school. Parents/guardians may access student's grades and attendance via the Parent Portal found on the Pueblo School District 60 website. If you have any questions, please contact your child's teacher or the principal.

Parent/Teacher Conferences are scheduled at least two times a year to discuss Individual Learning Plans (ILP). Parents and students are encouraged to attend to discuss progress made as well as areas that may need improvement.

At the end of each semester 3rd, 4th, and 5th grade students are eligible for Merit Roll, Honor Roll, or 4.0. Letter grades are on a point system and averaged. Students with a 3.0 –3.4 may qualify for Merit Roll. Students with a 3.5 or higher grade point average (G.P.A.) are listed on the Honor Roll. Students who earn a 4.0 will be recognized at the Honor Assembly.

Resources

Book and Material Check - Out

Students may have two books checked out at a time. The books are checked out for two weeks. Each student will be assigned a numbered book and be expected to return the text in good condition. Many of our textbooks cost as much as $80.00 each. Parents are responsible for the replacement fees for any lost or damaged books from the classroom and media center. All fines must be paid prior to students' participation in field day activities.

Internet Policy

Columbian Elementary School is linked with the Pueblo School District 60 Net, which allows access to unlimited information. Every individual using school equipment and networks must submit a ***Pueblo School District 60 Student Internet Contract*** signed by a parent/guardian. By signing the official contract/agreement, students and parents agree to abide by all laws and terms of the agreement. Illegal or unauthorized use of the Internet could result in legal prosecution.

Safety Information

Storm/Emergency

Should inclement weather or emergency situations occur which would result in the closing of schools or an adjustment to the start or dismissal times of district schools, that information will be announced by local media officials and school messenger. Parents are asked to listen to the radio and television and have emergency plans for their children in the event of such a situation.

Student Safety (Coming to School or Going from School)

Students should leave school immediately after school. They should go directly home after school. Students are to cross streets only at crosswalks. We also require our bus students to follow bus rules and safety procedures. Please talk to your child about stranger safety and walk with them (your child) for a couple of days if you require them to walk home. Parents may want to consider a buddy system to help ensure the safety of all our students.

Emergencies

In cases of serious injury or illness of any child at school, the home is called first. If a parent cannot be reached at that number, the person(s) listed on the Emergency Information Card is/are called next. If no response at this number is found, emergency personnel will be contacted and the student will be transported to the hospital of your choice. Please complete the emergency/enrollment card form very carefully. Complete and accurate information is very important. **It is imperative that the school office be notified immediately of a change of address, home or office telephone number, or emergency information so we can contact someone at all times. Your child's safety is our ultimate priority.**

Emergency Drills

To ensure the safety and welfare of all, Emergency Drills (fire, tornado, lockdown) will be held throughout the school year. During an Emergency Drill, walk quickly and quietly to the designated area, and stand quietly during and after the roll call. If the child is not with a class in the event of an Emergency Drill, he/she should leave the building through the nearest exit and report to the nearest adult.

Child Abuse/Neglect

By law, schools are required to report any suspected child abuse or neglect. The Office of Social Services and Law Enforcement have the authority to conduct investigations in the schools and with students. The methods in which such investigations are conducted are within the exclusive authority of law enforcement and Social Services. Notification to parent in such cases will come from law enforcement agencies or Social Services.

Being Involved in our School

Parent Visits

Face-to-face meetings answer many of the questions that arise from children's interpretations of school happenings. Parents can schedule a mutually convenient time with their child's teacher to discuss issues concerning their child. **These conferences times may not take place during class time, due to classroom disruption.**

In order to reduce distractions, children not enrolled at Columbian School are **NOT** permitted to visit during school time. When you come into the school, visitors must check-in at the office. We will give you a visitor's badge and ask you to turn off your cell phone. This helps to ensure the safety of our students.

In addition to fostering effective communication, we also prioritize the safety and well-being of our students. We believe that promoting independence is a vital aspect of their growth and development. Therefore, we kindly ask parents not to walk students to their classrooms in the morning after the bell rings. Instead, we have arranged for staff members to assist students and ensure they reach their classrooms safely. This practice helps our students start their day with a sense of independence and allows them to develop responsibility.

Volunteers

While we welcome and encourage parents and guardians to volunteer at the school, we must insist that our students do not bring other children (relatives or friends) to schools. In accordance with Pueblo School District 60 policies all volunteers must complete a "Volunteer Application". All volunteers must undergo and background checks prior to working in Pueblo School District 60. Please contact our counselor Ms. Atencio for more information.

