

Miami Yoder JT60

Secondary Full Handbook



420 South Rush Road
Rush, Colorado 80833
(719) 478-2186
Fax (719) 478-5380

This handbook belongs to:

Name _____

Address _____

Town _____ Zip Code _____

For School Year _____

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Clubs/Organizations

Miami-Yoder High School offers a variety of clubs and organizations that you may wish to join and participate in!

National Honor Society (NHS)
 Family, Career and Community Leaders of America (FCCLA)
 Future Farmers of America (FFA)
 Computer Technology
 Leo Club
 Student Council
 Destination Imagination

High School Bell/Class Schedules

Regular

1st	7:45 - 8:55
2nd	9:00 - 10:05
3rd	10:10 - 11:10
4th	11:15 - 12:15
Lunch	12:15 - 12:45
5th	12:50 - 1:45
6th	1:50 - 2:45
7th	2:50 - 3:45

School Delays and Closure

School delays and closure information may be found on all local TV stations and most radio stations, as well as online at Flash Alert - <https://www.flashalert.net/id/MY>. The school calling system will also contact registered numbers to notify students and parents of delays or cancellations.

Back-to-School Principal's Message

It is with great pleasure I take this opportunity to welcome you to Miami Yoder School and the new school year. We are extremely proud of the academic and extracurricular programs we offer our students.

Academics:

In our ongoing evaluation of the educational program, the Miami Yoder Secondary School community seeks to instill high expectations for all students in their academic, civic, and social endeavors and to provide them with opportunities to succeed both in higher education and the global marketplace. In order to accomplish our Mission, the school community has identified learning expectations for all students. These academic, civic, and social expectations specify what students should know and be able to do upon graduation. Our educational program is designed to engage students in active, collaborative learning that emphasizes the development of critical thinking skills to be applied to real-world concepts. Further, we believe that an educational program which is academically challenging and student-centered will provide our young adults with a strong foundation for future success.

Academics continue to be the top priority at Miami Yoder Secondary and our focus this year will be based on working together to increase student achievement. We need to make sure that our students arrive for the new school year with the belief that education is important and requires hard work. Our students need to value their class assignments and realize that a studious individual is the one who spends an extra twenty minutes reviewing their social studies notes or doing an extra math problem. Our students must believe that academics are a priority and call upon their inner drive to fulfill this commitment. Parents also need to stress the importance of responsibility, attendance, and self-motivation as we strive to educate our young people. As the meaningful adults in their lives, parents and teachers must do all they can to support the development of academic and organizational skills.

Handbook:

The handbook has been developed to help students and their parents learn as much as possible about school policies, procedures, and the services we offer. The handbook is a quick reference that should prove useful when questions arise throughout the school year. Please take time to read through the handbook and have a parent/student discussion regarding its contents.

Come because you want to be here. Work hard because you want to learn. Work together to make your school the best it can be. Develop lasting relationships. Leave feeling good about what you have accomplished and the legacy you have left behind.

We look forward to this school year with great excitement and hope that all students will have a rewarding and successful year. We believe in excellence and that is our promise to you.

Dwight Barnes
Miami Yoder Principal

Mission Statement

Miami-Yoder School District is a partnership of professionals, parents, and community members dedicated to providing a rigorous, challenging curriculum in a positive environment, giving opportunities which foster and encourage individuals to be successful, productive citizens.

Resources and Hotlines for Students

Alateen @ Alanon	632-0063
Child Abuse	444-5700
Domestic Violence/Sexual Assault	390-5555
Eating Disorders Helpline	800-931-2237
Emergency	9-1-1
Health/Human Resources and Referrals (Pikes Peak United Way- Links to everything in the area)	2-1-1 (Land line) 955-0742 (from a cellphone)
Pikes Peak Mental Health Crisis Hotline	635-7000
RUNAWAY	630-3223
Safe2Tell Anonymous Reporting	877-542-SAFE (7233)
Suicide Prevention HOTLINE	596-LIFE (5433)

Academics

AT MIAMI-YODER HIGH SCHOOL, WE HAVE P.R.I.D.E. IN OUR ACADEMICS!

Positive: I will show up to class ready to work.

Respect: I will show respect to myself, my classmates, my teacher and my classroom.

Integrity: I will only turn in my original work.

Dedication: I will be on time and bring all necessary materials to class every day.

Excellence: I will complete all assignments and assessments to the best of my ability.

School Wide Grade Scale

A- Excellent Performance	A= 90 – 100
B- Above Average Performance	B= 80-89
C- Average Performance	C= 70-79
D- Below Average Performance	D= 60-69
F- No Credit P- Pass	F= 0-59

Grade Point Average

All courses receiving an A, B, C, D, or F will be used in the computation of the grade point average (GPA). College credit classes or weighted classes will be calculated on a 5.0 scale if the grade is a “C” or higher. A letter grade of “D” on a college credit class or weighted class will not receive extra weight.

Note: Only college or university courses that have been preapproved by Miami-Yoder School District JT-60 administration, under the Post Secondary Education Options (PSEO) and that exceed the rigor and sequence of classes offered at Miami-Yoder High School, will be calculated on a 5.00 scale.

Middle School and Junior High School Years Coursework Completed

Coursework completed at any middle or junior high school will not be allowed for high school credit, will not be used in calculation of the Miami-Yoder High School GPA or class rank, and will not be posted on the Miami-Yoder High School transcript.

Academic/Personal Integrity Expectations

Cheating (attempting or aiding in the attempt to receive undeserved credit or to gain unfair advantage) and lying (making an assertion which intentionally deceives or misleads) will not be tolerated at Miami-Yoder High School.

Violations of these expectations include, but are not limited to, the following:

1. Unauthorized aid given or received during or in preparing for an exam or in the preparation of a paper. (Examples include: copying work, having parents or others do student's work, obtaining work from a student who previously took the class.)
2. Failure to comply with examination guidelines
3. Failure to properly acknowledge any source utilized in the writing of a paper or other class work
4. Interfering with other students' ability to complete their class work
5. Lying for the purpose of obtaining an extension of time or other exception from a teacher
6. Attempting to gain an unfair advantage by manipulating grade and GPA.

Teachers/Administrators will:

1. Explain the Academic and Personal Integrity Expectations at the beginning of each term.
2. Designate the amount of time allotted for assignments and examinations with clear, consistent and fair rules.
3. Report students who habitually (2 or more times) miss scheduled examinations and major class project due dates to the administration for disciplinary action.
4. Give all examinations in accordance with and in such a manner as to promote the Academic and Personal Integrity Expectations.
5. Establish clear, consistent, and fair process for identifying, reporting, and disciplining students who violate the Academic and Personal Integrity Expectations.

Administrators will address any alleged infraction of the Academic and Personal Integrity Expectations on an individual basis, working with the teacher, student and parents. The minimum consequences for violation of these expectations will be a "zero" on the task (homework, class work, project, quiz, presentation, or exam), the parent will be contacted, and notification will be sent to an administrator. A second incident of cheating may result in removal from the class with a failing grade for the semester.

Pass/Fail Courses

Pass/fail courses will not be used in calculating a student's GPA. Requests to change a letter grade to a P will be denied. Work-study, teaching assistant courses and some A+ courses will be graded on a pass/fail basis.

Academic Letter

When a student obtains a 3.50 GPA or above he/she will be awarded an academic letter. This letter is similar in size and shape to the athletic letter and recognizes academic excellence. Students who attain the honor of the Principal's Honor Roll (3.50 to 3.99 GPA) shall receive a gold star for each occurrence of receiving this honor. Students who attain the honor of the Superintendent's Honor Roll (4.00 or higher- All A's) shall receive a gold lantern of knowledge for each occurrence of receiving this honor. Students may wear either the star or the lantern of knowledge on the athletic letter. Awards ceremonies are held twice a year. Eligible students will be notified by the principal or assistant principal.

Colorado Commission of Higher Education (CCHE): College Admissions Requirements

In October 2003, the Colorado Commission of Higher Education (CCHE) adopted the Higher Education Admission Requirements which are entry requirements for students planning to attend any of Colorado's public four-year colleges or universities. Phase 2 requirements went into effect in 2010. Private colleges and universities set their own admission standards, so students should contact those institutions directly for information regarding their enrollment policies. Additionally, public two-year colleges have open enrollment

policies, meaning that students applying to these schools do not need to meet the following admissions requirements.

Students planning to attend a four-year college or university in Colorado will need to complete the following classes in order to fulfill the Higher Education Admission Requirements. In addition to the Higher Education Admission Requirements, students must also meet the Admission Eligibility Index.

Meeting the Higher Education Admissions Requirements does not guarantee admission to a four-year public institution. Colleges and universities may have additional requirements.

English

Mathematics (Must include Algebra I, Geometry, Algebra II or equivalents)

Natural/Physical Sciences (two units must be lab-based)

4 years 4 years 3 years

3 years 1 year 2 years

Social Sciences (at least one unit of U.S. and World History)

Foreign Language Academic Electives

Final Exams

Students who fail to gain exemptions for final exams through good attendance are expected to take their semester finals at the designated time. When there is a valid reason to change, students must receive approval from their principal. Students may not take exams prior to the start of the exam window.

Graduation Requirements

BOE Policy: [IKE](#)

To earn a high school diploma from Miami-Yoder High School, a student must satisfactorily complete 26 credits as shown below:

***United States History, Government, Health, and Physical Education are Colorado State requirements and may not be waived.**

Language Arts/English Credits Required

Language Arts 1 1.0

Language Arts 2 1.0

Language Arts 3 or College English 121 1.0 Language Arts 4 or College English 121 or 122 1.0 Total Language Arts/English Credits 4.0

Social Studies Credits Required

World History/World Geography 1.0 *United States History (1865 to Present) 1.0 *American Government .5
Economics .5

Total Social Studies Credits 3.0

Science Credits Required

Integrated Science (Earth/Physical) 1.0

Biology I 1.0

Chemistry, Anatomy/Physiology, Animal Science, Physics

Completion of four years of Vocational Agriculture or College Equivalent 1.0

Total Science Credits 3.0

Mathematics Credits Required

Pre-Algebra or Integrated Math I 1.0 Integrated Math I 1.0

Integrated Math II 1.0

Consumer Math, Integrated Math III, Pre-Calculus, or Calculus 1.0

Total Mathematics Credits 4.0

Foreign Language Credits Required

Total Foreign Language Credits 1.0

Physical Education/Health Credits Required

*Health-(state mandated) .5

*Physical Education (state mandated) 1.0

(Credit may be given for successful completion of two successive varsity sports during a student's four years of high school.)

Total Physical Education/Health 1.5

Computer Technology Credits Required

Computer Applications .5

Computer Elective .5

Total Technology Credits Required 1.0

Life Management Credits Required 1.0

Total Elective Credits Required Credits Required 7.5

Total Credits Required for Graduation 26.0

- **.5 Elective Credit may be granted to any student scoring proficient or advanced on the TCAP/CMAS test, in 9th grade, in the areas of Math and Reading and Writing.**
- **.5 Elective Credit may be granted to any student scoring proficient or advanced on the TCAP/CMAS test, in 10th grade, in the areas of Math, Reading and Writing, and Science.**
- **.5 Elective Credit may be granted to any student scoring 25 or higher on the composite ACT test score. Identified special education students must meet graduation requirements unless alternative graduation requirements are necessary. If alternative graduation requirements are deemed necessary, they should be reflected in the student's Individual Education Plan (IEP) and be consistent with the District's graduation**
- **Policies.**

Once students have met graduation requirements for a core subject area, additional credits earned in that subject area will be reflected in the elective category of the transcript. Any student not on track for graduation will be recommended for credit recovery and/or summer school. Students who have not completed all requirements for graduation will not participate in the graduation ceremony.

Early graduation will be handled on an individual basis. Students wishing to graduate early must submit a request to the high school principal, no later than September 1st of the graduation year.

Homework

One expectation of all students attending Miami-Yoder High School is that they complete all outside classroom assignments in accordance with the guidelines established by each individual classroom teacher.

In the event of a prolonged absence (three days or longer) homework assignments may be requested from teachers. Such requests should be made through the attendance office.

Make Up Work

Makeup work shall be provided for any class which a student has an unexcused absence unless otherwise determined by the building administrator or unless the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. There shall be one (1) day allowed for makeup work for each day of absence.

Makeup work shall be allowed following an unexcused absence or following a student's suspension from school. Makeup work shall receive full credit.

Grade Change Policy

It is the responsibility of every student and parent to monitor student grades, credits, and GPA throughout a student's high school career. This may be done by reviewing report cards that are mailed home every semester, or by regularly checking the parent portal website. Any grade dispute must be brought to the teacher's attention immediately.

Once the first semester grade is posted to the transcript, a student has ten (10) school days from the date report cards are mailed to resolve any dispute regarding the grade. After that, the grade is considered permanent and will not be changed under any circumstances. Once the second semester grade is posted to the transcript, a student has ten (10) school days from the first day of classes of the following school year to resolve any dispute regarding the grade. At the end of the 10th school day, the grade is considered permanent and will not be changed under any circumstances.

No grade will be changed based on the results of the student's exam results. A student's grade in the classroom is a reflection of his or her performance in class. It is possible for a student to do very well in class, but not have a good exam score, and vice versa.

Course Retake Policy

Students who have taken a MYHS academic course previously and decide to retake the same course will be allowed to choose the best grade to carry weight on the transcript. The course will not be counted twice for credit and the lowest grade will not be factored into the GPA although it will appear on the transcript.

