



Student & Family Handbook

2026-2027 School Year

PUEBLO SCHOOL DISTRICT 60

315 W. 11th Street
Pueblo, Colorado 81003

BOARD OF EDUCATION

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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: Interim Executive Director of Student Support Services, Cheryl Madrill, cheryl.madrill@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.

Welcome to Hyde Park Precollegiate Middle School

Welcome to Hyde Park Precollegiate Middle School, home of the *Stars*.

We are excited to partner with students and families as we launch a school built on the belief that every student deserves access to rigorous academics, meaningful opportunities, and a clear pathway toward college, career, and life success.

Hyde Park Precollegiate Middle School is more than a traditional middle school. We are a precollegiate learning community designed to prepare students for advanced coursework, high school success, college readiness, and future careers. Our program combines strong academics, executive functioning development, leadership opportunities, and a supportive school culture that ensures every student is known, valued, and challenged.

This handbook serves as a guide to our expectations, procedures, programs, and resources. Families are encouraged to review it together and refer to it throughout the school year.

Together, we will help every Hyde Park Star **shine**.

Mrs. Stephanie Markert
Principal
mrs.markert@pueblod60.org

&

Mrs. Kyra Kinslow
Assistant Principal
mrs.kinslow@pueblod60.org

&

School Contact Information

Phone: 719-549-7450

Address: 2500 W. 18th St., Pueblo, CO 81003

Email: hydepark@pueblod60.org

Website: hydepark.pueblod60.org

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1. General Information

a. Staff Contact Information

- Secretary: Mrs. Naranjo (theresa.naranjo@pueblod60.org)
- Math: Mrs. Aragon (christina.aragon@pueblod60.org)
- English: Mrs. Maes-Johnson (melisa.maesjohnson@pueblod60.org)
- Science: Dr. Sanchez (irma.sanchezlombardo@pueblod60.org)
- Social Studies: Ms. Cordova (roma.cordova@pueblod60.org)
- PE: Mrs. Anderson (kaylon.anderson@pueblod60.org)
- Music: Mrs. Gamble (jessica.gamble@pueblod60.org)
- Makerspace: Mrs. Skul (gina.skul@pueblod60.org)
- Special Education: Mr. Hegg (john.hegg@pueblod60.org)
- CLDE: Mrs. Montoya (nadine.01montoya@pueblod60.org)
- Counselor: Mr. Perez (jeremiah.perez@pueblod60.org)
- Media Assistant: Mr. Baca (malachi.baca@pueblod60.org)
- Paraprofessionals: Ms. Sapeda & Ms. LeFebre
- Community Advocate: Mr. Cordova (mr.cordova@pueblod60.org)

b. Bell Schedule & District Calendar

Regular School Hours: 8:00 a.m.–3:50 p.m.

First Day of School: August 18, 2026

First Quarter Ends: October 15, 2026

Second Quarter / First Semester Ends: December 18, 2026

Third Quarter Ends: March 18, 2027

Last Day of School: June 3, 2027

Advisory	8:00-8:30	Lunch	11:38-12:10
1st Hour	8:32-9:32	4th Hour	12:12-1:12
2nd Hour	9:34-10:34	5th Hour	1:14-2:14
3rd Hour	10:36-11:36	Rotations	2:16-

PUEBLO SCHOOL DISTRICT 60 2026-27 Instructional Calendar

August 2026

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

September 2026

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

October 2026

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

November 2026

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

December 2026

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

January 2027

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

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 coverage)

JULY

February 2027

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

March 2027

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

April 2027

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

May 2027

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

June 2027

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

July 2027

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

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 coverage)



c. School Communications & Announcements

We believe that strong partnerships with families start with consistent and transparent communication. We utilize multiple platforms to keep families updated on student progress, school updates, and upcoming events.

- Infinite Campus (IC) Parent & Student Portal: Primary system for viewing schedules, official grades, attendance records, missing assignments, and quarterly report cards.
- Google Classroom: Used daily by students and teachers to access assignments, instructional materials, class links, and weekly learning announcements.
- SchoolMessenger & Direct Email: Used for district-wide and school-level emergency notifications, weekly family announcements, and urgent updates. Please ensure your phone number and email address are up to date by contacting our school secretary, Mrs. Naranjo.
- Daily Student Announcements: Shared daily during Advisory to highlight student achievements, review behavioral expectations, announce club meetings, and share school news.

2. Enrollment, Student Records & Health

a. Enrollment, Withdrawal & Records

Enrolling or transferring in Pueblo School District 60 will be done differently depending on the reason for your child's enrollment in our school. Most student information, including school choice requests, for those families living outside of our enrollment boundary are completed through your Infinite Campus Parent Portal. If you live in our enrollment boundary, you may enroll with our school secretary at Hyde Park. If you are unsure which step you need to take or you need support, you may contact the Student Support Services Department at 719-253-6014.

If a family moves or needs to transfer to another school within or outside District 60, please contact the main office at least three days prior to the student's last day. All school-issued items—including Chromebooks, chargers, library books, and athletic uniforms—must be returned, and any outstanding fees resolved prior to record transfer.

Student educational records are protected under the Family Educational Rights and Privacy Act (FERPA) and Board Policy JRA/JRC.

Parents/guardians have the right to inspect, review, and request amendments to their student's educational records. Directory information or personally identifiable information is kept strictly confidential and disclosed only in accordance with federal law and district policies.

b. Health Services & Immunizations

Student health and well-being are fundamental to academic growth. In compliance with Colorado law (C.R.S. 25-4-901) and Board Policy JLCB, all students must have up-to-date immunization records or a valid, signed medical or nonmedical exemption form on file prior to attending school.

