VMS Student Handbook

Home of the Pirates!

1132 36th Lane
Pueblo, CO 81006
(719) 948-3336

Principal
Sandy Gibbs

Assistant Principal/Athletic Director
Bryan Ribaudo

Dear Pirate Students, Parent(s)/Guardian(s):

As we begin our 2026-2027 school year, I'd like to welcome you to our school. We are prepared to assist all students in reaching their full potential, academically, emotionally, and socially. Our Lifelong Guidelines of trustworthiness, truthfulness, active listening, no put-downs, and personal best have been guiding themes in academic development and cultural aspects of our school over past years and will continue to be implemented in each of your classes. The Lifeskills that you will be reminded of throughout the year will guide you to be an active and useful member of our community, both inside and outside of school.

In addition, technology has found its place in our classrooms with access to Chromebooks, mobile lab laptops and our STEAM program classes. Technology, from the beginning, has opened many challenging venues of teaching and learning; so much so that our classrooms can conceivably be learning centers without walls.

Our staff has committed to making this a safe and caring school; one in which all students are able to work toward their potential in a non-threatening environment. We are counting on your help to make sure that this happens. Rules are for your safety and protection. We encourage you to become familiar with the policies that regulate our school and our district.

We do have an open door policy and invite students and parents in to visit about a particular issue or concern. Please stop by the main office or phone us to set up a time that will work for you. Our staff is more than willing to assist you before or after school. I would encourage you to take advantage of every moment of your middle school experience, as each day is important to your future. Challenge yourself to do your best because the rewards for you, if you do, are limitless.

Respectfully,

Mrs. Sandy Gibbs
Principal, Vineland Middle School

<u>Please review this handbook carefully.</u> Its contents govern our school policies. If you have questions or concerns, please don't hesitate to call the school at 948-3336. *Please note that you are asked to check off on the verification page that comes home that you have seen and agree to support the policies of the school/district.*

Vineland Middle School

Home of the Pirates!

MISSION

To educate each student to achieve his or her full academic potential.

VISION

We see D70 as a place where all children and adults are valued, similarities and differences are addressed, individuals are respected, and all children are treated as our most valuable resource and best hope for the future. We see a safe and trusting environment where children and adults are actively engaged in lifelong learning. We see a partnership with our schools and communities that flexibly responds to the educational needs of all learners in an ever-changing world.

IMPORTANT MESSAGES

1. Policies are subject to change. If this occurs, a common message will occur over the P.A. during announcements. Written notification will be given to each student to share with their parent(s)/guardian(s).
2. Messages from home will only be delivered to students in an extreme emergency situation. Students will return calls to parent(s)/guardian(s) using the office phone or their own cell phones between classes in non-academic areas, i.e., counseling, athletics, main offices or commons area during lunch.
3. Parents can enable PowerSchool Messenger alerts on their cell phones, text and email accounts.

BELL SCHEDULE 2026-2027

7:30 – 8:00 1st Hour (Access Hour)
8:03-8:58 2nd Hour
9:02-9:57 3rd Hour
10:00-10:55 4th Hour
1st Lunch 10:58-11:28 5th Hour 11:31-12:26
5th Hour 10:58-11:30. 2nd Lunch 11:30-12:00 5th Hour 12:03-12:27
5th Hour 10:58--12:03 3rd Lunch 12:093-12:33
12:36 – 1:31 6th Hour
1:34 – 2:29 7th hour
2:32 - 3:30 8th hour

CRISIS ROLES AND RESPONSIBILITIES - EMERGENCY PROCEDURES

Emergency procedures will be covered in each class at the beginning of each semester i.e. fire, tornado, crisis, etc. Lockdown and evacuation procedures are in place. Each of these drills will be put into practice throughout the school year.

PASSES

Students are expected to remain in class during the eight (8) instructional periods. Trips to the office, the bathrooms, etc., should be planned for passing periods and/or lunchtime. Students **MUST** have a pass from the instructor to leave a classroom during class time. Without a pass, the student will be escorted back to class. Students are required to sign out/in each time they leave the classroom.

CELL PHONES/ELECTRONICS

The use of cell phones/electronics in a classroom is dictated by teachers' classroom policies. Students must keep them in their pockets or lockers and they are to be turned off while in the academic setting unless otherwise stated in the teachers' policies.
If a student is using a cell phone or other electronics, such as air pods, etc. the following consequences will take place:

- **First offense,** instructors will confiscate the phone, and return it to the student at the end of the hour.. Students may pick up their cell phone in the office at the end of the school day.
- **Second offense,** the cell phone will be confiscated, logged, and brought to the office to be returned to the student at the end of the day.
- **Third offense,** the cell phone will be confiscated, logged, and must be picked up by a parent.
- **Fourth offense,** students will no longer be allowed to bring electronics with them for the remainder of the school year.
- ***The school will not be held responsible for the loss or theft of cell phones or any electronic devices.***

Electronic devices, including cell phones, Ipads, Airpods, etc. are NOT allowed in the hallways, before and after school, or at lunchtime. Students need to keep electronic devices turned off and

out of sight as a general rule of thumb. If students are caught using electronic devices during this time without permission, they will be confiscated.

TRANSPORTATION

District 70 has contracted with First Student, Inc. for its transportation services. School buses are operated on a regular schedule. ***Students must obey State Bus Regulations and cooperate with the bus driver at all times.*** While on the buses, students are responsible directly to the driver at all times. ***Disorderly conduct and refusal to cooperate with the driver shall be sufficient reason for refusing transportation to any student.***

Students are reminded that their conduct to and from such events reflects directly upon the reputation of Vineland Middle School. Good conduct is essential to the safety of all. **Riding the bus is a privilege not a right. This privilege may be suspended.**

VISITORS

Parent(s)/guardian(s) who wish to visit a classroom are welcome. You need to only **contact** the teacher to set up a **mutually agreed upon** date and time. If a conference is necessary, this needs to be set up outside of class time. All parent(s)/guardian(s), non-student or other adult visitors must check in at the office with the secretary for a visitor's pass. **All visiting minors must be accompanied by a parent/guardian.** There are to be **no outside visitors on campus at lunch or after school.** ***This is a closed campus.***

SCHOOL CANCELLATION/DELAYED START/EARLY DISMISSAL

Information related to buses not operating, early closing or delayed start of school is aired on radio and television stations, as well as the District 70 website. Administration will send out notification via school messenger as well.

If the school buses are unable to operate safely, school will be canceled. School District No. 70 will phone the radio stations in time for their 6:00 A.M. or 6:30 A.M. transmission to share messages regarding a school closure or delay for the day. After school has begun, the radio stations will be notified for an early closure. The stations repeat all information periodically. Delayed school starts due to inclement weather or other emergencies may occur at times. If this becomes necessary, the radio/TV stations will be informed, and they will announce the length of the delay.

STUDENT HEALTH SERVICES

Good health is a prerequisite to learning; as a matter of fact, good health is essential to success in most activities. Following are a few simple regulations that are requested of students in order to maintain safety and health for all students.

School Nurse:

- A nurse is available on a rotation schedule with all schools in the Mesa area. School nurses will be in our building for mandatory vision and hearing screenings at scheduled times in the school

year. The nurses will carry phones and will be available for emergencies that arise. Students should report to the main office for assistance AFTER asking their teacher for a pass.
- Leaving campus without having the nurse or secretary first call a parent/guardian will result in an unexcused absence and will be considered truancy.
- If a student is sick, we ask that they go to the office before contacting/messaging parents.

Accidents and Insurance:
- In an emergency situation, the school will contact emergency first aid personnel.
- The Board of Education does not pay any medical or hospital expenses incurred as a result of an accident to the pupil at school or a school event. The parent/guardian is responsible for the payment of such bills.
- School District No. 70 will **NOT** provide insurance coverage for students. Students who participate in athletics must be covered by their own family insurance.
- In case of an accident, the student should report the accident to a staff member immediately. An accident report will be filed in the main office. In case of a severe accident or acute illness, emergency care will be given and the parent(s)/guardian(s) will be notified.

Dispensing Medication:
- School officials can only dispense medication (prescription and over-the-counter) with a completed ***Authorization to Administer Medication*** form, signed by a doctor.

Medical Transportation:
- It is the responsibility of the parent/guardian to provide transportation and further care if the student becomes ill or injured on school property. Students will not be excused for medical reasons unless parental consent has been given.

Communicable Diseases:
- Students returning to school after recovering from a communicable disease must be readmitted with a doctor's release. (German measles, mumps, chicken pox, scarlet fever, conjunctivitis, mononucleosis, etc.)