McKinney-Vento Homeless Education Assistance Act

If, due to a lack of alternative adequate accommodations, you must live in a shelter, motel, vehicle, or campground, on the street, in abandoned buildings or trailers, or doubled up with relatives or friends, that according to the McKinney-Vento Act, you're considered homeless.

You, as a student, have the right to go to school, remain in your school of origin, and receive services and assistance. For information or assistance, please contact your principal at 478- 2186 or contact your school counselor.

National Honor Society

Sophomores, in their second semester, and Juniors and Seniors who have met the academic requirements of NHS, will be informed as soon as possible following the posting of first semester grades. Candidates seeking membership into NHS will be required to submit a resume documenting leadership and service in both the school and the community.

If a student fails to keep up any of the requirements of NHS membership, he/she may lose his/her membership. A written warning will be given and failure to improve will result in the loss of membership. Criminal or disciplinary problems will result in immediate termination of membership. Any student whose GPA falls below 3.4 at any time will be given a written warning. Failure to raise the GPA by the end of the next semester will result in cancellation of membership. Reinstatement is not permitted under the national rules. A student may not include membership in NHS on college applications if he/she is on probationary status.

Parents Observing Classes

MYHS welcomes the opportunity for parents to come and see the quality education their child is receiving. To provide some structure to the process, we ask that the parents contact the principal or assistant principal at least 24 hours in advance to arrange a visit. Conferences with teachers should be prearranged with the individual teacher. Parents will need to check in with the front office staff and receive a visitor's pass.

Parent Portal

MYHS utilizes the Infinite Campus student information system, which has a "parent portal" component. This portal, known as "MyCampus," allows us to communicate student progress to parents through a secure web-based interface. The system is available to parents and students, and provides access to grades, assignment completion, and attendance.

While it is our sincere hope that the parent portal increases aligned communications among parents, students and teachers regarding student progress, there are a few things to keep in mind to help facilitate the process.

Login names and passwords that allow the user to access student information should be kept confidential. Students should have access to their own individual accounts, and therefore should not use a login name or password assigned specifically to a parent or guardian. Should there be any problems logging into the system, or if the passwords are compromised, please contact the high school office at 478-2186.

Attendance data is updated every day by 4 PM. Please contact the attendance office at 478- 2186 if you have any attendance related questions.

Grading policies vary among teachers. Many disciplines utilize daily assignments while others engage in less frequent, longer term assignments. All teachers are required to upgrade grades weekly at a minimum. For more detailed information regarding individual grading practices, please contact your child's teachers.

We are hopeful that the parent portal increases parental involvement in the student learning process. Most accurate predictor of the students achievement is the extent to which the student's families are able to: (1) create a home environment that encourages learning; (2) communicate high, yet reasonable, expectations for the child's achievement and future careers; and (3) become involved in their child's education at school and in

the community. Most successful schools are those which present a strong learning environment and form partnerships with parents.

Post Secondary Options Act

State law (HB 1244) may provide additional opportunities at colleges or universities for classes not offered at Miami Yoder High School. Interested students should contact the guidance office for information.

Progress Reports & Report Cards

The school year is divided into four grading periods, each nine weeks long. In the middle of the first, second, third, and fourth quarters, students will be issued a progress report and parents are encouraged to attend parent-teacher conferences held in the evening. See the district calendar for exact dates. These grades do not appear on high school transcripts and may change based upon student progress.

Report cards containing grades will be mailed home at the end of the first quarter, at the end of the first semester, at the end of the third quarter, and at the end of the second semester. Transcript grades will reflect only those grades that are annotated on the semester report cards. These grades become part of the official high school transcript and are the basis for the granting of academic credits toward graduation and determination of GPA.

Schedule Changes and Drop/Add Policy

Students are allowed to add new classes only during the first week of each semester without needing to seek the consent of the instructor. All class changes must be certified by the student's parent/guardian and the building principal. After the first week, students must have their parent's/guardian's and building principal's approval before a class change will be granted. Changes will be granted on a case-by-case basis.

Transcripts

The high school counselor will provide transcripts upon request by students or parents. All requests must be submitted in writing to the high school counselor. Parents seeking transcripts for students over the age of 18 must have the student's approval for the release of the transcript. Please allow at least two weeks for processing transcripts.

Transferring to Another School

When it is necessary for a student to withdraw from Miami Yoder High School, a parent or guardian must come to the guidance office and sign a withdrawal form to begin the process, provided that the student is under 18 years of age. Students are responsible for ensuring that they have the withdrawal form signed by all teachers and administrator. This document will contain the student's grades at the time of withdrawal and will be furnished to the new school.

The parent/guardian is asked to provide the name and address of the next school the student will attend. All fees and bills owed by the student must be paid before he/she checks out.

Online Program

Students access the online programs through their school counselor as a part of developing an educational plan that address student's needs. Students interested in taking online courses need to meet the following criteria to participate. Students who may access the online programs must fall into at least one of these four categories:

- A student is credit deficient
- A student is medically unable to attend school (Dr.'s note required)
- A student has no additional room in their schedule to fulfill all graduation requirements (must be enrolled in seven classes).
- Student has a parental signed Advanced Learning Plan

Attendance and Discipline

At Miami-Yoder High School, We have P.R.I.D.E. in our Attendance and Discipline!

Colorado School Attendance Law (22-33-104)

Student Absences and Excuses

BOE Policy: [JH-R](#)

One criteria of a student success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence.

According to state law, it is the obligation of every parent to ensure that every child under his care and supervision receive adequate education and training and, if of compulsory attendance age, attend school. (C.R.S. 22-33-104 (5) (a)).

Each year, the board establishes the school attendance, by adopting the school calendar. Students are required to have actual teacher – pupil instruction and contact time of 1056 hours for secondary students and 968 hours for elementary students during each school year. (C.R.S. 22-33-104).

Continuity in the learning process and social adaptation is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more and are more employable after leaving school. For at least these reasons, the Board believes that a student must satisfy two basic elements in order to earn full class credit: (1) satisfy all academic requirements and (2) exhibit good attendance habits as stated in this policy.

In accordance with state law, the district may impose academic penalties which relate directly to classes missed while absent. (C.R.S. 22-33-104 (4) (a).) After ten (10) unexcused absences per semester in any class, a student shall forfeit credit for the class. The administration shall develop regulations to implement appropriate penalties. Students and parents will be notified, in writing, when six (6) unexcused days of absence per semester have occurred, and again when nine (9) unexcused days of absence per semester have occurred. Documentation of extremely unusual circumstances may be presented as an appeal to this policy, to the building principal. The building principal shall develop regulations to implement appropriate penalties.

Students and parents may petition the Attendance Review Committee for exceptions to this policy. Exceptions may be given provided that the student abides by all requirements imposed by the Committee.

Attendance Review Committee

The committee shall be composed of the following individuals: school attendance clerk, one teacher, one student, a counselor, and a principal or his or her designee.

Attendance Review Committee Guidelines

Students will be given an opportunity to appear before the Attendance Review Committee (with his/her parents/guardian) to present materials in evidence to the Committee as to the legitimacy of his absence(s), after forfeiture of credit. The Committee will be held once, at the end of each semester. After considering all relevant information, the Attendance Review Committee will make a recommendation to the Principal. The Principal will then make a decision about award or forfeiture of credit, with the Board of Education serving as the final decision-making body, upon parental appeal.

Excused Absences and Unexcused Absences

Excused absences are classified as:

- any student who is temporarily ill or injured,
- any absence that is prearranged (prearranged absences shall be approved for
- appointments or circumstances of a serious nature only that cannot be taking care of outside of school hours),
- absences resulting from physical, mental or emotional disability
- any student who is pursuing a work – study program under the supervision of the school,
- any student who is attending a school – sponsored activity or activities of an educational nature with advanced approval school administration.

The district requires suitable proof regarding the above exceptions, including written statements from medical sources. (C.R.S. 22-33-105 (2) (a)(c)(g)).

And 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 record. The maximum number of unexcused absences a student of compulsory school attendance age may incur before judicial proceedings are initiated to enforce compulsory attendance laws is four (4) unexcused absences in a month or ten (10) unexcused absences during any school year. (C.R.S. 22-33-107 (3) (a).)

Make-up Work

Make-up work shall be provided for any class in which a student is absent unless otherwise stipulated by the building administrator. It is the responsibility of the student to pick up any makeup assignments permitted, on the day returning to class. There shall be one (1) day allowed for make-up work for each day of absence. Make-up work will be eligible for 100% credit.

Tardiness

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time the class begins. Due to the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to un-interrupted learning, penalties shall be imposed for excessive tardiness. In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter his/her next class. Teachers shall honor passes

presented in accordance with this policy. Tardies of more than 10 minutes are considered to be absences. These absences may be considered truanancies when a student who has been in regular attendance is more than 10 minutes tardy to a class without an excuse. The truancy policy shall be in effect for these absences. Three unexcused tardies in a class, in a semester, shall constitute one unexcused absence and shall be included in the absence count and toward final exam totals.

Rewards for Good Attendance

Students that meet the following criteria may be exempt from taking a semester final in each, respective class that he/she may qualify:

A grade of "A" and 3 or less absences and 1 or fewer unexcused tardies = No exam

A grade of "B" and 2 or less absences and 1 or fewer unexcused tardies= No exam

A grade of "C" and 1 or less absences and 1 or less unexcused tardies= Take final but may use class notes.

All students will be encouraged to take the final exam. However, the final grade will be only incorporated if it improves a semester grade (for students who qualify).

Pursuant to C.R.S. 22-33-104 (5), annually at the beginning of the school year and upon any enrollment during the school year, the school will notify each child enrolled in the public schools, in writing, of such parental obligations and requesting that the parent acknowledge, in writing, awareness of such obligations. This is mandatory under Colorado state law. A system for monitoring individual unexcused absences of children shall be established and school personnel will make every reasonable effort to notify, by telephone, such parent of the absent student.

Student Discipline

BOE Policy: [JK](#)

The Board believes that effective student discipline is a prerequisite for sound educational practice and productive learning. The objectives of disciplining any student must be to help the student develop a positive attitude toward self-discipline and socially acceptable behavior.

All policies and procedures for handling general and major student discipline problems shall be designed to achieve these broad objectives. Disorderly students shall be dealt with in a manner which allows other students to learn in an atmosphere which is safe, conducive to the learning process and free from unnecessary disruptions.

The Board in accordance with state law has adopted a written student conduct and discipline code based upon the principle that every student is expected to follow accepted rules of conduct and to show respect for and to obey persons in authority. The code also emphasizes that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action.

All Board-adopted policies and Board-approved regulations containing the letters "JK" in the file name constitute the discipline section of the legally required code.

Immunity for Enforcement of Discipline Code

An act of a teacher or other employee shall not be considered child abuse if the act was performed in good faith and in compliance with Board policy and procedures.

A teacher or any other person acting in good faith and in compliance with the discipline code adopted by the Board shall be immune from criminal prosecution or civil liability unless the person is acting willfully or wantonly.

Remedial Discipline Plans

The principal may develop a remedial discipline plan for any student who causes a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events. The goal of the remedial discipline plan shall be to address the student's disruptive behavior and educational needs while keeping the child in school.

Discipline of Habitually Disruptive Students

Students who have been suspended three times for causing a material and substantial disruption in the classroom, on school grounds, in school vehicles or at school activities or events during the school year shall be declared habitually disruptive students. Any student enrolled in the district's schools may be subject to being declared a habitually disruptive student.

Distribution of Conduct and Discipline Code

The superintendent shall arrange to have the conduct and discipline code distributed once to each student in elementary, middle, and high school and once to each new student in the district. Copies shall be posted in each school of the district. In addition, any significant change in the code shall be distributed to each student and posted in each school.

The Board shall consult with administrators, teachers, parents, students and other members of the community in the development of the conduct and discipline code.

Code of Conduct

BOE Policy: [JICDA](#)

The principal may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, 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 the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Commission of any act which if committed by an adult would be robbery or assault as defined by state law. Expulsion shall be mandatory in accordance with state law except for commission of third degree assault.
4. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
5. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
6. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.

7. Violation of the district's policy on bullying prevention and education.
8. Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of students or staff.
9. Violation of district policy or building regulations.
10. Violation of the district's policy on weapons in the schools. Expulsion shall be mandatory for carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or school district, in accordance with state law.
11. Violation of the district's alcohol use/drug abuse policy. Expulsion shall be mandatory for sale of drugs or controlled substances, in accordance with state law.
12. Violation of the district's violent and aggressive behavior policy.
13. Violation of the district's tobacco-free schools policy.
14. Violation of the district's policy on sexual harassment.
15. Violation of the district's policy on nondiscrimination.
16. Violation of the district's dress code policy.
17. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.
18. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school.
19. Lying or giving false information, either verbally or in writing, to a school employee.
20. Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
21. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
22. Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel.
23. Repeated interference with the school's ability to provide educational opportunities to other students.
24. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the school staff.

In-School Suspension

An in-school suspension (ISS) is a serious consequence assigned by building administrators. The length of the suspension may vary with the seriousness and/or frequency of the infraction. During the time of ISS, a student will remain in the assigned ISS room with the assigned ISS teacher from 7:45 AM to 3:45 PM. The student needs to bring work, textbooks, and other material necessary for the completion of assignments. Lunch will be provided by the cafeteria service and eaten in the ISS room. A student may provide his/her own lunch. No cell phones, iPods, iPads, etc. may be accessed during the suspension.

Students receive full credit for all assignments that day and will be able to complete tests and/or projects that are due on that day.

