



Student Handbook

2017-18

4500 S. Himalaya St.
Aurora, CO 80015
720-886-4700

WELCOME TO SKY VISTA

Welcome to Sky Vista Middle School. We are happy to have you as a student and hope that this Student Handbook will be a tool that you will use to help make this a great year.

As a student at this school, you will be expected to know and understand the information included in this handbook and to follow the rules that are established for the welfare and safety of the entire student body. Knowing and understanding the rules outlined in the handbook will help you be a successful student and citizen. Items in parenthesis indicate Cherry Creek School District Policy references.

SKY VISTA'S MISSION STATEMENT

Our mission is . . .

To inspire excellence in every student, every day.

Sky Vista is focused on high behavioral and academic expectations. This mission cannot be accomplished without your commitment. We expect each and every student to enter the building each day ready to learn.

Sky Vista is a special place. Our expectations are built on a foundation of Honor, Excellence, Respect, and Safety.

CLASS SCHEDULE

You will be enrolled in five core subjects. Those classes are Language Arts, Math, Social Studies, Science and Extended Core. In addition, each student will take two elective classes each semester to supplement the core curriculum and one Cornerstones class. Elective classes include Spanish, Physical Education, Vocal Music, Band, Technology, Drama and various Art classes.

The structure of the school day will vary by grade level. Core classes and electives will be fit together in the master schedule.

The following sections of this handbook will give guidelines and expectations to ensure each student has an exciting, successful experience at Sky Vista Middle School. Please read each of these items carefully. If you or your parents have any questions about any of these items, please contact our main office at 720-886-4710.

THE SCHOOL DAY

Our school day begins at 8:50 a.m. and ends at 3:45 p.m. Students will be allowed to enter the building at 8:00 a.m. to have breakfast, study, or visit with friends in the cafeteria. If you are involved in a before school activity, you must have a pass to access any other part of the building. **Parents please do not bring your student to Sky Vista before 8:00 a.m. as there are insufficient personnel to adequately supervise hallways, restrooms, and classrooms at that time.**

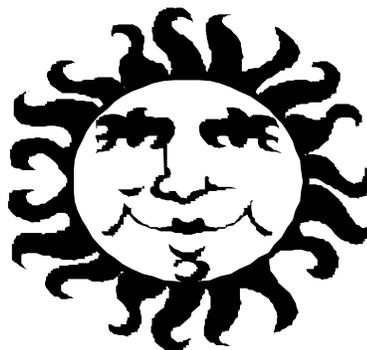
After school activities, sports and academic support are available each week on Monday, Tuesday, Wednesday and Thursday. Students involved in any of these activities are expected to be in their area by 3:55 p.m. Late buses leave at 4:45 p.m.

SCHEDULE CHANGES

Schedule changes are made to support the academic needs of students and only where space in a class permits. If your schedule needs to be changed, you should make an appointment with your counselor. Your parents, teacher and counselor must agree to your schedule change. **Changes may only be made during the first week of each semester.**

REPORT CARDS AND PROGRESS REPORTS

Our academic calendar is divided into 2 semesters, with each semester containing two 9 week quarters. To help you keep track of your academic standing, progress reports will be available periodically throughout the grading period. Report cards will be mailed home at the end of the school year, however, you may access your grades at any time through the Power School system. Parents may contact the Registrar's Office for a schedule of progress report and report card dates.



HOMEWORK

As a necessary extension of the learning you are doing during the school day, homework will be assigned most days. To get the most value from these experiences, it is essential that homework is completed consistently and turned in on time.



Tips:

- Set up a regular time and place for homework.
- Choose a well-lit area with all the supplies you will need regularly for homework.
- Make sure you have enough space to study and do projects.
- Study the most difficult assignments first, when your mind is the most alert.
- Break large projects into manageable tasks to keep from getting overwhelmed.
- Make sure that everything you do reflects your **best** effort.
- If you have a lot of homework, break your time into reasonable chunks to give your mind a stretch break.
- If you are feeling overwhelmed by your homework on a consistent basis, let your teachers know.

BACKPACKS

Backpacks are a great resource to bring items to and from school each day. Each teacher will share if they prefer to have you leave your backpack in your locker or if you can bring it with you to class. Students are encouraged to use their lockers as a way to be organized for class. Valuable personal items such as electronic devices are often more secure locked in a locker rather than left in a backpack.