- **Required Immunizations:** Include DTaP/Tdap (including 6th-grade Tdap booster), Polio (IPV), Measles, Mumps, Rubella (MMR), Hepatitis B, and Varicella (Chickenpox).
- **Non-Compliance:** Families notified of missing immunizations have 14 days to provide proper documentation or an official plan of completion. For safety reasons, students are **not** permitted to carry medications (prescription or over-the-counter) on campus without explicit authorization. If a student requires medication during school hours:
 - An official District Medication Authorization Form must be completed and signed by both a licensed healthcare provider and a parent/guardian.
 - Medication must be delivered to the office by an adult in its original pharmacy container with clear label directions.
 - Designated, trained school personnel or a school nurse will administer the medication according to physician instructions.



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](https://www.211.org) 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](https://www.crs.org/statutes/25-4-911), 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)
Hyde Park Precollegiate Middle School	N/A	N/A

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

A change to Colorado's Tdap (tetanus, diphtheria, and pertussis) vaccine requirement for the 2026-2027 school year

Dear parents or guardians of sixth or seventh grade students,

Starting in the 2026-2027 school year, Colorado law will require students to receive a dose of Tdap vaccine **before their first day of seventh grade**. This is a change from the 2025-2026 school year and before, when Colorado law required a dose of Tdap vaccine before the first day of sixth grade.

What do I need to do as a result of this change?

If you have a student entering seventh grade in the 2026-2027 school year, you do not need to do anything if your student's school has **one** of the following on file:

1. An immunization record showing that your student had an adolescent dose of Tdap vaccine on or after their 10th birthday.
2. An in-process plan, signed by your child's health care provider, showing that your child is catching up on their tetanus, diphtheria, and pertussis vaccine series.
3. A complete Certificate of Medical or Nonmedical Exemption for the Tdap vaccine.

My student's school does not have this documentation. What do I need to do?

Tdap vaccine is recommended for adolescents who are 11-12 years old and required by Colorado law before seventh grade entry, starting in the 2026-2027 school year.

Before your student's first day of seventh grade, their school will require:

- An immunization record showing your student received an adolescent dose of Tdap on or after their 10th birthday. Vaccines are available at [no or low cost throughout Colorado](#), or
- An in-process plan ([sample](#)) signed by your student's health care provider showing that your student is in the process of catching up on tetanus, diphtheria, and pertussis containing vaccines, following the minimum intervals between doses described in the catch-up schedule, or
- A Certificate of Medical or Nonmedical Exemption, complete and with the Tdap vaccine selected, using [Colorado's process](#) and documented on Colorado's forms.

Students who are not in compliance with Colorado's immunization requirements must be excluded per Colorado Board of Health rule 6 CCR 1009-2.

If you need help finding free or low-cost vaccines, go to COVax4Kids.org, contact your [local public health agency](#), or dial [2-1-1](#) for information on Health First Colorado and vaccines in your area.

Learn more about [diphtheria, tetanus and pertussis: The diseases and vaccines](#).

Questions? Contact your child's health care provider or [local public health agency](#).

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

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

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

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

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

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

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

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

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

c. Student & Family Contact Information

To ensure student safety, facilitate daily attendance monitoring, and maintain active home-school communication, parents and guardians are required to maintain current contact information on file with the main office.

If you change your address, primary phone number, emergency contact details, or email address during the school year, please update your profile via the Infinite Campus Parent Portal immediately or notify the secretary.

In the event of an emergency or sudden illness, the school will only release students to authorized adults listed on the student's emergency contact card.

3. Attendance Policies

a. Absences & Tardies

Regular and punctual school attendance is directly linked to academic achievement, social connection, and long-term success. According to Colorado compulsory attendance laws (C.R.S. 22-33-106) and Board Policy JH, it is the legal responsibility of parents/guardians to ensure their child attends school every day instruction is offered.

Reporting Absences

If your child must miss school, please notify the office by 9:00 a.m. on the day of the absence. Calls can be placed to 719-549-7450. When reporting an absence, state the student's name, grade, reason for absence, and caller's relationship to the student.

Excused Absences

The following shall be considered excused absences when the proper documentation is provided:

1. A student whose absence is approved by the principal on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances *of a serious nature only* (funeral, out-of-town specialist appointments, etc.) which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period due to physical, mental or emotional disability.
3. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
4. A student who is suspended or expelled.
5. Absences due to court appearances and participation in court ordered activities.

Unexcused Absences

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions, proper documentation is not provided, or a student is not in class. Each unexcused absence shall be entered on the student's record. All unexcused absences are recorded and available for review in Infinite Campus.

Tardy Policy

Promptness is an essential life skill. Students arriving after the official start bell must check in at the front office for a tardy slip.

- Excused Tardies: Doctor/dental appointments (with medical note), court appearances, or verified family emergencies.
- Class-to-Class Transitions: Passing periods are provided between classes. Cumulative unexcused tardies per quarter trigger classroom interventions, parent outreach, or detention.

b. Truancy

In accordance with law, the district may impose appropriate consequences that relate directly to classes missed while unexcused. The administration shall develop a plan to implement appropriate intervention strategies for students with excessive unexcused absences. The maximum number of unexcused absences a student may incur before judicial proceedings (truancy) are initiated to enforce compulsory attendance is ten (10) days during any calendar year or school year or four (4) days during any one month.

