

Columbine Middle School Staff

2022-2023

Main Office Staff

Eric Sanchez-Principal
Shawn Heaton-Admin Assistant
James Burwell-Assistant Principal
Nicauly Gomez-Admin Assistant

Counseling Office Staff

Shane Forrest-School Counselor
Kelli Scheid-School Counselor
Kim Yocum-Registrar

6th Grade Staff

Jennifer Osborn-Language Arts
Greg Solseth-Science
Leah McRae-Social Studies
Carrie Deisig-Reading
Amy Berry/Christine Terrell-Math

7th Grade Staff

Jessica DeVay-Science
Mara Gabriel-Language Arts/Reading
Sandra Hardie-Language Arts/Reading
Sausha Christensen-Social Studies
Ann Fowler-Math

8th Grade Staff

Leanne Tafoya-Reading
Shay Freeburg-Language Arts
Leslie Maddox-Math
Ben McKie-Science
Josh Black-Social Studies

Interventionist

Brooke Barry & Novie Nichols ESL
Sue Beutler (Engagement)
Karie Hassell-Math Interventionist

Health Tech-Brittany Safken

Librarian-Donna Knauss

Technology-David Perfors

Gate-Russell Evans

Student Advocate- Sam Yarnell

Exploratory Staff

Heather Jennings-Art
David Roth-Shop
John White-Band
Natasha Pratt-Music
Amanda Samples-Computers and PE
Renee French-Family Consumer Studies
Sunne Moss-PE
Steve Skiff- PE

ESS Staff

Nora Waldow- ESS Math
Jason Killen-ESS Language Arts
Chris Braaten-ESS Affective Needs
Michelle Cimaglio-ESS Reading

Para Staff

Eva Love-Support Staff/Para
Angela Brink-Support Staff/Para
David Evans-Support Staff/Para
Marci Collins-Support Staff/Para

Custodial Staff

John Grady-Head Custodian
Charlie Galterio-Custodian
Leo Spor-Custodian
Matthew Omvig-Custodian
David Herrera-Custodian

Resource Office-Dennis Beery

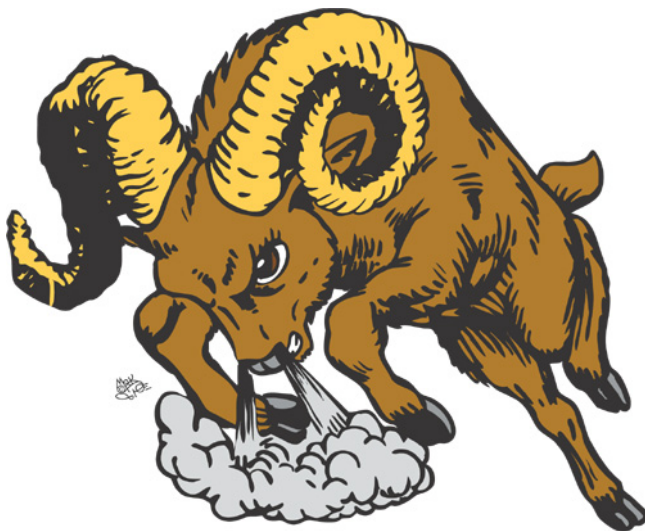
THE RAM'S WAY

Members of the Columbine Community follow
The RAM'S way by being:

Responsible

Respectful

Safe



Keep Hands and Feet and Objects to self.