ELECTRONIC DEVICES

While it is not recommended that students bring electronic communication devices ("ECD's) to school, if you choose to do so you are expected to use them ethically and responsibly. Personal ECD's that have academic applications may be used in class at the sole discretion of the teacher. **No electronic devices are to be used in school locker rooms or restrooms at any time.** Students are responsible for the safekeeping of their ECD's. **Sky Vista is not responsible for loss or theft of any personal electronic item.**

STUDENT LAPTOPS AND WIRELESS CONNECTIVITY

Students may access the district's wireless network at school using their own personal ECD's. This permission in no way obligates parents to provide ECD's for their students. Access to the district wireless network is allowed for applications and activities of an academic nature. Students are responsible and accountable for their own machines. Sky Vista does not assume responsibility for laptops that become damaged, misplaced or stolen. Sky Vista is not able to provide technical support or ECD repair beyond connectivity.

ACCEPTABLE ECD GUIDELINES

Internet access will go through the Cherry Creek School District filter that is designed to block sites that are inappropriate for the educational environment. Students are expected to follow and adhere to all Cherry Creek School District and school policies regarding acceptable use. Appropriate use of technology is defined by policy JICJ and JS. Inappropriate use of ECD's may result in consequences according to district policy. These policies are located on the District's website.

DRESS CODE

Dress is an expression of individuality for students. The Sky Vista dress code is developed within district guidelines to support a safe, disruption-free, appropriate learning environment for all.

Below are guidelines from the Sky Vista Middle School and Cherry Creek School District dress codes.

Clothing, accessories, paraphernalia, or body adornments **may not:**

- Be profane, obscene, lewd, suggestive, libelous, or vulgar
- Denote gang involvement
- Promote the use of drugs, tobacco, alcohol, or weapons
- Intimidate or threaten any individual or group
- Be too revealing (inappropriately sheer, tight, short, or low-cut)
- Disrupt the learning environment
- Promote any activity prohibited by the student code of conduct

Headwear including hats, caps, scarves and do-rags may not be worn at any time during the school day.

Bandanas as apparel and/or accessories may not be worn or displayed at any time.

Shoes must be worn at all times in the building. You may not wear bedroom slippers.

Pajamas are not to be worn to school.

If clothing or accessories are inappropriate, disruptive, or outside of the dress code, students will be asked to change, parents will be contacted and/or other disciplinary consequences will be enforced.

TEXTBOOKS AND MEDIA BOOKS

You will be assigned books for use from various classes during the school year. In addition, you will use library materials at some time during the year. Books checked out to you are your responsibility. We will ask you to pay for books damaged or lost.

Students can access instructional materials and equipment in the library. Our Librarian will assist you with your class needs.



ATTENDANCE

The Colorado School Attendance Law states that it is the obligation of every parent to ensure that every child under the parent's care and supervision receives adequate education. Attendance of students at school has a direct relationship to their performance in class.

Attendance Line

When you are absent from school, your parent/guardian should call the Attendance line **720-886-4705** and listen to the attendance prompt prior to 7:55 a.m. on the day of the absence. Please be prepared to give the following information: the date, student's name, grade of student, the reason for the absence or tardy, and the length of absence if known.

Excused Absence

Provisions of Colorado Law and School Board Policy permit excused absences. Should it be necessary for you to be absent from school for the following reasons, your absences will be excused.

- * A temporary illness or injury. An administrator may request a doctor's note if there are many such absences.
- * Absence for an extended period due to physical, mental or emotional disability.
- * Observance of an established religious holiday.
- * Death of an immediate family member.
- * Absence while attending an approved school sponsored activity.
- * Absences, which have been pre-approved by an administrator at the request of a parent or guardian.
- * Mandatory court appearance.

Colorado State Law requires that all students must attend school until the age of 17. The Cherry Creek District calendar provides four vacation periods: Fall break, Thanksgiving vacation, Winter break, and Spring break. We ask parents to please arrange their vacations to correspond with these times.

Make-up Work

You are expected to complete work assigned while you were absent. You will have two days for each day of absence to complete work assigned while you were gone. It is your responsibility to see your teachers to find out what you missed and what was assigned while you absent.

Early Dismissal

If you need to be dismissed early from school you must bring a parent-signed note to the Attendance office prior to the absence. The note must include your name, date, duration and reason for the absence. You will be issued a pass to leave class at the appropriate time to meet your parent at the Security office.