Immunization:
- Evidence of immunization is required of **all** students **prior to enrollment**. Below are the additional vaccines required by the State of Colorado :
  Pneumococcal Disease (Prevnar/PVC7)
  Chickenpox (Varicella)
  Tetanus/Diphtheria/Pertussis (Tdap)

Sick Room:
- An ill student may lie down in the nurse's station until a parent/guardian is reached to pick them up. Students not feeling well should go home so they are not exposing other students to their ailment. If they cannot go home, they will be sent back to class if at all possible. Students who stay in the clinic must sign in and out designating the time of arrival and departure. ***If a student is in the sickroom the majority of a class, it will be considered an absence.***
- We **CANNOT** give medication such as aspirin or cough drops. Prescription medications will be kept in the office and dispensed by qualified personnel with parent(s)/guardian(s) permission. All prescription medication must be in the original container. No type of pills or medication, i.e. aspirin, Tylenol, etc. may be brought to school by a student unless it is in the form of a doctor's prescription and the parent(s)/guardian(s) has sent written authorization to the office to dispense this prescription. All authorizations will be kept on file.

- No vitamins, cough drops, or any other kind of over the counter medications are allowed to be carried by students.
- If a student is not feeling well, he or she needs to let an adult/instructor know. Students who are ill present a risk to themselves if they do not notify an adult in the building. Arrangements will be made for them to visit the sick room or call and go home.

COMPLAINTS/GRIEVANCE

It is the policy of School District No. 70's Board of Education to provide due process of law and appropriate grievance process to students, parent(s)/guardian(s)' and school personnel. District No.70 school board believes that complaints and grievances are best handled and resolved as close to their origin as possible. Therefore, the proper channeling of complaints or other issues involving instruction, discipline, learning material will be as follows:

1. Teacher
2. Principal (or designee)
3. Superintendent (or designee)
4. Board of Education

COUNSELOR

The school counseling program supports the academic, social-emotional, and career development of all students. School counselors work with students, families, and staff to help create a safe, inclusive, and supportive learning environment.

Role of the School Counselor

School counselors:

- Support students' academic success (organization, study skills, goal-setting, class planning within school guidelines).
- Provide social-emotional support (friendship issues, conflict resolution, stress, anxiety about school).
- Help with problem-solving around school-related concerns.
- Collaborate with teachers, administrators, and families to support student growth.
- Provide information about high school, careers, and future planning appropriate to middle school students.

Services Provided

School counselors may provide:

- Short-term individual counseling focused on school-related issues.
- Small group counseling (for example: friendship skills, organization, coping with stress).
- Classroom lessons on topics such as bullying prevention, digital citizenship, and academic skills.

- Drop-in groups and lunch sessions that students may choose to attend to build skills and support their academic, social, and career goals.
- Crisis support and safety planning in coordination with administration and other staff.
- Consultation with parents/guardians and staff about how to support students.

School counseling is not long-term therapy; if ongoing or intensive support is needed, counselors can help families connect with community resources.

Drop-In Groups and Lunch Sessions

Students may choose to participate in drop-in groups or one-time lunch sessions led by the school counselor. These opportunities are designed to help students build skills and reach their academic, social, and career goals. Topics may include organization and study skills, friendship and communication, problem-solving, and future planning.

These drop-in groups and one-time sessions are voluntary and do not require parent/guardian permission.

If a student would benefit from ongoing or more frequent counseling meetings, the school counselor will communicate with parents/guardians to share this recommendation and confirm continued support.

How Students See the Counselor

Students may:

- Request to see the counselor by filling out a form, sending an email, or asking a teacher or staff member.
- Be referred by a parent/guardian, teacher, or administrator.
- Be invited by the counselor for a check-in, group, or drop-in session.

Except in emergencies, students will be seen as soon as reasonably possible, without disrupting core instruction more than necessary.

Confidentiality

Conversations with the school counselor are private whenever possible. To help keep students safe, there are times when information must be shared with parents/guardians or appropriate staff, such as when:

- A student may be in danger of hurting themselves or someone else.
- A student reports abuse or neglect.
- There is a safety concern involving the school or community.

Whenever possible, the counselor will discuss the need to share information with the student beforehand and involve the student in that process.

Contact Information

Families are encouraged to contact the school counseling office with questions or concerns.

- Counselor: Katie Long
- Phone: 719-948-3336
- Email: klong@district70.org

The counseling office is generally open during regular school hours on school days.

SUPERVISION

Vineland Middle School is open from 7:00 A.M. until 4:00 P.M. each school day. During these hours, supervision of students is provided by the faculty and/or staff. *After 4:00 p.m., only students who are involved in an activity will be allowed to remain on campus or in the building*. Vineland Middle School cannot assume responsibility for students in the building before or after these times unless they are directly supervised by a staff member. *The above times are subject to change.*

LUNCH PROGRAM

A school lunch and a la carte breakfast program will be served each day. Breakfast will be provided to all students free of charge. Students may purchase lunch or snack items on a daily basis. Free and reduced price meals are available to those who meet federal income guidelines. Application forms for free or reduced meals are available in the school office.

PRICES FOR LUNCH: Free for this year-Students
Any extra food will have a charge, students can add money to their accounts at any time.

ACCOUNTABILITY COMMITTEE

The Accountability Team is an advisory group that consists of parent(s)/guardian(s), community members, teachers, students, and an administrator. It serves as a link for open communications between school and community. Members volunteer their time to advise and give support for a well-rounded program of academics and extra-curricular activities. If you are interested in serving on this committee, please contact the school, 948-3336 and speak to the Secretary.

Parent Involvement and Student Achievement…What Does Research Tell Us About the Influence of Parental Involvement on Student Achievement?

The evidence is now beyond dispute: Recent research indicates the type of parent involvement that has the most impact on student performance requires their direct participation in school activities such as attending school programs, extracurricular activities, conferences, and back-to-school nights. Parent involvement during middle school had the most significant positive impact upon student achievement of all factors studied.

Characteristics of Families Whose Children Are Doing Well in School:
1. Establish a daily family routine

2. Monitor out-of-school activities
3. Model the value of learning, self-discipline, and hard work
4. Express high but realistic expectations for achievement
5. Encourage children's development and progress in school
6. Encourage reading, writing, and discussion among family members.

Student achievement improves when parents play four key roles in their children's learning.

- As **teachers**, parents create a home environment that promotes learning, reinforces what is being taught at school, and develops the life skills children need to become responsible adults.
- As **supporters**, parents contribute their knowledge and skills to the school, enriching the curriculum, and providing extra services and support to students.
- As **advocates**, parents help children negotiate the system and receive fair treatment, and work to make the system more responsive to all families.
- As **decision-makers**, parents serve on advisory councils, curriculum committees, and management teams, participating in joint problem-solving at every level

CHECKRITE TO COLLECT DISTRICT 70 RETURNED CHECKS

District 70 School Board approved the use of CheckRite to collect all district non-sufficient funds checks. This will include any check issued to the district (Activity, Athletic, Books, Food Service, etc). All returned checks (Non-Sufficient Funds) will be sent directly from the bank to CheckRite for collection. There will be a $40.00 service fee/ collection cost charged to the account holder for each returned check. This service will be for all checks written to School District #70.

CURRICULUM

The curriculum of Vineland Middle School consists of all the experiences of the learner that are under the guidance of School District No. 70. Instructional programs/curriculum are under the direction of the Superintendent of Schools, the Assistant Superintendent of Educational Programs and the leadership of the building principals. Constant evaluation, adaptation and development of the curriculum are necessary if the district is to meet the needs of the students in our school as well as the District and State's standards. The Superintendent will encourage and direct building staff members in evaluating, planning, implementing and revising curriculum for continual program improvement.

ACADEMIC CONTENT STANDARDS

Academic Content Standards are an integral part of our day at VMS. Content standards identify what it is students need to know and be able to do in order to be successful in school. Students are expected to be able to identify the standards they are working on as well as telling how what they are doing applies to the standards.

To prepare our students to become lifelong learners, curriculum programs involve all students as personal managers, effective communicators, problem solvers, team workers, community contributors and pursuers of excellence.

ARTIFICIAL INTELLIGENCE (AI)

Please refer to D70's AI policies.

RECORDING GRADES

A grade for each course will be recorded on the student's permanent record and **may not be removed or changed without the input of the teacher**. The classroom teacher submitting the appropriate grade-change information to the office accomplishes grade changes.

MARKING SYSTEM

GRADING SCALE		GPA POINTS	PERFORMANCE LEVEL
A	90 – 100	4	Advanced
B	80 – 89	3	Proficient
C	70 – 79	2	Partially Proficient
D	60 – 69	1	Unsatisfactory
F	59 and below	0	No Measurable Evidence
I	Incomplete (Student MUST complete course within two weeks unless otherwise specified by the instructor.)		

Letter grades are based on percentages. Rounding grades will be left to the discretion of each teacher. Teachers will notify students regarding their rounding procedure.

GRADE POINT AVERAGE

- All courses receiving a letter grade will be used in computing the student's grade point average (G.P.A.).
- The following point average will be used to compute grade point average:
  A = 4 points, B = 3 points, C = 2 points, D = 1 point, F = 0 points
- Incomplete grades may be given at the discretion of the teacher. When the missing class work is made up and the incomplete grade is changed, the cumulative data will be updated appropriately. A student shall be allowed to make up an incomplete grade within a two-week period after the end of the semester unless prior arrangements have been made in writing with the teacher. In the absence of prior arrangements, the INCOMPLETE work becomes an F after the two-week period.

