

## Sargent School District RE-33J

Home of the “Farmers”



### Student Handbook 2018-2019

Superintendent – Greg Slover	852-4023
Executive Admin Assistant – Lynda Foster	852-4023
Business Manager – Rebecca Quintana	852-4023
Administrative Asst. – Kelli Lister	852-4023
JH/SH Principal – Ronna Cochran	852-4025
JH/SH Admin. Asst. – Mary Garcia	852-4025
Counselor – Janae Naranjo	852-4025
Athletic Director – Clint Mondragon	852-4025
District Nurse – Gina Stephens	852-4024
Transportation Director – Rebecca Sykes	852-4026
Food Service Director – Val Eichner	852-4023
Facilities Director – Rich Quintana	852-4023

**REQUIREMENTS FOR GRADUATION**

English	4 credits	Second Language	1 credit
Mathematics	4 credits	Speech	.5 credit
Science	4 credits	Health	.5 credit
Social Studies	4 credits	Electives	8-10 cred

Electives – Enough to fulfill graduation requirements (see board policy IKF-E).

**Grading Scale**

A = 100-90%

B = 89-80%

C = 79-70%

D = 69-60%

F = 59-50%

**\*\* For students transferring into Sargent, the number of credits necessary for graduation will be adjusted accordingly.**

**Weighted Grades**

In an effort to encourage high school students to take academically challenging classes and also to encourage them to enroll in a full schedule of classes, the following weighting will be applied to grades in advanced classes that meet the criteria below.

Criteria for Weighted Grade Status

1. All advanced placement (A.P.) courses at the high school will have weighted grade status on a 5.0 scale. Calculus will be given a weighted grade on a 5.0 scale.
2. Students must be enrolled in seven or more graded classes per semester in order to receive weighted grades.

### **Class Ranking**

Class rankings shall be determined on a five-point scale. All classes for which credit is given shall be used in the computation.

Class rank shall be determined by assigning the highest grade point average the rank of number one, the second highest the rank of number two, etc. In cases where more than one student has the same numeral average, all students with that average shall be given the same rank. The next highest grade point average shall assume the next rank position reflecting the number of students having a higher rank. [Example: 3 students at 4.0; next ranked student would rank 4<sup>th</sup> – not 2<sup>nd</sup>]. Students shall be ranked at the end of the first semester of the senior year. Only those approved high school credits earned in grades 9 through 12 shall be used in the ranking.

Grade point averages to determine the valedictorian and salutatorian shall be carried out to four decimal places and rounded back to three decimal places. [Example: 3.9864—round to 3.986; 3.9865 round to 3.987] When there is a tie based on grade point averages the highest ACT score will be used to determine the valedictorian selection. The second highest ranking student according to the above guidelines will be designated as salutatorian.

Gold Honor cords will be given for a 3.76 GPA and higher. Silver Honor cords will be given for a 3.5-3.75 GPA.

### **Schedules**

All schedule changes are required to be made within the first week of school of the new semester.

### **Honor Rolls**

Sargent Jr/Sr High School has two academic lists to honor those students who show superior progress in their academic studies. The **Principal's List** is for those students who have a **GPA of 3.5-3.99** ; the **Superintendent's List** is for those students who have a **GPA of 4.0 or higher**.

### **Late Work (10-20-0 Rule)**

Late work will be accepted and graded for two days after the DUE DATE. The first day late will include a 10% deduction. The second day late work will include a 20% deduction. After the second day all work will receive a 0. Work due on the day an absence begins will be due on the day the student returns. Students will have one school days to make up work missed during each day of their absence. (as per Sargent policy JH)

### **STUDENT ATTENDANCE**

**Students who attend school regularly derive the maximum benefit from the instructional program. The primary responsibility for attendance falls on the individual student and their parent(s). The Colorado School Attendance Act 22-33-104 (5)(a), C.R.S. states, “The general assembly hereby declares that two of the most important factors in ensuring a child’s educational development are parental involvement and parental responsibility. The general assembly further declares that it is the obligation of every parent to ensure that every child under such parent’s care and supervision receives adequate education and training. Therefore, every parent of a child who has attained the age of six years and is under the age of seventeen years shall ensure that such child attends the public school in which such child is enrolled in compliance with this section.”**

In the interest of the Sargent School District maintaining accurate records regarding attendance of school as mandated by the Colorado Compulsory School Attendance Act, (C.R.S. 22-33-107), parents are required to excuse the absence of their child from class, either orally or in writing, within 48 hours of the class(es) missed. This includes students who are 18 years of age. Failure to do so will result in the absence permanently being classified as unexcused.