Tardies

Students are expected to arrive on time to each class and with all appropriate class materials. If you are not, you will receive a consequence from your teachers and where tardies are excessive, you will be referred to the Dean.

Unexcused Absence/Truancy

All absences not described in the previous list are considered unexcused. Absences due to such occurrences as oversleeping or cutting a class will be unexcused. Suspensions, expulsions, or denied admissions are also counted as unexcused absences.

Truancy

If you are absent without consent, your absence is unexcused. Your Dean will meet with you and take appropriate actions including but not limited to detention, suspension, referral to the District Student Attendance Review Board or Truancy Court. You are truant if you do the following:

- Leave school without signing out at the Attendance Office.
- Leave school at lunch without a pass.
- Are absent from school without prior permission from your parent.
- Are absent from class without permission.
- Obtain a pass to go to a certain place and do not report there.
- Become ill and go home or stay in the restroom instead of reporting to the nurse's office.
- Come to school but do not attend class.

TRANSPORTATION

School Buses

Safety for all students is our primary concern. The privilege of using the transportation services of Cherry Creek School District is provided if you live beyond one and one-half miles from the school. If you are uncertain about whether you are eligible for bus transportation, or have questions about bus rules or disciplinary procedures, please call the district transportation department at 720-886-7425.

Students are asked to follow all school rules and specific transportation rules in order to maintain the privilege of riding the bus. Parents also will be asked to sign a document explaining the expectations of the transportation system and the consequences of failing to do so. **All students must have valid school identification in order to ride the school bus.**

Activity Buses

An Activity bus will be provided for those of you who are staying after school for a club activity, sport, or an appointment with a teacher. Buses will leave Sky Vista at 4:45 p.m.

Cherry Creek School District Bus Rules

1. Follow the bus driver's directions the first time they are given.
2. Be in your seat whenever the bus door is closed.
3. Keep hands, feet, books, and objects to yourself.
4. No fighting.
5. No weapons or facsimiles of any kind.
6. No swearing, rude gestures, cruel teasing, or put-downs.
7. Use classroom voices on the bus.
8. Do not throw anything off the bus or have any part of you outside the bus.
9. Do not smoke, chew tobacco, eat or drink while on the bus.
10. Do not bring anything alive or dangerous (i.e., glass containers, sharp objects,) onto the bus.
11. No skateboards or roller blades allowed on the bus.

Note: The bus stops are considered part of the school grounds; therefore, all school rules apply while waiting at the bus stop.

OTHER TRANSPORTATION

PARENT DROP-OFF

Parents may drop off students in the drop-off lane on the North or South side of the building.

Bicycles

You may ride your bike to school. You are encouraged to wear a helmet and to ride safely and in a courteous manner. Please walk your bike on school grounds. Once at school, bikes are to be locked in the bike rack area. You must provide your own lock. The school assumes no responsibility for any bicycle stolen or damaged.

Skateboards and Roller blades

Skateboards may be ridden to school but must be left in your locker during the school day. Please carry your skateboard on school grounds. The school assumes no responsibility for any skateboard stolen or damaged or injuries that result from your choice to ride your skateboard to school. You may not bring skateboards onto school buses unless the board is in a manufactured board bag.



CAFETERIA

Lunchtime is a great time for you to visit with friends. Lunches cost approximately \$3.15 and breakfast approximately \$1.95. You will be issued a personal identification number (PIN) for a lunch account, and you may keep money in your account for daily use. You may also pay for your lunch using cash. Students should not give their lunch PIN to other students.

When students are done eating lunch and have cleaned up their area, they may go outside to play, stay in the cafeteria and socialize or visit the media center; however, students should not go into the academic halls during lunch times as other classes are in session.

ATHLETICS AND ACTIVITIES

Students at Sky Vista Middle School have many opportunities to participate in extra curricular activities. They are encouraged to become part of the many activities and athletic teams that are available throughout the school year.

Athletics

Mascot: Nighthawks

Colors: Maroon and Silver



Sky Vista is a member of the Cherry Creek Middle School Athletic League and participates in interscholastic competition with the following middle schools: Campus, Falcon Creek, Fox Ridge, Horizon, Laredo, Liberty, Prairie, Thunder Ridge, and West.

You will compete against students at your own grade level and with similar athletic ability. At the middle school level, there is a “no cut” policy, which means that every participant who attends practice regularly and demonstrates positive sportsmanship will play.

