

MESSAGE FROM THE PRINCIPAL

WELCOME to Campo School for the 2021-2022 school year. It is my hope that this year will be a productive and enjoyable one for each of you.

Campo School extends to you a warm and sincere welcome and takes this opportunity to remind you that: A student can best serve their school by serving himself or herself. The benefits that come from the years here depend largely upon the attitude, effort, and personal zeal displayed. One's application to the classroom situation, whether it be preparing lessons, reciting work on projects, or good manners, largely determines the standard for measuring the school because it is a measure of the student.

May it be ever traditional among you to:

1. Be friendly, to smile at everyone you meet and call them by name if you can.
2. Be courteous and respectful to your fellow classmates, to your teachers, and to visitors in the building.

As a citizen of Campo School you are expected to follow the rules and policies of your school and school district that are established for the welfare of the entire student body. Following the rules will help all students to become better school citizens. This handbook is published so that all students of Campo School may have a ready reference to information, which is necessary for an understanding of the daily operation of our school. It is essential that all students and parents read the information contained in this handbook so there may be as few misunderstandings as possible. When this handbook does not give you the information you need, you should contact the Principal, the Superintendent, or a teacher for help.

As you read through this handbook, you will find that the policies defined here could all fit under one of the following three general rules:

1. Be Ready to Learn
2. Be Responsible
3. Be Respectful

By following these three basic guidelines you will ensure that Campo School will be a place where you can reach your fullest potential.

The goal of Campo School is **EXCELLENCE** and the striving to reach this goal must be a cooperative effort on the part of the students, teachers, administrators, parents, and community. We earnestly solicit your cooperation in this venture and assure you that the results will be well worth the effort. Therefore, I urge parents to become actively involved in your student's studies, extracurricular activities, and pride that Campo School has to offer.

"Only my best is good enough" is the motto selected for Campo School — Campo **PRIDE** will still continue to be prevalent throughout the student body of Campo School and the community of Campo.

Please be advised, as with any handbook, changes such as additions or deletions, may need to be made during the course of the school year. The ultimate decision will rest with the Campo Board of Education based on recommendations by the Superintendent and/or Principal.

Best wishes for a great school year!
Sincerely,
Kim Jenkins
Principal

INTRODUCTION

Democracy in the school does not mean that students are turned loose in the classrooms and hallways to do as they please in all situations. A certain amount of supervision is necessary and along with this supervision are a number of rules and regulations made and proven through past usage by the students.

It is not the purpose of this handbook to implement hard and fast rules, for such rules are almost invariably broken. We are only attempting to provide information that will help you, as a student, appreciate your school and understand the various phases of your school life.

Many of the problems that might occur daily in your school routine can be answered by referencing this handbook. You will become better oriented and can therefore do a better job while here.

Your teachers and administrators are prepared at all times to counsel with you on any problem, should one arise. Please feel free to call upon them.

STUDENT RESPONSIBILITY

All students are responsible for the information and regulations in this handbook and are subject to all rules and regulations set by the Campo School Board of Education, Colorado State Department of Education, and the Colorado High School Activities Association. All personnel hired by the Campo Board of Education are authorized to enforce these rules and regulations.

Be proud of Campo School. Take good care of it, and feel free to make suggestions for improving it. As a school citizen, you are expected to act like a student and conduct yourself properly at all times.

Throughout your life you will be looking toward the future, but you will also find yourself thinking of the future, but you will also find yourself thinking of the fine and pleasant experiences you had while a student at Campo School.

Courtesy to teachers, school employees, other students, and visitors is a tradition at Campo School. Each of us should strive to be considerate of all others, regardless of racial, religious, or economical background.

Respect and obey the judgment of your teachers and substitute teachers. They are not only your teachers and adults, but are considered your parents during the school day. Treat all other adults of this school with courtesy too, and follow any request or directive given by them. Rudeness by a student will result in disciplinary action.