Communication with the Principal, Mr. Pool

Mr. Pool is committed to building strong relationships with the students, staff and community members of Columbian Elementary School. If available, Mr. Pool will meet with parents at their time of arrival. If he is not available, or out of the office, please leave a message with our school secretary.

Nutritional Services

School Meal Program Information

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 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 encourage 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. NO CHARGES WILL BE ALLOWED AT ANY GRADE LEVEL. 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.

Cold Lunches

Cold lunches may be brought to school and stored in classrooms until lunchtime. Please mark names on all bags or lunch boxes. Milk and juice may be purchased in the cafeteria. Students not eating school lunch must purchase milk/juice. **Students are not allowed to bring pop to school.** Students are also not to bring drinks in glass containers.

Dress Code

Students at Columbian Elementary School are required to follow the District 60 dress code. See policy JICA: Student Dress Code Policy, available on the D60 website at www.pueblod60.org.

Items Brought to School

* Personal items, clothing and school supplies should all be permanently marked with the student's full name.
* **Toys are not allowed in school.** If "Show-n-Tell" time is scheduled in the classroom, students will be given specific directions as to the type of item that can be shared. **Live animals are not allowed in school or on school grounds.**
* Cash (no checks accepted) brought to school should be sealed in an envelope with child's name, room number, amount and purpose written outside.
* Students should not bring expensive personal possessions or large amounts of cash. Trading, buying and selling of personal items is not allowed due to the number of student conflicts that may arise.

The school will not be responsible for toys that are brought to school and lost/stolen or confiscated.

Field Trips

Field trips provide real-life experiences to enhance learning of specific topics selected by teachers. Students are expected to participate. However, field trips are a privilege and can be relinquished if a child exhibits unacceptable behavior. For all trips, notes will be sent home in advance to announce the trip and any special preparations that may be necessary.

Students may be excluded from field trips if they do not have a signed permission slip or for inappropriate behaviors in and out of class. Students unable to attend will work in another class for the time the class is gone and they will rejoin their class upon their return.

Field trips are for Columbian Elementary School students in the classes that are scheduled to participate **(siblings may not participate). Only Columbian students and staff are allowed to ride on Pueblo City School buses.** If you have any questions or concerns please feel free to call 549-7525.

Our school rules are referred to as "SPARK". We use the acronym "SPARK" to assist our students in learning the school rules.

The Columbian Pledge
Our Columbian family will model THUNDERBOLT Pride and Excellence with SPARK:

S Self control

P Positive Interactions with others

A Appropriate Behavior at all times

R Respect for everyone and everything

K Keep Safe Boundaries

SPARK Rules for Columbian:

Please note the specific nature of the behavior expectations for each area. Students are instructed in the expectations and staff will continue to instruct the expectations throughout the year.