The Ram's Way Matrix

The RAM's Way

	Classroom	Hallway	Cafeteria	Technology	Playground	Bathroom	Community	Sports
To be Respectful I will...	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Be an active listener</p> <p>Raise my hand to speak</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Walk on the right side of the hallway at an appropriate speed</p> <p>Allow others access to their lockers</p> <p>Use my inside voice</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Practice good manners</p> <p>Use my inside voice</p> <p>Handle all food appropriately</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Use all technology for intended purposes</p> <p>Ask before I do or play</p> <p>Practice digital citizenship</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Follow game rules</p> <p>Share space and equipment</p> <p>Include others</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Flush</p> <p>Respect others' space</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Respect the property of others</p> <p>Represent Columbine with honor and integrity</p>	<p>Be positive, kind and honest with my words, attitude and actions</p> <p>Practice good sportsmanship</p> <p>Respect the people and property of home and visiting schools</p> <p>Follow game rules</p>
To be Responsible I will...	<p>Come prepared</p> <p>Be on time and on task</p> <p>Complete my work and turn it in on time</p> <p>Pick up after myself</p>	<p>Keep locker and hallway clean</p> <p>Close and lock my locker</p> <p>Use my time wisely</p>	<p>Clean up my area</p> <p>Dump my tray properly</p> <p>Bring everything I need for recess</p>	<p>Keep devices charged and operational</p> <p>Maintain the security of my device</p> <p>Practice digital citizenship</p>	<p>Return all playground equipment</p> <p>Take all personal belongings with me</p> <p>Go to class on time</p> <p>Keep the playground clean</p>	<p>Use only when necessary</p> <p>Flush</p> <p>Dispose of trash</p> <p>Clean up after myself</p> <p>Leave technology in the classroom</p>	<p>Abide by community expectations and rules</p> <p>Leave the area better than when I arrived</p>	<p>Take care of equipment</p> <p>Stay eligible academically and communicate with teachers</p> <p>Commit to attending all practices and games</p> <p>Communicate concerns with coaches</p>
To be Safe I will...	<p>Keep hands, feet and objects to myself</p> <p>Use materials and equipment for intended purposes</p> <p>Be thoughtful and considerate to others</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Keep hands, feet and objects to myself</p> <p>Walk on the right side of the hallway at an appropriate speed</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Keep hands, feet and objects to myself</p> <p>Use equipment for its intended purpose</p> <p>Walk</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Practice digital citizenship</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Keep hands, feet and objects to myself</p> <p>Use equipment for its intended purpose</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Keep hands, feet and objects to myself</p> <p>Wash my hands</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Keep hands, feet and objects to myself</p> <p>Be thoughtful of and considerate to others</p> <p>Communicate concerns about myself and others to a trusted adult</p>	<p>Communicate injuries to coaches</p> <p>Follow bus rules and procedures</p> <p>Communicate concerns about myself and others to a trusted adult</p>

The **Behavior Consequence Matrix** has been developed for students to learn in an atmosphere that is safe, conducive to the learning process, and free from unnecessary disruptions. According to the Montrose County School District Code of Conduct (Policy JICDA), infractions may occur while on a school bus, on school grounds, or in a vehicle, during a school sponsored activity and in certain cases, off school property. The behavior consequences listed below are grouped according to the seriousness of the infraction. Group 1 includes infractions of a less serious nature, while Group 4 includes the most serious infractions. In all instances, interpretation is left to the individual administrator to determine consequences based upon individual or extenuating circumstances, repetition, or the willful and overt nature of the infraction.

School personnel will contact parents regarding disciplinary referrals. A parent conference or contact may be mandatory for some infractions.