The following regulations shall apply to secondary students:

#### **Discretionary Absences**

Students will be allowed up to four approved discretionary absences that have been pre-arranged by the parents with the school. These absences will not be approved during state sanctioned testing windows. Discretionary absences will either be a half-day or full-day.

#### **Excused Absences**

At 7:55 a.m., all outside doors will be locked down with the exception of the front entrance. After 7:55 a.m., please enter through the main office doors. Please contact the office by 8:30am (by email or phone) to report your child’s absence.

The following shall be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a *serious nature only* which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period (4 days) due to physical, mental or emotional disability will be contacted by the school.

School-sponsored activity or activities of an educational nature are **not** counted as absences.

### **College Visits**

Seniors and juniors who will be attending post-secondary institutions are allowed up to three days of excused absences for these visits. Such absences should be pre-arranged with Sargent Schools. These days will **not** count towards the up-to-four-days of discretionary absences.

### **Excused Absences and Tardies**

The first line of the District Handbook under Student Absences states, "One criteria of a student's success in school is regular and punctual attendance." Student absences, excused or not, interfere with the learning process. Students who accumulate 6 or more **excused** tardies in a quarter, or ten or more **excused** absences in a semester will come under administrative review and still may be qualify for "habitually truant" status, academic probation, and/or disenrollment.

### **Unexcused Absences**

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence shall be entered on the student's attendance record. Parents and Guardians of students will find a record of their student's excused/unexcused absences online on the "Parent Portal." The Sargent School District encourages parents, guardians, and students to check attendance weekly.

In accordance with law, the district may impose appropriate penalties that relate directly to classes missed while unexcused. Penalties may include a warning, school detention or in-school suspension at the discretion of the building principal.

### **CONSEQUENCES FOR UNEXCUSED ABSENCES (day or period)**

3 Unexcused absences: Warning, school will contact parents

4-6 unexcused absences: One before-school detention, (7:00 – 8:00 AM) contact parents

7-9 unexcused absences: In-school suspension of ½ day, contact parents

10 unexcused absences: Student will receive an **NC (No Credit) for all classes with 10 unexcused absences**. Student will be given a specified amount of time to make up the NC within the course. If the student fails to do within the specified time frame, the student will receive an “F” for the course.

11+ unexcused absences: in school suspension for each day missed, begin procedures for disenrollment or expulsion.

### **Tardies**

- A student is considered tardy if they are not across the threshold of the classroom before the tardy bell rings. **The tardy bell is not a suggestion. It is a requirement.**
- Students will be considered tardy during the first 15 minutes of the class period and absent after 15 minutes of the class period.
- In an unavoidable situation, a student detained by another teacher or administrator will not be considered tardy, provided that the teacher or administrator gives the student a pass to enter his next class. Teachers will honor passes presented in accordance with this policy.
- Students who have 3 unexcused tardies in a single class period will receive 1 unexcused absence for that class.
- Students may have 6 tardies excused per quarter. All tardies received thereafter will be considered unexcused.
- All tardies must be called in within 48 hours of occurrence. A tardy will not be excused after 48 hours.

### **CHECKING INTO SCHOOL AFTER AN ABSENCE**

After a student is absent upon his/her return to school, the student must report to the office prior to 7:55 a.m. with a note written in ink stating the date of the absence, the reason for the absence and signed by a parent or guardian or a phone call prior to 7:55 a.m.. If only a portion of the day was missed, give the time segment. Students will not be excused after the **48 hour period** following an absence. **Make-up work** will be permitted for absences at the **initiation of the student**. It is the responsibility of the student to make arrangements with teachers for work missed. The school reserves the right to call a parent to confirm any signature whose validity appears in question. The school also reserves the right to require medical verification.