YOUR SCHOOL

It is only natural for you to want to belong to the best of everything. So it is with school. You like to think your school is the best school and that each year it becomes better than the previous year. The best school is more than a building,

adequate and proper equipment, and qualified teachers. The best school manifests the enthusiasm, attitude, morale, and spirit of its students and personnel.

We assume that you come to Campo School with an instinctive desire to belong and to be proud of **YOUR** school. The opportunity is here for you to live, work, study, think, learn, and play cooperatively with many students to make this a better school. You will be proud of **YOUR** school in the degree to which you actively engage in its programs and support its activities. **YOUR** school will be what you make it.

NOTES FROM THE ADMINISTRATION

The public school in America is a learning and teaching institution. Very little teaching can occur unless there is a desire for learning on the part of the student. Self-discipline is a first step toward learning and a very necessary one to the gaining of knowledge. Each student should discipline himself/herself to the task of obtaining the best education possible.

Self-discipline, honesty, and strength of character should be instilled in a person so that when he/she is called upon to defend these principles, he/she will not disgrace his/her school, himself/herself, or his/her country.

The rules and regulations in this handbook have been developed from the past several years by input from the students, State Department of Education, school personnel, parents, and the Campo School Board of Education. The purpose of preparing the handbook is to make Campo School a better place to prepare for life's work. We are certain that this will be accomplished if you will follow the guidelines written and established in the handbook. We hope that you have a pleasant and productive school year.

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Campo School fax number	719-787-0140
Campo School address:	Box 70, 480 Maple Street Campo, CO 81029

VISION/MISSION/GOAL STATEMENTS OF CAMPO SCHOOL

At Campo School, we believe education is the responsibility of the student, home, school, and community. Our mission is to provide a safe environment for all students that promotes respect, responsibility and learning. We strive to create an atmosphere that harbors tolerance and an understanding of diversity using core values. Our goal is to promote an enthusiasm for learning through motivational teaching and technology. Data is the driving force behind all decisions that involve increasing student learning and achievement.

STANDARDS OF CAMPO SCHOOL

Standard 1: The district has established clear goals that support improving student achievement.

**To increase the percentage of students scoring proficient and higher in Reading, Writing, and Math on CSAP to meet or exceed the state average.*

**To increase the median growth percentile in Reading, Writing, and Math to meet or exceed the state median in growth percentile.*

**To maintain the current minimal gap in status for minority students in Reading, Writing, and Math. Decrease the status gap for FRL in Reading, Writing, and Math to be at the state status gap level or below. Continue to meet the state growth gap in Reading, Writing, and Math for minorities and for FRL in Reading and Writing. Reduce the growth gap for FRL for math to meet the state level of growth percentile.*

Standard 2: The district has established and maintains a standard-based and aligned curriculum.

Standard 3: The district has developed a program of instruction that meets the needs of all students.

Standard 4: The district promotes postsecondary readiness.

**The district will continue to offer postsecondary opportunities encouraging an increase in the number of students taking postsecondary/advanced courses.*

Standard 5: The district maintains positive student, family and community support.

**The district will continue to maintain 100% attendance for families at Parent/Teacher conferences K-12. The district will continue to have high participation at District Accountability Committee meetings.*

STUDENT PRIVACY RIGHTS (notification to parents)

The Campo Public School System is notifying parents and eligible students of the following rights under the Family Education Rights and Privacy Act (FERPA) of 1964 and this policy.

1. The right to inspect and review the student's education record.
2. The right to exercise a limited control over other people's access to the student's education record.
3. The right to seek to correct the student's education record in a hearing, if necessary.
4. The right to report violations of the FERPA to the Department of Health, Education, and Welfare.
5. The right to be informed about the FERPA rights.
6. The district will arrange to provide translation of this notice to non-English speaking parents in their native language.
7. A copy of the FERPA plan will be found in the school Superintendent's office.

All rights and protections given parents under the FERPA and this policy transfer to the student when he or she reaches age 18 or enrolls in a post-secondary school. The student then becomes an "eligible student".