Suspension/Expulsion

BOE Policies: [JKD/JKE](#), [JKD/JKE-R](#), [JKD/JKE-E](#)

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

As an alternative to suspension, the principal or designee may permit the student to remain in school with the consent of the student's teachers if the parent/guardian attends class with the student for a period of time

specified by the principal or designee. If the parent/guardian does not agree or fails to attend class with the student, the student shall be suspended in accordance with the accompanying regulations.

This alternative to suspension shall not be used if expulsion proceedings have been or are about to be initiated or if the principal or designee determines that the student's presence in school, even if accompanied by a parent/guardian, would be disruptive to the operations of the school or be detrimental to the learning environment.

Delegation of Authority

1. The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in that school for not more than five school days on the grounds stated in C.R.S. 22-33-106 (1) (a), (1) (b), (1) (c) or (1) (e) or not more than 10 school days on the grounds stated in C.R.S. 22-33-106 (1) (d) unless expulsion is mandatory under law (see exhibit coded JKD/JKE-E), but the total period of suspension shall not exceed 25 school days.
2. The Board of Education delegates to the superintendent of schools the authority to suspend a student, in accordance with C.R.S. 22-33-105, for an additional 10 school days plus up to and including an additional 10 days necessary in order to present the matter to the Board.
3. The Board of Education retains the authority to deny admission to or expel for any period not extending beyond one year any student whom the Board, in accordance with the limitations imposed by Title 22, Article 33, of the Colorado Revised Statutes, shall determine does not qualify for admission to or continued attendance at the public schools of the district.

Expulsion for Unlawful Sexual Behavior or Crime of Violence

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

The information shall be used by the Board of Education to determine whether the student has exhibited behavior that is detrimental to the safety, welfare, and morals of the other students or school personnel and whether educating the student in the school may disrupt the learning environment in the school, provide a negative example for other students, or create a dangerous and unsafe environment for students, teachers, and other school personnel. The Board shall take appropriate disciplinary action, which may include suspension or expulsion, in accordance with the student code of conduct and related policies.

The Board may determine to wait until the conclusion of court proceedings to consider expulsion, in which case it shall be the responsibility of the district to provide an alternative educational program for the student as specified in state law.

Annual Reports

The Board annually shall report to the State Board of Education the number of students expelled from district schools for disciplinary reasons or for failure to submit certificates of immunization. Expelled students shall not be included in calculating the dropout rate for the school or the district.

Out of School Suspension

An out of school suspension (OSS) is the most serious consequence assigned by building administrators. A parent conference, with an administrator, is required prior to the student being allowed to return to school.

The length of the suspension may vary with the seriousness and/or frequency of the infraction. Suspension is from 1 to 5 school days in length. The Superintendent of Schools may extend suspensions for longer periods of time. During the time of suspension, a student may not be at any district facility, attend any athletic practices or contests, attend any district or school sponsored activity, or be on campus without the prior approval of the building principal.

Out of school suspension prohibits the student from attending or participating in any classes and/or activities are being held on district property during the suspension period. All school work completed after out of school suspension will be graded and the student will be granted 100% credit for all work completed correctly. This applies to homework, quizzes, tests, projects, etc.

Expulsion

Expulsion is reserved for the most serious offenses including chronic offenders of the discipline policy. Expulsion excludes a student from all classes and school activities.

An expulsion may last up to one calendar year. Only the Board of Education may expel a student from Miami-Yoder High School.

An expelled student cannot be at any district facility or building unless prior approval has been received from the building's principal.

El Paso County Sheriff's Department (SRO)

The El Paso County Sheriff's Department School Resource Officer (SRO) is assigned part-time to the Miami-Yoder School District. The SRO is a sworn Sheriff's Deputy of the El Paso County Sheriff's Department.

One of the assigned duties of the SRO is to issue tickets for criminal behavior on campus and at school functions. The tickets are official police tickets and may require a court appearance. Some of the behaviors a student may be ticketed for include, but are not limited to:

- weapons violations
- possession and/or consumption of alcohol
- drug paraphernalia
- illegal narcotics (i.e. marijuana)
- theft
- harassment
- hit and run accidents
- traffic violations
- criminal mischief (i.e. graffiti, vandalism, etc.)

Each criminal episode is evaluated and investigated to determine if the ticket is necessary and what the exact criminal charge may be.

Policies and Procedures

AT MIAMI-YODER HIGH SCHOOL, WE HAVE P.R.I.D.E. IN OURSELVES!

Positive: I will always act in a manner that portrays a positive image.

Respect: I will show respect to myself, others and my school.

Integrity: I will act in a manner that is ethical and appropriate.

Dedication: I will be on time and bring all necessary materials to class every day.

Excellence: I will come to school ready to learn.

Dress Code for Students

BOE Policy: [JICA](#)

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. In this case, there shall be no further penalty.

If the student cannot promptly obtain appropriate clothing, on the first offense, the student shall be given a written warning and an administrator shall notify the student's parents/guardians. On the second offense, the student shall remain in the administrative office for the day and do schoolwork and a conference with parents/guardians shall be held. On the third offense, the student may be subject to suspension or other disciplinary action as outlined in the school discipline code. Second and third offenses resulting in a loss of class/instructional time shall be considered unexcused absences.

Unacceptable Items

The following items are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length.
2. Sunglasses and/or hats worn inside the building- regardless of the time of day, event, or day of the week.
3. Inappropriately sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) which bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts.
4. Tank tops, muscle shirts, t-shirts without sleeves or other similar clothing with straps narrower than 1.5 inches in width, that expose the armpits or side breast areas, or upper rib areas. (Exceptions shall be granted for students wearing formal wear, such as prom dresses or other dresses for events such as concerts, presentations, or dances.)
5. Pajamas/leisure clothing (bottoms or tops)
6. Slippers
7. Jeans or other attire with rips or tears exposing skin and/or undergarments

8. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - a. Refer to drugs, tobacco, alcohol, or weapons
 - b. Are of a sexual nature, metaphors for sexual organs or sexual acts
 - c. By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - d. Are obscene, profane, vulgar, lewd, or legally libelous • Threaten the safety or welfare of any person
 - e. Promote any activity prohibited by the student code of conduct
 - f. Otherwise disrupt the teaching-learning process
9. Pants or shorts worn below the waist area or below the hip bones, creating potential exposure issues of private areas or tripping hazards.
10. Chains used to secure wallets or other handbags that have the potential to be used as weapons.

Exceptions

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach.

Building principals, in conjunction with the school accountability committee, may develop and adopt school specific dress codes that are consistent with this policy. If improper clothing is worn, appropriate clothing will be provided by the school.

Smoking/Tobacco

BOE Policy: [JICG](#)

In order to promote the general health, welfare and well-being of students and staff, smoking, chewing or any other use of tobacco products and the conspicuous possession of tobacco products by students while in or on school properties, or under the school's jurisdiction during school hours, or while participating in a school sponsored event is prohibited.

For the purposes of this policy, the following definitions shall apply:

1. "School property" shall mean all property owned, leased, rented or otherwise used by a school including but not limited to the following:
 - a. All interior portions of any building or other structure used for instruction, administration, support services, maintenance or storage.
 - b. All school grounds over which the school exercises control including areas surrounding any building, playground, athletic field, recreation areas and parking areas.
 - c. All vehicles used by the district for transporting students, staff, visitors or other persons.
2. "Tobacco" shall include cigarettes, cigars, pipe tobacco, snuff, chewing tobacco and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing, smoking, snorting, or all three. Tobacco shall include cloves or any other product packaged for smoking.
3. "Use" shall mean lighting, chewing, inhaling, snorting, or smoking any tobacco product. Disciplinary measures for students who violate this policy shall include:
4.
 - a. **First offense:** Confiscation of tobacco product, notification of parents, one day in-school suspension. (Penalties from athletic participation per Board Policy [JJIE-R](#)).
 - b. **Second offense:** Confiscation of tobacco product, notification of parents, three days in-school suspension. (Penalties from athletic participation per Board Policy [JJIE-R](#)).

- c. **Third offense:** Confiscation of tobacco product, notification of parents, five days in-school suspension. (Penalties from athletic participation per Board Policy [JJIE-R](#)).

Tobacco offenses shall not incur out-of-school suspensions nor may a student be expelled solely for tobacco use.

Exemptions

The Board shall consider requests for exemptions from this policy which demonstrate that extraordinary circumstances exist to warrant such an exemption and which does not violate federal law.

Requests for exemption from students or staff members on behalf of students shall be submitted to the building principal. The request shall include steps that will be taken by the school within the next year to work toward compliance with the district's tobacco-free policy. The building level accountability committee shall review the request and make a recommendation to the building principal. The administrator's recommendation shall be forwarded to the Board of Education for final decision.

Drug and Alcohol use by Students

BOE Policy: [JICH](#)

Miami-Yoder School District JT 60 shall promote a healthy environment for students by providing education, support and decision making skills in regard to alcohol, drugs and other controlled substances and their abuse. In order to accomplish this goal, a cooperative effort must be made among the schools, parents/guardians, community and its agencies.

It shall be a violation of Board policy and considered to be behavior which is detrimental to the welfare or safety of other students or school personnel for any student to possess, use, sell, distribute or procure or to be under the influence of alcohol, drugs or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students.

For purposes of this policy, controlled substances include but are not limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medicine, vitamin or other chemical substances not taken in accordance with the Board policy and regulations on administering medicines to students.

This policy also includes substances that are represented by or to the student to be any such controlled substance or what the student believes to be any such substance.

This policy shall apply to any student on district property, being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event, off school property when the conduct has a reasonable connection to school or any district curricular or non-curricular event, or whose conduct at any time or place interferes with the operations of the district or the safety or welfare of students or employees.

Students violating this policy shall be subject to disciplinary sanctions, which may include suspension and/or expulsion from school and referral for prosecution. Expulsion shall be mandatory for sale or distribution of drugs or other controlled substances.

Situations in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse shall be handled on an individual basis depending upon the nature and

particulars of the case. When appropriate, parents shall be involved and effort made to direct the substance abuser to sources of help.

The Board, in recognition that drug and alcohol abuse is a community problem, shall cooperate actively with law enforcement, social services or other agencies and organizations, parents and any other recognized community resources committed to reducing the incidents of illegal use of drugs and alcohol by school-aged youths.

Whenever possible in dealing with student problems associated with drug and alcohol abuse, school personnel shall provide parents/guardians and students with information concerning education and rehabilitation programs, which are available.

Information provided to students and/or parents about community substance abuse treatment programs or other resources shall be accompanied by a disclaimer to clarify that the school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required.

The district shall provide all students and parents/guardians with a copy of this policy and its accompanying procedures on an annual basis.

The Board shall conduct a periodic re review of its drug prevention program to determine its effectiveness, to implement any necessary changes.

Assessment Procedures: Students Suspected to be Under the Influence

If a student has a reasonable suspicion that a student is under the influence of an unknown substance, the student will be referred to an administrator. At that time, an assessment will be done by the administration, nurse, and/or law enforcement. During this initial assessment, the student's person, backpack, locker and car will be searched (see BOE Policy: [JIH](#) regarding student searches). In addition, all electronic devices (cell phone, laptop, iPod, etc.) found on the student may be subject to search.

IF THE ASSESSMENT SUPPORTS THE ALLEGATION: Parents will be immediately notified and the student must be picked up from school at that time. The student may receive a summons from the El Paso County Sheriff's Department and the appropriate disciplinary actions will be given by the school based upon written policy.

IF THE ASSESSMENT DOESN'T SUPPORT THE ALLEGATION: Parents will be immediately notified and the student will return to class at that time.

A student's failure to cooperate with school officials conducting research shall be considered grounds for disciplinary action.

Emergency Procedures

Lock Down

When a building administrator announces a lockdown:

1. Students engaged in outdoor activities will immediately return to the interior of the building.
2. All exterior doors and windows should be closed and locked.

3. Student or remain in their classrooms until permission is granted for students to move around the building.
4. Normal educational activities may continue.
5. Teachers will lock doors after checking immediate area for students.
6. No one will be allowed to leave or enter once the doors are locked.
7. No cell phone usage will be allowed.
8. Remaining class until directions are given permitting students to move to their next class or activity.

Shelter in Place

When a building administrator announces a shelter in place:

1. Students are to remain in their classrooms or go to the nearest lockable room.
2. Students are to respond to all directions given by staff member.
3. Teachers will lock doors after checking immediate area for students.
4. Rowley taken of all students in the classroom.
5. No one will be allowed to leave or enter once the doors are locked.
6. No cell phone usage will be allowed.
7. Teachers will: Close blinds, turn off lights, remove students from either side, and keep student silent. It is preferable that students find seats on the floor below window levels and locate the farthest portions of the room from windows and doors.
8. No teaching is allowed.
9. All alarms are to be ignored.
10. The "all clear" order will be given only through face-to-face contact by a school administrator or emergency personnel (law enforcement or fire department).

Fire and/or Evacuation

When the alarm sounds:

1. Students and staff immediately exit the building to the assigned evacuation areas on the football field.
2. Students will remain with the teachers on all directions from staff member.
3. Students not in class report to the football field area and locate the respective classes, i.e., Ninth grade, 10th grade, 11th grade, and/or 12th grade.
4. Teachers will call role of students.
5. No cell phone usage will be allowed.
6. The all clear signal will be given by the building administrator.

**YOUR RESPONSIBILITIES AS A STUDENT
REMAIN WITH YOUR TEACHER
ACCOUNT FOR YOUR WHEREABOUTS RESPOND TO STAFF MEMBER DIRECTIONS
BE CELL PHONE FREE**

Behavior & Conduct

AT MIAMI-YODER HIGH SCHOOL, WE HAVE P.R.I.D.E. IN OUR BEHAVIOR AND CONDUCT!