	Infractions -Include but not limited to the following:	First Occurrence -Include but not limited to the following	Second Occurrence Include but not limited to the following:	Third Occurrence (or more) Include but not limited to the following:
<u>Group 1</u> Includes Offenses	<ul style="list-style-type: none"> ➤ Inappropriate electronic devices ➤ Throwing objects ➤ Unsafe play ➤ Dress code ➤ Profanity 	<ul style="list-style-type: none"> ➤ Verbal warning ➤ Time out, loss of free time ➤ Detention ➤ Loss of privilege ➤ Other appropriate consequences 	<ul style="list-style-type: none"> ➤ Additional detention(s) ➤ Thurs./Sat. school ➤ In-school Suspension 1-2 days ➤ Out of school suspension 1-5 days ➤ Behavior contract ➤ Possible referral for expulsion ➤ Other appropriate consequences ➤ Work detail 	<ul style="list-style-type: none"> ➤ Additional detention(s) ➤ Thurs./Sat. school ➤ Parent conference ➤ Behavior contract ➤ Additional days of suspension ➤ Possible referral for expulsion
<u>Group 2</u> Includes Offenses	<ul style="list-style-type: none"> ➤ Staff Disrespect ➤ Dishonesty ➤ Distribution of inappropriate material ➤ Truancy ➤ Computer violation ➤ Fighting 	<ul style="list-style-type: none"> ➤ Verbal warning ➤ Loss of privilege ➤ Detention ➤ In-school suspension 1-5 days ➤ Mediation ➤ Out of school Suspension 1-5 days ➤ Other appropriate consequence 	<ul style="list-style-type: none"> ➤ Additional detention ➤ In-school suspension 1-5 days ➤ Mediation ➤ Behavior contract ➤ Out of school suspension 1-5 days ➤ Notification of law enforcement ➤ Possible referral of expulsion ➤ Other appropriate consequences ➤ Work detail 	<ul style="list-style-type: none"> ➤ In-school suspension 1-5 days ➤ Out of school suspension 1-10 days ➤ Parent conference ➤ Behavior contract ➤ Notification of law enforcement ➤ Possible referral for expulsion
<u>Group 3</u> Includes Offenses	<ul style="list-style-type: none"> ➤ Tobacco use and or possession of ➤ Vandalism ➤ Theft ➤ Defiance of authority ➤ Sexual harassment ➤ Racial Discriminatory ➤ Threats of violence ➤ Stalking ➤ Fight/3rd degree assault ➤ Gang activity 	<ul style="list-style-type: none"> ➤ Detention ➤ In-school suspension 1-5 days ➤ Behavior plan ➤ Mediation ➤ Out of school suspension 1-5 days ➤ Notification of law enforcement ➤ *Other appropriate consequence 	<ul style="list-style-type: none"> ➤ Out of school suspension 1-10 days ➤ Behavior plan ➤ Parent conference ➤ Notification of law enforcement possible referral for expulsion ➤ Other appropriate consequence ➤ Work detail 	<ul style="list-style-type: none"> ➤ Parent conference ➤ Out of school suspension 1-10 days ➤ Referral for expulsion ➤ Notification of law enforcement
<u>Group 4</u> Includes offenses of the most serious nature, which may require the involvement of law enforcement	<ul style="list-style-type: none"> ➤ *Alcohol use/possession ➤ *Drug use/possession ➤ Robbery ➤ Assault on staff ➤ Violation of criminal law ➤ Weapon/facsimile ➤ *Sale of drugs/substances ➤ Extortion ➤ Hazing ➤ Fight/assault 1st/2nd degree ➤ Arson ➤ Bomb threat 	<ul style="list-style-type: none"> ➤ Parent conference ➤ Out of school suspension 1-10 days ➤ Behavior plan ➤ Possible referral for expulsion ➤ Notification of law enforcement ➤ Other appropriate consequence 	<ul style="list-style-type: none"> ➤ Parent conference ➤ Out of school suspension 1-10 days ➤ Notification of law enforcement ➤ Possible referral for expulsion ➤ Other appropriate consequence 	<ul style="list-style-type: none"> ➤ Out of school suspension 1-10 days ➤ Referral for expulsion ➤ Notification of law enforcement ➤ Parent conference

TOBACCO

Possession of tobacco items including E-Cigarettes of any kind including flavored versions are strictly prohibited and will be treated as tobacco use and or possession as stated in Group 3 of our Behavior Matrix on the previous page. Offenders may be subject to a ticket issued by law enforcement.

INAPPROPRIATE ITEMS

Students are not to bring to school any item(s) that would be considered distracting, harmful to others or targets for theft. Such items include but are not restricted to:

Weapons/facsimile	Fireworks	Fidget Spinners	Trading cards*
Pocketknives	Excessive candy/gum	Wallets with chain	Toys/Games*
Matches/lighters	Balloons	Laser pointers	

- We advise parents that family-owned band instruments be insured under their homeowner's policy.
- Bikes / Skateboards should not be ridden on school grounds. Skateboards and unlocked bikes are high risk for theft. We recommend that students do not bring skateboards to school and lock their bikes at the bike rack each day. Skateboards ridden on school grounds will be confiscated.
- Inappropriate items will be confiscated, and a disciplinary consequence may be assigned as well. It is also suggested that all personal items including books and clothing be marked for easy identification to prevent loss or theft. The second time an item is confiscated; it must be picked up by a parent.

*These items are allowed until first bell of the day. They are not to be seen until after the final bell, or they will be confiscated.