POWERSCHOOL/GRADE CHECK

- Powerschool is a great way for parents to stay connected to their child's education 24-7! ***Students who know their parents are checking PowerSchool on a regular basis are motivated to do better in their classes.*** PowerSchool login information is available in the main office anytime. Students and parents may retrieve their own grades via PowerSchool at any time. Final report cards are given to students at the end of the school year.

TEACHER OFFICE HOURS

- Parents and/or students can contact teachers during teachers' office hours which are posted on Schoology.

SCHEDULE CHANGE

Students must sign up to see the Principal and/or Assistant Principal during the drop/add period (**the first two days of the quarter**). Students are required to fully complete the semester in the assigned schedule. Students who cannot behave or follow rules of an elective class may be subjected to removal from that class and put into another elective or academic support class.

COSTS ASSOCIATED WITH COURSES OFFERED, FIELD TRIPS AND FEES

General Information: Students and their parents/guardians need to be aware that there may be certain costs or fees associated with the different courses offered in District No. 70 schools. These fees are utilized to offset expenses connected with these courses and the activities or materials used to enhance the overall educational component of the specific courses. Teachers in those courses will also make known to students the costs of these fees and what they are specifically designed to cover.

Should any student experience legitimate difficulty or inability to pay these fees, a process of providing assistance is available. These students may either contact their teacher directly or the principal's office at their school for assistance.

While students are encouraged to participate in either the activities or to benefit from the materials purchased through the payment of these fees, they should also be aware that no academic penalty of any kind may be levied against those students who are unable to pay the fees on time or to pay the fees at all.

Field Trip Disclaimer: A field trip may be associated with different courses. In accordance with District No. 70 policy regarding field trips and fees, the cost of a field trip may be passed along to the individual students in the course who participate in the field trip. This cost includes the per mile expense of the vehicle used for transportation as well as the per hour cost of the driver. All students are encouraged to participate in the enhanced educational opportunities that field trips represent. Should the student be either unwilling or unable to participate in the field trip or to pay for the cost of the trip, alternatives exist regarding assignments as well as payment of the fee. Please see the teacher of the course or the building principal for details.

If a student faces disciplinary consequences (ISS & OSS) that resulted in loss of privileges to go on a field trip, **the money paid will be refunded upon request.** Many times transportation and cost of admittance, etc. is paid in advance and will only be refunded upon request.

Once a permission slip has been issued for a trip of any kind, that is the start date when behavioral consequences will be used to determine if the student can go or has to stay at school.

Students may be held back from a field trip if they are not in good academic or behavioral standard. Good citizenship may also impact the student's ability to attend field trips and is at the discretion of the principal and/or assistant principal.

EXCEPTIONAL STUDENT SERVICES

Exceptional Student Services staff facilitates the instructional services as stipulated by each eligible student's Individualized Education Program (IEP). Instructional support to the classroom may include the services of the school psychologist, speech and language personnel, school counselors, administrative staff and the consulting special education staff members. Supplementary supplies, materials and instruction are available depending upon the student's needs as determined by the individual education staffing team. Instructional services vary per classroom, academic content and the student's individual needs.

GIFTED AND TALENTED

Students are identified for the gifted and talented (G/T) program in a variety of ways:

- Teacher nomination
- CSAP Performance Level
- Already in G/T from a middle school program or other school

A personal learning plan is developed for each student in cooperation with parent(s)/guardian(s) under the guidance of the G/T coordinator.
Teachers nominate a male and a female student to be recognized for demonstrating the lifelong learning standards in an outstanding manner: personal manager, effective communicator, problem solver, team worker, community contributor and pursuer of excellence.

MAKEUP POLICY – ASSIGNMENTS

It is the responsibility of the student to make up any work missed as a result of an absence. It is also the responsibility of the student to pick up any make-up assignments permitted on the day he/she returns to class. The time limit for make-up work is **THE LENGTH OF THE ABSENCE PLUS ONE DAY**. If a test has been scheduled during the time of the absence, the student is expected to take the test during the designated make-up period.

Only in the event of prolonged or pre-arranged absences (3 or more days), can assignments be requested from teachers. Such a request should be directed to the office. Homework for pre-arranged absences is the responsibility of the student. It is up to the teacher if the work will be given in advance or on the return of the student.

STUDENT RECORDS SCHOOL DISTRICT NO. 70 POLICY FILE: JRA/JRC SYNOPSIS

1. Individual student records, while accessible to school personnel and parents or legal guardians, are confidential.
2. Parent(s)/guardian(s) are welcome to inspect and review their student's school records by calling the school counselor or principal and scheduling an appointment at a mutually convenient time. Parent(s)/guardian(s) will have the opportunity for a hearing to challenge the contents of their student's records to correct or delete any inaccurate, misleading or other inappropriate data in the record.

3. The District is permitted by law to disclose directory information without written consent of the parent/guardian or eligible student. The parent/guardian or eligible student has the right to refuse to permit the designation of any or all of the categories of directory information if such refusal is received in writing in the office of the principal of the school where the student is in attendance no later than September 7 or the following Monday if September 7 is a Saturday or Sunday. Directory information which may be released may include the student's name, date and place of birth, major field of study, participation in officially recognized activities, any sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent and previous education agency or institution attended by the student, and other similar information. Student telephone numbers and addresses will not be disclosed pursuant to Colorado law.
4. Names, addresses and home telephone numbers of secondary school students will be released to military recruiting officers within 90 days of the request unless a student submits a written request that such information not be released

NEWS RELEASES

From time to time, the news media is on campus for coverage of news issues, and may film or interview students. If you have an objection to this occurring with your student, please indicate this in writing, and we will keep this on file for future reference. If this documentation is not on file, we will assume your permission is granted.

ACCREDITATION – ACADEMIC STANDARDS

All District No. 70 schools are accredited through the Colorado Department of Education.

BEHAVORIAL EXPECTATIONS

ATTENDANCE POLICY

The philosophy of the attendance policy is to encourage good attendance, develop student responsibility, and build greater cooperation between parents/guardians, school officials and students. Regular and punctual attendance is a major contributor to success in the classroom and on the job. Vineland Middle School students are expected to attend every class. Initially, the responsibility to attend school rests with the student. **Responsibility to ensure that the student has good attendance rests with the parents/guardians.**

Under Colorado State Law, school attendance for students who have not reached the age of 17 is mandatory. Failure to attend school will result in the following:

- The school will initiate a progression of written notifications until the unexcused absences exceed 15 in a school year. Parents will receive electronic letters for absences totaling 4, 8 and 15 and may require a meeting to discuss the absences.
- At that time, judicial proceedings will begin with respect to truancy.

VMS ATTENDANCE POLICY

Student absences will be classified into two (2) categories:

1. **General/excused**: Parent is aware of absence and has called the school within 48 hours of absence. Parents may excuse 15 (Fifteen) absences per year. After a student has accrued twelve absences, we

will require medical or other state excused documentation. Continued excessive absences, even if excused by the parent/guardian, will be grounds for truancy proceedings.

2. **Unexcused:** If a student is absent without parental notification, the student will be considered unexcused. 15 unexcused absences will result in truancy proceedings.

Excused Absences:

1. According to the Colorado School Attendance Law (22-33-104) and School District Policy FRE/JH, the following conditions excuse a student from compulsory school attendance:
    - Temporary illness, injury, or absence approved by a school administrator. (Dr. appointment, field trip, pre-arranged absence, death of family member or relative, observance of a religious holiday, athletic events, etc., fall into this category.)
    - Absences for an extended period of time due to physical, mental or emotional disability (**with physician documentation**).
    - Absences due to being in the custody of court or law enforcement authorities.
2. Pre-arranged absences may be excused up to three days if an educational value can be established (i.e., college visitation, special religious observance, etc.), as long as the student does not have any unexcused absences or a total of fifteen (15) or more excused absences. Students with pre-arranged absences must make arrangements for completing make-up work either prior to the absence or on their return at the teacher's discretion.

    The following procedure is to be followed:
    - Parents must contact the secretary stating the reason for leaving and the dates to be missed.
    - Get a pre-arranged absence form from the Office at least one week prior to the absence. Complete the form with teachers' signatures and assignment arrangements.
    - Have the appropriate administrator sign the form.
    - Return the form to the Office prior to leaving.

    Please be aware that the teachers cannot ensure that equivalent academic experiences can be provided for absent students. The classroom experience cannot be duplicated; therefore, any absence results in loss of instruction. Please consider this carefully when arranging family trips, etc.

3. Field trips are considered activity absences. Students are expected to make arrangements for make-up work prior to the date of the scheduled field trip. The responsibility to make teachers aware of the trip and complete assignments lies with the student. Field trips and activity absences do not count towards total absences or considered for truancy purposes.