Positive: I will always good citizen.

Respect: I will treat all people with respect.

Integrity: I will not compromise my integrity with my actions.

Dedication: I will come to school ready to learn.

Excellence: I will always make good choices.

Positive

Miami-Yoder High School expects students to be good citizens. This requires them to use good taste and common sense in making decisions about what constitutes proper behavior. The administration and faculty have the responsibility and obligation to handle matters of student discipline. All members of the staff of the Miami-Yoder School District are to be treated with respect at all times. This applies to any part of our campus or to any place where a school activity is occurring. Expectations for good conduct include, but are not limited to, the guidelines that are detailed in this handbook. Inappropriate conduct will always result in disciplinary action.

Inappropriate behavior within a class and verbal abuse directed towards a staff member will not be tolerated and will result in suspension and possible removal from the class.

In order for every student to get the most out of his/her high school experience, environment must be respectful, caring, and productive. The best way to establish and maintain such an atmosphere is for everyone to show concern for one another. The statement: "Treat others as you would like to be treated" is the golden rule in this regard.

Respect

1). Respect for one another: If we can emphasize that how we treat each other really has an impact on how we learn, a lot of potential areas of conflict will never arise. Respect takes many forms. It means accepting each other without criticism. It suggested patience and tolerance of others is more important than harsh words and deeds.

Behavior such as insubordination, talking back, inappropriate language (obscenity or profanity), fighting, bullying, or harassment did not occur for respect each other.

2). Respect for oneself: Just as we need to be aware of how we deal with each other, we also need to know ourselves. As we mature we become more comfortable with our surroundings. We are better able to understand where we fit in the scheme of things and what impact our actions have on each of us and our ability to learn. Cheating, the use of drugs and or alcohol, inappropriate language or actions all reflect back on us as individuals and hinder us in our quest for adulthood.

3). Respect for surroundings: just as we need to be aware of ourselves and others around us, we also need to take care of the physical environment in which we work, learn and live for eight hours a day. Any actions that cause damage to our surroundings also directly impact how well we learn. If we do not feel good about where we are, we will have a more difficult time in working with others. Any act of vandalism hurts all of us.

All Board Of Education Policies regarding student conduct and discipline may be found in Section J of the Board of Education Policy Manual, found on the school district's website.

Due Process

BOE Policy: [JIA](#)

The constitutional rights of individuals assure the protection of due process of law; therefore, this system of constitutionally and legally sound procedures is developed with regard to the administration of discipline in schools.

1. The hallmark of the exercise of disciplinary authority shall be fairness.
2. Reasonable efforts shall be made by administrators and faculty members to resolve problems through effective utilization of school district resources, in cooperation with the student and his parent or guardian.
3. A student shall be given an opportunity to contest any alleged facts leading to disciplinary action, or to contest the appropriateness of the sanction imposed by a disciplinary authority, or to alleged prejudice or unfairness on the part of the school district official responsible for the disciplinary action.
4. A student grievance procedure shall be as follows:
 - a. Should the student wish to contest the disciplinary action, he/she will be given the opportunity to present their case in person or in writing, at their choice, to the next higher authority. B) At each level of approval, the student is entitled to present arguments and evidence in his behalf and to have parents, guardians or some representative or advisor at the hearing.

Safe Schools - Monitoring Devices on School Property

Video Surveillance (video cameras), CCTV (Closed Circuit Television)

BOE Policy: [ADD-1](#)

The Miami-Yoder School District JT-60 Board of Education agrees to allow the use of Video Surveillance to promote the safety and security of students and staff, the protection of district property, deterrence and the prevention of criminal activities and the enforcement of school rules.

Definitions

Video surveillance is a term that refers to the video-digital components of multimedia surveillance.

Guidelines: Video Monitoring on School Property

Camera Location, Operation and Control:

- School buildings, including classrooms, and grounds may be equipped with video monitoring devices.
- Video surveillance may be placed in areas where surveillance has proven to be necessary as a result of threats, prior property damages, or security incidents.
- Cameras placed outside shall be positioned where it is necessary to protect external assets or to provide for the personal safety of individuals on school grounds and premises.
- Cameras shall not be used to monitor inside changing rooms, locker rooms, washrooms, or bathrooms.
- The Superintendent of Schools, in collaboration with the District's Technology Technician, shall be responsible to manage and audit use and security of monitoring cameras, monitors, hard drive storage, digital storage, and computers used to store images, computer diskettes and all other video records.
- Only individuals authorized by the Superintendent of Schools, in accordance with policy, shall have access to video monitors and video records made from the surveillance, or are permitted to operate the controls.

Notification

- All staff shall be made aware of the Miami-Yoder School District JT-60 Board of Education's video surveillance guidelines and practices.
- At each school or site where video surveillance is employed, the school principal or other site administrator shall inform students, staff, and parents at the beginning of each school year that video surveillance will occur throughout the school year and explain the purpose for such monitoring practice.

Use of Video Recordings

- A video recording of actions by students may be used by the Miami-Yoder School District JT- 60 Board of Education or school district administrators as evidence in any disciplinary action brought against students arising out of the student's conduct in or about the Miami-Yoder School District's property.
- The Miami-Yoder School District JT-60 Board of Education or its administrators will not employ the video surveillance in instructional observations on professional staff or use them as part of their evaluation of professional staff performance.
- Video recordings of students, staff, or others may be viewed or audited for the purpose of determining adherence to Miami-Yoder School District Board of Education policy and school rules.
- Copies of video electronic data may be released to third parties or applicants only when required by or court order.

Protection of Information and Disclosure/Security and Retention of Electronic Video Data

(Includes: Diskettes, CD-ROM, etc.)

- All video electronic data not in use shall be securely stored.
- All video electronic data that have been used for the purpose of this policy shall be numbered and dated and retained according to the camera location.
- The Superintendent of Schools and/or the principal of the affected school or area must authorize access to all video electronic data.
- Documentation shall be maintained, in the form of log entries, of all episodes of access to, or use of recorded materials.
- Video electronic data will be erased, normally on a monthly basis. Video electronic data that contains information used to make decisions directly affecting an individual, however, may be retained for a longer period of time, as needed.
- The Superintendent of Schools or principal of the affected school or area, shall ensure that a video electronic release form is completed before disclosing copies of video surveillance electronic data to appropriate authorities or third parties as may be required by law or court order. Such release form shall indicate the identity of the electronic data, the date of the occurrence and when or if the video electronic data will be returned or destroyed by the authority or individual after use.

Disposal OR Destruction of Video Electronic Data

- All recordings shall be disposed of in a secure manner.
- The district's Technology Technician shall maintain a log indicating the identity of the electronic data and the date of each disposal.

Video Monitors and Viewing

- Only individuals authorized by the Superintendent of Schools shall have access to video monitors while they are in operation.
- Video monitors shall be in controlled access areas wherever possible.
- Video records should be viewed on a need to know basis only, in such a manner as to avoid public viewing.

Disclosure

- The Superintendent of Schools may authorize the viewing of live athletic events captured on surveillance devices in a closed circuit setting which are occurring in school gyms or on school athletic fields, provided the video being transmitted is exclusively of the athletic event.

Access to Personal Information

- An individual who is the subject of video monitoring has the right to request access to the recordings in accordance with the provisions contained under the Colorado Open Records Act or the Family Educational Rights and Privacy Act. The Freedom of Information Act only applies to federal agencies. However, the identity of other individuals shown in the recordings may be redacted as required by state or federal law.

Video Cameras on Transportation Vehicles

BOE Policy: [EEAFA](#)

The Board of Education recognizes the district's continuing responsibility to maintain and improve discipline and to ensure the health, welfare and safety of its staff and students on school transportation vehicles.

After having weighed carefully and balanced the rights of privacy of students with the district's duty to insure discipline, health, welfare and safety of staff and students on school transportation vehicles, the Board supports the use of video cameras on its transportation vehicles.

Video cameras may be used to monitor student behavior on school vehicles transporting students to and from school or extracurricular activities.

Students in violation of bus conduct rules shall be subject to disciplinary action in accordance with established Board policy and regulations governing student conduct and discipline.

The district shall comply with all applicable state and federal laws related to video recordings when such recordings are considered for retention as part of the student's behavioral record as determined by the district and in accordance with law.

Video surveillance shall be used only to promote the order, safety and security of students, staff and property.

The superintendent is directed to develop regulations governing the use of video cameras in accordance with the provisions of law and established Board policies and regulations.

Notice to Students and Parents/Guardians Regarding the Use of Video Recorders on School Buses

BOE Policy [EEAEF-R](#)

The district has installed video recording equipment on all school buses to monitor school transportation and will be videotaping on bus routes at random during the school year. Each bus has been equipped with a video monitor box in which a video recording device may be installed. Students will not be notified when a recording device has been installed on their bus.

Tapes will be reviewed on a routine basis by the principal, and evidence of student misconduct will be documented. Students found to be in violation of the district's bus conduct rules will be notified and disciplinary action will be initiated under the Board-adopted Code of Conduct and Discipline.

Videotapes will be treated as protected student records under the Family Educational Rights and Privacy Act.

The following guidelines will apply:

1. Tapes will remain in the custody of the Transportation Director. Tapes may be erased after 5 days if no reason for continued storage is known to the district.
2. Parents/guardians or students who wish to view a videotape in response to disciplinary action taken against a student may request such access under the procedures set forth in policy JRA/JRC-Student Records/Release of Information on Students.
3. Persons unrelated to a disciplinary incident will not be permitted to view bus videotapes.

Student Conduct

BOE Policy: [JIC](#)

It is the intention of the Board of Education that the district's schools help students achieve maximum development of individual knowledge, skills, and competence and that they learn behavior patterns which enable them to be responsible, contributing members of society.

The Board, in accordance with state law, shall adopt a written student conduct and discipline code based upon the principle that every student is expected to show respect and follow accepted rules of conduct. The code also shall emphasize that certain behavior, especially behavior that disrupts the classroom, is unacceptable and may result in disciplinary action. The code shall be enforced uniformly, fairly, and consistently for all students.

All Board-adopted policies and Board-approved regulations containing the letters "JIC" in the file name shall be considered as constituting the conduct section of the legally-required code.

The Board shall consult with parents/guardians, students, teachers, administrators and other community members in the development of the conduct and discipline code.

The rules shall not infringe upon constitutionally protected rights, shall be clearly and specifically described, shall be printed in a handbook or some other publication made available to students and parents/guardians, and shall have an effective date subsequent to the dissemination of the published handbook.

The superintendent shall arrange to have the conduct and discipline code distributed once to each student in elementary, middle, junior high and high school, and once to each new student in the district.

Copies shall be posted or kept on file in each school of the district. In addition, any significant change in code shall be distributed to each student and posted in each school.

In all instances, students shall be expected to conduct themselves in keeping with their level of maturity, acting with due regard for the supervisory authority vested by the Board in all district employees, the educational purpose underlying all school activities, the widely shared use of school property, and the rights and welfare of other students. All employees of the district shall be expected to share the responsibility for supervising the behavior of students, and for seeing that they abide by the established rules of conduct.

Sexual Harassment

BOE Policy: [JBB](#)

The district recognizes that sexual harassment can interfere with a student's academic performance and emotional and physical well-being and that preventing and remedying sexual harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn. In addition, sexual harassment is recognized as a form of sex discrimination and thus is a violation of the laws that prohibit sex discrimination.

District's commitment

The district is committed to maintaining a learning environment that is free from sexual harassment. It shall be 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 or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation.

The district shall investigate all indications, informal reports and formal grievances of sexual harassment by students, staff or third-parties and appropriate corrective action shall be taken. Corrective action includes taking all reasonable steps to end the harassment, to make the harassed student whole by restoring lost educational opportunities, to prevent harassment from recurring and to prevent retaliation against anyone who reports sexual harassment or participates in a harassment investigation.

Sexual harassment prohibited

Unwelcome sexual advances, requests for sexual favors, or other verbal, nonverbal or physical conduct of a sexual nature may constitute sexual harassment, even if the harasser and the student being harassed are the same sex and whether or not the student resists or submits to the harasser, when:

- Submission to such conduct is made either explicitly or implicitly a term or condition of a student's participation in an education program or activity.
- Submission to or rejection of such conduct by a student is used as the basis for education decisions affecting the student.
- Conduct is sufficiently severe, persistent or pervasive such that it limits a student's ability to participate in or benefit from an education program or activity or it creates a hostile or abusive educational environment. For a one-time incident to rise to the level of harassment, it must be severe.
- Any conduct of a sexual nature directed by a student toward a staff member or by a staff member to a student is presumed to be unwelcome and shall constitute sexual harassment.
- Acts of verbal or physical aggression, intimidation or hostility based on sex, but not involving conduct of a sexual nature may also constitute sexual harassment.

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

1. Sex-oriented verbal "kidding," abuse or harassment.
2. Pressure for sexual activity.
3. Repeated remarks to a person with sexual or demeaning implications.
4. Unwelcome touching, such as patting, pinching or constant brushing against the body of another.
5. Suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one's grades or similar personal concerns.

Legitimate non-sexual touching or other non-sexual conduct is not sexual harassment.

Reporting, investigation and sanctions

Sexual harassment cannot be investigated or corrected by the district until the district is made aware of such harassment. Therefore, students are encouraged to report all incidences of sexual harassment to a teacher, counselor or principal in their school building and file a formal grievance, through the complaint process (AC-R). All reports and indications from students, district employees and third parties shall be forwarded to the compliance officer.

If the alleged harasser is the person designated as the compliance officer, an alternate compliance officer will be appointed by the superintendent to investigate the matter.