THINK TANK

Think Tank is a behavior intervention process designed by Columbine's staff and administrative team to remove disruptive students from the learning environment for a specific period (typically, one class) while emphasizing the use of positive behaviors in our classrooms. A student who is sent to Think Tank based on repeated disruptive behaviors is required to complete a reflection form to recognize what behaviors caused the removal from the classroom, who was affected by the unwanted behaviors, and a plan by the student on how to improve the unwanted behaviors. Think Tank allows for students to continue with their scheduled school day, once their Think Tank period has concluded, and allows for students to "reset" their behaviors. If students are unable to improve their behaviors after being sent to Think Tank for a class period, additional Think Tanks may be assigned and/or office discipline can be implemented. Think Tank may also be used as a "refocus" room for students who struggle with completing assigned work during a specific class period. The consequences for accumulating multiple Think Tanks in a quarter are as follows: Three Think Tanks within a quarter will result in an after-school detention or two lunch detentions, based on coverage availability. Six Think Tanks within a quarter will result in multiple after school detentions, one day of ISS (In School Suspension), or a 4-hour Saturday School (8a-12p). Nine think tanks within a quarter will result in up to 3 days of ISS or OSS (Out of School Suspension) and possible behavior plan for the offending student. Parents/Guardians will receive contact via email or phone from the teacher who sends a student to Think Tank explaining the situation that resulted in the removal from the classroom.

STUDENT DETENTION

An administrator or teacher may require a student to stay after and/or come before school for additional instruction or for work detail because of inattentiveness in class or misconduct. If a student is assigned a detention their parent/guardian will be notified. Such detention takes precedence over all club and athletic activities, including practices. Students, who ride a bus or have another urgent need, may have one day to arrange for transportation before doing their detention. Students should report directly to the individual teacher on the correct day. A student who does not report to an assigned detention will be referred to the Principal or Assistant Principal for direct discipline. Detention time may be doubled for the disobedience of not showing up for an assigned detention. Students should bring reading and writing materials to all detentions and are encouraged to make positive use of this time.

SATURDAY SCHOOL

Saturday School is another alternative that may be assigned for truancy or other major infractions. Students assigned to Saturday School are required to attend. It is a supervised study time and students are required to bring reading and writing materials. Assignments may be obtained from regular classroom teachers. Parents are responsible for transportation to and from the school. Failure to attend or being late to Saturday School may result in either in school or out of school suspension.

DRESS CODE

Columbine Middle School expects that all students will dress in a way that is appropriate for the school day or for any school sponsored event. Student dress choices should respect the district's intent to sustain a community that is inclusive of a diverse range of identities. The primary responsibility for a student's attire resides with the student and their parent(s) or guardian(s). The school district is responsible for seeing that student attire does not interfere with the health or safety of any student, that student attire does not contribute to a hostile or intimidating atmosphere for any student, and that dress code enforcement does not reinforce or increase marginalization or oppression of any group based on race, religion, gender identity, gender expression, sexual orientation, ethnicity, cultural observance, household income, or body type/size. Any restrictions to the way a student dresses may and/or will be necessary to support the overall educational goals of the school and district and must be explained within this dress code.

*Exceptions to this policy will be made for school sponsored spirit days.

Students Must Wear:

- **A Shirt** (with fabric in the front, back, and on the sides under arms) **AND**
- **Pants/Jeans/Shorts** or equivalent (ex. skirt, sweatpants, leggings, or an appropriate dress.) Costume related attire such as pants with tails or capes (ex. using a flag as a cape) will ***NOT*** be permitted **AND**
- **Shoes** (bedroom slippers or shoes with wheels are ***NOT*** considered appropriate school footwear)

Students Cannot Wear:

- Violent language or images
- Images or language depicting/suggesting drugs, alcohol, smoking/vaping, or paraphernalia (or any illegal item or activity)
- Hate speech, profanity, sexual suggestive wording or images
- Images or language that creates a hostile or intimidating environment based on any protected class or consistently marginalized group of people
- Any clothing that reveals visible undergarments
- Accessories that could be considered dangerous or be used as a weapon
- Any item that obscures the head, face, or ears (except as a religious observance). This includes do rags, bandanas, animal ears, wigs, etc.
- Hats and sunglasses inside the building (except for medical purposes)
- Sweatshirt hoods must be pulled down and completely off the head while inside

Enforcement

To ensure effective and equitable enforcement of the dress code, school staff shall enforce the dress code consistently using the requirements below. School administration and staff shall not have discretion to vary the requirements in ways that lead to discriminatory enforcement.

Students will only be removed from spaces, hallways, or classrooms because of dress code violations as outlined above in "What Students Cannot Wear". Students in violation will be given three (3) options to be dressed to meet the code during the school day:

- Students will be asked to put on their own alternative clothing, if already available at school, to be dressed more to code for the remainder of the school day. This can include turning the article "inside out" to hide the violation from sight.
- Students will be provided with temporary school clothing to be dressed more to code for the remainder of the day.
- If necessary, students' parent(s)/guardian(s) may be called during the school day to bring alternative clothing for the student to wear for the remainder of the day.