Any absence other than illness or bereavement must be prearranged. Students should pick up a **prearranged absence form** in the office, secure the signature of each classroom teacher and a parent signature and return it to the office for verification by the principal. In the cases of appointments (doctor, dentist, court date, etc.), a **prearranged absence** should be completed at least 24 hours prior to the appointment and **the student must bring back a note from the doctor or court official upon return**. The school reserves the right to call a parent to confirm any signature whose validity appears in question. The school also reserves the right to require medical verification.

## **STUDENT CONDUCT**

### **STUDENT DRESS CODE**

An individual's grooming and the way he/she dresses have a direct bearing on how others react to that individual and therefore affect one's behavior. If a style is disruptive to the educational process or constitutes a threat to the safety and/or health of the student or others, or how others react to the student, the offending clothing will not be permitted in school. Examples of inappropriate apparel include, but are not limited to clothing or accessories that express obscene language, tobacco, alcohol and drug symbols, satanic graphics, gang affiliation; chains or spikes; clothing which exposes the body inappropriately which includes skimpy, see-through, fish-net tops, tube tops, backless clothing, muscle shirts or athletic mesh shirts/half shirts, exposing of undergarments; short shorts or bicycle-type shorts (length must be palm length from knee); gang related apparel; ripped or shredded or "sagging" clothing that bare or expose traditionally private parts of the body including, but not limited to, the stomach, back, buttocks, and breasts. Students must follow dress code on all school sanctioned dress up days. In cases of questionable dress, the administration will decide what is appropriate.

Inappropriate apparel must be changed. Students may use office phone to contact parent to bring appropriate clothing.

## **PHONE USE**

Cell phone use will not be allowed from 7:55a.m. to 4:00 p.m. The Yondr system will be used which includes mobile phone pouches closed with a proprietary lock, and a device for unlocking them. Each cell phone will be locked in a pouch and returned to students for safe-keeping first hour by a classroom teacher. Students will have them unlocked at 3:55 p.m. by a classroom teacher. A classroom teacher may authorize cell phone use occasionally for a specific project and may unlock the phones for his/her period. Students may use the office phone or classroom phone with permission during the school day. Watches with texting, emailing and calling capabilities should not be used from 7:55 a.m. to 4:00 p.m.

## **ELECTRONIC DEVICES**

Use of electronic devices is a privilege and may be revoked if abused. Unauthorized use (disabling filters, unauthorized downloads, etc.) will result in the device being confiscated. (see Behavior Matrix for consequences). The Sargent School District is not responsible for lost or stolen personal items, including (but not limited to) electronic devices. It is the recommendation of the Sargent School District students do not bring such devices to school, or leave them locked in the student's locker during the day.

## **CHECKING IN LAPTOPS**

Laptop damages will be assessed as quickly as possible once students turn in computers at the end of school. Fees for damages will be due in the spring at check out or in the fall before registration if further damage is discovered upon reimaging.

## **LUNCH**

Students may go outside to designated areas; i.e. cafeteria and patio area during lunch. Staff may release students to the football field and bleachers after eating. In inclement weather students may be released to the gym after eating. The south doors and east hallway doors will be open. Failure to stay within designated area will result in detention.

Students will not be called down to collect food, which is delivered to students except during lunch and breaks.

## **CLOSED CAMPUS**

Safety, and the quality of education, are of paramount concern in the Sargent School District. The nearest eating establishments are 8 miles from the campus and it is impossible for

students to travel that distance, obtain and consume food, and return to campus in a safe and orderly manner in time for class after lunch. Therefore, Sargent secondary school has established a **closed campus** policy. This means that no student is permitted to leave the school premises to eat lunch. Students will not be allowed to check out of school for the sole purpose of eating out at the local communities. The principal reserves the right to grant special requests at his/her discretion.

### **CHECKING OUT OF SCHOOL**

Students must have permission from their parents to leave school. Student must get authorization to leave the building from the Administrative assistant, counselor or principal. Sign name in the logbook in the office, indicate destination, purpose and the time leaving. Those who fail to check out in the proper manner will have an unverified absence recorded. This will be considered an unexcused absence. Parents may not call to “excuse” students who fail to abide by this policy.