PARENT CALL IN PROCEDURE

Parent(s)/guardian(s) must notify the attendance secretary by telephone (719) 948-3336 within 48 hours of the student's absence or the absence will be considered unexcused. (Written notes are not accepted.) School office hours are from 7:00 A.M. to 4:30 P.M. It is important to remember that parent(s)/guardian(s) report absences, but they may legally be excused only by the school.
In cases of excessive excused absences (more than 10), it will be necessary for parent(s)/guardian(s) to provide documentation, such as a doctor's verification of illness for their student's absence.

- Absences will not be excused past 48 hours from the absence.
- Students who are absent or tardy must report to the attendance secretary to check in.

Students who leave school during the day due to illness or appointments, etc. must check out through the Office prior to leaving the building. Parent(s)/guardian(s) must give permission for their son or daughter to leave, or they must sign their son/daughter out in the office when leaving early. Failure to do so could result in the student being considered truant.

TRUANCY (DITCHING)

If a student is absent without a verbal, parental excuse or if the student does not show up to a class, the student shall be considered truant or absent unexcused (ditching). It will be an automatic In-School Suspension for the 1st offense, a possible two-day suspension for the 2nd offense and an escalation of disciplinary consequences if the truancies continue.

TARDY POLICY

Students who are not in the classroom when the tardy bell rings are considered tardy. Tardies will be tracked by administration and consequences will be issued. Should a student be more than 30 minutes late to class, an absence (not a tardy) will be recorded. **RANDOM SWEEPS WILL BE CONDUCTED THROUGHOUT THE YEAR. STUDENTS IN THE HALLWAYS AFTER THE BELL RINGS WILL BE GIVEN 1 DAY LUNCH DETENTION.**

Students will face the following consequences for being late to class (tardies will be counted by the class period, such as 2nd hour, not a cumulative amount for all classes):

- Third tardy - 1 day lunch detention (30 mins)
- Sixth tardy - 1 day after school detention (1 hour 3:30-4:30)
- Ninth tardy - 1 day In-School Suspension (ISS)
- Eleventh tardy – 1 day OSS
- Thirteenth tardy – Parent meeting required

Tardies start over or are reset at semester.

LUNCH DETENTION

Lunch Detention will be held during the student's regular lunch hour. Students who are assigned detention will be directed to sit at the lunch detention table. They will be directed to the lunch line by the administrator on lunch duty at the beginning of lunch. Students cannot talk during detention. Students will be asked to clean up the cafeteria by either cleaning tables or carrying out trash. All missed detentions must be made up. Failure to serve detention or refusing to work will result in additional consequences or ISS. Students serving lunch detention will not be permitted to go outside for recess.

PIRATE RULES

The Bottom Line: Our school is a place for learning and personal growth. It is also a place to have fun, to meet new people and to become prepared for a successful adult life. These goals can only be met if everyone feels safe and comfortable; therefore, an orderly purposeful environment is essential.

PIRATE Expectations: Vineland Middle School Pirates are expected to conduct themselves in such a way as to reflect pride and respect in their school and themselves at all times.

YOU are expected to:

- Be prepared for class
- Attend and be on time
- Respect yourself, others and property
- Be honest
- Be an active participant in the learning process

These are basic expectations in any family or work situation. We need to recognize and value that from the beginning to the end of the school day, Vineland Middle School is our "HOME". The Board of Education of School District No. 70 assigns the responsibility of student discipline to the Principal of each building and his/her staff. Students must respect the rights of others as outlined in the Code of Conduct. Refer to Colorado Revised Statute 123-20-7.

LOCKERS

Each student will be assigned a locker. Students with PE will also be issued their own gym locker. These rules apply to both sets of lockers.

- Lockers are NOT to be shared under any circumstance.
- Locker combinations are not to be given out.
- Locks on the lockers are not to be tampered with i.e. paper, erasers shoved into the lock to keep it open.
- Vandalism to the lockers will not be tolerated. Kicking, slamming, writing on, etc. will be considered vandalism.
- It is a privilege to have a locker, not a right. Repeated violation of the above rules could be grounds for removal of locker privileges.
- However, lockers are **NOT** secure. The school **CANNOT** be responsible for items lost or stolen and **NO REIMBURSEMENT** will be given. Please be sure you lock your locker.
- VALUABLES SHOULD NOT BE LEFT IN LOCKERS. Students should CHECK TO SEE THAT THE LOCK IS LOCKED BEFORE LEAVING FOR CLASS.
- School administration reserves the right to search lockers at any time.

CLASSROOM DISCIPLINE CODE

Behaviors that interfere with the educational process and the student's learning will NOT be tolerated. Individual teachers will notify students of their individual classroom rules and consequences for not following the rules.

VINELAND MIDDLE SCHOOL'S REGULATIONS AND CODE OF CONDUCT

Vineland Middle School's regulations and code of conduct are founded on the principle of "**RESPECT**"; therefore the following expectations exist:

1. Maintaining a respectful attitude toward other students, teachers, substitutes, administrators, bus drivers, student resource officers and visitors is mandatory. Insubordination toward any staff member or defying reasonable adult requests will result in disciplinary actions.

2. Being rude, harassing, taunting, threatening, hazing, using vulgarity or profanity will not be tolerated and may result in suspension.
3. Abusing someone verbally or in written form such as name calling or making ethnic or racial slurs will not be tolerated.
4. **Fighting will not be tolerated on school property at any time. Any infraction will result in suspension and could result in disorderly conduct charges.**
5. District policy will be followed in handling students in possession of drug and/or alcohol products with an automatic **referral to ASC-Director of Student Services.**
6. Damaging school/private property or theft of school/private property are serious offenses. Expense of repairs or replacements will be paid for by the offender. The offender could face suspension, possible expulsion and/or arrest.
7. Public display of affection is out of place while in the school building, on the school grounds, at a school-related event or on a school bus. Inappropriate behavior will not be tolerated.
8. Inappropriate dancing will not be tolerated.
9. Possessing weapons (real or fake), dangerous devices or substances on school property are major offenses and will result in an automatic **Referral to ASC-Director of Student Services.**
11. Possessing and using glass containers is prohibited for safety reasons.
12. Using water guns/ balloons or similar types of apparatus on school property are prohibited and will be confiscated with the possibility of the apparatus not being returned.
13. Throwing snowballs is not allowed on school grounds because of the danger involved. Disciplinary measures will be taken. This also violates a city/county ordinance, which could result in a fine.
14. Scuffling, running and yelling in the halls are not allowed.
15. Cheating and plagiarism are intolerable in an educational institution, this does include improper use of AI. Infractions will result in disciplinary action by the teacher and administrator.
16. Skateboards are not allowed on school property due to liability issues.

Department of Student Services
301 28TH LANE PUEBLO, CO 81001
TELEPHONE (719) 295-6534 FAX (719) 549-6181 www.district70.org

Middle & High School Discipline Matrix

Expellable Code of Conduct Violations	
Code of Conduct Violations	**Consequences**
#4 - Commission of any act which if committed by an adult would be robbery or assault as defined by state law. **#5** - Committing extortion, coercion, or blackmail **#9-** Violation of criminal law, which has an effect on the district or the general safety or welfare of students or staff. **#11** - Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm in accordance with federal law. Expellable weapons: • Firearms • Carrying, using, actively displaying or threatening with the use of a firearm facsimile that could reasonably be mistaken for an actual firearm • A fixed blade knife with a blade that exceeds three inches in length • Spring loaded knife or a pocketknife with a blade exceeding three and one-half inches in length • Any object, device, instrument, material, or substance, whether animate or inanimate, that is used or intended to be used to inflict death or serious bodily injury	• *10-day out-of-school suspension with a recommendation of expulsion to Student Services* • Possible law enforcement

#12 - Violation of the Board's policy on student conduct, involving drugs and alcohol.

A. *<u>Possession and/or use of Schedule I, II, III, or IV drugs.</u>*

Some examples of drugs are

a. *I-heroin, lysergic acid diethylamide (LSD), 3,4-methylenedioxymethamphetamine (ecstasy), methaqualone, and peyote.*
b. *II (Vicodin), cocaine, methamphetamine, methadone, hydromorphone (Dilaudid), meperidine (Demerol), oxycodone (OxyContin), fentanyl, Dexedrine, Adderall, and Ritalin*
c. *III- Tylenol with codeine), ketamine, anabolic steroids, testosterone*
d. *IV- Xanax, Soma, Darvon, Darvocet, Valium, Ativan, Talwin, Ambien, Tramadol*

B. Distribution / Sale of Drugs or Alcohol.

C. Under the influence of drugs or alcohol

a. *Unresponsive*
b. *Visually impaired*
c. *In need of medical care*
d. *Adverse effect on actions/ behavior*

#15 - Violation of the Board's policies **prohibiting sexual** or other harassment.

- ***<u>See Title IX Guidelines</u>***
    - Quid Pro Quo
    - Unwelcome Conduct
    - Sexual assault, dating violence, domestic violence, or stalking

If a formal complaint is filed, suspensions should not be entered until the final title IX decision has been made.