NONDISCRIMINATION

The Campo School District is committed to a policy of nondiscrimination in relation to race, national origin, religion, age, gender, marital status, or physical handicap under the provisions of Titles VI and IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (PL 101-336), the Individuals with Disabilities Act

(PL 101-476), the Education of the Handicapped Act Amendments of 1990, and the Family Rights and Privacy Act of 1994.

Inquiries concerning the application of nondiscrimination policies may be referred to the Office of Superintendent.

DIRECTORY INFORMATION

The following information has been designated as "Directory Information" for students of Campo Schools:

1. The student's name;
2. The names of the student's parents and/or guardian(s);
3. The student's date of birth;
4. The student's class designation (i.e., first grade, tenth grade, etc.)
5. The student's extracurricular participation;
6. The student's achievement awards or honors;
7. The student's weight and height if a member of an athletic team;
8. The student's photograph; and
9. The school or school district the student attended before the student enrolled in this school district.

Parents or guardians may select or choose information from the above printed list to not be printed and to notify in writing to the respective building administration of the item or items to be excluded as "Directory Information" for that student. This notification must be completed within two weeks of publication of the policy.

SCHOOL INSURANCE

It will be the responsibility of the Principal and Superintendent to select a reputable company through which the school purchases secondary insurance for all students.

PETITIONS

No student or organization will circulate any petitions for any reason without permission of the Superintendent or Principal. If any question arises as to the policy of the school, it should be brought to the attention of the Superintendent or Principal.

SCHOOL VISITORS

All visitors to the school must first clear through the office. No visitors or pets are allowed in the classrooms without prior approval from the office.

ANNOUNCEMENTS

A bulletin will be provided to the teachers daily. This bulletin will contain coming events, announcements, etc. The bulletin will be displayed on the school's web site and the main bulletin board. Information to be included in the bulletin should be submitted to the Principal's office by the eighth period of each day. Students will not be allowed to request items to be placed on the bulletin but must do so through the respective class or organization sponsor. The intercom will be used very sparingly so information will need to be supplied through the bulletin.

BULLETIN BOARDS

The bulletin boards will be used for student information. The daily bulletin will be placed on the central bulletin board for student reference. The Superintendent must approve any advertising placed on the bulletin boards of a non-school nature in advance.

OFFICE VISITATION

Students should conduct business in a quick and efficient manner so that he/she will not take the school secretaries away from their duties more than is necessary.

Visits to the office should be cleared with classroom teachers before taking time from any class. If possible, office visits should be before school, after school, during lunch time, or between classes.

LOCKERS

Lockers are provided for all students and are assigned during enrollment. Each student is responsible for his/her locker and the contents. The school reserves the right to search lockers whether locked or open, if there is just cause. There will be periodic locker checks for neatness and cleanliness. Taping and sticking materials to the lockers is discouraged as it tends to destroy the paint. Food and beverage with lids will be permitted unless the privilege is abused. Students should not expect to be allowed to go to their lockers during class time—exception—if teacher permission is given.

ASSEMBLIES

Clapping is an acceptable form of applause. Whistling, shouting, and booing are not acceptable. Good attention to the program is expected.

- *Students will fill in by grade level
- *Students stay seated until they have been dismissed
- *Students' feet should remain on the floor
- *Food and beverages are not permitted in the gym
- *After dismissal, students will exit the auditorium in a quiet and orderly manner.



TELEPHONES

- *Students may use the phone in the office to make necessary calls.
- *Try to use the phone only before and after school, during lunchtime, or between classes.
- *Calls should be kept brief.

*Ordering from the café MUST be done between classes, NOT during class time.

*Telephone use WILL NOT be allowed during class time.

*Students will not be called from a class for telephone calls except for emergencies. Phone messages will only be delivered to students when the least amount of intrusion during instruction will occur.

*Telephones in the school are NOT to be used for social calls.