### **PARKING**

On campus parking is a privilege not a right. All student vehicles must be registered with the office and may be searched at any time (policy JIHB). Underclassmen will park only in the student parking lot on the west side of County Road 2E. Seniors will obtain an official parking permit for the north parking lot between **Senior Parking Signs**. **NO PARKING** on the roadside (east of the fence). **Please use designated crosswalks.** **Students driving on or around the campus must do so in a safe and prudent manner in order to maintain a safe environment for other students.** Students parked in the bus loop, preschool parking lot, visitor parking or in front of the high school during school hours will receive one hour of detention. Underclassmen parking in senior parking will receive one hour of detention.

**No student will be allowed to be in the student parking area during the regular academic day. Students must bring class work, lunches and athletic gear into the school at the beginning of the day.**

### **HALLS**

Halls should be free of books & bags. Students are expected to keep books, notebooks, and backpacks in their lockers. Gym bags and athletic gear must be stored in PE lockers.

### **FOOD AND DRINKS**

Students are expected to help keep the building clean. Please ALWAYS place your trash in trash cans.

## **TOBACCO, DRUGS, AND ALCOHOL**

Use, possession, distribution and/or selling of tobacco, illegal drugs or alcohol **ON** or **OFF** school will not be tolerated and is in violation of the law. Violation of this policy, JICH-R, will result in appropriate disciplinary measures to be assessed. These measures will include Second Chance (an on-line, interactive and self-directed curriculum) and also may include suspension and/or expulsion and notification of law enforcement officials. It is best to keep our campus tobacco, drug, and alcohol free!

**Note new procedure: Drug testing for students involved in extracurricular activities will be carried out in accordance with Policy JJIH.**

## **PUBLIC DISPLAY OF AFFECTION**

Students are permitted to **hold hands but no other display of affection** will be allowed. Students displaying affection will be referred to the principal. If students continue to display inappropriate behavior, the parent(s)/guardian(s) will be contacted and a meeting will be scheduled between the students, parent(s)/guardian(s), and principal. If behavior does not change, then the act will be considered defiance and the students will receive disciplinary consequences.

## **BULLYING/CYBERBULLYING**

Bullying in any form including: physical, verbal (can be heard), social (heard by others or exclusion), intimidation (look, gesture or comment) or electronically are in violation of Policy JICDE. See behavior and discipline matrix for consequences.

## **SEXUAL HARASSMENT**

Sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, sex-oriented verbal “kidding”, repeated remarks to a person with touching, patting, pinching, or repeated brushing against another’s body. It is a violation of policy for any student or member of the district staff to harass another student or staff member through conduct or communications of a sexual nature. If you feel that you have been a victim of sexual harassment, please see the counselor or principal regarding appropriate reporting procedures.

## **STAFF PROTECTION**

Students who assault and/or harass teachers or other school employees are in violation of the Criminal Code of the State of Colorado and will be suspended or expelled and prosecuted to the fullest extent of the law. This also applies to substitute teachers as well. Substitute teachers are guest teachers in our building. **NOTE:** Guest teachers deserve the same respect as all other adults in the building. Students who are disrespectful to our guest teachers will be sent to the office with a referral and if the student is found guilty of lack of cooperation, defiance, insubordination, or disruptive behavior, he/she will receive appropriate discipline.

## **BEHAVIOR AND DISCIPLINE MATRIX**

**HIGH SCHOOL CAREER IMPACTED OFFENSES:** (By School Law and School Board Policy JICH-R-Immediate or Mandatory Suspensions or Expulsions)

1. Purchase, sale, distribution and exchange of drug or alcohol or paraphernalia on campus.  
1<sup>st</sup> offense: Five days of out of school suspension (OSS) + mandatory drug awareness course (parent responsible for payment). May be recommended for expulsion.  
2<sup>nd</sup> offense: 10 days OSS and recommendation for expulsion.
2. Possession, use, and/or being under the influence of drugs, alcohol, or controlled substances.  
1<sup>st</sup> offense: Three to five days of out of school suspension (OSS) + mandatory drug awareness course (parent responsible for payment)  
2<sup>nd</sup> offense: 10 days OSS and recommendation for expulsion.
3. Dangerous Weapons (includes knives having blades longer than 3 inches) 1<sup>st</sup> Offense: 1-5 days of OSS or Expulsion
4. Violation of Policy JICDA
5. ANNUAL DISCIPLINE INFRACTIONS. May include Restorative Justice (apologies via speech, letter, phone call, etc.; community service; restitution for damaged or stolen goods, classes, repairs).