Participation on any team requires an emergency and insurance form signed by your parent/guardian and a permission form. In addition, there will be a fee to participate in each sport. Announcements will be made during the year regarding times and dates for each sport. Sky Vista will be offering the following sports:

<u>Sport</u>	<u>Grade</u>
Coed Track Aug.-Sept.	All grades= \$60
Girls' Basketball Oct.-Dec.	6 th & 7 th =\$30 8 th =\$60
Boys' Basketball Dec.-Feb.	6 th & 7 th =\$30 8 th =\$60
Coed Wrestling Feb.-Mar.	All grades =\$60
Girls' Volleyball Apr -May.	6 th & 7 th =\$30 8 th =\$60



Clubs

Club activities are an important part of Sky Vista’s overall school program. All of our activities support the middle school curriculum and allow students a chance to develop skills in the areas leadership and academics. Examples of some of the type of club activities are:

- * Art Club
- * Student Government
- * Drama Club
- * Technology Club

Other clubs will be developed according to student and faculty interest.

To participate in any of these clubs, watch the student announcements for meeting times and sponsor information. While clubs do not require a participation fee, some activities may ask for a materials fee.

HEALTH AND SAFETY

Illness and Accidents

A registered nurse is on duty during the school day. Our clinic is located off the main hallway on the first floor. Unless it is an emergency, you will need a pass from your teacher to be admitted to the clinic. The nurse will evaluate the nature of your problem and assist in contacting your parent for transportation if necessary.

Medication

Prescription medication may only be taken at school if it is brought to the clinic in its original container, accompanied by a “Permission to Administer Medication at School” form. This form is available in the clinic, and must be signed by the student’s physician and parent/guardian. If your child needs an occasional over the counter (OTC) medication such as Tylenol, you may send some in its container along with a completed “Permission to Administer Medication at School” form. Only the signature of the parent/guardian is required on this form. According to School Board Policy, verbal permission will not be accepted as authorization to administer medication to the student.

Inhalers

Students with asthma, severe allergies or other conditions requiring the personal possession and use of an inhaler must complete an Asthma Health Management Agreement and file it with the clinic.

Colognes/Perfumes/Body Sprays

Aerosol sprays and pump sprays may create health risks for students and staff and may not be brought to school. This includes, but may not be limited to, colognes, perfumes, body sprays, hair spray, breath spray and spray or pump deodorants.

School Immunization Law (JKD-1-E #9)

Colorado School Immunization Law requires that all students **must be in compliance to attend school**. A certificate of immunization from a physician or the department of public health must state that your child has received immunization against communicable diseases as specified by the state board of health. If a medical exception is required, it must be signed and dated by a physician. If a personal or religious exception is selected, a form must be signed and dated by a parent or guardian.

The nurse can be reached at 720-886-4822.

MISCELLANEOUS INFORMATION

Locks and Lockers (JIH)

When all required forms have been completed and turned in, you will be issued a small locker for the storage of books and equipment. It will be equipped with a combination lock. Please keep your lock combination confidential. **Do not give it out to your friends**. Students may not put personal locks on lockers. Any non-school issued locks will be removed.

Board of Education Policy JIH clearly defines student lockers as school property subject to school official searches:

“School lockers, desks and other storage areas are school property and remain at all times under the control of the school. School property provided for the use of students is subject to inspections, clean-outs, access for maintenance and search pursuant to this policy.” Keep in mind school lockers are property of the school. Therefore, school authorities may search your locker at any time. Random locker checks are held periodically, and may be conducted with the assistance of the Aurora Police Department Canine Unit.

Student I.D. Cards

You will be issued a student I.D. card. I.D. cards will be required for checking out library books and using the lunch credit system. Student I.D. cards are also necessary for students to ride school buses. If you lose your student I.D., you must purchase another from the bookkeeper and obtain it from security. Cost for replacement I.D.'s is \$5.00.

Lost and Found

If you find lost or misplaced articles, please turn them into the security office. Do not keep items belonging to someone else. Lost articles will be given to charity if not claimed by the end of each school year. The school and district are not responsible for the loss of personal property brought to school. The staff at Sky Vista encourages you to leave valuables at home.