<u>Notwithstanding any other requirements of Title IX or this policy, the District/School may remove a Respondent from the School's education program or activity on an emergency basis, provided that the school undertakes an individualized safety and risk analysis and determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of Sexual Harassment justifies said removal.</u>

#18 - Violation of the Board's policy on gangs and gang-like behavior. ● Gang Violence **#23** - Making a false accusation of criminal activity against a district employee to law enforcement or to the district. **#24** - Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students. **(Does not include fighting) (This includes hitting school personnel- discussions may be needed)** ● The infliction (or threat) of serious bodily injury upon another person while at school, on school premises, or at a school function. ○ ***<u>This should not be the "go-to " code of conduct violation.</u>*** ○ ***<u>This is a serious conduct violation.</u>*** ■ ***<u>Can this fit into another code of conduct violation? #10? #13?</u>*** ■ ***<u>Are you recommending for expulsion? If NOT choose another code #</u>***	

Major Code of Conduct Violations	
Code of Conduct Violations	**Consequences**
#1 -Causing or attempting to cause damage to school property or stealing or attempting to steal district property. **#2-** Causing or attempting to cause damage to private property or stealing or attempting to steal private property. **#3-** Willful destruction or defacing of district property.	**1st incident:** 2-day out-of-school suspension. *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* **2nd incident:** 5-day out-of-school suspension. *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* **3rd incident:** *10-day out-of-school suspension with a recommendation of expulsion to Student Services*
# 6- Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitates disruption of the district or school program or incites violence. **#16-** Violation of the Board's policy on nondiscrimination **#20 -**Directing profanity, vulgar language, or obscene gestures toward other students, school personnel, or others.	**1st incident:** 2-day suspension *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* **2nd incident:** 5-day suspension • Student will be enrolled in digital intervention and prevention course(s). **3rd incident:** *10-day out-of-school suspension with a recommendation of expulsion to Student Services*

#7 - Engaging in “hazing” activities, initiation into any student group.	**1st incident:** 5-day out-of-school suspension *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* ● Student will be enrolled in digital intervention and prevention course(s). **2nd incident** *10-day out-of-school suspension with a recommendation of expulsion to Student Services*
#11 - Violation of the Board’s policy on weapons in the schools. Discretionary Weapons: **Professional Judgement** ● Any pellet, BB gun, or other devices ● A pocketknife or fixed blade knife with a blade three inches or less in length ● Slingshot, bludgeon, nun-chucks, brass knuckles or artificial knuckles of any kind.	**1st incident:** 5-day out-of-school suspension *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* ● Student will/may be enrolled the in in-person Responsible Behavior Intervention course ● In-person class may be scheduled by request through student services **2nd incident** *10-day out-of-school suspension with a recommendation of expulsion to Student Services*

#12 - Violation of the Board's policy on student conduct, involving drugs and alcohol.	**1st incident:** 5-day out-of-school suspension ● Student will be enrolled in digital intervention and prevention course(s). ● In-person class may be scheduled by request through student services **2nd incident:** ● *10-day out-of-school suspension with a recommendation of expulsion to Student Services*
#13 - Violation of the Board's violent and aggressive behavior policy - Fighting	**1st incident:** 3-day out-of-school suspension *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* ● Student will be enrolled in digital intervention and prevention course(s). **2nd incident:** 5-day suspension with referral to in-person Responsible Behavior Educational Class ● In-person class may be scheduled by request through student services **3rd incident:** *10-day out-of-school suspension with a recommendation of expulsion to Student Services* *If you have a fight that results in an out-of-school suspension, please consult with your SRO about disorderly conduct ticketing.*

#18 Violation of the Board's policy on gangs and gang-like behavior.	**1st incident:** 5-day out-of-school suspension **2nd incident** ● *10-day out-of-school suspension with a recommendation of expulsion to Student Services*
21. Lying or giving false information, either verbally or in writing, to a district employee	**1st incident:** 3-day out-of-school suspension **2nd incident:** 5-day out-of-school suspension **3rd incident:** *10-day out-of-school suspension with a recommendation of expulsion to Student Services*

Code of Conduct Violations

Essential to the implementation of progressive discipline is helping students who have engaged in unacceptable behavior to:

- Understand why the behavior is unacceptable and the harm it has caused
- Understand what they could have done differently in the same situation
- Understand the impact their behaviors have on others
- Take responsibility for their actions
- Be given the opportunity to learn pro-social strategies and skills to use in the future
- Understand the progression of more stringent consequences if the behavior recurs

In leu of creating a state reportable incident, school administration may still use a review of expectations, discussions, detention, lunch duty, Friday school etc.

After a 2nd incident, the student must be or have been enrolled in at least one digital intervention course.

Digital Lessons to Address Common Behavior Infractions

Navigate 360 Behavior Intervention & Restorative Practices integrate with the D 70 discipline matrix and policies, ensuring flexibility and alignment.

Lessons vary in depth across three tiers of instruction, aligning to both MTSS and RTI, and are structured around grade bands to ensure content is cognitively appropriate.

Code of Conduct Violations	Consequences
# 8 - Violation of the Board's policy on bullying prevention and education	**1st incident:** 1-2-day in-school/out-of-school suspension **2nd incident:** 2-3 day *out-of-school suspension* • Student will be enrolled in digital intervention and prevention course(s). **3rd incident:** 3-5 day out-of-school suspension

#14 -Violation of the Board's E-cigarette, vaping, and tobacco-free schools policy. (Non-THC)	**1st incident:** 2-day out-of-school suspension ● Student will be enrolled in digital intervention and prevention course(s). **2nd incident** 5-day out-of-school suspension ● Student will be enrolled in an in-person prevention course at the Department of Student Services. **3rd incident** 10-day out-of-school suspension ● Referral for expulsion *Any tobacco products or paraphernalia found in the possession of a student shall be confiscated.*
Distribution/Intent to distribute / Sale of vapes/tobacco **#14 -**Violation of the Board's E-cigarette, vaping, and tobacco-free schools policy. (Non-THC) ● The intent to distribute is assumed when the accused is holding an amount too large to be for only personal use. Some other indications that the possessor intended to sell the items include the presence of packaging materials, large amounts of money, and communications from customers.	**1st incident:** 5-day out-of-school suspension ● Student will be enrolled in digital intervention and prevention course(s). *Depending on the severity and details of the incident. Contact the Office of Student Services for guidance.* **2nd incident** ● *10-day out-of-school suspension with a recommendation of expulsion to Student Services*
#15 - Violation of the Board's policies **prohibiting** sexual or **other harassment.**	**1st incident:** 2-day out-of-school suspension ● Student will be enrolled in digital intervention and prevention course(s). **2nd incident** 3-day out-of-school suspension

	• In-Person Responsible Behavior Educational class • In-person class must be scheduled by request through student services **3rd incident:** 3-5 day out-of-school suspension
# 10- Violation of Board policy or regulations, or established school rules **#19 -** Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property	**1st incident:** 1-2day in-school/out-of-school suspension **2nd incident:** 2-3 day out-of-school suspension • Student will be enrolled in digital intervention and prevention course(s). **3rd incident:** 3-5 day *out-of-school suspension*
#17- Violation of the Board's dress code policy.	**1st incident:** 1-2-day in-school/out-of-school suspension **2nd incident:** 2-3 day *out-of-school suspension* **3rd incident:** 3-5 day *out-of-school suspension*
22. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism, or unauthorized collaboration with another person in preparing written work.	**1st incident:** 1-2-day in-school/out-of-school suspension **2nd incident:** Earn a failing grade on test or assignment, 1 Day of In-school suspension. **3rd incident:** 2 Days of out-of-school Suspension, Earn a failing grade on a test or

	assignment, and Possible removal from class.
25 - Repeated interference with the district's ability to provide educational opportunities to other students.	***See Habitually Disruptive CheckList***
26- Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.	**1st incident:** 3-day out-of-school suspension **2nd incident:** 5-day out-of-school suspension **3rd incident:** 10-day out-of-school suspension with a recommendation of expulsion to Student Services

INTERROGATION AND SEARCHES

To maintain order and discipline in the school and to protect the safety and welfare of students and school personnel, school authorities may search a student, student lockers, book-bags, desks, storage areas, student automobiles, etc. Whenever a school authority has reasonable suspicion to believe that the search will turn up evidence that the student has violated or is violating either the law or the rules of the school, the school authorizes a search. From time-to-time, the K-9 unit will be utilized to do a drug sweep of the building and/or parking lot.