4. Academics, Grading, & Coursework

a. Academic Expectations, Grading & Progress Reports

Quarterly grades reflect academic proficiency, class engagement, assignments, projects, and assessments.

Grading Scale

A= 90%-100%

B= 80%-89%

C= 70-79%

D= 60-69%

F= Below 60%

Progress Monitoring

Gradebook updates are accessible via the Infinite Campus Parent Portal. Formal report cards are issued at the end of each quarter.

Academic Integrity

Plagiarism, cheating, copying online sources, or using unauthorized Artificial Intelligence (AI) violates board policy. Violations may result in guardian notification, behavioral redirection, low scoring, and academic retakes at teacher discretion.

b. Homework & Late Work Policy

Homework

Each night, students will be responsible for completing homework. Aside from elective or exploratory work, students will be responsible for completing one assignment per class each week as follows:

Monday- Social Studies

Tuesday- Math

Wednesday- English

Thursday- Science

Assignments are due the following day (content) or on the specified due date (electives/exploratories) which will be recorded in your child's planner.

Absences & Classwork/Homework

When a child misses school, they are missing out on important learning. All classwork and homework that are missed need to be completed and returned within the same number of school days missed. It is encouraged that if your child needs to miss school for any reason, you pick up the classwork/homework ahead of time so they do not fall behind.

c. Electives, Exploratories, & Precollegiate Offerings

Electives

Each student will have one full length (60 minutes) elective during regular class time. Options for these courses during our opening year include PE 1: Active Living, PE 2: Sports Academy, Music 1: Band, Music 2: Choir, and

Makerspace Teacher Aide. Students *may* have the option of changing this elective at the quarter or semester.

Exploratories

In addition to a full length elective, students will participate in a set of exploratory classes at the end of the day (30 minutes each). There are three exploratory periods, which may include enrichment opportunities as well as additional support in math, reading, and writing.

Exploratory classes are part of our Autonomous Learner Model in which students will work together to research a topic, design and extend their learning on the topic, and create a final project to share based on the area selected: Music, PE, Makerspace.

Please note: based on academic need, some students may be placed in up to two targeted support exploratory classes in math, reading, or writing.

Advisory

Students will begin their day with their Advisory Team and their Advisory Teacher. This is the place students will be learning more about themselves, exploring their interests, and building the skills of a successful learner. This

learning.

Multi-Tiered Systems of Support, Special Education, & Language Support Intervention and special education services are provided in accordance with student plans and district policy. If a student has not been identified as needing additional support but guardians feel they would benefit from it, please reach out to the office.

Precollegiate Design Principles

- **Precollegiate Academic Pathways**

- Access to advanced and accelerated coursework
- High school course and credit opportunities in 8th grade
- Expanded access to Advanced Placement, college courses, and advanced coursework in high school as a result of acceleration opportunities

- **College and Career Literacy**

- Students will engage in structured experiences that build:
 - Awareness of college and career pathways
 - Academic planning and goal-setting skills
 - Understanding of how middle school performance connects to long-term opportunity

- **Executive Functioning as a Core Competency**

- Intentional programming will develop:
 - Organization and time management

- Goal setting and progress monitoring
- Self-advocacy
- Metacognition and reflection
- **Autonomous Learner Model** (Betts)
 - The school culture will integrate the Autonomous Learner Model to empower students to take ownership of their own learning through:
 - Active involvement
 - Choice
 - Reflection

d. Academic Materials & School Supplies

At our school, we work together to create a positive, focused environment where every student can thrive. Any materials brought from home—whether school supplies, books, or other required materials—should be used to support learning, spark creativity, and help students do their best work. Items that distract from instruction or disrupt our shared learning time should be left at home. By bringing only tools that help us learn and grow, we keep our classrooms safe, respectful, and ready for success!

School Supplies

1. The Executive Functioning Toolkit (Organization)

- 1 Durable 3-Ring Zipper Binder (2-inch or 3-inch size): This will be your "Master Binder" for all of your classes. A single large zipper binder is a great way to organize all of your materials for class! (It can be helpful if this has a strap and/or handle for easier carrying. These will go home and return to school each day so it is important they are durable.
- 1 Zippered Pencil Pouch (with 3 rings to snap inside your binder): Keeping your materials snapped inside your binder means you are always *Ready for the Future* when the class bell rings.

2. Everyday Writing & Thinking Tools

- 4 College-Ruled Notebooks: This is where you will keep all your notes and work for classes. You may choose which colors however, we suggest a different color for each class: English, Math, Science, Social Studies.
- 2 Packs of #2 Pencils (Wooden or Mechanical): For all your daily work. We suggest high quality materials so they last all year!
- Extra Eraser (Wedge or cap erasers): Mistakes are just a normal part of having an Academic Growth Mindset!
- 2 Highlighters (Different colors): Used in reading and writing classes to mark important details and practice active study skills.
- 2-4 Ink Pens (Different colors): Having different colors will help you

3. Exploratory Classes

- 2 Plain Two-Pocket Folders (Any colors, with holes to put in your zipper binder): You may choose to also get a notebook or two for these classes or get a pack of loose-leaf notebook paper (college

Leave at home:

Students do not need to bring a backpack, crossbody bag, fanny pack, purse, or any other bag to school. Small pencil pouches clipped inside a student's binder are allowed. Lunch boxes are permitted during lunch time only.