Visitors to Sky Vista

Parents are encouraged to visit the building and classrooms. Due to security concerns, parents will be asked to sign-in at the Security Office. Please be mindful that classroom visits are not intended to be conferences. You may set up an appointment to meet with a teacher or team at any time.

We are not able to accommodate student visits from other schools.

Videos

To assist in our safety measures, the building is monitored by video surveillance equipment 24 hours a day. Information on the video tapes may be used to assist in resolving disciplinary situations and may be shared with law enforcement agencies when necessary.

School Closure and Storm Delays

Listen to radio stations KLZ-AM 560, KOA-AM 985, KIMN-AM 950, KOSI-AM 1430, and KHOW-AM 630. The Cherry Creek School District administration will announce cancellation or delayed schedule of all schools over the radio stations. On delayed schedule, bus schedules will be changed as follows. Morning buses will run approximately 1 hour later than usual. Activity buses will not run on days of inclement weather. School delays or cancellations will be announced as Cherry Creek School District #5. You may also receive a connect ed message from the district. You may also call the snow line at 720-554-4703 or visit the district website at www.ccsd.k12.co.us/

PTCO

The Parent-Teacher Community Organization is an excellent parent group, formed to support and aid the positive growth of Sky Vista Middle School, and promote effective communications and understanding between the school, home, and community. Parent participation is greatly needed and encouraged. PTCO supports school activities, donates funds to promote the educational environment, and provides “people power” for many worthwhile programs. The school store is managed by PTCO volunteers who donate their time to provide a service to students.

Cherry Creek School District Student Behavior Policies

BEHAVIOR OFF SCHOOL GROUNDS (JICDA#19)

1.) VIOLENT AND AGGRESSIVE BEHAVIOR

(JICDA, JICDB, ACC-R)

It shall be a violation of this policy for any student or staff member to inflict, threaten to inflict or attempt to inflict violence upon any other student or staff member while in the school buildings, on school grounds, in school vehicles or during a school-sponsored activity and in certain cases when the behavior occurs off of school property. An act of violence and aggression is any expression, direct or indirect, verbal or behavior, of intent to inflict harm, injury or damage to persons or property. A threat of violence and aggression carries with it implied notions of risk of violence and a probability of harm or injury.

Student Behavior (JIC)

Students are expected to know and follow the conduct code of the Cherry Creek School District, which is supported by state laws. Violation of these policies will lead to disciplinary action and consequences established by the Cherry Creek School District, state law, and building policy. All of the information contained here is a brief summary of district policy. Please refer to the document titled "Student Conduct and Discipline Right and Responsibilities" which is included in the enrollment package for a comprehensive description of each policy.

The entire text of any school district policy and/or regulation is available upon request from the principal's office at the school or from the district administration office located at 4700 S. Yosemite Street, Greenwood Village, CO 80111. Additionally, all district policies may be accessed via the Cherry Creek School District web site located at: ccsd.k12.co.us

Fighting (JICDB): Physical conflict or fighting among students is not allowed or tolerated. Under most circumstances, the individuals involved in a fight, share responsibility in the conflict. Therefore, there will be consequences, including suspension and police contact, for all involved.

Verbal or physical abuse of another person (ACC-R): Under no circumstances will a verbal or physical attack be tolerated. This includes racial/ethnic comments, harassment, or any form of intimidation.

CLASSROOM DISRUPTION (JIC, JICDA): Students are expected to pursue the educational program and to behave in such a way that their presence does not detract from their own education or the education of others. Students are expected to comply with all school and classroom rules. Disruptive behavior is behavior initiated by the student which is willful and overt, and which requires the attention of school personnel to intervene.

Be aware that behavior you engage in off school property can get you into trouble at school. School Board policy states that "behavior on or off school property which is detrimental to the welfare, safety of morals of other students or school personnel" is subject to school disciplinary action up to and including suspension and expulsion.

WEAPONS (JIC, JICDB)

In an effort to provide the safest, most appropriate environment for education, Sky Vista Middle School and the Board of Education have determined that "The possession or use of a deadly weapon/firearm, weapon, or facsimile on any school district property, or at any school-sponsored event, is detrimental and constitutes a real threat and danger to the physical and psychological safety and welfare of students and/or school personnel." The following definitions and conditions are included in this policy.