Offense	Consequences
<p>1. Usage/Possession of Tobacco Products (includes products in student vehicle)</p> <p>a. 1<sup>st</sup> Offense                      b. 2<sup>nd</sup> 3<sup>rd</sup> Offense                      c. 4<sup>th</sup>+ Offense(s)</p>	<p>a. 1-2 days of ISS to 2 days of OSS + Second Chance Curriculum completion.                      b. 2-4 days of OSS/ Remediation Plan- Involve Parents, Second Chance Curriculum completion.                      c. 5 days of OSS- Review Plan; 5 days of OSS for each additional offense</p>
<p>2. Fighting/Assaults/Encouraging or prompting (you throw, you go)</p>	<p>1-10 days of OSS; may contact law enforcement authorities. (Possible assault charges)</p>
<p>3. Dangerous objects/weapons (includes knives with blades 3 inches in length)</p>	<p>1-5 days of OSS or expulsion</p>
<p>4. Theft</p>	<p>School Detention/ 1-10 days of OSS</p>
<p>5. Insubordination/Defiance Inappropriate Behavior /Refusal to Do School Work</p>	<p>School Detention(s)/ 1-3 days of OSS</p>
<p>6. Dress Code Violations (repeated offenses)</p>	<p>School Detention(s)/1-3 days of ISS</p>
<p>7. Rudeness/ Slandorous, Derogatory, or Disrespectful Comments in person or on video or social media</p>	<p>School Detention(s)/ 1-3 days of OSS</p>
<p>8. Leaving without permission (Classroom or Campus) or Truancy.</p>	<p>.5-3 days of OSS</p>
<p>9. Threats/ Harassment</p>	<p>School Detention(s)/1-10 days of OSS</p>
<p>10. False Alarms/Bomb Threats/Arson (Includes a false 911 call)</p>	<p>4-10 days of OSS, will contact Law Enforcement, fine \$250 for false 911 call</p>
<p>11. Bullying/Cyberbullying (physical, verbal social or intimidation)</p>	<p>School Detention(s) / 1-10 days of OSS</p>
<p>12. Altercations/ Confrontation</p>	<p>Conflict Resolution/Mediation/ School Detention(s) and/or 1-3 days of OSS</p>
<p>13. Ethnic/Racial Slurs</p>	<p>1 day of ISS/2 days OSS</p>
<p>14. Profanity/Vulgarity/Inappropriate Materials: Toward a staff member</p>	<p>1-10 days of OSS</p>
<p>15. Vandalism/Graffiti (destruction of school property or other personal property)</p>	<p>1-10 days of OSS and Possible Charges. (Also, all clean-up, repair, expenses, etc.)</p>

16. Inappropriate Location/Public Display of Affection	School Detention/1-3 days of ISS
17. Lying	School Detention(s)/1-3 days of ISS
18. Cheating/Plagiarism (includes copying information gathered from Internet sources) Forgery	School Detention(s)/ 1-3 days of OSS
19. Parking/ Driving Violations	School Detention(s)/ 1-3 days of ISS
20. Substitute Referral (Guest Teacher)	School Detention(s)/ 1-3 days of OSS
21. Inappropriate Website/ unauthorized downloads/bypassing filters/unauthorized video games/etc.	1 <sup>st</sup> Offense – 1 week can't take device home (check in and out for each class as needed with teacher note) 2 <sup>nd</sup> Offense – 1 quarter can't take device home (check in and out for each class as needed with teacher note) and 1 day of ISS. 3 <sup>rd</sup> Offense or higher - 1-3 days of OSS/ Loss of Computer Privileges for remainder of year
22. Social Media (SnapChat, FaceBook, Instagram, Texting, Videoing) Threats/ Harassment, Rudeness/ Slanderous, Derogatory, or Disrespectful Comments	1-10 days of OSS
23. Pornography	1-10 days of OSS
24. Inappropriate Bus Behavior/Break Bus Rules	School Detention(s) up to 1-3 days of OSS
25. Sexting (Phone/Email/Social Media)	1-10 days of OSS
26. Use of unauthorized cell phone/watches with texting, calling and/or emailing capabilities from 7:55 a.m -4:00 p.m.	Phone/watch confiscated for 1 day to 1 week.

