

Tab 1



DR. MARTIN LUTHER KING, JR. EARLY COLLEGE

Our mission

Our mission is to foster behavioral growth and to develop an effective learning environment for all students. Through the use of positive and productive relationships, restorative practices and other trauma informed approaches we will ensure each student their right to an equitable education.

Student Culture Expectations- Table of Contents

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Restorative Justice at DMLK



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Restorative justice seeks to examine the harmful impact of an incident and then determine what can be done to repair that harm while holding the person who caused it accountable for his or her actions. Relationships and conversations with students are the key to helping students be their best each day and living out the PANTHER core values.

The behavior systems below are tools and come after, or in tandem with, a restorative conversation / attempt to talk out the situation and how to repair harm.

Dress Code Policy

In DPS, student dress codes prioritize a respectful and safe learning environment. While students are allowed to express themselves through their attire, clothing must be appropriate for school and not disruptive or offensive. Essentially, clothing should cover private body parts to include, but not limited to buttocks, breasts, etc. and to avoid excessive exposure of the upper thigh and stomach. Additionally, clothing should not display violent language or images, or promote illegal activities.

Here's a more detailed breakdown:

General Principles:

- **Respect:** Dress code aims to promote respect for self, others, and the school community.
- **Appropriateness:** Attire should be suitable for a 6-12 grade educational environment.

Specific Prohibitions:

Covering Required:

All private parts must be fully covered with opaque (non see-through) fabric.

Inappropriate Content:

Clothing with violent language or images, or that depicts illegal activities like drug or alcohol use, gang-related, etc. is prohibited.

Prohibited Content:



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No face coverings/masks are allowed with the exception of health/medical related or religious purposes.

Student Responsibility:

- Students are primarily responsible for their own attire.
- Staff will address dress code concerns with respect and understanding.
- Repeated violations or non-compliance with the dress code may result in disciplinary action.

For additional information, refer to DPS School Board policy: JICA- Student Dress. ANY student who refuses to cooperate and comply with this policy will face disciplinary actions and possible school suspension.

Drug/Nicotine/Alcohol Policy

Denver Public Schools (DPS) prohibits students from using, possessing, or distributing nicotine, drugs, and alcohol on school property or at school activities. This includes alcohol and controlled substances as defined by state and federal law, such as illegal drugs and marijuana.

Failure to uphold DPS' Substance policy will result in disciplinary action, and may result in mandatory enrollment in Substance Use Prevention programs.

Entry and Exit Doors at DMLK

Students must enter the building using either the South or North Main Doors (Door 1 and Door 15). All other entry/exit doors are equipped with alarms. If a student is caught entering or exiting through a non permitted door, they may be assigned lunch detention or any other disciplinary actions as necessary.

Students will be allowed to enter the building at 8:05am each day. Both main doors will lock at 8:20am, at which time students must have their Student IDs to be permitted entry.



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Students are only permitted to enter through the main entrance, located on the south side of the building.

Student IDs

Student IDs will be given to students at the beginning of each school year. In order for students to be allowed in the building, they must be wearing their Student IDs. Please note that Student IDs **must be worn at all times**.

A student refusing to wear an ID is a safety violation and may be assigned a disciplinary intervention.

Replacement Student IDs can be purchased in the front office for \$3 each.

Cell Phones/Electronics Policy

Cell phones are not required at the school and DMLK prefers that all students leave their cell phones/ airpods at home. Students are allowed to use the main office telephone if needed.

Cell Phones/ISS:

Cell phones will be collected in the Restorative Practice/ ISS room. Student phones will be returned to the students when they exit the room. If their family needs to reach out to you during class times, they can call the main office at 720-424-0420. The main office will call the classroom, so they can come down to the office and talk to their family.

*****DMLK is not responsible for lost/stolen or damaged cell phones and will not use time during the day to locate lost or stolen cell phones. These issues can be reported to the Denver Police Department if the family chooses to do so*****

Middle School:

Cell phones, earbuds, headphones, and any other non-educational electronic devices are



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banned from ALL classrooms in the middle school. Students will keep their phones and other devices OUT OF SIGHT (keep it in their pocket, backpack, locker, or any other place where is NOT SEEN). If students are continuously violating this policy, the Student Culture team reserves the right to remove the cell phone for the class period, remainder of the day, or until a parent/guardian can pick up the cell phone.