ESCALATION OF CONSEQUENCES FOR OFFENSES TO THE GENERAL CODE OF CONDUCT (Generally considered "Minor" Violations in the Discipline Matrix)

When a student violates the policies and procedures outlined in this handbook or the instructors' syllabus/classroom rules and expectations, he/she will be directed to the appropriate administrator for disciplinary action. The administrator reserves the right to determine the severity of the offense and the appropriate consequence for the offense. Generally, students will face the following steps in the escalation of discipline at VMS:

- First offense-1 day lunch detention, phone call home, conference with student.
- Second offense-1 day after school detention, phone call home, conference with student.
- Third offense-1 day ISS, phone call home, conference with student.
- Fourth offense-2 days OSS, phone call home/suspension letter, conference with student and parent.
- Fifth offense-3-5 day suspension, phone call home/suspension letter, conference with student and parent. Begin Habitually Disruptive Paperwork, which can lead to expulsion.

Please remember that these are typical guidelines. ***Administration will consider each case individually, and reserves the right to change this escalation process.***

PUEBLO COUNTY SCHOOL DISTRICT 70 DRESS CODE
NON-UNIFORM DAYS ONLY

1. Pueblo School District No. 70 accepts shirts, blouses, sweaters and sweatshirts that are tucked in or that have finished bottoms that do not hang below the wearers' fingertips when holding their arms to their side. All tops should be traditional in nature without wording and or symbols that represent vulgarities, obscenities, gang affiliation, sexual behaviors or innuendoes, drugs, alcohol, or death/mutilation of other individuals or one's' self. Shirts, blouses, sweaters and sweatshirts should not contain any content that could be offensive to one's race, ethnicity or gender. Shirts or blouses that show excessive skin are not acceptable. Shirts or blouses that have at least a 2-inch shoulder are considered acceptable. Shirts, blouses, sweaters and sweatshirts that do not meet these criteria will be tucked in or removed and changed by the student if necessary.

2. Pueblo School District No. 70 accepts pants, shorts, and skirts that are traditional in nature and should be worn at the waistline. Pants or shorts that have ripped or cut up sections cannot show any skin above the student's fingertips when holding their arms to their side. Shorts and skirts will be no shorter than their fingertips when holding their arms to their side.

3. Pueblo School District No. 70 accepts coats that are traditional in nature and that are no longer than the wearers' fingertips.. Trench coats are not acceptable at any time.

4. Hats can be worn in the school buildings only on designated "hat days" used by the schools for various student participation exercises.

5. Pueblo School District No. 70 accepts all hair colors whether natural or colored through dyes.. Any hairstyle, haircut, hair arrangement, piercing or tattoo that distracts from the educational environment or presents a danger to the individual or others is considered unacceptable. Administrators at the school level will have the final authority to determine educational distractibility pertaining to their building and students. – see policy JICA

6. Other additions to one's self that are considered distracting to the educational environment will not be acceptable. Administrators at the school level will have the final authority to determine educational distractibility pertaining to their building and students. – see policy JICA

7. Pueblo School District No. 70 School Board reserves the right to make any modifications or changes to the dress code, as it deems necessary.

The dress code has been established by the School Board to create a positive learning environment that promotes academic growth and safety for all students and staff.

Adopted: May 15, 2001
Reviewed: August, 2021

VMS STUDENT DRESS CODE

1. Red or Black Moisture-wicking polo shirt with our embroidered logo on the front only. No screen-printing at all, No VMS on the back. Our approved vendors are Color-Splash (Santa Fe Dr.) and the Embroidery Plus (West St).
2. Zip-up sweatshirts, crew neck sweatshirts and/or fleece jackets with our embroidered logo on the front only.
3. Undershirts are permitted and can be long or short sleeves. ***Undershirts must be SOLID red, black, grey and white only.*** The fleece jackets may be worn at all times if necessary.
4. Students may have their name professionally embroidered on the shirt or sweatshirt, opposite of the logo, by our two approved vendors, Color Splash.
5. ***Black, tan, or grey*** khaki (chino) pants, knee-length shorts/bermudas, capris, knee-length skirt/skort.
6. Grey, Black or Blue Jean (denim) pants, knee-length shorts/bermudas, capris, knee-length skirt/skort. Jeans must be a true denim color, no off-colors will be allowed, such as pink, red, green, etc. If pants or jeans have holes in them, no skin is allowed to be shown above the knee. Any hole above the knee will need to have leggings worn underneath.
7. No other alterations to the uniform top will be allowed, including nothing being put on the back of the shirts. No buttons or anything esle can be added to the front or the collar.
8. Winter coats may be worn ***outside*** the building.
9. Trench coats are not acceptable at any time.
10. Hats are not to be worn in the building. The term hat includes stocking caps and bandanas.
11. Slippers are not allowed at any time at school.
12. Any hair color, hairstyle, haircut, or arrangement that **distracts** from the educational environment is considered unacceptable.
13. Any kind of facial piercing that distracts from the educational environment is not allowed. Students who come to school with distracting facial piercings will be asked to cover it completely or remove it.
14. Tattoos will be covered at all times. Students are not allowed to write on themselves or others and will be asked to wash it off.
15. Spiked jewelry of any kind is not allowed at school.
16. Anything that can be considered gang-affiliated, such as hatchet man necklaces, jewelry, etc. are not allowed. Rosaries are not allowed.
17. Building administration reserves the right to make any modifications or changes to the dress code as it deems necessary.
18. Excessive armbands and/or bracelets will not be allowed.

VMS Administration has the sole discretion on what is considered distracting!

This dress code has been established by the Vineland Middle School Administration and Faculty to create a positive learning environment that promotes academic growth and safety for all students and staff.

BEHAVIORAL EXPECTATIONS FOR BREAKFAST PROGRAM AND LUNCH

The commons is used and appreciated by people in the community as well as Vineland Middle School students. To help maintain this area and remain on the current school day schedule, the following guidelines must be adhered to:

1. Dispose of all trash in appropriate locations.
2. Use courtesy when forming lines.
3. Clean up own area and mop up spills. See the custodian for supplies.

4. Food and/or snacks are to be consumed in the cafeteria and not to be taken anywhere else in the building or outside.

Students are not allowed in the front of the building during lunch, but be taken out to the field south of the building, weather permitting.

BEHAVIORAL EXPECTATIONS FOR FOOD AND DRINK

1. Classroom instructors will have the discretion in allowing food or drink in their classrooms. Maintaining the cleanliness of the classrooms in which food or drink is allowed will be the responsibility of the students in that classroom. If cleanliness is not maintained, this privilege will be revoked.
2. No energy drinks allowed, such as Monster, Red Bull, etc. Soda pop and coffee are allowed.
3. Trash receptacles are to be used for gum and litter at all times.
4. As a **proud PIRATE**, please do your part in keeping our school clean.

BEHAVIORAL EXPECTATIONS FOR SCHOOL FUNCTIONS

Sportsmanship and fair play must be shown at all times in accordance with CHSAA guidelines and guidelines set by Vineland Middle School.

Conduct at activities should reflect respect and pride of self, others, the school and property. All school behavior policies and dress codes will apply at extra-curricular functions unless prior notification is given or in the case of semi-formal or formal occasions.

Students who are spectators need to follow all rules and remain in uniform. They must stay in the designated sporting area, such as the gym, football field, etc. and are not allowed to go off grounds or roam around the building. Students will be asked to leave and may have attendance privileges revoked for bad behavior.

BEHAVIORAL EXPECTATIONS FOR THE MEDIA CENTER

Students are expected to maintain proper behavior at all times. Failure of students to maintain proper behavior will result in loss of media privileges.

Media Use: All students not accompanied by a teacher must have a pass when entering the media center. Students must ask permission when leaving the media center during class. Students must check in to use computer reference materials.

BEHAVIORAL EXPECTATIONS FOR TEACHER/OFFICE/MEDIA ASSISTANTS

- Student assistants are expected to assist staff.
- When a student assistant is assigned to a teacher, they are to remain in this teacher's classroom.
- **If they leave class, they must be running an errand for this teacher, and they must possess the designated teacher assistant pass that authorizes them to be outside of this classroom.**

- Office assistants are to deliver all messages to teachers, who will in turn give the messages to intended students. The teacher should never be interrupted. Use courtesy at all times, place the message in a highly visible area such as the teacher's computer keyboard.
- All assistants must read, sign and adhere to a confidentiality policy.

BEHAVIORAL EXPECTATIONS FOR ASSEMBLIES

Individual conduct should be courteous, respectful and attentive. Unacceptable conduct would include whistling, uncalled for clapping, boisterousness and talking during a program. **Students who exhibit inappropriate conduct will lose assembly privileges for a designated amount of time.** Detention or suspension can also be assigned for misconduct during an assembly based on the infraction.

We take great pride in the presentation of our nation's flag. Students and guests should stand and show respect for the colors. Hats should never remain on while the flag is present on the floor. All should remain silent and standing until the flag leaves the floor.

BEHAVIORAL EXPECTATIONS FOR FUND RAISERS

For our students' safety there are no door-to-door sales allowed. All fundraisers must be cleared by the principal.