**NOTES:** There will be a ZERO TOLERANCE for threats and harassment or bullying. The incident will be investigated and if found to be valid will be reported to the student's parents/guardians and to the law enforcement authorities.

Violations not listed above will be handled through administrative investigations and consequences will be determined by the administration. Parents will be notified about behavior problems by phone or email.

No electronic devices will be allowed with the student during the period of detention.

Any ten (10) day out of school infraction could lead to an expulsion hearing. The Principal can suspend a student from school a maximum of ten (10) days. An infraction that warrants an expulsion hearing requires the Principal to recommend expulsion to the Superintendent of

Schools. The Superintendent can extend the suspension beyond the original 10 days to include the date for an expulsion hearing.

### **EXTRACURRICULAR ACTIVITY RULES WEEKLY ELIGIBILITY**

A student's ability to participate in any district-sponsored extracurricular activity is a privilege, not a right. Those district students who participate in extracurricular activities serve as role models to other students.

Eligibility lists will be given to teachers and coaches by **Noon on Tuesday. A student who has 1 F or 2 D's will be considered ineligible. All student work is due to teacher by noon on Monday in order to be included in the eligibility period. The eligibility period runs from Wednesday through Tuesday night for the designated week or period, one-week or longer.** Students who are ineligible cannot participate in an event until they are reassessed for the next eligibility period which begins on the following Wednesday. Students receiving "Incomplete" are eligible to compete when the "I" is converted to a passing grade prior to the competition (and is passing 3.5 Carnegie units). Period exceptions: At the end of the nine weeks the eligibility period is 2 weeks, and Thanksgiving week stays the same as the previous week. At the beginning of each nine weeks the eligibility period is 2 weeks based on the final grades for the previous nine weeks.

Students who are not eligible cannot participate in an event until grades are reassessed for the new period, which begins the following Wednesday after new eligibility is determined.

Ineligible students will not be allowed to miss class for any extra-curricular activity held during the school day. (This does not include curricular activities). Ineligible students will be allowed to practice with the team, but will not be allowed to travel with the team or sit on the team bench. Ineligible students will not participate in any other school functions such as Knowledge Bowl, Spelling Bee, or other competitions or school sponsored activities.

If a student misses school the day of an extracurricular activity, he/she will not be allowed to participate in the activity. Exceptions will only be allowed through parental contact and **prior approval** from the principal. A student must attend at least three (3) class periods on the day of the competition in order to compete.

#### **Transportation**

The student will be released only to the parent after the activity. Parents must contact the coach or sponsor after the event to state that their child will be riding home with them. If the student needs to ride home with another parent a phone call must be made **24 hours in advance to the principal or athletic director and a written note must be presented to the coach or sponsor before leaving the event.** Unless this procedure is followed, the coach or sponsor will not release a student and the student will return to the school in the school's transportation.

Other circumstances requiring special permission for student transportation must get permission from the superintendent (policy EEAG).

School sponsored activities include any situation when students are under direct supervision of a coach, teacher, or sponsor and representing Sargent Junior/Senior High School in some capacity, either at school or any school trip. This includes attendance as a spectator at school events. The Sargent High School Administration and the Board of Education will not tolerate behavior, which is detrimental to the welfare, safety and morals of others.

Any unlawful act taking place on school grounds or excursion not only makes the student subject to penalties which the courts may prescribe, but also will result in disciplinary action by the administration. Some examples of unacceptable behavior would include, but are not limited to, use of prohibited drugs, abusive language, damaging property, and open or persistent defiance of proper authority.