PERSONAL CELL PHONES/TABLETS/HEADPHONES/ EAR BUDS

*Based on teacher/parent/student feedback and disciplinary data, this policy is subject to change at any time.

CELL PHONES/TABLETS: All student's personal cell phones are to be silenced and put away when a student walks into any classroom. If the teacher in that class deems it necessary and appropriate for a student to use their phone or gives direct permission to a student to use their cell phone during class, then it is permissible for a student to have it out in that classroom. Teachers have the authority to remove a cell phone from a student's possession during a class period if the above criteria are not met. The first infraction will result in the teacher taking the phone and returning it to the student at the end of the class period. For the second infraction, the teacher will remove the phone from the student's possession and turn it into the office for the student to pick up at the end of the day. For three or more infractions, a parent/guardian of the offending student will need to pick up the cell phone from the front office and a plan may be put into place limiting the student's ability to have a cell phone at school.

Students will have the right to use their personal cell phone during passing periods/recess/lunch if the cell phone use does not become a distraction and/or causes a campus disruption. If the use of a cell phone by a student during a passing period/recess/lunch creates a distraction, campus disruption, or is deemed inappropriate by school staff, the cell phone will be removed from the student's possession, turned into the office, and can be picked up at the end of the day. If a student is using their cell phone inappropriately during acceptable use time on a consistent and/or regular basis, a plan may be put into place to limit the student's ability to have a cell phone at school.

Inappropriate cell phone use will be managed at both the classroom and administrative level for the infraction that occurs and may result in disciplinary action as stated above. If school administration becomes involved in the inappropriate use of a cell phone by any student, the school discipline matrix will be followed, up to the possibility of an out of school suspension.

Parents are still encouraged to contact the front office if their student needs to be communicated with during school hours.

HEADPHONES/EAR BUDS: Many teachers allow student to use headphones/ear buds during class time and will continue to do so. Headphones/Ear Buds will be allowed in classrooms **ONLY WITH** teacher permission. Once the class period in which the headphones/ear buds are being used is over, students are required to remove the headphones/ear buds from their ears to ensure safety in the hallways and common areas. Students will not be allowed to use headphones/ear buds during passing periods/recess/lunch as this can create a safety issue in case of a school wide emergency. Student who are using headphones/ear buds at improper times are subject to the same disciplinary action as inappropriate cell phone use. Students are encouraged to bring headphones/ear buds that are inexpensive as these items tend to get lost or damaged on a frequent basis.

LIBRARY

The library will be open for students' use before and after school and at lunch time. Students may check out one item at a time. Students will be responsible for the replacement cost of lost books (refundable if found later). We encourage students to contact the librarian if a problem arises pertaining to a book. Students will be charged \$ 0.10 a day for overdue books.

LOST AND FOUND

Lost and found is located in the guidance office hallway. Lost clothing or other articles may be found at that location. Students should mark all items with their name to ensure their return. **Unclaimed items will be donated.**

HEALTH SERVICES

The school district will provide screening tests on vision, hearing, and scoliosis at various times during the school year. There is no school nurse available at the building level, but there is a health technician available in the building. A student who becomes ill in school must get permission from a teacher to report to the sickroom. **All sick related phone calls must be made from the health tech office/Main Office. No student is to leave the building without first reporting to the office.** If a student is too ill to remain in school, his/her parent or guardian will be contacted to pick the student up. Students with no fever or other obvious signs of illness will not be allowed to stay in the sick room past the next class period. The student can call to go home or return to class. **Students must bring any prescription medication to the office. A medication form from a doctor with directions must be on file for a student to take prescription medication / non-prescription medication at school.**

HALL PASSES

If a student leaves a classroom for any reason during the class period, the teacher must send student with a pass. Students in the hallway without a pass will be returned to the classroom. The teacher may allow students, one at a time, to use a pass. Students will also need a pass to come to the health tech. and will need to sign in at time of their arrival. Students are not to be in unsupervised areas at any time. Each student will be allocated 12 hall passes per quarter. Additional passes will be afforded to students on a case-by-case basis. **Food and drinks are not allowed in the hallway.**

PASSES FOR LEAVING SCHOOL

COLUMBINE MIDDLE SCHOOL IS A CLOSED CAMPUS. Once students arrive on school property, they are not permitted to leave the school grounds at any time during the school day without permission from the office. If a student must leave the building because of illness or any other emergency, **a parent must sign out the student from the office.** Direct parent/guardian notification to the office by phone or note is required for check out. Failure to follow the proper procedure will be considered an unexcused absence. Students who leave and plan on returning the same day must receive a pass from the office. **Students are only allowed to leave school with parent or guardian.** Students are not allowed to ride home during out-of-town events with anyone other than a parent or guardian.