Chromebook Policy

DPS provides every student with a district owned chromebook.

Students will be assigned a chromebook at the start of each year.

- Your student is responsible for their assigned chromebook
 - There is a serial number attached to the student id
- If the chromebook is lost or damaged, a fine will be added to the student account

Chromebook use:

- Chromebooks are to be used for educational purposes ONLY
- Students can access course work on platforms like Google, Schoology, etc.
- All chromebook activity is monitored by the district
 - Students will be held accountable for search history and/or any content that is not suitable for an educational environment.

DMLK reserves the right to revoke chromebook privileges for any period of time

- If students lose access to their chrome books the teachers will provide paper/pencil assignments as an alternative to ensure students are still receiving their education

*****Students cannot share or loan each other chromebooks. Each student is responsible for the content on the device, search history, condition and health of their assigned device*****

FAQ:

Can students use their own personal devices?

- *Students must use their DPS provided chromebook*



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House Keeping

DMLK takes pride in our building and we ask that you, our students do the same.

- We have several trashcans throughout the building, please use them.
- There are trashcans in the lunch room and outside by the food trucks
 - If we continuously find trash from the food trucks, we reserve the right to cancel food trucks during lunches
- Food is not allowed to be eaten in the classroom under any circumstances
- At the end of 8th period each day, students will pick up trash in the classroom and put their chairs on their desks

Lockers

Middle School

Lockers in the Middle School will be assigned by grade level and will be shared by two students.

High School

High Schoolers must put in a locker request with their grade level dean in the beginning of the year in order to receive a locker.

*****Nor DMLK or DPS will accept responsibility for items that are lost or stolen from a student's locker. It is the responsibility of each student to ensure that their combination is not shared with other students.*****

Passes

- There are no passes in the first or last minutes of EACH class period.
- Students MUST have a physical pass in hand to be in the hallways
 - Passes must show date and time issued
- Only ONE student per classroom may be in the hallway at a time
- If students are taking advantage of hall passes, we reserve the right to revoke the pass privilege for any period of time.
 - This means the student will be placed on a "No Pass" list
 - They will be escorted when they need to leave the classroom for any reason



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Lunch

Students have a specific lunch period assigned to them based on grade level.

- 6-8th grade (4th Period)
 - 6-8th grade students are **NOT** allowed to leave campus for lunch.
 - 9th grade (4th Period)
 - 9th grade students are **NOT** allowed to leave campus for lunch.
 - 10-12th grade (5th Period)
 - 10-12th grade students **ARE** allowed to leave campus for lunch.
 - It is the student's responsibility to be back at the school **ON TIME** for their next class period.
 - If students are continuously late to class from lunch, we reserve the right to revoke off campus lunch privileges.
-
- Food trucks may be present on site for all students on select days. Food trucks will not accept lunch numbers as a form of payment. Students must have cash or card.
 - It is the students responsibility to eat their lunch during their assigned lunch period and finish it prior to their transition to their next class period.
 - During lunch, students may eat in the cafeteria or outside.
 - Food is not allowed it the classroom as it conflicts with housekeeping
 - Students are allowed to remain in classrooms or work with teachers during their lunch periods as long as they are directly with a teacher. Upon completion of work, students must be escorted by the teacher to the cafeteria.
 - For inclement weather, students will be able to eat lunch in the cafeteria and will be allowed to play games in the gym
 - Students are NOT allowed to roam any non-designated lunch areas (including hallways and classrooms) during lunch

There may be consequences for students that abuse their off campus privileges, or if students leave campus when they are now allowed to.



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Attendance/Tardies Policy

Attendance, Tardies and Unexcused Absences

Middle School:

- In order to participate in after-school activities, athletics, field trips, dances and continuation the student must meet our goal of 92% attendance. Attendance will be pulled the Friday prior to the event for eligibility.
- During athletics, if a student's attendance drops below 92% they will be ineligible to participate in games / matches until the minimum attendance requirement is met. Additionally, if a student is absent (unexcused) the day of an athletic event they will not be eligible to participate in the event that day.
- Attendance rates will be pulled the Friday before a field trip is scheduled and if student attendance falls below 92% they will not be eligible to attend the events. Additionally, if a student is caught skipping class more than 3 times they will no longer be eligible to attend field trips.
- **Tardy:** Teachers will be expected to mark students tardy when they arrive late to class. Teachers will also be expected to mark the time the student arrived in the comments section.
- **Recurring tardies and unexcused absences will result in the following:**
 1. Meeting with your grade level Dean.
 2. Assigned attendance watch.
 3. Being assigned lunch detention.
 4. Being assigned Saturday School.
 5. Meeting with the student, parent/guardian and a grade level Dean.
 6. Meeting with the student parent/guardian, Attendance Dean, grade Level Dean, Counselors, and Teachers.
 7. Attendance Contract with Attendance Dean.
 8. Ineligible to attend school events/activities (field trips, dances, participation in sports and walking at continuation).
 9. Referral to the district.