WIRELESS TELECOMMUNICATION DEVICES

Cellular Telephone Use at School

A student may possess a wireless telecommunications device while in transit to and from a school-sponsored function. Cellular phones should not be turned on during the normal class day. Should a student choose to bring a cellular phone to school, it will be collected by the Principal and parents will be asked to pick up the phone.

Students will place cell phone in space provided on classroom door. Students will pick up cell phone at the end of the class period. Students who violate this procedure and/or caught with cell phone will have cell phone taken to the office, parent will be notified and cell phone will be picked up by parent after 4:10 p.m.

This policy was discussed and developed by students at Orientation Day on August 16, 2018.

BUS REGULATIONS

Remember, riding a bus is a privilege provided by the school, not a REQUIREMENT. Riding on a school bus is contingent upon your behavior and observance of established regulations.

The bus driver is responsible for the safety of students and has the right to assign seats if necessary.

Students will observe procedure for boarding and exiting a school bus. Students must be ready to board the bus on time in the morning and after school. The bus will wait a maximum of **3 MINUTES** for the student to board the bus.

Students will be courteous, will not use profanity, and will be responsible for keeping the bus clean. Violence of any kind will NOT be tolerated. Students will remain seated while the bus is moving. There is to be NO tobacco, alcohol, or drugs on the bus at any time.

Students will keep hands and head inside the bus. Students are expected to respect bus property. There are to be NO glass containers on the bus. For safety reasons, students are not to distract the bus driver in any way. Prior approval from the bus driver must be secured before non-route riders may ride. The buses have limits on the number of passengers so the drivers must approve extra riders well in advance.

Seat belts must be worn. Bus drivers must check that students are buckled in seat belts before bus departure.

SCHOOL EQUIPMENT

No equipment should be removed from the school building without permission of the Superintendent, and then only under the direct supervision of a specific school personnel or other official of the school.

FIRE AND CIVIL DEFENSE DRILLS

At the beginning of the school term, instructions will be given on evacuating the school building in case of emergency. General instructions include: teachers take charge; everyone walks rapidly and avoids crowding and running; and stay in groups when out of the building so the teacher may be able to check his/her roll. The signal to evacuate will be the intermittent ringing of the bell. The signal to evacuate for a fire drill is a continuous loud “buzzing” sound. The signal to evacuate for a tornado drill will be a continuous ringing of the school bell. Evacuation procedures are posted in each room of the school.

*If a student pulls the fire alarm, law enforcement will be notified.

LIBRARY RULES

The library is open according to the hours posted for the elementary and high school students. Students may use the library with a class during the day or with permission from a teacher.

- All pupils in the school are entitled to use the library and borrow books.
- No more than (2) books may be checked out of the library at a time.
- Books should be retained for no more than 2 weeks.
- Damage to books beyond reasonable wear and all lost books shall be paid for.

If a librarian is not available, do not use the library without the presence of a teacher.



LUNCHROOM

Students in grades 6-12 are allowed to leave school premises during the lunch period; however, vehicles or other motorized forms of transportation are not permitted to be used during this time.

Students are required to identify themselves as they pass the lunchroom monitor with their trays.

Lunches may be purchased in the office. Free and reduced lunch forms are also available in the office.

Throwing of food, loud or boisterous conduct, horse-play, crowding in the lunch line, etc. indicates a lack of maturity and absence of good

manners and therefore, is not acceptable behavior in the lunchroom.

Food and milk are NOT permitted to be taken from the lunchroom. Be conservative; do not waste food. Please leave the tables and floor as neat and clean as they were when you arrived.

STATE LAW—soft drinks are NOT allowed in the lunchroom.

***School Meal Policy (Adopted July 17, 2017—
Campo School Board of Education***

The Campo School District RE-6 makes a commitment that no child will be denied school meals based on their ability to pay or account balance. A Free/Reduced Meal Application will be sent home with every student at the beginning of the school year or when a student enrolls during the school year. Office staff will complete a direct certification for all students eligible and make contact with remaining parents to remind them to return the Free/Reduced Meal Application in a timely manner in an attempt to qualify as many students as possible through these programs.