Games, toys, equipment or any other such item that can cause a distraction to the learning environment are not allowed.

If a student chooses to bring any of these items, the school is not responsible for them. Any of these items that are brought on campus will be stored in a locked area away from learning spaces for the duration of the day.

e. Family-School Conferences

Formal conferences occur twice yearly (Fall and Spring). Additional conferences can be requested at any time by contacting teachers directly. It is important to note that during the school day, a teacher's primary responsibility is to educate children and therefore 48 working hours should be allowed for a teacher to return a communication attempt.

5. School Culture, Student Conduct & Expectations

a. School-Wide Positive Behavior Framework

Our school-wide Positive Behavioral Interventions and Supports (PBIS) framework is built around **GLOW**—a set of core values designed to empower every student to shine academically, socially, and emotionally every day:

- **G – Grow:** Build an academic mindset by embracing mistakes as lessons, stretching your critical thinking, and developing the habits and skills necessary for success.
- **L – Lead:** Navigate your social world by setting a positive example, lifting others up, and contributing to a safe, inclusive community.
- **O – Overcome:** Practice emotional self-regulation by naming your feelings and stressors, facing situations with confidence, and staying focused on long-term goals.
- **W – Work:** Take ownership of your learning by staying organized, managing your time, and focusing on study habits needed for future success.

b. Environment & Area Expectations

To maintain a safe, welcoming, and productive environment, behavior expectations apply across all campus spaces:

Area	Key Expectations & Guidelines
Hallways	• Walk on the right side of the hallway at all times. • Keep voice levels low and use appropriate language. • Maintain personal space; no congregating or public displays of affection. • Move with purpose to get from one class to another. A hall pass is required to be in the hallway during class periods.
Cafeteria	• Practice good table manners and keep voice levels reasonable. • Remain seated in the cafeteria unless if you are in line to get your lunch or transitioning outside. • Clean your table area and dispose of all trash properly before leaving.

Playgrounds & Outdoors	• Remain within designated physical boundaries at all times. • Engage in safe, non-contact behavior, games, and activities. • Follow duty staff instructions immediately and keep hands and feet to yourself. • Be respectful of others in words and actions. Report concerns to a supervising staff member.
Restrooms	• Keep facilities clean and respect school property. • Use restrooms during passing periods and designated times only. • Return to class promptly to avoid missing instructional time.
Classrooms	• Arrive on time and prepared with your homework and required materials. • Use materials to support learning and keep personal items/electronics at home. • Listen and participate actively, follow teacher directions promptly, and adhere to classroom rules and procedures. • Respect peers, staff, and classroom property. • Stay focused on your work and allow others to learn without disruption.

c. Dress Code Policy

Our dress code promotes a safe, focused learning environment free from distractions while respecting personal expression.

- **Clothing:** Tops, bottoms, and footwear must fully cover shoulders, stomach, private areas, undergarments, and foot soles at all times. Pajama clothing/footwear does not allow students to learn at their highest levels and are therefore highly discouraged. Coats and heavy jackets are not allowed to be worn inside the school building.
- **Headwear:** Hats, caps, hoods, and bandanas must be removed inside school buildings, except for verified and approved religious or medical reasons.
- **Prohibited Imagery:** Clothing, personal items, or artwork on a student binder displaying profane language, violent graphics, alcohol, tobacco, vape products, illegal drugs, or gang affiliations is strictly prohibited.
- **Hoodies, Hooded Jackets, Hooded Coats:** Hoods are NOT allowed to be worn on campus. If a student is not compliant with this expectation, they will be asked to put their hooded clothing into a locker for the day.

- Pockets: Pockets on jackets, pants, sweatshirts or any other clothing items are not to be used as storage for prohibited items, personal technology, food items, or other non-educational items.
- District 60 Dress Code Policy will be followed. Please consult the district dress code for further questions.

d. Personal Technology & Electronic Devices

Hyde Park is a Personal Electronic Device (PED) free campus. Students should leave cell phones, Bluetooth devices, smartwatches, gaming devices, smart glasses, etc. at home.

The school is not financially or legally responsible for lost, stolen, or damaged personal electronic items brought onto campus. Any PED brought on campus will be stored in a locked area away from learning spaces for the duration of the day.

e. Code of Conduct & Progressive Discipline

When behavioral issues arise, administration utilizes a restorative, progressive discipline model in accordance with Board Policy JICDA.

Infraction Type	Examples	Possible Staff & Administrative Actions
Minor	• Classroom disruptions • Minor disrespect • Dress code violations • Unexcused tardies • PED (such as a cell phone) policy violation	• Verbal redirection & seat adjustments • Parent outreach • Behavior reflections • Meeting with staff • Detention
Major	• Physical altercations or fighting • Possession of weapons or controlled substances • Severe harassment or bullying • Property destruction or vandalism	• Detention • In-School Suspension (ISS) • Out-of-School Suspension (OSS) • Expulsion recommendation

Suspension Reinstatement Requirement

Following any Out-of-School Suspension (OSS), a mandatory Reinstatement Conference involving the student, parent/guardian, and school administration must occur prior to classroom re-entry.

f. Anti-Bullying, Harassment, & Conflict Resolution

Bullying and harassment are strictly prohibited across all District 60 campuses, school vehicles, and official digital platforms.

Bullying is different from conflict. Conflict is an inevitable part of life and can occur at school when a student perceives another student as being an obstacle to what they want or value. It is a natural, mutual disagreement between peers where power is balanced. If students are in conflict, our school is committed to conflict-resolution.