BEHAVIORAL EXPECTATIONS FOR BEFORE AND AFTER SCHOOL

- Students are expected to have proper behavior at all times. This includes conduct before and after school.
- Students are to remain in uniform until off school grounds.
- ***Students are to leave the building and campus at the end of the school day unless they are involved in extra-curricular activities or are under the direct supervision of a staff member of VMS.***
- Students walking home must have a parent and/or guardian meet or provide a written notice with administration prior to being allowed to leave campus.
- **Students are not allowed to leave campus to walk to PCHS, Loaf N Jug, or any other business and/or house unless pre-arranged through the office. If permission is not granted, it will be considered a truancy.**

BEHAVIORAL EXPECTATIONS FOR BUILDING AND GROUNDS

- Only you can make your school look good; therefore, please pick up and throw trash in available containers. **BE PROUD OF YOUR SCHOOL – KEEP IT CLEAN!**
- The building may be used by students, groups or individuals only when faculty sponsors are present.
- The lunchroom conduct of students must be such that leaving trays, throwing food, etc. could result in the loss of lunchroom privileges and/or disciplinary actions.
- Restrooms are to be kept clean.
- The fields should be kept clean from all litter.
- No loitering is permitted.
- No skateboarding is permitted.

- No bicycling on sidewalks is permitted.

BEHAVIORAL EXPECTATIONS FOR FIELD TRIPS

Regulations regarding pupil conduct:

- The instructor-in-charge is directly responsible to the school and to the parent(s)/guardian(s) for the conduct of students on field trips. Field trips are simply an extension of the classroom and pupils are expected to follow classroom guidelines.
- Students who leave school on the bus for any trip must return to the school on the bus. The only exception to this rule is when parents of the student personally have made written arrangements to pick them up.
- The bus driver is in complete charge during the trip unless an instructor is present. In that case, the instructor shall assume complete charge.
- Parent(s)/guardian(s) will be notified of field trips in advance and will be required to sign a permission slip. Students may not participate in field trips without parent(s)/guardian(s) permission.
- Field trips are an extension of the school day. Therefore, all school rules and policies will apply.
- **Students of any field trip must have a "D" or better and be in good behavioral standing in order to participate.**
- **Students who get ISS or OSS after a field trip form has been sent home will not be allowed to attend a field trip, regardless of it is for a class or activity.**

BEHAVIORAL EXPECTATIONS FOR THE BUS

Pueblo County School District 70 provides transportation for our students through a third party provider, First Student Inc. We believe that all students should be allowed to ride the bus and have the opportunity to ride the bus to and from school and for field trips and extra-curricular activities. It is important to note that generally, bus ridership is a privilege and is available to all students until the students' conduct on the bus proves otherwise. As a result, we believe that parents and students should be aware of our **Code of Conduct** expectations that govern bus ridership.

1. Students should be at the bus stop approximately 5 minutes before the designated pick up time.
2. Behaviors at the bus stop should mirror the behaviors a student is expected to exhibit in the school building. i.e. no behavior that endangers the welfare and safety of the student or others.
3. While on the bus, the bus driver is considered an extension of the staff at a school building. As a result, the bus driver is in charge and the students must comply with the requests of the driver. Failure to do so will result in a disciplinary report and action.
4. The bus driver sets the specific rules for their bus, but there are common rules for all students riding the bus;
    a. No drugs or prescription drugs (without school permission) allowed on the bus.
    b. No weapons on the bus. i.e. Knives of any kind, BB guns, pellet guns, soft air guns, replicas of weapons, guns themselves or any device that is used as a weapon.
    c. No use or possession of any form of tobacco.
    d. No alcohol.
    e. No matches, lighters, or any type of explosive material, including CO2 cartridges.

f. No profanity or profane gestures.
g. Loud and disruptive talking or behavior that would distract or impact the drivers' ability to drive the bus safely.
h. No vandalism or destruction of bus property of any kind. Any vandalism will be dealt with through Law Enforcement and parents will be responsible to pay for the repair of the damaged item.

5. Students shall board and depart from the bus only at their own school or at their designated stop unless written permission has been received by either the school or transportation department. Forms can be accessed from the school building office that can be provided to the transportation office.

First Student's Code of Conduct Violation Process:

First Violation: Driver verbally warns the student and may move the student to a different seat.
Second Violation: Driver issues a written warning (conduct report) to the student that must be signed by the parent and returned to the driver before the student is allowed back onto the bus.
Third Violation: Driver will issue a second written warning that is reviewed by the central transportation department and will result in a 1 day suspension of bus riding privileges. Conduct report must be signed by the parent and returned to the driver before the student will be allowed back onto the bus.
Fourth Violation: Driver will issue a third written warning that is reviewed by the central transportation department and will result in a 3 day suspension of bus riding privileges. Conduct report must be signed by the parent and returned to the driver before the student will be allowed back onto the bus.
Fifth Violation: Driver will issue a fourth written warning that is reviewed by the central transportation department and will result in a 5 day suspension of bus riding privileges. Conduct report must be signed by the parent and returned to the driver before the student will be allowed back onto the bus.

Any further violations will result in suspension from the bus pending a hearing with the Director of Student Services for Pueblo County School District 70. A decision about further ridership privileges will be made at that hearing.

Automatic suspension of ridership privileges include but are not limited to;

- Physical harm or threat of physical harm to the driver or other individuals on the bus.
- Property damage.
- Endangering other vehicles traveling with the bus on roadways.
- Any other behavior that jeopardizes the welfare and safety of individuals on or around the bus.

It is important for parents and students to keep in mind that severe violations of bus code of conduct can also result in school disciplinary action as well as ridership disciplinary action. Additionally, any suspension of bus ridership on any bus means that ridership on all buses is suspended.

We hope and expect that students will have a safe and pleasurable experience riding the buses provided by the services of First Student. We encourage families to review these basic rules and regulations and support a positive educational experience.

STUDENT DISTRIBUTION OF NON CURRICULAR MATERIAL (CONSTITUTIONAL RELATIVITY)

To understand Constitutional values such as the right to free speech, students must not only study such principles but also have an opportunity to put them into practice. However, there are limitations on the rights of students' free speech in the school setting that have been upheld by the courts because of the unique nature of the school community.

It is the goal of this policy to strike a necessary balance between a student's free speech and the school's responsibility to maintain an orderly school environment which respects the rights of all students on school grounds and during school sponsored activities.

Students shall be allowed to distribute non-curricular material on school property subject to restrictions on time, place and manner of distribution set out in the accompanying regulations and the prohibitions set out below and in state law.

Any written materials containing expression, which is obscene, libelous, slanderous or defamatory, shall be prohibited. Students shall not distribute any materials that advocate commission of unlawful acts or violation of Board policy and/or regulations, which violates another person's right to privacy or which causes a material and substantial disruption of the orderly operation of the school.

Students who distribute materials in violation of this policy and/or materials that cause a substantial disruption or damage to a person or property in the judgment of school officials shall be subjected to appropriate disciplinary action. Students who wish to distribute non-curricular printed materials on school property or in conjunction with a school activity must notify the principal a minimum of one day in advance so that details may be worked out regarding the time, place and manner of distribution.

Students do not have to produce an advance copy of the materials that will be distributed for the principal's review. However, materials which are distributed on school grounds containing information prohibited by Board policy and/or materials that create a significant or substantial disruption or damage to persons or property in the judgment of school officials may subject the responsible students to disciplinary action following the distribution.

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

- **Place:** Distribution of printed materials must be made at places within the school or school grounds as designated by the principal except that in no way shall such materials be distributed in any classroom of any building then being occupied by a regularly-scheduled class.
- **Time:** Distribution may be made one-half hour before school and/or fifteen minutes after the close of school. Any other times during the school day are considered to be disruptive of normal school activities.

- **Littering:** All distributed items discarded in school or on school grounds must be removed by the persons distributing such materials.
- **Manner:** No student may in any way be compelled or coerced to accept any materials being distributed by any person distributing such material or by any school official. In the alternative, no school official or student may interfere with the distribution of approved materials.

Violation of any of these regulations will be sufficient cause for denial of the privilege to distribute materials at future dates, subject to the right of appeal as stated above.

DISCRIMINATION/HARASSMENT/SEXUAL HARASSMENT

The school district is committed to the policy that no otherwise qualified person shall be excluded from participation in, be denied the benefits of, or be subjected to discriminate under any district program or activity on the basis of race, color, religion, gender, age, national origin, marital status or disability.

- See District 70's Title IX procedures. It can be found on www.district70.org, District Information, Title IX. All necessary information and forms are found there.

ATHLETICS/ACTIVITIES INFORMATION

BUDGETS

Each club and organization within the school operates on a budget approved by the principal. The sponsor and the principal must approve fund raising projects in order to ensure that organizations are not duplicating activities. **No club or organization can expend funds without securing a purchase order or using a P Card and ordering from a vendor with the purchase order.** Vineland Middle School will not be responsible for any bills incurred unless the procedures listed here are followed. **No club or activity fund money can be spent for gifts for members or for sponsors.**

ORGANIZATIONS AND CLUBS

Clubs and organizations will be developed to accommodate special interest activities. Each club must file their constitution with the student council.