All matters involving sexual harassment reports shall remain confidential to the extent possible as long as doing so does not preclude the district from responding effectively to the harassment or preventing future harassment. Filing of a complaint or otherwise reporting sexual harassment shall not reflect upon the individual's status or affect grades.

In determining whether alleged conduct constitutes sexual harassment, the totality of the circumstances, the nature of the conduct and the context in which the alleged conduct occurred shall be investigated.

Any student found to have engaged in sexual harassment shall be subject to discipline, including, but not limited to, being placed under a remedial discipline plan, suspension or expulsion, subject to applicable procedural requirements and in accordance with applicable law. Conduct of a sexual nature directed toward students shall, in appropriate circumstances, be reported as child abuse for investigation by appropriate authorities in conformity with policy [JLF](#).

Notice and Training

Notice of this policy shall be circulated to all district schools and departments and incorporated in all student handbooks.

All students and district employees shall receive periodic training related to recognizing and preventing sexual harassment. District employees shall receive additional periodic training related to handling reports of sexual harassment.

Sexual Harassment Grievance Procedure

BOE Policy: [JBB-R](#)

1. Students who believe they have been subject to sexual harassment will report the incident to any teacher, counselor or principal in their school building; their principal will be referred to as the grievance officer. All reports received by teachers, counselors, principals or other district employees will be forwarded to the grievance officer. If the alleged harasser is the person designated as the grievance officer, an alternate grievance officer will be appointed by the superintendent to investigate the matter.
2. Upon receiving a report, the grievance officer will confer with the student who has allegedly been harassed as soon as is reasonably possible, but in no event more than 2 school days from receiving the report, in order to obtain a clear understanding of the basis of the complaint and to discuss what action the student is seeking. The student's parents/guardians will also be contacted and kept informed regarding progress of the investigation.
3. At the initial meeting with the student, the grievance officer will explain the avenues for informal and formal action and provide a description of the grievance procedure. The grievance officer will also explain that whether or not the student files a formal grievance or otherwise requests action, the district is required by law to take steps to correct the harassment and to prevent recurring harassment or

retaliation against anyone who makes a harassment report or participates in an investigation. The grievance officer will also explain to the student that any request for confidentiality will be honored so long as doing so does not preclude the school from responding effectively to the harassment and preventing future harassment.

4. Following the initial meeting with the student, the grievance officer will attempt to meet with the alleged harasser and his or her parents/guardians in order to obtain a response to the reported harassment and will investigate the matter in accordance with policy JBB*. The grievance officer will complete the investigation within 14 school days of the initial meeting with the student.
5. Within 7 school days of completing the investigation, the grievance officer will determine whether the matter should proceed formally or informally. On the basis of the grievance officer's investigation and if the student requests that the matter be resolved in an informal manner and the grievance officer agrees that the matter is suitable for such resolution, the grievance officer may attempt to resolve the matter informally through conciliation.
6. If the student requests a formal grievance process, the grievance officer will transfer the record to the superintendent or designee for formal resolution within 7 school days of completing the investigation, and so notify the parties by certified mail.
7. After reviewing the record made by the grievance officer, the superintendent or designee may gather additional evidence necessary to decide the case. Within 14 school days of receiving the record, the superintendent or designee will announce any sanctions or other action deemed appropriate, including recommendations to the Board for disciplinary or other action.
8. Whether or not a formal grievance was filed, the district will take all reasonable steps necessary to end the harassment, to make the victim whole by restoring lost educational opportunities, to prevent harassment from recurring and to prevent retaliation against anyone that reports sexual harassment or participates in a harassment investigation.
8. All parties, including the parents/guardians of all students involved, will be notified by the superintendent of the final outcome of the investigation and all steps taken by the district.
9. At any time, the student making a report of sexual harassment may request an end to the informal process and begin the formal grievance process.

Violent and Aggressive Behavior

BOE Policy: JICDD

The Board recognizes there are certain behaviors that, if tolerated, would quickly destroy the type of learning environment to which the students and staff of the district are entitled. These behaviors, categorized as violent or aggressive, will not be tolerated and shall result in immediate action being taken by the district.

Students exhibiting violent or aggressive behavior or warning signs of future violent or aggressive behavior shall be subject to appropriate disciplinary action including suspension, expulsion and/or referral to law enforcement authorities. At the district's discretion and when appropriate, the student shall receive appropriate intervention designed to address the problem behavior. The Board of Education shall be informed of all intervention efforts by district schools.

Students shall be taught to recognize the warning signs of violent and aggressive behavior and shall report questionable behavior or potentially violent situations to appropriate school officials. All reports shall be taken seriously.

Acts of violence and aggression shall be documented and communicated by the staff to the building principal and the superintendent. The immediate involvement of the parents/guardians is also essential. Law enforcement officials shall be involved if there is any violation of law.

An act of violence and aggression is any expression, direct or indirect, verbal or behavioral, 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.

The following behaviors are defined as violent and aggressive:

1. Possession, threat with or use of a weapon — as described in the district’s weapons policy.
2. Physical assault — the act of striking or touching a person or that person’s property with a part of the body or with any object with the intent of causing hurt or harm.
3. Verbal abuse — includes, but is not limited to, swearing, screaming, obscene gestures or threats directed, either orally (including by telephone) or in writing, at an individual, his or her family or a group.
4. Intimidation — an act intended to frighten or coerce someone into submission or obedience.
5. Extortion — the use of verbal or physical coercion in order to obtain financial or material gain from others.
5. Bullying — as described in the district’s policy on bullying prevention and education.
6. Gang activity — as described in the district’s secret societies/gang activity policy.
7. Sexual harassment — as described in the district’s sexual harassment policy.
8. Stalking — the persistent following, contacting, watching or any other such threatening actions that compromise the peace of mind or the personal safety of an individual.
9. Defiance — a serious act or instance of defying or opposing legitimate authority.
10. Discriminatory slurs — insulting, disparaging or derogatory comments made directly or by innuendo regarding a person’s race, color, ancestry, creed, sex, sexual orientation, religion, national origin, disability or need for special education services.
11. Vandalism — damaging or defacing property owned by or in the rightful possession of another.
12. Terrorism — a threat to commit violence communicated with the intent to terrorize or with reckless disregard for the risk of creating such terror or to cause serious public inconvenience, such as the evacuation of a building.

Bullying and Threats

BOE Policy [JICDE](#)

The Board of Education supports a secure school climate, conducive to teaching and learning that is free from threat, harassment and any type of bullying behavior. The purpose of this policy is to promote consistency of approach and to help create a climate in which all types of bullying are regarded as unacceptable.

Bullying is the use of coercion or intimidation to obtain control over another person or to cause physical, mental or emotional harm to another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying is prohibited against any student for any reason, including but not limited to any such behavior that is directed toward a student on the basis of his or her academic performance or any basis protected by federal and state law, including disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry or the need for special education services, whether such characteristic(s) is actual or perceived. [Note: At the Board’s discretion, the policy may state “or against whom federal and state laws prohibit discrimination upon the bases described in C.R.S. 22-32-109(1) (II)(I)” instead of listing the specific classes protected by federal and state discrimination laws.]

Bullying is prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.

A student who engages in any act of bullying and/or a student who takes any retaliatory action against a student, who reports in good faith an incident of bullying, is subject to appropriate disciplinary action including

but not limited to suspension, expulsion and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made. Bullying behavior that constitutes unlawful discrimination or harassment shall be subject to investigation and discipline under related Board policies and procedures. Students targeted by bullying when such bullying behavior may constitute unlawful discrimination or harassment also have additional rights and protections under Board policies and procedures regarding unlawful discrimination and harassment.

The superintendent shall develop a comprehensive program to address bullying at all school levels. The program shall be aimed toward accomplishing the following goals:

1. To send a clear message to students, staff, parents and community members that bullying and retaliation against a student who reports bullying will not be tolerated.
2. To train staff and students in taking pro-active steps to prevent bullying from occurring.
3. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
4. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.
5. To foster a productive partnership with parents and community members in order to help maintain a bully free environment.
6. To support victims of bullying by means of individual and peer counseling.
7. To help develop peer support networks, social skills and confidence for all students.
8. To recognize and praise positive, supportive behaviors of students toward one another on a regular basis.

Hazing

Colorado law forbids hazing in ANY form. Hazing will not be tolerated at MYHS. Violations will subject to suspension from school and possible police involvement.

Secret Societies/Gang Activity

BOE Policy: [JICF](#)

The Board of Education desires to keep district schools and students free from the threats or harmful influence of any groups or gangs which advocate drug use, violence or disruptive behavior. The principal or designee shall maintain continual, visible supervision of school premises school vehicles and school-related activities to deter gang intimidation of students and confrontations between members of different gangs.

The superintendent or designee shall establish open lines of communication with local law enforcement authorities so as to share information and provide mutual support in this effort.

The superintendent or designee shall provide in-service training to help staff members identify gangs and gang symbols, recognize early manifestations of disruptive activities, and respond appropriately to gang behavior. Staff members shall be informed about conflict management techniques, and alerted to intervention measures and community resources which may help students.

Gang Symbols

The Board prohibits the presence on school premises, in school vehicles, and at school related activities of any apparel, jewelry, accessory, notebook, or manner of grooming which by virtue of its color, arrangement, trademark, or any other attribute denotes membership in gangs which advocate drug use, violence, or disruptive behavior. This policy shall be applied at the principal's discretion after consultation with the superintendent or designee as the need for it arises at individual school sites.

Prevention Education

The Board realizes that many students become involved in gangs without understanding the consequences of gang membership. Early intervention is a key component of efforts to break the cycle of gang membership. Therefore, gang violence prevention education in the schools shall start with students in third grade.

Weapons in School

BOE Policy: [JIC1](#)

The Board of Education determines that possession and/or use of a weapon by students is detrimental to the welfare and safety of the students and school personnel within the district.

Mandatory expulsion in accordance with state and federal law

Carrying, bringing, using or possessing a dangerous weapon 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 the conduct has a reasonable connection to school or any district curricular or non-curricular event without the authorization of the school or the school district is prohibited. An exception to this policy may be made for students participating in an authorized extracurricular activity or team involving the use of firearms.

As used in this policy, "dangerous weapon" means:

- A. A firearm, whether loaded or unloaded.
- B. Any pellet, BB gun or other device, whether operational or not, designed to propel projectiles by spring action or compressed air.
- C. A fixed blade knife with a blade that measures longer than three inches in length or a spring loaded knife or a pocket knife with a blade longer than three and one-half inches.
- D. Any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury including, but not limited to slingshot, bludgeon, brass knuckles or artificial knuckles of any kind.

The principal shall initiate expulsion proceedings for students who carry, bring, use or possess a dangerous weapon in violation of this policy. Unless expulsion is otherwise required by federal law, a student may, but need not be expelled if as soon as possible upon discovering that he or she is in possession of the dangerous weapon, the student notifies and delivers the weapon to school officials.

In accordance with federal law, expulsion shall be for no less than one full calendar year for a student who is determined to have brought a firearm to school in violation of this policy. The superintendent may modify the length of this federal requirement for expulsion on a case-by- case basis, only if such modification is in writing.

Discretionary discipline in accordance with state law

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.

A student may seek prior authorization from the building principal to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property for purposes of a school-related or non-school related activity. A student's failure to obtain such prior authorization is a violation of this policy provision and may result in disciplinary action, including but not limited to suspension and/or expulsion. The principal's decision to deny or permit a student to carry, bring, use or possess a firearm facsimile that could reasonably be mistaken for an actual firearm on school property shall be final.

School administrators shall consider violations of this policy provision on a case-by-case basis to determine whether suspension, expulsion or any other disciplinary action is appropriate based upon the individual facts and circumstances involved.

Local restrictions

The Board of Education determines that extra precautions are important and necessary to provide for student safety. Therefore, the carrying, bringing, using or possessing of any knife, regardless of the length of the blade, 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 the conduct has a reasonable connection to school or any district curricular or non-curricular event without express authorization is prohibited. Students who violate this policy provision shall be referred for appropriate disciplinary proceedings.

Recordkeeping

The district shall maintain records which describe the circumstances involving expulsions of students who bring weapons to school including the name of the school, the number of students expelled and the types of weapons involved as required by law.

Referral to law enforcement

In accordance with applicable law, school personnel shall refer any student who brings a firearm or weapon to school without authorization of the school or the school district to law enforcement.

Student Interrogations, Searches and Arrests

BOE Policy: [JJH](#)

The Board of Education seeks to maintain a climate in the schools which is conducive to learning and protective of the safety and welfare of staff and students. To achieve this goal, it may be necessary for school personnel to search the person and/or the personal property of the student and to seize any property deemed injurious or detrimental to the safety and welfare of students and staff.

Interviews by school administrators

When a violation of Board policy or school rules occurs, the principal or designee may question potential student victims and witnesses without prior consent of the student's parent/guardian. If a school official is investigating a report of child abuse, and the suspected perpetrator is a member of the student's family, no contact with the student's family will be made.

Interrogations by school administrators

In situations where a student is suspected of violating Board policies or school rules, the principal or designee may interrogate the suspected student if the school official has reasonable grounds to suspect that such a violation has occurred. The nature and extent of the questioning must be reasonably related to the objectives of the questioning. If the student denies any involvement or culpability, the student will have the opportunity to present his or her side of the story, orally or in writing.

Searches conducted by school personnel

School administration or an Administrative designee may search a student and/or the student's personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials.

Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

Search of school property

School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

Search of the student's person or personal effects

The principal or designee may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

- A. Evidence of a violation of Board and/or district policies, school rules, or federal, state, or local laws.
- B. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.

Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation.

Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex as the student being searched. At least one person of the same sex as the student being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat or jacket shall be referred to a law enforcement officer. School personnel shall not participate in such searches.

Seizure of items

Anything found in the course of a search conducted by school officials which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding. Such material shall be kept in a secure place by the principal until it is presented at the hearing.
2. Returned to the student or the parent/guardian.
3. Turned over to a law enforcement officer in accordance with this policy.

Appeals

Within 10 school days after a search, the student may appeal the search decision to the superintendent who shall investigate the reason(s) and circumstances of the search. The superintendent shall issue written findings within five school days after receiving the appeal.

The superintendent's decision shall constitute the final district determination.

Law enforcement officers' involvement Interrogations and interviews

When law enforcement officials request permission to question students when students are in school or participating in school activities, the principal or designee shall ascertain that the law enforcement officer has proper identification. Except when law enforcement officers have a warrant or other court order, or when an emergency or other exigent circumstance exist, such interrogations and interviews are discouraged during students' class time.

It is the responsibility of the law enforcement officer interviewing student witnesses or interrogating student suspects to assure compliance with all applicable procedural safeguards.

Upon request by law enforcement to interview a student witness or interrogate a student suspect, school officials shall make an effort to notify the student's parent/guardian, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist.

However, whether or not to postpone the interview or interrogation until the parent/guardian arrives is the law enforcement officer's decision.

Search and seizure

The principal or designee may request a search on school premises be conducted by a law enforcement officer. When law enforcement officers respond to such a request, no school employee shall assist or otherwise participate in the search. It is expected that searches by law enforcement will be conducted in accordance with the requirements of applicable law.

Custody and/or arrest

Students will be released to law enforcement officers if the student has been placed under arrest or if the student's parent/guardian and the student consent to such release. When a student is removed from school by law enforcement officers for any reason, school officials will make reasonable efforts to notify the student's parent/guardian.

It is expected that all procedural safeguards prescribed by law are followed by law enforcement officers conducting student arrests. However, district staff is not responsible for an officer's legal compliance when arresting a student.

Student Life

AT MIAMI-YODER HIGH SCHOOL, WE HAVE P.R.I.D.E. IN OUR SCHOOL!

Positive: I will try myself with positive people.

Respect: I will respect other people's opinions.

Integrity: I will treat others as I want to be treated.

Dedication: I will set a good example for underclassmen.

Excellence: I will strive to live the P.R.I.D.E. motto.

SAFE-2-TELL

Safe-2-Tell provide students and all Colorado schools with an increased ability and opportunity to prevent report violence and other inappropriate activities by making anonymous calls to 1- 877-542-SAFE. The proactive in anonymous features of the program and hotline are critical. Safe-2-Tell provides a means for children and youth to take a stand, without fear of retribution, and to make a difference!

Library

Library hours fluctuate due to scheduling with elementary and middle school needs. See librarian for the school principal four hours of availability.

Lockers

Students are reminded not to leave any items of value in their locker or share their locker combination with others.

A locker will be assigned to beginning of each school year are upon enrollment at MYHS. Gym lockers will be assigned by the physical education teacher. Students are responsible for the items in their lockers and are encouraged to keep belongings secure by keeping their locker locked at all times. Lockers can be changed only with permission of administrator.

At the end of the school year, all lockers will be cleared out and cleaned by the student. Teachers will check the lockers for any damages such as permanent marker, broken doors, etc. before it they sign the student's check-out sheet. There's a problem, student is responsible for correcting the problem or paying for the damages. Damage to any lockers responsibility of students signed a locker.

School lockers are school property and are subject to inspection by the school administration at any time.

School Property

School property should be treated with respect and care. Acts of vandalism will result in immediate suspension, repair and replacement cost being assessed, and possible criminal prosecution. Students may also be suspended and or recommended for expulsion for committing acts of vandalism.

Lost and Found

Items that have been turned and are kept in the front office in a large container all items of value are kept by front office staff separately, so students should check with them for lost items.

Lunch

All students are restricted to campus during the lunch. If a student must leave campus during lunch periods, parents must come to the attendance office saying their student out. Parent phone calls will not be accepted during this time.

“Off Limit” Areas

In the interest of the general health, safety, and welfare of all, students should not be in the following areas during the school day:

- 1) Parking Lots
 - a) All students need a pass to be in the parking lot during school day.
 - b) Loitering the parking lots or in cars during lunch is not permitted.
- 2) East Side of Building: including the football field, parking lot, and baseball field without being accompanied by a staff member.
- 3) Elementary playground: unless accompanied by a staff member.

Cell Phones

BOE Policy: [JICJ](#)

Cell phones and electronic devices, whether for personal, recreational, communication or instructional purposes, are permitted as follows:

In academic settings (classrooms, library, labs, etc) such devices must be in the “off” or “silent” position at all times and stored out of sight except when utilized, as permitted by the instructor, as assistive technology, or as part of a student’s individual education program, as a part of the classroom instructional program, as determined by the building administrator and/or teacher.

Examples of devices which may be permitted for instructional purposes include but are not limited to calculators, laptop computers, voice recording devices, personal data organizers, cell phones, iPods, or other technology that the instructor may find beneficial as a tool in delivery and retention of curriculum content and development of higher level thinking skills.

In non-academic settings, including at school activities or on school transportation, such devices may be used in “silent mode” provided the use of such device, as determined by the supervising staff member or bus driver, in no way disrupts, poses a safety concern or otherwise violates the District’s Code of Conduct for students.

Such devices may not be used in a manner which is potentially unsafe, illegal or otherwise might violate the District’s Code of Conduct for students. Prohibited uses include but are not limited to creating video or audio recordings of students and/or staff, or taking photographs of students and/or staff, without permission of the student and/or staff member.

Such devices may not be used for academic dishonesty or cheating.

Such devices may not be used in any manner that disrupts the academic environment, or otherwise disrupts school activities or functions.

Students may not depart a class to activate or operate such devices.

Under all circumstances students shall be personally and solely responsible for the security of their cell phones and personal electronic devices. Miami-Yoder School District JT-60 schools shall not assume responsibility for theft, loss, or damage of any such device and will not be responsible for investigation of such incidents.

If unique circumstances exist warranting the need for a student to use a cell phone or personal electronic device, on a temporary basis, outside the guidelines noted in this policy, such requests shall be submitted to the Principal in writing. The Principal’s decision shall be final in responding to such requests.

A building administrator may, at his or her discretion, impose further restrictions upon student use of personal electronic devices, including but not limited to rules prohibiting the possession of personal electronic devices in classrooms, hallways, and other locations on school property. A teacher may, upon mutual agreement with the principal, impose further restrictions upon classroom use of personal electronic devices than have been imposed by the building administrator.

Depending upon the nature and the severity of the incident, as determined by school administration, violations of the “Student Use of Cell Phones and Other Personal Electronic Devices” policy may result in disciplinary sanctions up to and including expulsion from school.

Violations shall be addressed as follows:

1st Offense

The device shall be confiscated and transferred to the appropriate school administrator. Parent/guardian shall be notified and the device may be released to the student upon the student's signature of an acceptable use agreement.

2nd Offense

The device shall be confiscated and transferred to the appropriate school administrator. The parent shall be notified and the device may be released only to the parent/guardian, upon the parent's/guardian's signature of the acceptable use agreement.

3rd Offense

Third offense shall be considered disruptive behavior and defiance of authority, and may result in a minimum of one day of suspension to be served in or out of school at the discretion of school administration. Subsequent violations may result in increasing suspensions of up to three (3) days. Students classified as habitually disruptive may face sanctions such as expulsion.

Other violations may immediately incur suspensions or expulsion, depending on the event, the content of the event, and the impact of the event on students or staff. Violations of law associated with the use of cell phones or personal electronic devices will be turned over to law enforcement officials for investigation and possible prosecution.

Student Use of the Internet

BOE Policy: [EHC](#)

The Internet, a global computer network, has vast potential to support curriculum and student

learning. The Board of Education believes the Internet should be used in schools as a learning resource to educate and to inform.

The Internet offers an opportunity for students to:

1. Participate in distance learning activities
2. Ask questions of and consult with experts
3. Communicate with other students and individuals
4. Locate material to meet their educational and personal information needs

Internet activities:

1. Require students to think critically, analyze information and write clearly
2. Instill problem-solving skills
3. Hone computer and research skills that employers demand
4. Encourage an attitude of lifelong learning

Because of these educational benefits, the Board believes the educational information and interaction available on this worldwide network far outweighs the possibility that users may procure material not consistent with the education goals of the District. Opportunities should be made available on a regular basis for parents to observe student use of the Internet in the schools.

The Internet is a fluid environment in which information available to students is constantly changing. The Board acknowledges that it is impossible to predict with certainty what information students might locate.

The electronic information available to students does not imply endorsement by the District of the content, nor does the district make any guarantee as to the accuracy of information received on the Internet.

The district will make every effort to see that this educational resource is used responsibly by students.

Administrators, teachers and staff have a professional responsibility to work together to help students develop the intellectual skills needed to discriminate among information sources, to identify information appropriate to their age and developmental levels, and to evaluate and use information to meet their educational goals.

The Board directs the superintendent to develop procedures for student exploration and use of electronic information resources. Such procedures should address issues of privacy, ethical use of information, illegal and/or unauthorized uses of the networks and conditions of usage.

Use of this education resource demands personal responsibility and an understanding of the acceptable use procedures for the Internet. Student use of the Internet is a privilege, not a right. General rules for behavior and communications apply when using the Internet. Failure to follow the acceptable use procedures will result in the loss of the privilege to use this educational tool.

Student Use of the Internet (Acceptable Use Agreement)

BOE Policy: EHC-E

Terms and conditions

All computers having Internet access must be used in a responsible, efficient, ethical and legal manner. Failure to adhere to this Agreement will result in revocation of access privileges.

- 1) **Acceptable use:** The use of your Internet account must be consistent with the educational objectives of the Miami-Yoder JT-60 School District. Transmission of any material in violation of any U.S. or state regulation is prohibited. This includes, but is not limited to:
 - a) copyright material
 - b) threatening or obscene material
 - c) material protected by trade secret
- 2) **Privilege:** The use of the Internet is a privilege, not a right, and inappropriate use will result in a cancellation of those privileges. The system administrator(s) will deem what is inappropriate use and that decision is final. The system administrator(s) may close an account at any time, as required. The administration, faculty, and staff may request the system administrator to deny, revoke or suspend specific user accounts.
- 3) **No warranty:** The Miami-Yoder JT-60 School District makes no warranties of any kind, whether re-expressed or implied, for the service it is providing. The Miami-Yoder JT-60 School District will not be responsible for any damages you suffer in using the Internet. This includes loss of data resulting from delays, non-deliveries, miss-deliveries or service interruptions. Use of any information obtained via the Internet is at your own risk. The Miami-Yoder JT-60 School District specifically denies any responsibility for the accuracy or quality of information obtained through this service.
- 4) **Security:** Security on any computer system is a high priority, especially when the system involves many users. If you feel you can identify a security problem on the Internet, you must notify a system administrator. Do not demonstrate the problem to other users. Do not use another individual's account without written permission from that individual. Attempts to log on the Internet as a system administrator

will result in cancellation of user privileges. Any user identified as a security risk, or as having a history of problems with other computer systems, may be denied access to the Internet.

- 5) **Vandalism:** Vandalism will result in cancellation of privileges. Vandalism is defined as any malicious attempt to harm or destroy data of another user, the Internet, or any agencies or other networks that are connected to the Internet. This includes, but is not limited to, the uploading or creation of computer viruses.

I understand and will abide by the above Agreement. I further understand that a violation of the regulations above is unethical and may constitute a criminal offense. Should I commit any violation, my access privileges may be revoked, school disciplinary action and/or appropriate legal action may be taken.

Parking

Students' use of the student parking lot is a privilege. Students are expected to park in the designated student parking areas only. Students are also expected to exhibit common courtesy to other drivers in the parking lot of all times. Students must register their vehicles with the high school office prior to bring their car on campus. Students must obey all traffic signs follow posted speed limits, and possess a valid driver's license and insurance.

Violations of parking lot policies can result in a ticket and finding signed by the El Paso County Sheriff's Department. Parking privileges may be revoked, keys may be impounded during the school day, or the vehicle may be towed away at the operator's expense. Unsafe operation of the vehicle will result in similar consequences along with the report being filed with the Sheriff's Department.

Students should keep their vehicles locked at all times. Student vehicles are subject to search when the administration has reasonable suspicion to believe that the vehicle may contain substances or device is in violation school policies.

First violation: Student received a warning.

Second violation: Student will receive a warning and a parent will be notified.

Third violation: Student parking privileges will be suspended for 20 school days.

Fourth violation: Student parking privileges will be revoked for the remainder of the school year.

Students parking on campus while privileges are revoked will result in vehicle being towed the owner's expense.

Parking Lot/Vehicle Searches

BOE Policy: [JIHB](#)

The privilege of bringing a student-operated motor vehicle onto school premises is conditioned on consent by the student driver to allow search of the vehicle when there is reasonable suspicion that the search will yield evidence of contraband.

Refusal by a student, parent/guardian, or owner of the vehicle to allow access to a motor vehicle on school premises at the time of a request to search the vehicle shall be cause for termination without further hearing of the privilege of bringing the vehicle onto school premises. Refusal to submit to search also may result in disciplinary action and notification of law enforcement officials.

Routine patrolling of student parking lots and inspection of the outside of student automobiles shall be permitted at all times.