Bullying occurs when a student, or group of students, repeatedly tries to hurt, humiliate, or get power over another student and there is a clear power imbalance. This could happen in any of the following ways.

- Cyberbullying is when a student uses their cellphone, text messages, e-mails, instant messaging, the Internet, or social media to threaten, shame, or isolate another student. It includes breaking into a student's online account and assuming that student's identity in order to damage their reputation.
- Physical bullying is when a student uses physical force to hurt another student, e.g., by hitting, pushing, shoving, kicking, taking a student's belongings, or stealing their money.
- Verbal bullying is when a student uses words, images, or gestures to intimidate or humiliate another student, e.g., by taunting, name-calling, teasing, put-downs, insults, threats, and blackmail.
- Relational bullying is when a student excludes or isolates another student, e.g., through leaving them out, manipulating others against them, or spreading false rumors or gossip.

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

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

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

Hyde Park uses the following system for addressing bullying:

- Level 1: We support an inclusive school where everyone is accepted for who they are.
- Level 2: We watch out for bullying and refer targets to the Counselor.
- Level 3: Solving the bullying and using progressive discipline or other responses when appropriate.

Reporting Concerns

Maintaining a safe school environment is everyone's responsibility. If you see, hear, read, or otherwise know something that presents an unsafe or uncomfortable situation, you have a responsibility to say something. Harassment, intimidation, bullying or other unsafe/uncomfortable situations should be reported to school staff. A 24/7 means to report information, anonymously, is by calling Safe2Tell at 1-877-542-7233, accessing safe2tell.org, or downloading the Safe2Tell app and submitting an anonymous report.

g. Substance, Vape, & Tobacco Procedures

In compliance with state law and Board Policies ADC, JICH, and KFA, all campuses are **100% Drug, Alcohol, Tobacco, and Vape-Free**. This policy applies to everyone while on district property.

- **Prohibited Items:** Cigarettes, e-cigarettes/vapes, nicotine pouches, alcohol, marijuana, and unauthorized prescription or controlled substances.
- **Consequences:** Possession, use, or distribution may result in immediate administrative intervention, SRO/police involvement, removal from property, mandatory guardian conference, substance education referral, and potential suspension or expulsion.

6. Campus Operations & Daily Procedures

a. Drop-Off/Pick-Up & District Transportation

Student Drop-Off & Pick-Up

- Designated Zones: Drivers must use designated pick-up/drop-off lanes only.
- Safety First: Do not park in bus zones or block crosswalks.
- Caution: Drive at reduced speeds and always yield to pedestrians.
- Parking: If you need to enter the building or will need to remain in the same spot to accomplish something other than drop-off or pick-up, park in the designated parking spaces for visitors.

Bus Transportation Rules

Riding the bus is a privilege conditioned on safe behavior.

- Follow driver instructions immediately and keep noise at conversational levels.
- Remain seated facing forward with aisles clear.
- Food is not allowed to be consumed on the bus and other prohibited items must remain at home.
- Keep hands, head, and objects inside the vehicle at all times.
- *Note: Bus misconduct may result in temporary or permanent loss of riding privileges.*

b. Alternative Transportation

Students who walk or ride bicycles, e-bikes, scooters, or skateboards to and from school are expected to follow local traffic laws and campus safety rules to protect themselves and others.

For safety, all riding devices (bikes, e-bikes, scooters, skateboards, etc.) must be turned off/dismounted immediately upon entering school grounds, including sidewalks, crosswalks, and parking lots. They must remain outside of the school building and parked in designated spaces/racks. Personal locks must be used and the school is not responsible for anything used to arrive at school.

Motorized riding of any of these types of transportation on campus is strictly prohibited, especially at a rate of speed faster than a walking rate.

Riders must always yield to pedestrians and obey crossing guards and traffic signals around campus. Pedestrians should always use designated sidewalks and crosswalks as well as avoid distractions while crossing streets or parking lots.

c. Nutrition Services & Food on Campus

Every student receives one nutritious breakfast and one full lunch daily at no cost. It is important that all families complete the annual Family

Economic Data Survey online or in the main office. Completing this brief form ensures our school continues to receive vital federal and state funding for academic programs, support staff, and school resources, including meals.

Outside Food, Drinks, Snacks & Locker Storage

To maintain a clean, pest-free building and protect uninterrupted learning time:

- **Lunchtime Consumption Only:** Any outside food, snacks, or drinks brought from home may only be consumed during designated lunch periods in the cafeteria. Energy drinks are not permitted at any time.
- **Water bottles:** The only liquid allowed inside water bottles is plain water. If another liquid is present in a water bottle, it may be confiscated, dumped, or put into locker storage. We request that students have see-through water bottles to assist with ensuring only water is taken into the classrooms. There are refill stations available throughout the school.
- **Locker Storage Required:** All outside snacks, lunches, and beverages must be stored securely inside a locker as soon as students arrive at school. Snacks may not be carried to classrooms, kept in clothing or binders during class, or consumed in hallways.
- **No Commercial Deliveries:** Food delivery services (e.g., DoorDash, UberEats, Grubhub) or restaurant drop-offs for students are strictly prohibited during regular school hours.