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10. File for truancy court.

High School:

- In order to participate in after-school activities, athletics, field trips, homecoming dance, prom and walk at graduation students must meet our goal of 87% attendance. Attendance will be pulled the Friday prior to the event for eligibility.
- During athletics if your student's attendance drops below 87% they will be ineligible to participate in games / matches until the minimum attendance requirement is met. Additionally, if you are absent (unexcused) the day of an athletic event you will not be eligible to participate in the event.
- Attendance rates will be pulled the Friday before a field trip is scheduled and if student attendance falls below 87% they will not be eligible to attend the events.
- Teachers will be expected to mark students tardy when they arrive late to class. Teachers will also be expected to mark the time, in the comments section, that the student arrived at class.
- **Recurring tardies and unexcused absences will result in the following:**
 1. Meeting with your grade level Dean.
 2. Assigned attendance watch.
 3. Being assigned lunch detention.
 4. Being assigned Saturday School.
 5. Meeting with the student, parent/guardian and a grade level Dean.
 6. Meeting with the student parent/guardian, Attendance Dean, grade Level Dean, Counselors, and Teachers.
 7. Attendance Contract with Attendance Dean.
 8. Ineligible to attend school events/activities (field trips, homecoming, prom, participation in sports, and walking at graduation).
 9. Referral to the district.
 10. File for truancy court.
 11. Un-enrolled from the school.



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Hallsweeps

Hallsweeps will be conducted on a random basis and will be executed by the SCT as needed or directed by the building principal. When a hallsweep is executed you will follow the steps below:

- Students that are in class before the bell rings will simply begin class as normal.
- Students who are in the hallway after the bell rings will report to:
 - HS- commons
 - MS - back office of MS Deans
- Students that are late to class will receive a lunch detention slip as a result of being tardy. Student's names will be recorded and telephone calls will be made to the student's parent or guardian to inform them of the situation and detention.
- Students will use their detention pass as their pass to class.
- Teachers will mark students as TARDY (not absent).
- Detention will be held during lunch each day with Ms. Brigitte in room 210

Lunch Detention

A consequence for unwanted behavior that was not resolved with restorative conversation.

How does lunch detention work?

- If assigned by a dean or admin- Students will report directly to the ISS room at the beginning of their lunch period
- Student will sign in
- Assigned desk to eat lunch. Phones / chromebooks are put away
- Students remain in classroom the whole period and released to their next class following lunch
- If a student does not attend, they will automatically be assigned another lunch detention; if they miss again, they will be assigned In-School Suspension (ISS) the following day.

FAQ:

What would constitute a lunch detention?

- *Excessive tardies*
- *Ditching*
- *Behavior*



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Can teachers assign lunch detention?

- *Teachers reserve the right to hold their own lunch detentions in their classroom.*

Attendance/Panther Watch

Attendance Watch

What is Attendance Watch: For both [Middle School](#) and [High School](#)

A physical tracking form (link above) that students carry from class to class DAILY, that is used to help us monitor a student's attendance throughout the school day. A student can be placed on Attendance watch when they are identified as having attendance concerns such as tardiness, ditching or chronic absenteeism.

- Students are on Attendance Watch for 2 weeks minimum
- Students will pick up an Attendance Watch from their dean every morning
- Student will get the form filled out by each teacher for every class period
- Student will return the form to their dean at the end of each day
- Students will meet with their dean when it is time to determine when a student is no longer required to be on Attendance Watch

Panther Watch

What is Panther Watch: For both [Middle School](#) and [High School](#)

A physical tracking form (link above) that students carry from class to class DAILY, that is used to help us monitor a student's behavior in their classes throughout the school day. A student can be placed on Panther Watch when they are identified as having behavior concerns in their classes that disrupt the learning environment.