National Honor Society: The Pirate Chapter of National Junior Honor Society has been created to encourage students in their development of character, to create an enthusiasm for scholarship, to promote worthy leadership and to stimulate a desire to render service to others.
Students are eligible for NJHS if they meet the following criteria:
· Have three consecutive semesters with an average grade point average of 3.50
· Can be recommended by members of the faculty
· Have demonstrated the ideals of NJHS (character, leadership, service, citizenship and scholarship)

Student Council: Stuco is a student governing body of Vineland School. The class meets daily and is under the direction of the student council advisor.

ELIGIBILITY TO HOLD OFFICE
To hold a school office, a student must:
1. Have and maintain a C (2.0) or better grade point average.

2. Student council members must have and maintain a 2.5 or better grade point average and have had no "F's" during any prior grading period that year to hold a position or to be a candidate for an upcoming position. The principal, aided by the staff, has full authority to remove a student from office or place a student on probation.

FFA (Future Farmers of America, VMS Chapter)

TSA (Technology Student Association)

ATHLETICS

Since it is a privilege to represent a school in athletics, the school must have the authority to revoke the privilege when student athletes do not meet the standards set forth. This responsibility not only exists while the athletes are involved in their chosen sport but shall be required of them while at school and at other times. All students are invited and encouraged to take part in this program. As athletic programs are voluntary, all athletes desiring the advantages of participation in the athletic program should be prepared to follow all rules and regulations as determined by the athletic staff, administrators and School Board. Participation is a privilege that can be revoked. Those not willing to comply with rules and regulations will not be permitted to participate in the program. Each sport's head coach has their own parent/guardian/athlete mandatory pre-meeting to go over the policies that govern their sport. Training rules are distributed and discussed. Both the parent/guardian and athlete must read and sign off on these rules before participating. Student Athletes and their parents are encouraged to complete a survey found in the training packet on the conclusion of their sport.

SCHEDULING ACTIVITIES

All activities are to be scheduled as far in advance as possible. Generally, one week's notice is considered a minimum for requesting an activity. **ALL ACTIVITIES ARE TO BE APPROVED BY THE PRINCIPAL AND PLACED ON THE MASTER ACTIVITY CALENDAR.**

ELIGIBILITY FOR ACTIVITIES/ATHLETICS

Vineland Middle School is a member of the Colorado High School Activities Association (CHSAA). This membership requires that students comply with the general eligibility rules covered by article 16 of the CHSAA Handbook. The activities director and/or the sponsor/coach will review these rules with the participants of each activity at the beginning of the season.

Athletics/Activities at Vineland Middle School are considered an integral part of the middle school experience.

ELIGIBILITY:

1. Before a student may practice for any sport or activity, he/she must submit the following to the Athletics/Activities Office:
   - Physical form – signed by parent(s)/guardian(s) and doctor
   - Training rules – read and signed by student and parent(s)/guardian(s)

- Pueblo School District No. 70 Athletic Emergency Form (parental release/liability waiver and medical consent form) – signed by parent(s)/guardian(s)
- Safety rules (Football)
- Pay all fees $75 fee for each sport

2. If a student is enrolled in 6 classes, they cannot be failing more than one class.
3. A student must be enrolled in 5 classes to be eligible and cannot fail any course.
4. Students must attend school the day of an activity, if school is in session, in order to participate unless prior arrangements have been made with the principal. This pertains to all athletes.
5. A student cannot be failing more than the equivalent of one course each week to be eligible to participate.
6. New students to School District No. 70 are eligible if they met the eligibility requirements from their previous school.
7. The coach/principal shall provide participant/coach/sponsor lists to teachers of students involved in all activities. These groups include all activity participants, clubs, organizations, athletes/managers, cheerleaders and student council members.
8. If a teacher has a concern about a student's eligibility, he/she should contact the coach and/or principal.
9. Students not adhering to the accepted norms of behavior may be declared ineligible.

SCHOOL ATTENDANCE FOR EXTRA-CURRICULAR PARTICIPATION

If an extra-curricular game, contest, event or tournament falls on a day that school is in session, a student must attend at least half the day to be eligible to participate in the game, contest, event or tournament unless prior arrangements have been made with the principal, assistant principal, sponsor or athletic director. **Suspended/expelled students are not allowed on the school grounds for participation in school activities while the suspension/expulsion is in effect. Suspended/expelled students are banned from attending all school functions, home or away; including dances, plays, sporting activities, etc.**

Code of Sportsmanship:
1. Positive attitudes, statements, and behavior equal a positive competitive environment.
2. Treat others as you would want to be treated.
3. Be a positive role model and leader at all times.
4. Have respect for all aspects of competition.
5. Have fun; it's just a game.

SPORTSMANSHIP

Fair play, courtesy, generosity, self-control and respect for the opposing team or school shall not be sacrificed in the desire to win. It is the duty of the host school at any contest to take every possible measure to assure courteous, friendly and fair treatment to visiting players, school officials, fans and game officials. This is the basic tenet of the programs in Vineland Middle School, and we shall strive for it above all else. Those who cannot cooperate need **NOT ATTEND** and will be asked to leave.

TEN GUIDELINES FOR PARENTS WITH ATHLETIC CHILDREN

1. Make sure your children know that win or lose, scared or heroic,

you love them, appreciate their efforts and are not disappointed in them. This will allow them to do their best without a fear of failure. Be the person in their life they can look to for constant positive reinforcement.

2. Try your best to be completely honest about your child's athletic capability, their competitive attitude, sportsmanship and actual skill level.
3. Be helpful, but don't coach them on the way to the rink, pool or track or on the way back or at breakfast and so on. It's tough not to, but it's a lot tougher for the child to be inundated with advice, pep talks and often critical instruction.
4. Teach them to enjoy the thrill of competition, to be "out there trying", to be working to improve their skills and attitudes. Help them to develop the feel for competing, for trying hard, for having fun.
5. Try not to re-live your athletic life through your children in a way that creates pressure; you fumbled, too, you lost as well as won. You were frightened, you backed off at times, you were not always heroic. Don't pressure them because of your lost pride.
6. Don't compete with the coach. If the coach becomes an authority figure, it will run from enchantment to disenchantment, etc. with your athlete.
7. Don't compare the skills, courage or attitudes of your children with other members of the team, at least within his/her hearing range.
8. Get to know the coach so that you can be assured that the philosophy, attitudes, ethics and knowledge are such that you are happy to have your child under this leadership.
9. Always remember that children tend to exaggerate, both when praised and when criticized. Temper your reaction and investigate before over-reacting.
10. Make a point of understanding courage and the fact that it is relative. Some of us can climb mountains and are afraid to fight. Some of us will fight but turn to jelly if a bee approaches. Everyone is frightened in certain areas. Explain that courage is not the absence of fear, but a means of doing something in spite of fear or discomfort. The job of the parent of an athletic child is a tough one, and it takes a lot of effort to do it well. It is worth all the effort when you hear your youngster say, "My parents really helped, I was lucky in this."

NON-DISCRIMINATION STATEMENT
Pueblo County School District 70 does not unlawfully discriminate on the basis of race, creed, color, sex, sexual orientation, gender identity/expression, marital status, national origin, religion, age, disability, need for special education services, genetic information, pregnancy or childbirth status, or other status protected by law in admission or access to, or treatment, or employment in its education programs or activities. Additionally, a lack of English language skills is not a barrier to admission or participation in activities. Inquiries about ADA, Section 504, Title VI, and Title IX may be addressed to the Superintendent of Schools, 301 28th Lane, Pueblo, Colorado, 81001. 719-295-6548 or krein@district70.org

El Distrito Escolar 70 del Condado de Pueblo no discrimina ilegalmente por motivos de raza, credo, color, sexo, orientación sexual, identidad/expresión de género, estado civil, origen nacional, religión, origen nacional, edad, discapacidad, necesidad de servicios de educación especial, información genética, estado de embarazo o parto, u otro estado protegido por la ley en la admisión o acceso, tratamiento o empleo en sus programas o actividades educativas. Además, la falta de habilidades en el idioma inglés no es una barrera para la admisión o participación en actividades. Las consultas sobre ADA, Sección 504, Título VI y Título IX pueden dirigirse al Superintendente de Escuelas, 301 28th Lane, Pueblo, Colorado 81001. 719-295-6548 o krein@district70.org

Inquiries regarding compliance of nondiscrimination may be directed to:

School District No. 70
Director of Educational Programs
24951 HWY 50 East
Pueblo, CO 81006

School District No. 70 is an equal opportunity affirmative action employer.
Complaints may also be filed with the office of Civil Rights, U.S. Department of Education, 1961 Stout Street, Denver, CO 80294.

Important Phone Numbers:

VMS	948-3336
VMS Fax	948-2323
District No. 70 Ad. Building	295-6518

Important Websites:

VMS	www.vlm.district70.org
School Board	www.district70.org

"To succeed…you need to find something to hold onto, something to motivate you, something to inspire you." *Ron D. Chapin Jr*