Dangerous Weapon/Firearm: Any object, material, or substance, whether animate or inanimate, which in the manner it is used, designed to be used, or intended to be used, is capable of producing death, or serious bodily injury. This definition includes, but is not limited to knives or other objects, firearms (including airsoft, BB and pellet guns). The possession and/or use of any dangerous weapon/firearm, loaded or unloaded, will require an expulsion review of the student.

Weapon: Any object which is generally used for non-violent or non-dangerous purposes, but which can be considered a weapon under this policy as a result of its use or intended or threatened use. An example from district policy is a baseball bat. A bat is not ordinarily considered a weapon. However, when used or threatened to be used to strike another person, it will be considered a weapon. The use of any weapon or facsimile in a threatening or improper manner on Cherry Creek School District property, or at any school-sanctioned event, by any student, is prohibited and suspension or expulsion will occur.

Facsimile: Additionally, the carrying, using, actively displaying or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, and off school property when such conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or school district is prohibited. Students who violate this policy provision may be subject to disciplinary action including but not limited to suspension and/or expulsion.

Drugs, Alcohol, and/or Tobacco Possession/use (JICH):

The Cherry Creek School Board has adopted a strong policy about the possession, use, and distribution of drugs and alcohol. Students will not possess, use, or sell drugs, alcohol, tobacco, paraphernalia, or any substance represented as these items on school property. Consequences will follow those outlined in the Cherry Creek Board of Education Policy concerning drug and alcohol use by students.

Use, possession, or under the influence:

First offense: The student will be suspended for five (5) school days with a request by the principal to the Superintendent to extend the suspension an additional five (5) days for a total of ten (10) school days. The ten (10) school day period of suspension may be reduced to three (3) school days provided the student agrees to complete Cherry Creek School District Alcohol and/or Drug Education/Intervention Program.

Second offense: The student will be suspended for five (5) school days with a request by the principal to the Superintendent to extend the suspension an additional five (5) school days for a total of ten (10) school days of suspension for serious violation of school board policy and recommended for expulsion. The ten (10) school day period of suspension may be reduced to five (5) school days and recommendation for expulsion waived if, after the first five (5) school days of suspension, the student and his/her parent(s)/guardian(s) provide evidence that the student has elected to participate in an individual alcohol and/or drug evaluation/assessment and that the student has provided an outline of a recommended treatment plan and evidence of intent to enroll in an alcohol or drug education/intervention/treatment program.

Third and subsequent offense of Using Prohibited Substances: The student will be suspended as outlined in School Board Regulation JKD-1-R until an expulsion review is held. Procedures to be followed recommending expulsion from school are outlined in School Board Regulation JKD-1-R.

Distribution or selling: First offense: Student will be suspended for five days. Police will be notified. An expulsion hearing will be requested.

Drug and Tobacco Free Schools (Canine Search) (ACD):

The Cherry Creek School District and Sky Vista Middle School are committed to maintaining a safe and drug free learning environment for our students. Our Board of Education Policy JICH complies with the Colorado Controlled Substance Act of 1981. This policy helps maintain the expectations of a drug free learning environment and protects the safety and welfare of students and staff.

Throughout the school year, in conjunction with the Arapahoe County Sheriff's Department, we will conduct periodic hallway and locker searches. Students, parents, and community are reminded that our drug dog search policy. Students, parents, and community are reminded that our drug dog search policy reinforces the message that we are committed and serious in our efforts to promote and maintain a safe, caring, and drug free learning environment. Our proactive approach is a preventative measure that discourages possession, use, and distribution of controlled substances as defined by police and law.

GANG/SECRET SOCIETY RELATED BEHAVIOR (JICF, JIC):

We are committed to keep Sky Vista students and staff free from the threats or harmful influence of any groups or gangs, which advocate drug use, violence, or disruptive behavior. The presence of any apparel, jewelry, accessory, note-book, graffiti, language, hand signals or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute which denotes membership in gangs is strictly prohibited on Cherry Creek School District property or at school sanctioned events. Consequences may involve suspension, expulsion, and/or police contact.

DISCRIMINATION (AC): The School Board affirms the right for all students and staff, regardless of race, color, ancestry, religion, or national origins, to be treated with respect in an environment free from intimidation, discrimination, physical harm, and/or harassment. Violation of this policy may result in suspension, expulsion, and/or police contact.

SEXUAL HARASSMENT (AC R-2, AC R-4, JICDB):

A learning environment that is free from sexual harassment shall be maintained. It shall be considered a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature.

Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature may constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a person's educational development.
- Submission to or rejection of such conduct by an individual is used as the basis for education decisions affecting such individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's educational performance or creating an intimidating, hostile or offensive educational environment.

Sexual harassment as defined above may include but is not limited to:

- Sex-oriented verbal "kidding," abuse or harassment.
- Pressure for sexual activity.

- Repeated remarks to a person with sexual or demeaning implications.
- Unwelcome touching, such as patting, pinching, depantsing, or constant brushing against another's body.
- Suggesting or demanding sexual involvement, accompanied by implied or explicit threats.
- The drawing of sexually explicit pictures.

Violation of this policy may result in suspension, expulsion and/or police contact. Students should report any incidents of harassment to their Dean.

ETHNIC INTIMIDATION OR HARASSMENT

(AC R-6)

The Board of Education affirms the right of all students and staff, regardless of race, color, ancestry, religion, or national origin to be treated with respect in an environment free from intimidation, discrimination, physical harm and/or harassment. Individuals or groups are in violation of this Policy if, on school grounds, at school-sanctioned activities, or in vehicles dispatched by the District if they:

** Direct personal insults (whether written or oral), including epithets, slurs and insults based on a person's race, color, religion, ancestry, or national origin which are addressed to an individual (or group of individuals) where such utterance is likely to incite an immediate and violent response from the person(s) being addressed.*

Policy: JICEC

Student Distribution of Non-curricular Materials

To understand Constitutional values such as the right to free speech, students must not only study such principles but also have an opportunity to put them into practice. However, there are limitations on the right of student free speech in the school setting that have been upheld by the courts because of the unique nature of the school community. It is the goal of this policy to strike a necessary balance between a student's right of free speech and the school's responsibility to maintain an orderly and safe school environment which respects the rights of all students on school grounds and during school-sponsored activities. Students shall be allowed to distribute non-curricular written materials on school property subject to restrictions on time, place and manner of distribution set out in the accompanying regulations and the prohibitions set out below and in state law. Any material in any media containing expression which is obscene, libelous, slanderous or defamatory shall be prohibited. Students shall not distribute any material which advocates commission of unlawful acts or violation of Board policy and/or regulations, which violate another person's right to privacy, which causes a material and substantial disruption of the orderly operation of the school, or which threatens violence to property or persons. Students who distribute materials in violation of this policy and/or materials that cause a material and substantial disruption or damage to a person or property, or threaten violence to property or persons in the judgment of school officials shall be subject to appropriate disciplinary action. School equipment and supplies shall not be used for publication of such material unless authorized as a school-sponsored activity.

Regulation: JICEC-R

Student Distribution of Non-curricular Materials

Students who wish to distribute non-curricular printed materials on school property or in conjunction with a school activity must notify the principal a minimum of one day in advance so that details may be worked out regarding the time, place and manner of distribution. Students do not have to produce an advance copy of the materials that will be distributed for the principal's review. However, materials which are distributed on school grounds containing information prohibited by Board policy and/or materials that create a significant or substantial disruption or damage to persons or property in the judgment of school officials may subject the responsible students to disciplinary action following distribution.

The following restrictions will apply to all requests for distribution of non-curricular materials by students:

1. Place

Distribution of printed materials must be made at places within the school or on school grounds as designated by the principal except that in no event may such materials be distributed in any classroom of any building then being occupied by a regularly-scheduled class.

2. Time

Distribution may be made one-half hour before school and/or during regularly scheduled lunch periods and/or 15 minutes after the close of school. Any other times during the school day are considered to be disruptive of normal school activities.

3. Littering

All distributed items discarded in school or on school grounds must be removed by the persons distributing such materials.

4. Manner

No student may in any way be compelled or coerced to accept any materials being distributed by any person distributing such materials or by any school official. In the alternative, no school official or student may interfere with the distribution of approved materials.

Violation of any of these regulations will be sufficient cause for denial of the privilege to distribute materials at future dates and for disciplinary action.

- Threaten with physical harm or actually harm a person on the basis of that person's race, color, religion, ancestry, or national origin.
- Deface school property or materials in such a manner as to demean the race, color, religion, ancestry, or national origin of an individual or group.
- Damaging, defacing, or destroying private property of any person on the basis of that person's race, color, religion, ancestry, or national origin.
- Commit other acts of harassment or intimidation that may be in violation of the Colorado Ethnic Intimidation Act of 1991.