Birthday Celebrations & Classroom Treats

We love recognizing our students and learning is important. Classroom celebrations must be balanced with instructional schedules and health guidelines:

- **Teacher Discretion:** Bringing birthday treats for classmates is permitted solely at the discretion of the student's Advisory teacher.
- **Pre-Packaged Items Only:** All birthday treats must be commercially packaged and store-bought (no homemade baked goods permitted due to food safety and allergy policies).
- **Advance Planning Required:** Short birthday recognitions may be scheduled during Advisory class, pending the daily school schedule. **Celebrations must be arranged with the Advisory teacher at least one week in advance.** Unscheduled treats brought to school will not be distributed.

Food Service Program

Universal Meals

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

Community Eligibility Provision Participating Schools

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

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

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



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

Families are encouraged to submit an application

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

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

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

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

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

Food Charge Policy

PROCEDURES

Food Pre-Payments

Breakfast and lunch are provided free of charge to all District 60 students. This is the benefit of the Community Eligibility Provision. Any additional foods chosen by students **MUST** be paid for either prior to service or at the time of service. **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 online 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 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.

d. Student Lockers & Cubbies

Generally, students should not need to use lockers and only binders are needed on campus. However, if a student has a backpack, lunchbox, and/or Personal Electronic Device (PED), they will need to store these items in a locker during the school day. Lockers remain district property and are subject to administrative inspection at any time for safety reasons. Lockers will be accessed only in the morning, at lunch time, and at the end of the school day with supervision by school staff.

e. Student Deliveries

Items such as forgotten lunches, glasses, or academic materials must be brought to the main office by an adult or guardian listed on the student's emergency contact card. Office staff will ensure items reach the student or the storage locker they will be using that day.

As mentioned in previous sections, no other outside deliveries for students will be allowed to include food delivery services. We cannot guarantee that any non-instructional deliveries for students will reach the student.

7. Technology & Digital Citizenship

a. Acceptable Use Policy

District-issued Chromebooks and network resources are essential tools provided to support student learning. Devices and district accounts must be used exclusively for school-assigned academic work. District technology is actively monitored by administrative software; students have no expectation of privacy on school devices or accounts. Families are financially responsible for repair or replacement costs caused by loss, intentional damage, or improper care.

b. Digital Citizenship & Social Media Guidelines

Digital Citizenship Expectations

1. **Protect Personal Data:** Never share passwords, home addresses, or private details online.
2. **Practice Online Kindness:** Cyberbullying, creating fake profiles, filming altercations, or sharing inappropriate media will result in disciplinary and legal action.
3. **Respect Intellectual Property:** Cite sources properly and avoid copyright infringement.

Being a positive, responsible digital citizen is an essential part of growing up in today's connected world. To protect all students and ensure our school remains a safe, welcoming place for everyone, our school maintains a strict **zero-tolerance policy** for cyberbullying, online harassment, and relational aggression. This firm standard applies to any digital behavior

that targets or harms members of our school community—including sending hurtful text messages, creating imposter profiles, sharing unauthorized photos or videos, or spreading rumors in group chats—even if the behavior originates off campus or outside school hours. Digital actions that disrupt the learning environment or compromise student safety will result in direct administrative involvement and appropriate disciplinary steps.

When considering social media access at home, families may find it helpful to know that under federal guidelines (COPPA) and platform terms of service, youth must be at least 13 years old to create accounts on most popular social media networks, including TikTok, Instagram, Snapchat, and X. Middle school brains are still actively developing the critical thinking and emotional maturity needed to navigate complex digital spaces. Waiting until children reach the recommended age limits—or choosing to delay social media altogether—can be a wonderful way to safeguard your child's mental health, protect their privacy, and help them build strong, real-world connections.

c. District Technology

Students will be allowed to use school laptop computers, desktop computers, Chromebooks, iPads and other technology devices throughout the school year. If a student damages any technology device, the student and parent/guardian will be held responsible to pay for the repair or replacement of the device before the end of the current school year.

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 or 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 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.

8. Student Life

a. Athletics & Extracurriculars

In our inaugural school year, our campus will not host its own interscholastic athletic teams. However, we are fully committed to supporting our student-athletes!

- **Cross-School Participation:** Students interested in playing competitive middle school sports are eligible to participate on sports teams at another District 60 middle school or at Nettie S. Freed K-8, depending on their home address and provided they meet all district academic and behavioral eligibility requirements.
- **On-Campus Physical Activities & Camps:** To keep our students active, healthy, and engaged on campus, we will offer a variety of after-school physical activity opportunities and skills camps throughout the school year in partnership with community organizations, such as the YMCA.

b. Clubs, Activities, and Field Trips

We are eager to host a variety of student clubs and after-school programs. Clubs give students a wonderful space to explore new interests, build friendships, and develop leadership skills. We would love for guardians, and trusted adult community members to partner with us in creating rich extracurricular experiences! If you are interested in sponsoring or leading an after-school club or activity please contact school administration. All community-sponsored clubs must receive prior authorization and approval from school administration.

Field Trips

In accordance with district policy, no student will be permitted to leave campus for a field trip without an official, fully completed permission form signed by a parent or legal guardian prior to the day of the trip. Verbal permission over the phone cannot be accepted in place of a signed written or digital consent form.

Field trips are an extension of the school day. All handbook expectations, PBIS core values, safety rules, and dress standards apply while traveling on school buses and visiting off-campus sites. Students are expected to serve as positive ambassadors for our school community.