Student Drop-Off

Parents dropping off her and picking up students are requested to use the north parking lot. Student drop-off areas directly in front of the school near the curb. Rush Road and areas east of the split rail fencing are not designated areas for drop-offs or pickups. Parents should be mindful of other traffic, including bus traffic in the area.

When picking up students, parents are asked to park in designated parking areas in the north parking lot to avoid blocking or delaying bus traffic. Remember the area within the north parking lot has a one-way flow as indicated by the parking signs.

Dances

If a student wants to bring a guest from another school to a dance, he/she must complete the "Guest Permission Form" and submitted to the principal no later than 4 PM, the day prior to the event, in order to be considered.

The following guidelines apply to all out of school guests:

- An administrator's signature from his/her own school.
- Parent/Guardian signature and telephone number
- Picture ID
- All guests must be in at least the ninth grade or above in less than 21 years of age.

*****Any unauthorized guests will be turned away at the door.*****

Supervision

Miami Yoder High School is open from 7:30 AM until 4 PM each school day. During these hours, supervision of students is provided by staff.

MYHS cannot assume responsibility for students in the building before or after these times unless they are directly supervised by staff member.

Public Displays of Affection

Out of respect and courtesy to school employees and students, displays of affection will not be allowed during school hours or at school activities. (Note: Only holding hands will be tolerated in the school.)

Publications

BOE Policy: [JICEA](#)

School-sponsored publications are a public forum for students as well as an educational activity through which students can gain experience in reporting, writing, editing and understanding responsible journalism.

Because the Board recognizes creative student expression as an educational benefit of the school experience, it encourages freedom of comment, both oral and written, in a school setting with a degree of order in which proper learning can take place.

The Board encourages students to express their views in school-sponsored publications and to observe rules for responsible journalism. This means expression, which is false or obscene, libelous, slanderous or defamatory under state law; presents a clear and present danger of the commission of unlawful acts, violation of school rules or material and substantial disruption of the orderly operation of the school; violates the privacy rights of others; or threatens violence to property or persons shall not be permitted.

Student editors of school-sponsored publications shall be responsible for determining the news, opinion and advertising content of their publications subject to the limitations of this policy and state law. The publications advisor within each school shall be responsible for supervising the production of school-sponsored publications and for teaching and encouraging free and responsible expression and professional standards of journalism.

The publications advisor has authority to establish or limit writing assignments for students working with publications and to otherwise direct and control the learning experience that publications are intended to provide when participation in a school-sponsored publication is part of a school class or activity for which grades or school credits are given.

All school-sponsored publications shall contain a disclaimer that expression made by students in the exercise of freedom of speech or freedom of the press is not an expression of Board policy. The school district and employees are provided immunity from civil or criminal penalties for any expression made or published by students.

The superintendent shall develop, for approval by the Board, a written official school publications code, which shall include:

1. A statement of the purposes of official school publications.
2. Responsibilities of official school publications' advisors and student editors.
3. A list of prohibited materials.
4. Reasonable provisions for the time, place and manner of distributing school-sponsored student publications within the school district's jurisdiction.
5. Procedures for resolving differences.

The publications code shall be distributed to all students and teachers at the beginning of each school year.

School Publications Code

BOE Policy: [JICEA-R](#)

1. Purpose:

As stated in Board policy, school-sponsored publications are a public forum for students as well as an educational activity through which students can gain experience in reporting, writing, editing and understanding responsible journalism. Content of school publications should reflect all areas of student interest, including topics about which there may be dissent or controversy.

2. Responsibilities of student journalists:

In addition to the responsibilities set forth in the accompanying Board policy, students who work on official student publications will:

- A. Rewrite material, as required by the faculty advisers to improve sentence structure, grammar, spelling and punctuation.
- B. Check and verify all facts and verify the accuracy of all quotations.
- C. In the case of editorials or letters to the editor concerning controversial issues, provide space for rebuttal comments and opinions.

If the Board determines that advertising is allowed in the publication, the student editor will determine the content of any advertisements.

3. Responsibilities of publication advisors

In addition to the responsibilities set forth in the accompanying Board policy, the publication advisor will exercise general supervision over all activities to create a proper learning environment.

4. Prohibited materials

- 1) Students may not publish or distribute material that is obscene. "Obscene" means:
 - a) The average person applying contemporary community standards finds that the publication, taken as a whole, appeals to a minor's prurient interest in sex.
 - b) The publication depicts or describes in a patently offensive way sexual conduct such as ultimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of genitals.
 - c) The work, taken as a whole, lacks serious literary, artistic, political or scientific value.
- 2) Students may not publish expression that is libelous, slanderous or defamatory under state law. "Libelous" is defined as a false and unprivileged statement about a person that injures the individual's reputation in the community.
- 3) Expression that is false as to any person who is not a public figure or involved in a matter of public concern is prohibited.
 - a) If the allegedly libeled individual is a "public figure or official," the official must show that the false statement was published with actual malice, as the terms are defined in law.
 - b) Under the "fair comment rule," a student is free to express an opinion on matters of public interest.
 - c) Specifically, a student enjoys a privilege to criticize the performance of teachers, administrators, school officials and other school employees.
- 4) Expression which presents a clear and present danger of the commission of unlawful acts, violation of lawful school regulations, or material and substantial disruption of the orderly operation of the school, violates the rights of others to privacy, or threatens violence to property or persons is prohibited.

In order for a student publication to be considered disruptive, there must exist specific facts upon which it would be reasonable to forecast that a clear and present likelihood of an immediate, substantial material disruption to normal school activity would occur if the material were distributed.

Undifferentiated fear or apprehension of disturbance is not enough; school administrators must be able to show affirmatively substantial facts that reasonably support a forecast of likely disruption.

Material that stimulates heated discussion or debate does not constitute the type of disruption that is prohibited.

5. Time, place and manner restrictions

The principal will coordinate with the publications advisor on the time, place and manner of distributing school-sponsored publications to reduce any conflict with school instructional time and/or reduce any disruption of the orderly operation of the school which might be caused by the distribution of school-sponsored publications.

6. Procedures for resolving differences

Student editors will work first with the publications advisor to resolve any differences. If the problem cannot be resolved at this level, the student editors and/or the publications advisor may work with the principal to resolve

any problems. If the problem is not resolved at the principal level, the student editors and/or the publications advisor may work with the superintendent to resolve any problem. If the problem is not resolved at the superintendent's level, the student editors and/or publications advisor may work with the Board of Education. If the problem is not resolved at the Board level, the student editors and/or publications advisor may seek relief through the judicial system.

7. Legal advice

1. If in the opinion of the student editor, student editorial staff or faculty advisor, material proposed for publication may be "obscene," "libelous," or "cause a substantial disruption of school activities," the legal opinion of the school district's attorney should be sought if authorized by the principal.
2. Legal fees charged in connection with this consultation will be paid by the Board.
3. The final decision of whether the material is to be published will be left to the student editor.

Visitors

All visitors (including parents) are required to sign in and sign out at the receptionist desk in the high school office. Visitors are expected to wear the assigned visitor's name tags throughout their stay at MYHS.

Nondiscrimination

BOE Policy: [AC](#)

The Board is committed to providing a safe learning and work environment where all members of the school community are treated with dignity and respect. The schools in the district are subject to all federal and state laws and constitutional provisions prohibiting discrimination on the basis of disability, race, creed, color, sex, sexual orientation, national origin, religion, ancestry or need for special education services. Accordingly, no otherwise qualified student, employee, applicant for employment or member of the public shall be excluded from participation in, be denied the benefits of, or be subjected to unlawful discrimination under any district program or activity on the basis of race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, disability or need for special education services. Discrimination against employees and applicants for employment based on age and genetic information is also prohibited in accordance with state and federal law.

This policy and regulation shall be used to address all concerns regarding unlawful discrimination and harassment, except those regarding sexual harassment which are addressed in policies [GBAA](#) and [JBB](#)*.

In keeping with these statements, the following shall be objectives of this school district:

1. To promote the rights and responsibilities of all individuals as set forth in the state and federal constitutions, pertinent legislation and applicable judicial interpretations.
2. To encourage positive experiences in terms of human values for children and adults who have differing personal and family characteristics or who come from various social-economic, racial and ethnic groups.
3. To consider carefully, in all decisions made which affect the schools, the potential benefits or adverse consequences that those decisions might have on the human relations aspects of all segments of society.
4. To utilize educational experiences to build each individual's pride in the community in which he or she lives.
5. To initiate a process of reviewing all policies and practices of this school district in order to achieve the objectives of this policy to the greatest extent possible.
6. To investigate and resolve promptly any complaints of unlawful discrimination and harassment.
7. To investigate and appropriately discipline staff and students found to be responsible for incidents of harassment and unlawful discrimination in violation of district policy.

Annual notice

The district shall issue a written notice prior to the beginning of each school year that advises students, parents, employees and the general public that the educational programs, activities and employment opportunities offered by the district are offered without regard to race, color sex, (which includes marital status), sexual orientation, religion, national origin, ancestry, creed, disability or need for special education services. With respect to employment practices, the district shall also issue written notice that it does not discriminate on the basis of age or genetic information. The announcement shall also include the name/title, address, email address, and telephone number of the person designated to coordinate Title IX , Section 504, and ADA compliance activities.

The notice shall be disseminated to persons with limited English language skills in the person's own language. It shall also be made available to persons who are visually or hearing impaired.

The notice shall appear on a continuing basis in all district media containing general information, including: teachers guides, school publications, the district's website, recruitment materials, applications forms, vacancy announcements, student handbooks, school program notices, summer program newsletters an annual letters to parents.

Harassment is prohibited

Harassment based on a person's race, color, national origin, ancestry, creed, religion, sex (which includes marital status), sexual orientation, or disability or need for special education services is a form of discrimination prohibited by state and federal law. Preventing and remedying such harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn, employees can work, and members of the public can access and receive the benefit of district facilities and programs. All such harassment, by district employees, students and third parties, is strictly prohibited.

All district employees and students share the responsibility to ensure that harassment does not occur at any district school, on any district property, at any district or school-sanctioned activity or event, or off school property when such conduct has a nexus to the school, or any district curricular or non-curricular activity or event.

For purposes of this policy, harassment is any unwelcome, hostile and offensive verbal, written or physical conduct based on or directed at a person's race, color, national origin, ancestry, creed, religion, sex, sexual orientation, disability or need for special education services that: (1) results in physical, emotional or mental harm, or damage to property; (2) is so sufficiently severe, persistent, or pervasive that it interferes with an individual's ability to participate in or benefit from an educational program or activity or creates an intimidating, hostile or threatening environment; or (3) substantially disrupts the orderly operation of the school. Board policy on sexual harassment (GBAA for employees and JBB* for students) will apply to complaints alleging sexual harassment.

Harassing conduct may take many forms, including but not limited to:

1. Verbal acts and name-calling;
2. graphic depictions and written statements, which may include the use of cell phones or the Internet;
3. Other conduct that may be physically threatening, harmful or humiliating.

Reporting Harassment

Any student who believes he or she has been a victim of unlawful discrimination or harassment as defined in this Board policy, or who has witnessed such unlawful discrimination or harassment, shall immediately report it

to an administrator, counselor, teacher or the district's compliance officer and file a complaint as set forth in the regulation which accompanies this policy.

Any, applicant for employment or member of the public who believes he or she has been a victim of unlawful discrimination or harassment, or who has witnessed such unlawful discrimination or harassment, shall file a complaint with either an immediate supervisor or district's compliance officer.

All students who witness such harassment shall immediately report it to an administrator or teacher. All employees who have such harassment reported to them shall promptly forward the report to either an immediate supervisor or to the district's compliance officer.

If the individual alleged to have engaged in prohibited conduct is the person designated as the compliance officer, the complaint shall be made to the superintendent who shall designate an alternate compliance officer to investigate the matter.

District action

All district employees who witness unlawful discrimination or harassment shall take prompt and effective action to stop it, as prescribed by the district.

The district shall take appropriate action to promptly and impartially investigate allegations of unlawful discrimination and harassment, to end the unlawful behavior, to prevent the recurrence of such behavior and to prevent retaliation against the individual(s) who file(s) the complaint and/or any person who participates in the investigation. When appropriate, the district shall take interim measures during the investigation to protect against further unlawful discrimination, harassment or retaliation.

To the extent possible, all reports of unlawful discrimination and harassment will be kept confidential. Students or employees who knowingly file false complaints or give false statements in an investigation shall be subject to discipline, up to and including suspension/expulsion for students and termination of employment.

No student or employee or member of the public shall be subject to adverse treatment in retaliation for any good faith report of harassment under this policy.

Upon determining that incidents of unlawful discrimination or harassment are occurring in particular district settings or activities, the district shall implement measures designed to remedy the problem in those areas or activities.

Any student or employee who engages in unlawful discrimination or harassment shall be disciplined according to applicable Board policies in the district shall take reasonable action to restore lost educational or employment opportunities to the individual(s).

In cases involving potential criminal conduct, the compliance officer shall determine whether appropriate law enforcement officials should be notified.

Notice and training

To reduce unlawful discrimination and harassment and ensure a respectful school environment, the administration is responsible for providing notice of this policy to all district schools and departments. The policy and complaint process shall be referenced in student and employee handbooks and otherwise available to all students, staff and members of the public through electronic or hard-copy distribution.

Students and district employees shall receive periodic training related to recognizing and preventing unlawful discrimination and harassment. District employees shall receive additional training related to handling reports of unlawful discrimination and harassment. The training will include, but not be limited to:

- awareness of groups protected under state and federal law and/or targeted groups;
- how to recognize and react to unlawful discrimination and harassment; and
- proven harassment prevention strategies.