VISITORS

Any visitor must always check in at the main office and wear a visitor's badge. Students are **NOT** allowed to have friends visit them during school hours or Activity days/nights. If students have friends from out of town in their homes, these friends should remain at home during the school day. Parents or visitors must request for students to be called from class by office personnel.

P.E. PARTICIPATION

Any student unable to participate in P.E. because of injury or illness must have a written excuse from his/her parents or doctor. At the beginning of the school year, the Physical Education Dept. will send information on the P.E. program home with each student. This information will give both parents and students an exact explanation of the physical education curriculum.

ACADEMICS

GRADING SCALE

LETTER	PERCENTAGE	QUALITY
A	90 – 100%	Excellent <i>Excellent scholarship, which far exceeds the achievement of all basic standards: Always exhibits independent initiative and cooperative, positive attitude.</i>
B	80 – 90%	Good <i>Above average scholarship which meets all and exceeds most standards: Show significant individual improvement in acquiring knowledge & skills: A self-motivated and cooperative learner.</i>
C	70 – 80%	Average <i>Meets most standards in acquiring knowledge and skills: Evidence of average achievement with normal initiative, attitude, and cooperation.</i>
D	60 – 70%	Below Average <i>Not achieving many standards: Minimal marked individual improvement: Extra study or remediation needed for student to meet all standards.</i>
F	0 – 60%	Failing <i>Meets or exceeds few if any standards: Very minimal growth or achievement: Lack of initiative, cooperation, and individual improvement.</i>

An incomplete grade is given only when work has been missed because of an excused absence. Incomplete grades which occur at the end of regular grading periods and appear on the report card automatically become an **F** in **two** weeks after given, except at the end of the school year.

In case of an extended absence for illness, etc., a student is required to do what work he/she can do and he/she will be evaluated by his/her self-improvement and not with regard to the rest of the class.

It is the student's responsibility to make arrangements with the teachers for any work he/she may have missed during the absence. Work must be made up to receive a grade.

HONOR ROLL ELIGIBILITY

Minimum GPA is 3.5 - 4.0

Honor Roll is posted by the Guidance Office and in the Daily Press each Quarter.

Students must be attending no later than 5 days into a specific term to qualify for Honor Roll.

Grades from a previous school may be considered (if provided) if a student starts later within a current term.

STUDENT USE OF SCHOOL SERVICES AND AMENITIES

COUNSELOR AND GUIDANCE

Students are encouraged to go to the guidance office for assistance needed in dealing with school or personal problems. They may ask their teacher or the guidance secretary to help them arrange a good time to see one of the counselors. Except in an emergency, students should have a pass from either the teacher or the counselor to visit the guidance office during class time. Counselors also collaborate with other staff members to provide various affective education, transition, and career exploration activities throughout the school year.

CONFLICT RESOLUTION

Conflict between students disrupts the learning environment and can affect students in and out of school. Parent involvement is crucial in solving conflict between students. In the event students become involved in a conflict, the first interventions will be parent contact and an individual counseling session for the student. If the intervention fails, the counselor and an administrator and/or the school resource officer will meet with the student and parent as well as hold a mediation session with the involved students. If the conflict resurfaces or continues, the students involved will face consequences that may include suspension.

LOCKER PROCEDURES

Locker change requests must come through the counseling office to keep accurate records in Infinite Campus. Requests can be based on conflicts with locker partners, organizational problems which effects relationship with locker partner etc. Combination changes must also come through the Counseling office for accurate record keeping. **Students are not allowed to move lockers without approval from counseling office. If students are in a locker, they are not assigned, there will be consequences.** Locker inspections are performed by administrators or teachers at unannounced times. Students should keep their lockers neat and clean. Books, coats, and papers should be placed in the locker in such a way as to prevent interference with the locker mechanism. Loss of books/iPad and other property is the responsibility of the student. **Please do not bring valuable items or large amounts of money to school.** Do not go to the office first if you have locker trouble. Please check in with your classroom teacher and get permission to go back to the locker. No food or drink other than a sack lunch is allowed to be stored in or above the student's locker. Students are not allowed to bring open drinks into the locker area.