For students that qualify for reduced meals, or for those who do not qualify for either program, students will be allowed to charge meals and bills will be sent out monthly. Parents/Guardians are expected to keep these charges paid month. Parents/Guardians will be asked to contact the school district to make arrangements to bring their account up to day. Phone calls will be made to parents if bills are past 90 days overdue. Invoices will continue to be mailed to remind parents of the account balance.

In the event that a student's meal account becomes 90 days overdue, the account will be presented to the School Board of Education for further determination of action.

This policy is available in the Student Handbook and also the district webpage.

**STUDENT DRESS AND GROOMING
CODE**

We believe that student dress and grooming is primarily the responsibility of the students and

their parents. However, a proper atmosphere for learning in the school is the responsibility of the school. We also believe that personal appearance is an important factor in developing and maintaining an attitude and atmosphere, which is conducive to learning on the part of the student in the school.

We realize stylishness is a very important thing to all of us, but we recognize there are some types of dress and grooming which are more appropriate for specific types of activities and/or locations than others. Experience has shown that there are extremes in dress and grooming that lead to disruption of the learning process in school.

Our desire is to present advisory guidelines for dress and grooming which will be appropriate and acceptable to students, school personnel, and parents. We believe that these guidelines are realistic, reasonable, and easily interpreted. It is impossible to list every item on which there might be a question, but listed are the guidelines of items most often mentioned. Also included are what we have found to be the most important aspects of dress and grooming which affect students in a school environment. The administration of Campo School has the responsibility and authority to make the decision on questions of dress and grooming.

Any student not adhering to the guidelines presented herewith will be subject to appropriate disciplinary action. Students who are in violation of the school dress policy will be asked to exchange inappropriate clothing for more suitable attire. Failure to comply will result in further disciplinary action. Flagrant abuse may result in temporary suspension.

We realize these are highly controversial problems that will require continued and consistent cooperation of students, parents, and school personnel. Your cooperation will be of great assistance as we strive together to provide the best possible atmosphere for learning within our school.

GUIDELINES:

1. Hair is to be neat, clean, and well groomed.

2. Clothing is to be in good taste, clean, neat, and a style for school wear.
 - A. Clothing with inappropriate or offensive patches, writing, printing, or designs on it is not to be worn.
 1. No clothing with obscenity or inferred obscenity.
 2. No clothing with slogan(s) referring to drugs, alcohol, tobacco, or gang references or symbols.
 - B. Shoes are to be worn at all times.
 - C. Shirts are to be of standard length—long enough to tuck in and stay in during the course of normal movement throughout the school day.
 - D. Tank tops, see-through mesh or net shirts, strapless, spaghetti straps, low-cut/deep scoop neck, bare backs, halter-tops, and tight-fitting shirts are not allowed. Sleeveless shirts (button-down front) may be worn only if the opening permits no other visibility of the body.
 - E. If the garment inappropriately expresses the body, it is not appropriate attire for school (i.e., midriff tops).
 - F. No undergarments are to be worn as outside clothing.
 - G. No hats, head coverings, or distracting head ornaments will be worn in the school building or cafeteria.
 - H. Body piercing jewelry cannot be disruptive.
 - I. Dresses must cover the chest and be no shorter than mid-thigh. Tight-fitting, see-through dresses would not be appropriate attire for school.
 - J. Jeans, pants, shorts, and skirts must be no shorter than mid-thigh in length (including slits).
Biker shorts or any clothes that are tight-fitting or

see-through would not be appropriate attire for school.