- The student is on Panther Watch for 2 weeks minimum
- Students pick up a Panther Watch from their dean every morning
- Student gets the form filled out by each teacher for every class period
- Student returns their form to their dean at the end of each day



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- Students will meet with their dean when it is time to determine when a student is no longer required to be on Panther Watch

In School Suspension (ISS)

What is ISS?

ISS (In school suspension) is a consequence for unwanted behaviors issued to students presenting a violation to school or district policy. Students in ISS are isolated from other students in the building during their intervention time. While in ISS, there are no passing periods or recess time for these students; those privileges are lost. Food for students in ISS will be provided by the lunchroom or home only. The privilege to eat food from food trucks or other off campus locations is lost with this intervention. The time assigned to ISS is used to get work and there is also a restorative aspect to this that allows students to repair damage done and reflect on their actions.

Cell Phones/ISS:

Cell phones will be collected in the Restorative Practice/ ISS room. Student phones will be returned to the students when they exit the room. If their family needs to reach out to you during class times, they can call the main office at 720-424-0420. The main office will call the classroom, so they can come down to the office and talk to their family.

Where is ISS held?

ISS is held in room 210 (upstairs red hallway) with Ms. Brigitte

- Cell phones and headphones are NOT permitted in ISS. Cell phones *will* be turned into Ms. Brigitte upon entry and returned at the end of the school day.

FAQ:

Are students allowed to use their cell phones while in ISS?

- *All cell phones are collected when a student arrives in the ISS room. There are NO exceptions to this rule. Failure to turn in your phone will lead to additional interventions.*

What if a student does not attend ISS?

- *If a student fails to attend ISS their intervention may be escalated to an OSS (Out of School Suspension).*
- *If a student is ill or excused from school during their ISS, the intervention will be*



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completed upon their return.

Where do students find the work to do?

- *Most work should be in Schoology.*
- *Paper and pencil assignments can be given as an alternative to chromebook use.*

Saturday School

Students with severe attendance concerns may be assigned a Saturday School. It can also be used as an alternative to detention if requested or communicated with parents. Also used for students that are behind in class and need to make up work.

Where and When:

DMLK Commons 9:00 AM - 12:00 PM starting in late September.

How is Saturday School assigned?

- Assigned by deans/admin.
- Parents are informed via phone call.
- Students can be assigned community service during this time to include cleaning the outside of the school.
- Parents/students may request to attend Saturday school as an additional opportunity to make up course work.

FAQ:

What if students do not show up?

- *If students do not attend Saturday school we will contact parents and let them know that if they do not come in, then we will have to move forward with additional interventions.*

P.A.W.S

(Panthers Actively Winning)

What is P.A.W.S

P.A.W.S. is a reward system for students exhibiting our [PANTHERS Core Values](#) at any time while in the building, out at lunch or on a field trip. A "PAW" Buck will be given to students that are seen conducting themselves appropriately at these times and can be used



to “purchase” prizes through the Student Culture Team.

How do you turn in your Paw Bucks

PAW bucks can be turned in on Fridays from 3:35pm until 4:00pm at the concession stand by the new gym.

Prizes typically include items such as:

- Candy
- Drinks
- School Swag

**Please note that this document is subject to changes at any time.*



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25-26

.... DMLK BELL

SCHEDULE

PERIOD	6 TH - 9 TH GRADE	10 TH - 12 TH GRADE	SEL	
1	8:20a - 9:12a	8:20a - 9:12a	1	8:20a - 9:04a
2	9:15a - 10:07a	9:15a - 10:07a	2	9:07a - 9:50a
3	10:10a - 11:02a	10:10a - 11:02a	SEL	9:52a - 10:52a
4	Lunch 11:05a - 11:50a	11:05a - 11:57a	3	10:55a - 11:38a
5	11:53a - 12:45p	Lunch 12:00p - 12:45p	4	(MS Lunch) 11:41a - 12:26p
6	12:48p - 1:40p	12:48p - 1:40p	5	(HS Lunch) 12:29p - 1:14p
7	1:43p - 2:35p	1:43p - 2:35p	6	1:17p - 2:01p
8	2:38p - 3:35p	2:38p - 3:35p	7	2:04p - 2:47p
			8	2:50p - 3:35p





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Core Values

Purpose

Ambition

Nurturing

Trust

High Expectations

Equity

Respect

Solidarity



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