Representing our school on an off-campus trip is a privilege. School administration reserves the right to review a student's academic standing, attendance history, and recent behavior prior to any field trip. If a student's conduct poses safety concerns or significant classroom disruption, participation may be restricted, and an alternative learning experience will be provided on campus.

c. School Fundraisers

Fundraising activities help support special student events, club initiatives, campus projects, and incentive celebrations. Pueblo School District 60

maintains specific guidelines governing all school-related financial solicitations and drives. To ensure safety, transparency, and compliance with board policy, all school fundraising activities must receive explicit approval from school administration prior to starting.

Participation in any school-sponsored fundraiser is completely voluntary for students and families. Unapproved personal sales or commercial fundraising by students on school grounds is strictly prohibited.

9. Campus Safety, Visitors, and Volunteers

a. Emergency Drills & Safety Protocols

Our school routinely practices standardized emergency responses to ensure campus safety. We have a variety of drills for different emergency situations that might arise. It is important that students and staff take practice situations seriously.

Please know that safety protocols may occasionally be put into action due to events happening inside the school, on school grounds, or within the nearby community. In many cases, low-level protocols are enacted simply out of an abundance of caution as a proactive measure—giving our team an extra layer of security while handling routine needs, such as keeping hallways clear for a medical response or responding to nearby neighborhood activity. These precautionary steps are standard procedures designed to keep everyone safe and are generally not a cause for concern. If a situation ever requires a higher level of protocol escalation, school administration will notify parents and guardians through our official communication channels to keep you fully informed. We deeply appreciate your trust and partnership in keeping our campus safe, and guardians are always welcome to reach out to the main office with any questions or concerns.

b. Visitors and Guests Guidelines

To maintain a safe and secure learning environment, all visitors, family members, and guests must follow our official check-in procedures immediately upon arriving on campus:

1. **Enter via Main Entrance:** All visitors must enter through the primary front doors (off of 17th St). Exterior doors remain locked during school hours for student safety.
2. **Present Photo ID:** Present a valid government-issued photo ID (such as a Driver's License, State ID, or Passport) at the front desk to be scanned through the Raptor Visitor Management System.
3. **Wear Visitor Badge:** You will be issued a printed Raptor visitor badge displaying your photo, name, and destination. This badge must be worn visibly on your chest at all times while on school grounds.
4. **Sign Out Upon Departure:** Return to the main office to turn in your badge and officially sign out before leaving campus.

Important Visitor Reminders

- **Scheduled Visits Only:** To protect uninterrupted classroom instruction, drop-in visits or unscheduled teacher meetings are not permitted. Please contact staff in advance to arrange a scheduled appointment.

- **Student Pick-Up Authorization:** Any adult picking up a student prior to normal dismissal must be listed as an authorized contact in Infinite Campus and present a valid photo ID to office staff.

c. Volunteer Opportunities & Requirements

We are thrilled to welcome parents, guardians, and trusted adult family members into our school community! Strong family partnerships enrich our campus culture, support our teachers, and create memorable experiences for our students. Whether you can lend a hand once a week, once a month, or for special events, your time, talents, and energy make a meaningful difference.

Family-School Organization (FSO)

One of the best ways to support our school is by participating in our Family-School Organization (FSO)! The FSO brings together guardians, school staff, and community members to collaborate on campus initiatives and build a strong, inclusive school community.

FSO Opportunities & Activities

- **Event Planning:** Help organize and host fun school-wide events, dances, spirit weeks, and family night celebrations.
- **Fundraising Coordination:** Assist in planning and running district-approved fundraisers that provide essential resources for student activities, clubs, and campus incentives.
- **Staff Appreciation:** Help organize teacher appreciation events, hospitality luncheons, and special recognition for our hardworking staff.
- **Meetings & Community Connection:** Attend FSO meetings to stay connected, share ideas, and help guide student-centered projects.

District Safety & Clearance Requirements

To ensure the safety, security, and well-being of all students, Pueblo School District 60 maintains specific volunteer guidelines. Any adult who will be assisting on campus during the school day, working directly with students, or chaperoning off-campus field trips must complete the following mandatory steps prior to beginning volunteer service:

1. **Volunteer Application**
 - Complete and submit the official District 60 Volunteer Application (available online or in the main office) prior to your first volunteer day.
2. **Background Check & Screening**
 - In accordance with district policy, all regular classroom volunteers, student mentors, and field trip chaperones must undergo and pass a formal background check before working with or around students.

3. Campus Entry & Identification

- On every volunteer visit, you must check in at the front desk and scan a valid government-issued photo ID through the Raptor Visitor Management System.
- Volunteers must wear their printed Raptor badge visibly on their chest at all times while on campus and sign out in the main office upon departure.

4. Confidentiality & Conduct Guidelines

- Student Privacy (FERPA): Volunteers must maintain strict confidentiality regarding all student academic performance, behavior, and personal information observed while volunteering.
- Professional Expectations: Volunteers serve under the direct supervision of classroom teachers and administration, upholding our PBIS core values, dress code expectations, and a positive, supportive attitude at all times.

Policies and Regulations (School District 60)

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

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

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

JJJ: Extracurricular Activity Eligibility

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

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

JQ: Student Fees, Fines, and Charges

Students shall not be charged an instructional fee as a condition of enrollment in school or as a condition of attendance in any class that is considered part of the academic portion of the district's educational program except tuition when allowed by law. However, the district may require students to pay textbook fees, fees for expendable materials and other miscellaneous fees as more fully set forth in this policy. *See complete policy.**

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

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/ guardian or the eligible student, except as set forth in law and this policy.