EMERGENCY EVACUATION / LOCKDOWN PROCEEDURES

We will have practice fire/lockdown drills monthly during the school year. The fire alarm system, which is located throughout the building, is for our protection. All drills are to be taken seriously, because only through such precautions will we be familiar with the evacuation/lockdown procedures in case of a real emergency.

IMMUNIZATION

The Colorado School Entrance Immunization Law now requires **ALL** students to provide proof of immunization to attend school. A record must be presented when you register your child for school.

For 2022-2023 school year all students entering 6th Grade:

Will be required to have a dose of Tdap. Students who have received Tdap at an earlier age (minimum age to receive Tdap is 7 years) have already met this 6th grade Tdap requirement)

Any Exemptions must go to the following website: www.cdphe.colorado.gov

2022-2023 FEES

ACTIVITY CARD	\$20.00
YEARBOOK	\$20.00
TECHNOLOGY (IPad)	\$30.00
ART	\$ 5.00
SHOP	\$15.00
FAMILY & CONSUMER STUDIES	\$20.00
CAREER EXPLORATION	\$5.00
MUSIC	\$10.00
BAND	\$10.00
PE SHIRT	\$12.50
PE SHORTS	\$12.50
SPORTS 7 th & 8 th Grade (Per student/per sport)	\$50.00
(Helmet reconditioning-football only)	\$25.00

TARJETA DE ACTIVIDAD	\$20.00
ANUARIO	\$20.00
TECNOLOGÍA (iPad)	\$30.00
ART	\$5.00
TIENDA	\$15.00
ESTUDIOS DE FAMILIA Y CONSUMO	\$20.00
CARRERA EXPLORACIÓN	\$5.00
MÚSICA	\$10.00
BANDA	\$10.00
EN CAMISA	\$12.50
EN PANTALONES CORTOS	\$12.50
DEPORTES 7 th & 8 th Grado (Por estudiante/por deporte)	\$50.00
(Solo reacondicionamiento de cascos)	\$ 25.00

*FEES GO TO OFFSET COST OF SUPPLIES

*If any textbooks are checked out to students, these books will be assigned to each student and are pre-numbered. Both the number and condition of the books are noted. Damage to or loss of books is the responsibility of the student. Fines are assessed if the book becomes damaged through carelessness or abuse. If the book becomes lost, the student must pay for another book of equal value before another textbook will be issued. Assessment of fines and/or damages to books will be determined by the teacher.

FEES MAY BE SUBJECT TO CHANGE

STUDENT LUNCH PROGRAM

Free and Reduced applications are available through Parent Portal

The prices of regular lunch tickets are \$3.35, breakfast is \$2.35 and milk (extra with lunch or sold individually) is \$.75. If you qualify for free lunch and bring your own lunch but want a milk, it will cost \$.75. Milk is **only** free if the student takes the school lunch. We will allow students to charge lunch if they forget to bring lunch money but cannot charge more than a week of lunches. For students who qualify, reduced lunch is available for 40 cents and breakfast is free. The applications are available online in the Parent Portal. The lunch program is subsidized by the Federal Government and subject to Federal guidelines, which may result in a price increase for the 2022-2023 school year. **We also will not charge any lunches after May 1, 2023, money owed needs to be paid one week prior to the end of the school year.**

ATTENDANCE

The School Board, administration, and faculty of District RE-1J provide the facilities, learning environment, instruction, and effort to offer the best possible education for each individual student. A student must satisfy two basic requirements to achieve acceptable class work and good attendance. The State of Colorado mandates that children 6 years of age and under 17 years of age shall attend school. The parents or legal guardians and the students are responsible for regular school attendance. Students must attend regularly if they are to develop habits of responsibility and self-discipline. Continuity in the learning process is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately if students miss such educationally sound activities as (1) lectures, (2) special instruction and individual help on skill development, (3) group discussion, (4) performance tests, (5) and films.

I. MAKE UP WORK

Students will be allowed one (1) day for everyday missed to complete make up work for the day/days the student was absent--to a maximum of 10 days. Also, if homework is due on the day of your absence it will be due the day you return, it is not subject to extended time. Homework is accessible in students Google Classroom.