Self Control	Positive Interactions	Appropriate Behavior	Respect for Everyone & Everything	Keep Safe Boundaries
RESTROOM				
• Quiet voice. Level 2 • Only go when you need to • Please be mindful of time	• Privacy please • Greet each other with a smile	• Pick up after yourself • Always carry your hall pass	• Aim in toilet • Flush toilet • Wash your hands • Use hand driers • Keep mirrors clean	• Keep hand, feet and all other objects to self • One person per stall at a time
HALLWAY				
• Voices off. Level 0 • Walk with hands to self and on the 2nd tile • Stop at intersections and corners • Keep the floors clean, free from marks and trash	• Greet each other with a smile • Let adults pass • Keep hands to self • Be courteous to others • Patiently keep your place in line • Stay to the RIGHT	• Look ahead of you • Keep your eyes open and on the person in front of you	• Keep hands to self • Be respectful of the items on the walls or ceiling	• Leave a space between you and the person in front of you • Always carry your hall pass if you are not with an adult
BUS				
• Quiet Voice. Level 2 • Stay in assigned seat • Raise your hand when you want the bus driver's attention • Keep the windows closed unless you have permission	• Greet each other with a smile • Speak politely to everyone on the bus and when exiting the bus • Level 2 voice	• Stand in line while waiting for bus to arrive • Stay seated when bus is moving • Cross the street near the front of the bus so the driver can see you • Always keep a safe distance from bus and watch for other moving vehicles	• Treat others the way you want to be treated • Keep the bus clean • Enjoy your food and drinks before you board the bus • Leave crayons and pencils in your backpack • Keep your toys at home	• Keep hands, feet and all other objects to self • Stay within eyesight of the bus driver • Watch for other vehicles when exiting the bus
CAFETERIA				
• Quiet Voice. Level 2 • Stay in your assigned seat • Don't talk with food in your mouth • Chew with your mouth closed • Eat your own food • Make healthy food choices	• Raise your hand when you want to get out of your seat or get the teacher's attention • Quiet voice. Level 2 • Say please and thank you • Be courteous to the lunch room staff and the adults in the lunchroom	• Sit in your assigned seat with feet in front of you • Stay in your assigned set unless you have permission to get up • Practice patience	• Keep our cafeteria clean • Clean up your area and pick up trash around you • Wipe tables • Notify an adult immediately if an accidental spill occurs	• Keep hands, feet and all other objects to self • Be careful and courteous while standing in line • Walk carefully with your food tray • Stay in your assigned seats until lunchroom staff give you permission to line up • Walk proudly when dismissed
PLAYGROUND				
• Outside voice is allowed. Level 3-4 • Safe play only • Keep rocks on the ground • Slides are for people only • Keep your toys and equipment at home	• Share school equipment with each other • Practice good manners on the slide • Practice patience while waiting for your turn • Safe play only	• Show good sportsmanship • Speak kindly to each other • Ask the teacher for hall pass and permission when you need to go inside to the restroom	• Practice patience while waiting for your turn • Line up immediately when whistle blows • Help pick up equipment • Enjoy your food inside • Keep our playground clean	• Hands, feet and all other objects to yourself • Always keep safety in mind while playing • Watch out for others when playing with playground equipment
DROP OFF LOOP				
• Level 3 voice • Wait behind the fence until your ride comes • Notify the adults that your ride has arrived • Practice while you watch for your ride to arrive	• Wait patiently while your ride comes to a complete stop • Enter and exit the vehicle carefully.. always watching for other moving vehicles • Enter and exit quickly without wasting time • Enter and exit the vehicle on the passenger (sidewalk) side only	• Please walk to your ride • Refrain from honking • Keep vehicles moving through the loop • Vehicles should always be occupied • Children should always be attended • Wait for staff to acknowledge that they see you leaving with a parent or guardian	• Pull up as far as possible when entering the loop • Keep music at a respectful volume.. Level 3 (max) • Use respectful speech towards each other at all times • Bus parking is for buses only • Park on the side of street or behind the bus	• Enter and exit the vehicle on the passenger (sidewalk) side only • Notify the adults that your ride has arrived • Use crosswalks when crossing a street • Drive cautiously when in loop.. 5 (max) • Keep the traffic flowing • Only drive forward

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.

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 tot 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*.

Issued: June 25, 2013

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 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: Student 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 any communicable disease for 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 applies 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 must enroll the student regardless of whether the district or school has received the student's immunization records. Upon enrolling the student, the school must 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 will 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).

PUEBLO SCHOOL DISTRICT 60

315 W. 11th Street
Pueblo, Colorado 81003

BOARD OF EDUCATION

William Thiebaut, Jr. ..... President
Thomas Farrell ..... Vice President
Dr. Derion Ibarra ..... Board Member
Judge Dennis Maes ..... Board Member
Susan L. Pannunzio ..... Board Member

Non-Voting Officers

Lana Niehans ..... Treasurer
Geri Patrone ..... Secretary/Assistant Treasurer

SUPERINTENDENT OF SCHOOLS

Dr. Barbara R. Kimzey

Mission

To provide a high-quality education that assures each student the knowledge, skills, and dispositions to lead a life of purpose and impact.

PUEBLO
SCHOOL DISTRICT 60
Educating for Purpose and Impact

Pueblo School District No. 60 does not discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity/expression, marital status, national origin, religion, ancestry, age, disability, need for special education services, genetic information, pregnancy or childbirth status, or other status protected by law in admission, access to, treatment or employment in its educational programs or activities. Additionally, a lack of English language skills is not a barrier to admission or participation in activities. The following individual has been designated to handle inquiries regarding the non-discrimination policies: Executive Director of Student Support Services, Andrew Burns, andrew.burns@pueblod60.org, Title IX Coordinator/Compliance Officer for complaints. This individual can be located at 315 West 11th Street, Pueblo, Colorado 81003, (719) 549-7100. Inquiries about Title IX can be directed to Pueblo School District No. 60's Title IX Coordinator/Compliance Officer named herein; the Assistant Secretary for Civil Rights of the Department of Education at (800) 421-3481, OCR@ed.gov; or both. Complaint procedures have been established for students, parents, employees, and members of the public. (Policy AC, AC-R-1, AC-R-2, AC-E-1, AC-E-2, AC-E-3).

Si tiene alguna pregunta sobre esta información, por favor llame a la escuela de su niño.