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

JRA/JRC-R – Student Records, Notification to Parents and Students of Rights Concerning Student Education Records

(Review, Amendment and Hearing Procedures): This regulation contains the procedures to follow when a parent or eligible student seeks to review or challenge the content of student education records. *See complete regulation.**

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

1. The right to inspect and review the student's education records within a reasonable time period after the request for access is made (not to exceed 45 days). *See JRA/JRC-R.*
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading or otherwise in violation of the student's privacy rights. *See JRA/JRC-R.*
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and state law authorize disclosure without consent. *See JRA/JRC.*
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-8520.
5. The right to refuse to permit the designation of any or all of the categories of directory information. *See JRA/JRC.*
6. The right to request that information not be provided to military recruiting officers. *See JRA/JRC and JRA/JRC-E-2.*

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. *See complete exhibit.**

JKD/JKE: Student Use of Internet and Electronic Communications

The Board of Education shall provide due process of law to students, parents/guardians and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission. *See complete policy.**

JKE-E: Grounds for Suspension/ Expulsion

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

JKE-R: Suspension/ Expulsion of Students

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

JEA: Compulsory Attendance

Every child who has attained the age of six years on or before August 1 of each year and is under the age of 17 is required to attend public school with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. *See complete policy.**

JH: Student Absence/Excuses

One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. *See complete policy.**

JHB: Truancy

"Habitual truant" shall be defined as a student of compulsory attendance age who has four total days of unexcused absences from school in any one month or 10 total days of unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences for purposes of defining a student as "habitually truant." *See complete policy.**

JICA: Student Dress Code

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school. This policy is designed to ensure that all students are treated equitably regardless of race, sex, gender identity, gender expression, sexual orientation, ethnicity, religion, cultural observance or body type/size. *See complete policy.**

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

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

Students may possess electronic communication devices on school property, in school vehicles, and at school-sponsored activities. However, during the instructional school day, meaning the hours between the starting and ending time of the

school day as defined by the district, electronic communication devices must be turned off and stored out of sight unless during an emergency, which for the purpose of this policy is defined as an actual or imminent threat to public health or safety that may result in loss of life, injury, or property damage.

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

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

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

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

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

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

Adopted: June 25, 2013

Revised: August 26, 2025

Revised: June 23, 2026

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

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

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

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

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

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

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

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

Adopted: June 23, 2026

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

JLCB: Immunization of Students

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

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

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

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

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

Adopted: July 16, 1996

Revised: June 25, 2013

Revised: January 25, 2022

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

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

JLCB-R: Immunization of Students

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

3. In the event of an outbreak of disease against which immunization is required, no exemption will be recognized and those students will be excluded from school.
4. Parents/guardians or emancipated students who assert a nonmedical exemption must submit either a completed certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment or a completed certificate of nonmedical exemption that is signed by a parent/guardian or emancipated student and a physician, qualified physician assistant, or advanced practice nurse on an annual basis. Such submission will occur at the beginning of each school year that the nonmedical exemption is asserted.
5. Parents/guardians or emancipated students who assert an exemption from immunizations based on a medical reason must submit the required medical exemption form to the school one time. The medical exemption form must be maintained on file at each new school the student attends.
6. Each school in the district annually provides the school's specific immunization and exemption rates for the measles, mumps, and rubella vaccine [optional: the school may also include immunization and vaccination rates for any other vaccine] for the school's enrolled student population for the previous school year compared to the vaccinated children standard.
7. The district will provide upon request an immunization reporting form. The school nurse is responsible for seeing that required information is included on the form and transferred to an official certificate of immunization as required.
8. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished by telephone, e-mail, or in person. If this is not possible, contact will be by physical mail. Emancipated Students must be contacted directly rather than through their parents/guardians.

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

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

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

Students in out-of-home placements

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

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

Approved: July 16, 1996

Revised: March 14, 2006

Revised: January 25, 2022

KFA: Public Conduct on District Property

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

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

The following conduct by any person is prohibited:

1. Any conduct that obstructs, disrupts or interferes with or threatens to obstruct, disrupt or interfere with District operations or any activity sponsored or approved by the District.
2. Physical abuse or threat of harm to any person or District property.
3. Damage or threat of damage to District property regardless of the location, or property of a member of the community when such property is located on District property.
4. Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.
5. Use, possession, distribution or sale of drugs and other controlled substances, alcohol and other illegal contraband on District property, at District or school-sponsored functions or in any District vehicle transporting students. For purposes of this policy, "controlled substances" means drugs identified and regulated under federal law, including but not limited to marijuana, cocaine, opiates, phencyclidine (PCP) and amphetamines (including methamphetamine). If, however, the administration of medical marijuana is in accordance with the Board's policy on administration of medical marijuana to qualified students, such possession shall not be considered a violation of this policy.
6. Distribution, manufacture or sale of controlled substances or the possession of controlled substances with intent to distribute them within 1,000 feet of the perimeter of school grounds.
7. Entry onto District buildings or grounds by a person known to be under the influence of alcohol or a controlled substance.
8. Unlawful use of any tobacco product.
9. Unlawful possession of a deadly weapon or dangerous weapon, as defined in state law or applicable Board policy, on school property or in school buildings.
10. Profanity or verbally abusive language.
11. Violation of any federal, state or municipal law or Board policy.

Adopted: May 28, 2015

Revised: August 23, 2016

Revised: August 26, 2025

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

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

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

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