II. TRUANCY POLICY

Truancy is an unauthorized absence during which the student's location is not known by the parent or school officials. Truancy is considered an unexcused absence and requires students to make-up the time missed from school according to the following: **STUDENTS OF AGE 6 TO 17 YEAR WILL MAKE UP THE TIME MISSED FROM SCHOOL AS SOON AS IT CAN BE ARRANGED BY THE ADMINISTRATOR IN CHARGE, EITHER AFTER REGULAR SCHOOL HOURS OR ON SATURDAY.**

BUSES

Buses load and unload in designated bus loop outside main GYM entrance (Mesa St.). When loading, students will sit in designated area outside GYM doors. A staff member will supervise the bus loop area. Students who leave school grounds after school will not be allowed to return to the campus and board a bus. The buses run on a schedule between schools and will not wait for late arrivals. Misconduct in the bus area may result in revoking of bus riding privileges. Students not riding a bus are not allowed in this area. Violation of this policy will automatically result in disciplinary action.

MORNING ARRIVAL PROCEDURES

Students will enter the playground on the west side of the building, or from the bus loop, and wait on the basketball courts until the first bell rings at 8:05 a.m. Starting at 7:45a students that eat breakfast at the school will enter using the front doors, bus students eating breakfast will walk through the playground area out the front gate to the front entrance. Once a student has completed eating their breakfast, they are to go outside until the 8:05a bell. Students are not to be in grade level hallways or the main hallway until 8:05a.

PRE-EXCUSED ABSENCE – EARLY DISMISSAL

When a student needs to be absent other than illness, parents must contact school by phone or written note with expected dates their student will be absent. Any assignments issued prior to the absence are due upon student's return to school.

TARDINESS

For students arriving late to school, parents can escort their child to the front desk, or they can write a signed and dated tardy excuse that morning for their child to receive an excused tardy. All students arriving late to the building must report to the office for a late pass, whether they are excused or unexcused. If detained in the office or by a teacher, late passes will be issued. After four tardies (unexcused), students will be assigned a detention (lunch or after school). Eight or more tardies in a quarter may result in ISS or OSS.

WITHDRAWAL FROM SCHOOL

Any student withdrawing from school must contact the **guidance office**. There the student will pick up the necessary forms needed to withdraw from school. The student's parent/guardian should notify the school when moving and sign the proper form. Fines will be assessed if students having missing or damaged school property such as books, textbooks or iPad and charger.

ATHLETICS

PHILOSOPHY

All three middle schools in the district, Centennial, Columbine and Olathe, share the same Athletic Philosophy. Our athletic program includes 7th and 8th grade boys and girls (6th grade Cross Country). We concentrate on participation and skill development. All participants will receive playing time in each sport in which they choose to participate. We do not have a cut policy; therefore, all players will participate. Coaches will focus their instruction on skill development and understanding of the sport. This will build a strong foundation for their athletic opportunities in the future.

ELIGIBILITY

Students must complete and submit the following forms, along with their sports fee, to the office before being allowed to participate in practice:

- Current Physical Form
- Parent Consent Form
- Insurance Form
- Training Code

Before being allowed to participate in an athletic contest, a player must:

- have participated in a minimum of five practices
- meet academic eligibility requirements (**students may not have more than one F to meet eligibility requirements**)

Academic eligibility will be done on a weekly basis. Ineligible students are expected to be at practice and sit with the team during home games. Failure to attend practice will be considered an unexcused practice.

ABSENCES

Sport seasons are very short for middle school; therefore, we will remove a player from the team after a second unexcused absence. This is only fair to the players who attend practice all the time. A player must be in school from noon until 3:30 p.m. the day of a game to participate. A pre-arranged excuse will be the only exception to this rule. Missing practice, excused or unexcused, will affect playing time.

TRANSPORTATION

Each player will ride the bus with the team to all away games. A player may only leave the game with their parent or legal guardian, and the parent or legal guardian must see the coach to sign his/her child out before leaving with the student. If a student needs to travel home with someone other than their legal parent/guardian, written permission must be given to the school's athletics director prior to the student departing school for that contest.

COSTS

The fee for each sport is \$50.00; Football has an additional \$25.00 helmet reconditioning fee.

SPECTATOR EXPECTATIONS

Student spectators not accompanied by their parents who leave the gymnasium area (to include the bathroom) will not be allowed to return. Students are expected to remain in their seats, leaving only during intermissions. CMS student spectators are not allowed to dress up or bring props to games. Parents are encouraged to attend with their student spectator. Students who commit behavioral infractions will not be allowed to attend future events unless a parent is present.