Students who are on overnight trips that break or abuse rules are subject to being sent home at the parents expense or having the parents come pick them up.

### **WORK STUDY**

Students applying for work-study opportunities must meet the following criteria:

- All work-study programs must be pre-approved by the Counselor, Principal or Superintendent and the Board of Education
- Be a senior currently enrolled in Sargent High School
- Have in place a plan that includes courses needed for graduation
- Have access to a job that provides training opportunities which is not with a parent, unless the student has a waiver from the Board of Education
- Maintain acceptable grades in all classes at school prior to and during work-study Have parental permission
- Provide own transportation
- Ability to make work schedule acceptable to the school

Sargent Junior/Senior High School

- Maintain punctual and regular work and school attendance
- Work opportunity not to exceed half the school day, including transportation time

### **Sargent Jr. & Senior Honors English Requirements**

Honors Classes at Sargent Jr. Senior High School are broader in scope and depth than the regular academic classes. They are designed for the academically able student, holding a “C” grade or higher. Honors classes are offered in Language Arts. The student’s standardized test scores, a social-emotional rubric score, a skills rubric score and teacher recommendation are the basis for selection. Student may be moved in and out of these classes based upon performance, recommendations, and test scores. Honors classes are not weighted.

### **Online Concurrent Classes**

- Must meet application requirements (Policy IHADA) and sign school concurrent contract.
- Will be independent study.
- Students remaining on campus are required to study in designated area.
- Student who break school rules (examples; disturbing others who are studying) will be asked to remain off campus for online concurrent classes and will not be allowed to register for the independent concurrent classes the following semester.

### **VISITOR PASSES**

We welcome parents into our school. If you would like to visit your child’s teacher, please make prior arrangements. All visitors in the building during school hours are required to get a pass from the office upon entry to the building. Teachers will not admit visitors to their classroom without a visitor badge. Student guests are discouraged and must have approval from the principal. We will make every attempt not to disrupt instructional time. If you would like to have a conference with your child’s teacher please make arrangements to do so during the teachers planning time or either before or after school.

### **Student Fees**

A 10% discount will be given for student academic fees paid in full at the time of registration. For Athletic Fees or Extracurricular Fees a student may not compete until all fees are paid in full.

## **Freshman and Junior High Students Only**

See additional graduation requirements below

### **Graduation Requirements (Beginning with the Class of 2021)**

In pursuit of its mission to ensure that all students reach their learning potential and are prepared for postsecondary and career opportunities, the Board of Education has established the following graduation requirements for students entering the ninth grade in the 2017-18 school year and each ninth grade class thereafter. To receive a high school diploma from the district, students must meet or exceed the district's academic standards and measures required by this policy. Students with disabilities shall be provided access to all graduation pathways provided by this policy and shall have the opportunity to earn a high school diploma from the district.

College and career readiness The Colorado State Board of Education has adopted state graduation guidelines that identify college and career readiness measures in English and Math. The Board has selected its own measures from these state graduation guidelines.

**In English** students must complete **at least one** of the following measures and meet or exceed the measure's corresponding cut score or criteria to demonstrate college and career readiness in English.

1. Measure Cut Score/Criteria Accuplacer assessment Score of at least 62 on Reading Comprehension.
2. ACT assessment Score of at least 18 on English.
3. Advanced Placement (AP) exam that demonstrates English readiness, as identified on the accompanying exhibit.\*
4. Score of at least 2 Armed Services Vocational Aptitude Battery (ASVAB) Score in at least the 31st percentile.
5. SAT assessment Score of at least 430 on English.
6. Concurrent enrollment course that demonstrates English readiness, as approved by the district and included in the student's academic plan of study or Individualized Career and Academic Plan (ICAP). Students must maintain a passing grade of "C" or higher, per policy IHEDA-E
7. Industry certificate that demonstrates academic and intellectual learning in the subject area of English. Receipt of the industry certificate and approval by the district-designated team. [NOTE: The district should create an accompanying File: IKF-2 2 of 5 regulation to define its process for qualifying industry certifications.]
8. District capstone project that demonstrates academic and intellectual learning in the subject area of English. Completion of the district capstone project and approval by the district-designated team. [NOTE: The district should create an accompanying regulation to define its process for district capstone projects.]
9. English 9 and English 10 A grade point average of 2.0 or higher in each course