Any incident believed to constitute ethnic intimidation shall be reported promptly to the Dean for investigation and further action, which may include reporting the incident to law enforcement authorities.

THEFT (JICDA): No person may take or destroy personal or public property. Consequences will involve restitution and/or community service and may involve suspension and police contact. Students are advised not to bring valuables or large sums of money to school as we assume no liability for lost, stolen or destroyed items.

VANDALISM (JICDA): No form of vandalism will be permitted against school or personnel property. Consequences for any form of vandalism may involve restitution, community service, suspension, police contact, and expulsion.

CHEATING (JIDCA): Knowingly using or copying the academic work of another student and handing it in as your own is not allowed at Sky Vista.

ILLEGAL/INAPPROPRIATE USE OF TECHNOLOGY:

Because electronic information is so volatile and easily reproduced, respect for the work and personal expression of others is especially important in computer environments. Violations of authorial integrity, including plagiarism, invasion of privacy, unauthorized access and copyright violations are grounds for disciplinary action.

Sending threats of inappropriate messages may result in consequences, including loss of privileges or suspension.

LOSS OR ABUSE OF INSTRUCTIONAL MATERIALS OR EQUIPMENT OR OTHER SCHOOL PROPERTY: Students will be expected to pay for the repair or replacement of any instructional material or equipment checked out to them.

DISCIPLINE AND CONSEQUENCES

If your behavior is contrary to these expectations or against school/district policy, you will be subject to disciplinary action. These disciplinary actions may include the loss of certain privileges, detention (in-school, after-school, lunch), out-of-school suspension, and expulsion. In situations where you face one of these disciplinary actions, you have a right to due process.

Due process means that each student has several rights when faced with disciplinary action. First of all, you have the right to make a written statement concerning an event that has taken place. This statement is most often written on an "Incident Report" form. You have the right to contact your parents or guardians. Your side of any situation will be heard fairly by your Dean and any decisions reached may be appealed. Special Education students have additional rights as stipulated by their Individual Educational Plan.

Detention

A teacher or Dean may assign after school detention. If it is assigned by your teacher, it is important for you to ask where you are to meet for that detention, and what materials, books,

etc.; you will need during the detention time. When your Dean assigns a detention, you will report to the Security Office and be instructed where to go. After School detention is held from 3:00 – 4:00 p.m. During your detention you are expected to sit quietly and complete homework the entire time. Students will be closely monitored and expected to work on homework or read a book.

Students in In-school detention may not participate in extra-curricular activities for the days they are serving detention. The teacher or Dean may assign lunch detention. Failure to attend your detention will result in additional detentions or other consequences.

Suspension

Suspension out of school requires that students are not permitted to be on campus during the term of their suspension. Out of school suspension always requires parental notification, parent pick-up, and a re-entry conference with the student, parent, Dean, and Special Education case manager (if applicable). Students may not be on any school property or attend school sponsored events while suspended.

Additional Consequences

Students may be given consequences as alternatives to suspension. Alternatives to suspension may include Extended After School Detention or loss of privileges. These consequences are designed to minimize time lost from school.

Police Contact

Sky Vista Middle School works closely with local authorities to maintain a safe and secure learning environment. The Arapahoe County Sheriff's Department regularly assigns a school resource officer (SRO) to assist the staff with legal issues, complaints, questions and concerns. Students who violate local, state or federal laws are subject to police contact.

HOTLINE

You may call report any unsafe or dangerous situations to your Dean. This may include information regarding fights, drugs, intimidation, etc. You may remain anonymous. The District also has an anonymous reporting line where you may leave an anonymous recorded message.

DISTRICT HOTLINE (303) 486-CARE (2275)



Notification of Nondiscrimination

Cherry Creek School District No. 5 (“District”) does not discriminate on the basis of race, color, national origin, sex, age, sexual orientation, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Sky Vista Middle School does not discriminate in enrollment or access to any of its available programs. The lack of English language skills shall not be a barrier to admission or participation in District activities and programs. The District also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator, Ms. Kathy Vining, District Compliance Officer, Educational Services Center, 4700 S. Yosemite St., Greenwood Village, CO 80111, telephone (720) 554-4471, or directly to the U.S. Department of Education, Office for Civil Rights, Region VIII, Federal Office Building, 1244 North Speer Blvd., Suite 310, Denver, CO 80204