Miami-Yoder High School is an equal opportunity educational institution and does not unlawfully discriminate on the basis of race, color, national origin, sex, or disability in admissions or access to, or treatment or employment in, its educational programs or activities. Inquiries concerning Title VI, Title IX, Section 504 and ADA may be referred to the Dwight Barnes, Superintendent of Schools, 420 South Rush Road, Rush, Colorado 80833 (719) 478-2206, Dwight.Barnes@miamiyoder.org. or to the Office of Civil Rights, U.S. Department of Education, Region VIII, Federal Office Building, 1244 North Speer Blvd., Denver, Colorado 80204, (303) 844-2991.

Transportation Codes

Student Conduct on Buses

BOE Policy: [JICC](#)

The privilege of riding in a school vehicle is contingent upon a student's good behavior and observance of the student code of conduct and established regulations for student conduct both at designated school vehicle stops and on-board school vehicles.

The operator of a school vehicle shall be responsible for safety of the students in the vehicle, both during the ride and while students are entering or leaving the vehicle. Students shall be required to conform to all regulations concerning discipline, safety and behavior while riding in the school vehicle. It is the vehicle operator's duty to notify the supervisor of transportation and the principal of the school involved if any student persists in violating the established rules of conduct.

After due warning has been given to the student and to the student's parents/guardians, the principal may withhold from the student the privilege of riding in the school vehicle. Violation of district policies and regulations while in a school vehicle may also result in the student's suspension or expulsion from school, in accordance with district policy.

Athletics

AT MIAMI-YODER HIGH SCHOOL, WE HAVE P.R.I.D.E. IN OUR SCHOOL!

Positive: I will enter each competition with a good attitude.

Respect: I will be respectful of teammates, opponents, officials, and fans.

Integrity: I will always play fair.

Dedication: I will give 100% all the time.

Excellence: I will always compete to the best of my ability.

All participants in athletics must follow the rules and guidelines established by the Colorado High School Activities Association (CHSAA). In each sport, participants must agree to be governed by the rules relating to student athletics put forward by the Miami Yoder School District Board of Education, all athletic information provided in this planner, and the guidelines set forth by each individual program.

Athletic Philosophy

BOE Policy: [JIAC](#)

The goal of the Miami-Yoder School District's education program is to develop, to the highest level possible, the individual potential of each student. Interscholastic athletics have an important place in the modern school system, and are a vital part of the total education program. Athletics have value to participants, the student body, and the community. Student involvement and participation are keys to a successful athletic program. They serve as an integral part of the foundation upon which school and community pride is built.

Winning is important, but not at the expense of sportsmanship and ethical conduct.

Coaches of Miami-Yoder High and Middle School teams should strive to produce competitive programs emphasizing fair play, sportsmanship, and positive attitudes. It is the school's responsibility to provide competitive programs that are consistent with the standards of the Colorado High School Activities Association. It is the coaches' responsibility to develop skills in all athletes, while sharing the responsibility for development of sportsmanship, fair play, and positive attitudes with the athlete and the athletes' parents/guardians.

Student athletes are representative of the school, our communities, and should conduct themselves in an acceptable manner at all times. Student athletes should strive for excellence in the classroom and on the playing field. Athletes must be willing to devote the time and effort necessary to develop their physical skills and abilities, their self esteem, and their commitment to programs, to teammates, to their schools, and to themselves.

Athletic Eligibility

BOE Policy: [JJJ](#)

Definitions

For purposes of this policy, the following definitions apply:

1. "Activity" means any extracurricular or interscholastic activity including but not limited to any academic, artistic, athletic, recreational or other related activity offered by a public school.
2. "School of attendance" means the school in which a student is enrolled and attends classes.
3. "School district of residence" means the school district in which a student resides.
4. "School of participation" means a school in which the student participates in an activity but is not the student's school of attendance.

Participation in Activities

All students meeting eligibility requirements are entitled to participate in extracurricular activities at their school of attendance. Subject to the same eligibility requirements, the district shall allow students enrolled in any

school (including charter schools, online education programs, nonpublic schools and home schools) to participate on an equal basis in any activity offered by the district that is not offered at a student's school of attendance.

If an activity is not available at a student's school of attendance, the student may choose to participate at another public or non-public school in the district of attendance or district of residence.

If the original school of participation chosen by the student does not offer an activity in which the student wishes to participate, the student may participate in activities at more than one school of participation during the same school year.

If an activity is not offered by either the district of attendance or the district of residence, the student may seek to participate in a contiguous school district or at the nearest public school that offers the activity even if the school is not in a contiguous school district. However, the district will choose the specific school of participation. When choosing, that district must choose the school that offers the greatest number of activities in which a student wishes to participate.

With regard to athletic teams, the school of participation may reserve slots for up to twice the number of starting positions on the team at each level of competition for students enrolled in the district. With regard to individual athletic activities, the school of participation may reserve slots for up to half the total number of team members at each level of competition for students enrolled in the district.

Students who are residents of the school district but who are being educated in a home school may participate provided they comply with all laws governing non-public home-based education.

Eligibility Requirements

To participate in activities at a school of attendance, a student shall meet all of the requirements imposed by the school of attendance.

To participate in activities at a school of participation students must comply with:

1. All eligibility requirements imposed by the school of participation.
2. The same responsibilities and standards of behavior, including related classroom and practice requirements that apply to enrolled students.

If a student has not met all of the eligibility requirements or if the student would have become ineligible to participate at a school, the student cannot gain or regain eligibility by applying to participate in activities at another school. Any penalties assessed to the student must first be paid at the school of attendance or participation before regaining eligibility to participate at another school.

Transfer Students

If a student transfers enrollment to another school without an accompanying change of domicile by the student's parent/guardian, the student's eligibility to participate is determined by the district's eligibility requirements and Colorado High School Activities Association (CHSAA) rules.

Participation Fee

Except as otherwise prohibited by state law, non-enrolled students participating in district activities shall pay the same fee charged enrolled students for participation in the activity. [NOTE: The district may charge non-enrolled students up to 150% of the fee charged enrolled students. The district cannot charge a participation fee to any student in out-of-home placement, as that term is defined by C.R.S. 22-32-138(1)(e).]

CHSAA Requirements

Eligibility requirements as published by the Colorado High School Activities Association (CHSAA) shall be observed by all students at the high school level. Additional eligibility requirements may be imposed by the school district for both high school and middle school students.

Such eligibility requirements shall include good citizenship, acceptable academic standing, parental permission and good health (sports only). All eligibility requirements shall be published if applicable in the student/parent handbooks. Student participation in an activity through any amateur association or league that is not a member of Colorado High School Activities Association (CHSAA) shall not prevent the student from participating or affect eligibility to participate in the same activity at any school as long as the student has the express written permission of the principal at the school of participation, the student's class attendance is not compromised and the student is in good academic standing.

Appeal

Any student who is sanctioned or is found by the school, school district or CHSAA to be ineligible to participate in any extracurricular activity may appeal the sanction or finding. Students may not appeal sanctions for unsportsmanlike conduct or ejection from the activity.

Extracurricular Activity Eligibility

BOE Policy: [JJJ-R](#)

The following rules shall govern participation in all school-approved extracurricular activities:

1. All students will be subject to the eligibility rules found in the CHSAA Handbook.
2. In addition, the following rules will apply to all school sponsored activities excluding dances:
 - a. Participants must be enrolled in the district as full-time junior high or high school students in courses that will earn (3) Carnegie units of credit per semester or enrolled in post-secondary classes, nonpublic home-based programs, or an independent or parochial school taking an equivalent number of classes.
 - b. Students enrolled in the district must be in attendance at school for the entire school day in order to participate in any school-sponsored activity that is conducted on that day. In case of activities taking place on weekends, the student must be in attendance on the last official school day of the preceding week; i.e., game on Saturday, student in attendance on Friday or Thursday, whichever day ended the school week. In cases of emergency or extenuating circumstances, the principal or his designee may grant an exception to this limitation.
 - c. An eligibility list will be distributed to all teachers on Friday, or on the last day of the regular school week. Students who receive one failing grade (F) or two or more (D's) for the week will not be eligible to participate during the following week, beginning on Monday. No eligibility lists will be published the first week of competition or participation. The athletic director/activities director or principal will certify individual eligibility in cooperation with the guidance department and the teaching staff. Students participating in activities/athletics who are not enrolled in the district or those taking post-secondary options course must provide appropriate certification stating that the academic eligibility requirements have been met.
 - d. If a student has one (F) or two or more (D's) at the semester, they will be ineligible for the next nine weeks (exception: CHSAA allows students to take summer school courses to eliminate ineligibility status.)
 - e. Students must submit a physical examination statement to the school before participating in any sport.

- f. Students must have emergency treatment cards, district permission cards, and athletic insurance waiver forms, if applicable, filled out, signed and on file with the school before being allowed to practice in a sport or participate in any activity.
- g. Students violating the district code of conduct will be ineligible until they have complied with all disciplinary sanctions. (This may mean ineligible status for up to one full calendar year.)
- h. A student who has received an (F) or 2 or more (D's) may request academic probation under the following conditions:
 - i. If at the end of the term the student has a cumulative grade point average of 2.0 or higher.
 - ii. The student must write a letter to the Principal requesting probation. The student must state the reasons they believe their eligibility status should be reviewed and changed.
 - iii. The Principal will consider the request and bring the request to the attention of the Superintendent. The Principal may or may not choose to recommend probationary status be granted.
 - iv. The Superintendent will bring the recommendation for probationary status to the Board of Education. The parents/guardians of the student and the student must attend the board meeting in which the request for academic probation will be considered. All discussions related to the probationary matter will be conducted in a closed, executive session.
- i. A student may withdraw from any class within four school days after the class has begun with no penalty. After four school days, the student must remain in the class and is subject to the same eligibility requirements for extracurricular activities as for any other classes offered.

Student Physicals for School Athletics

BOE Policy: [JJID](#)

Any student engaging in any competitive athletics sponsored by the Miami-Yoder School District JT-60 shall be required to have a physical examination in compliance with the recommendations of the Colorado High School Activities Association prior to his participation in any form of exercises leading to such athletics.

Drug and Steroid Use in School Athletics (Including Tobacco or Alcohol Use)

BOE Policy: [JJIE-R](#)

Student athletes may not use any tobacco substance, alcohol or drugs except medically documented prescriptions during the period which extends from the official beginning of fall athletics to the end of spring athletics as determined by the Colorado High School Activities Association (CHSAA).

For the purpose of this policy, the definition of drugs (controlled substances) shall include, but not be limited to narcotic drugs, hallucinogenic or mind-altering drugs or substances, amphetamines, barbiturates, stimulants, depressants, marijuana, anabolic steroids, any other controlled substances as defined in law, or any prescription or nonprescription drug, medicine, vitamin, or other chemical substances not taken in accordance with the Board policy and regulations on administering medicines to students.

In the event an athlete fails to comply with these standards, it will be interpreted by the athletic department and administration as an indication that the athlete does not have sufficient desire to participate in the interscholastic program. Therefore, the athlete will be denied the privilege of participating until such time as set forth in the following conditions are met:

1. First violation

The student athlete will be suspended from 20 percent of the season in which he is participating at the time of the violation.

If the violation occurs after 90 percent of a given sport's season has been completed, the suspension will be extended into the next sport's season in which the athlete plans to participate.

If the violation occurs immediately before the last game of a season, the suspension will apply to the student's next sports season.

Examples:

A violation occurs prior to the third game of the football season. The football season has 9 varsity games.

The athlete will be ineligible for two (2) games (20 percent of the season). He will miss games three and four. He may return to eligibility for the remaining games if he attends practices or remains a member in good standing from the time of the violation until he again becomes eligible.

A violation occurs prior to the ninth game of the football season. The student will be suspended for the final game. If the team is in the playoffs, the suspension shall continue, up to one additional game. If the season ends, the suspension will continue into the next season the player requests to participate, including the next football season. If the season is basketball, the student would lose participation 10% of that season or up to two (2) games.

2. Second violation

The student athlete will be suspended from 50 percent of the season in which the athlete is participating at the time of the violation. If the student participates in the drug/alcohol rehabilitation program, recommended by the district (at student expense), the length of suspension will be reduced to 20% of the season in which the athlete is participating. Participation in the rehabilitation program will be the sole financial responsibility of the student and his parent/guardian. Rehabilitation must begin before the 20% rule will go into effect.

School administrators will determine when the student again becomes eligible to participate. If the violation occurs after 50% of a given sport's season has been completed, the suspension will be extended into the next sport's season in which the athlete plans to participate. If the violation occurs immediately before the last game of a season, the suspension will apply to the student's next sports season.

Examples:

A violation occurs prior to the third game of the football season. The football season has nine varsity games.

The athlete will be ineligible for five games (50 percent of the season). That student will miss games three, four, five, six and seven. The athlete may return to eligibility for both the eighth and ninth games, if he attends practices or remains a member in good standing from the time of the violation until he again becomes eligible. If the student participates in the rehabilitation program he will be suspended for only two games (20% of the season).

A violation occurs during the eighth game of the football season. The student will be suspended for the final game. If the team is in the playoffs, the suspension shall continue, up to five games. If the season ends, the suspension will continue into the next season the player requests to participate, including the next football season. If the season is basketball, the student would lose participation 40% of that season or up to 8 games.

3. Third violation

The student athlete will be suspended from interscholastic athletics for the remainder of the athlete's high school eligibility period.

Any student whose season ends while that player is on suspension shall forfeit all post- season honors and awards, including letters, All-Conference, All-State, or All-Star selections.

A student may appeal his suspension in accordance with the regulations which apply to all eligibility standards and training rules.