## Sargent Junior/Senior High School

\*NOTE: The district must create an accompanying exhibit that lists the specific measures the district has determined meet the board's criteria for demonstrating college and career readiness in English (e.g., IB exam in English A Literature SL, IB exam in English A Literature HL, AP exam in English Language and Composition, AP exam in Psychology, etc.). Placing this detail in an accompanying exhibit allows district administrators to update this list as needed, without the need for board approval or revision to this policy.

**In Math** students must complete **at least one** of the following measures and meet the measure's corresponding cut score or criteria to demonstrate college and career readiness in Math.

1. Measure Cut Score/Criteria Accuplacer assessment Score of at least 61 on Elementary Algebra.
2. ACT assessment Score of at least 19 on Math.
3. Advanced Placement (AP) exam that demonstrates Math readiness, as identified on the accompanying exhibit.\*
4. Score of at least 2. Armed Services Vocational Aptitude Battery (ASVAB) Score in at least the 31st percentile.
5. SAT assessment Score of at least 460 on Math.
6. Concurrent enrollment course that demonstrates Math readiness, as approved by the district and included in the student's academic plan of study or Individualized Career and Academic Plan (ICAP). Students must maintain a passing grade of "C" or higher, per policy IHEDA-E
7. Industry certificate that demonstrates academic and intellectual learning in the subject area of Math. Receipt of the industry certificate and approval by the district-designated team. [NOTE: The district should create an accompanying regulation to define its process for qualifying industry certifications.] File: IKF-2 3 of 5
8. District capstone project that demonstrates academic and intellectual learning in the subject area of Math. Completion of the district capstone project and approval by a district-designated reviewer. [NOTE: The district should create an accompanying regulation to define its process for district capstone projects.]
9. Algebra II and Geometry Grade point average of 2.0 or higher in each course

\*NOTE: The district must create an accompanying exhibit that lists the specific measures that the district has determined meet the Board's criteria for demonstrating college and career readiness in Math (e.g., IB exam in Economics SL or IB exam in Mathematics HL, AP exam in Calculus, AP exam in Statistics, etc.) Placing this detail in an accompanying exhibit allows district administrators to update this list as needed, without the need for board approval or revision to this policy.

NOTE: Exceptions to the Board's required measures and cut scores/criteria If a student has demonstrated college and career readiness by completing an assessment or other measure that is not included in this policy but is included in the state graduation guidelines, the principal or principal's designee may determine that such assessment or other measure is acceptable and meets the district's graduation requirements.

**The following criteria shall entitle a student (beginning with Class of 2021) to a high school diploma:**

- Achievement in the district's academic standards as demonstrated by mastery of the curriculum which may include, but is not limited to, daily classroom assignments, state and district assessments, classroom assessments, and student participation in, and completion of, assigned projects.
- Completion of credits in grades nine through twelve in the prescribed categories listed below.
- Students are required to be enrolled in 7 periods per day; any exceptions require superintendent approval.
- Completion of the requirements and goals as listed on a student's Individualized Education Program (IEP) which may include modified academic standards.
- Credits earned in junior high that are placed on the transcript do not fulfill the high school GPA/graduation requirements.

2018-19 Asbestos Notification

**To all Parents, Guardians and Employees of  
Sargent RE-33J Schools**

Colorado Reg. 8 section IV requires a yearly notification of related asbestos activities that have occurred in the past year or will occur before the next notification.

The asbestos management plan is located in the principal's office of each school and plans for all buildings are located in Superintendent's office.

The buildings which contain asbestos are checked every six months for any changes in condition of materials. If necessary, actions will be taken to keep buildings in a safe condition.

Richard Quintana, the designated person, has checked all visible asbestos containing materials every six months for changes.

The maintenance director and custodians are due for awareness training update.

The buildings and asbestos program are in good and a safe condition.

Greg Slover  
Superintendent