- K. Sunglasses will not be permitted inside the school building.
- L. NO “B’s”
(Boxers, Briefs, Backs, Bellies, Butts, Bras, Breasts)

STUDENT ACTIONS

Violation of any of these actions will result in disciplinary measures being taken against those who fail to observe these guidelines. **Please reference the “DISCIPLINE HANDBOOK” for information regarding the policies and procedures.**

- ✓ There is to be no public displays of affection while on school property or school activities. Holding of hands is acceptable.
- ✓ The use of any form of tobacco by students is prohibited in the school building and on all school property.
- ✓ If for any reason it is necessary for a student to leave the school grounds during class hours, he/she must get permission from the Principal or Superintendent. Such permission shall be given only in the case of sickness or upon personal or written request of the parents or guardian and by discretion of the Principal or Superintendent.

STUDENTS MUST NEVER LEAVE THE SCHOOL WITHOUT PERMISSION AND/OR WITHOUT SIGNING OUT IN THE OFFICE.

- ✓ Students will be held accountable for damage or defacement of school property. Any vandalism to the school or school equipment or property will be reported to the proper law enforcement officials.
- ✓ Students driving vehicles to school are to park the vehicle when they arrive at school and stay out of the vehicle until school is dismissed or until they have permission from the administration. Other students should not enter a vehicle.

- ✓ Bicycles are a form of transportation and will be parked ONLY at the bike rack in front of the school. Bikes must remain parked at the bike rack until school is dismissed. Bikes may not be ridden during school hours. Special permission to move bikes during the school day must be secured through administration.
- ✓ Students shall not engage in unlawful use, possession, distribution, sale, or trade of drugs, alcohol, or controlled substances, or any substance or material believed to be drugs, alcohol or controlled substances, or any substance that is capable of causing or producing mood alteration or behavior changes.
- ✓ Students should avoid running, scuffling, or any other form of bodily contact, whistling, and loud talking in the halls. Students are expected to conduct themselves as ladies and gentlemen at all times.
- ✓ Elementary students will remain in line while walking in the hallway. Students are asked to walk on the right side of the hallway. This is for the safety of all students and to maintain order in the hallways. NO running or bouncing balls in the hallway.
- ✓ Playground rules:
(PLAY SAFELY)
 1. Use the playground equipment safely. Don't jump out of swings or off bars, don't get on top of the merry-go-rounds, or on top of the jungle gym.
 2. Ask permission from an adult to leave the playground; this includes for drinks and to use the restroom.
 3. Stay in sight of the teachers; do not go around the corners of the school or past the basketball court.
 4. Play with provided equipment, no hard bats or hard balls.
 5. Do not play with sharp objects of any kind, no weapons are allowed.
- 6. No throwing of rocks, dirt, sand, snow, or objects of any kind.
- 7. Snowboots are required to play in snow.
- ✓ Electronic devices, including but not limited to beepers, pagers, CD players, headphones, and laser pointers,—are not allowed in the school building with teacher/administration approval.
- ✓ Students will not be permitted to possess dangerous instruments or weapons on school property, at school-sponsored functions, or while in any school bus or vehicle used by the school for transportation (i.e., firearms, fireworks, explosives, knives, razors, etc.)
- ✓ No student or student organization shall participate in hazing.
- ✓ Discrimination against or harassment of any student on the basis of sex is forbidden. Sexual harassment includes:
 - ◆ Verbal or physical sexual advances, touching, pinching, patting or brushing against, comments regarding physical or personality characteristics of sexual nature, and sexually-oriented “kidding” “teasing”, double meanings, and jokes.
 - ◆ Demeaning comments about a girl's ability to excel in a class historically considered a “boys” subject, privately talking to a student about sexual matters, hugging or touching a student inappropriately may constitute sexual harassment.
 - ◆ Writing graffiti which names a student or otherwise identifies a student is potentially slanderous and constitutes sexual harassment.
 - ◆ Any of the aforementioned conduct that effectively deprives a student of access to educational opportunities or

benefits provided by the school.

CAMPO SCHOOL ACADEMIC HONOR CODE

"Honesty is the first chapter in the book of wisdom"

Thomas Jefferson

Honor is defined as a keen sense of right and wrong and an adherence to action or principles considered right. (Webster's Dictionary, end College Edition)

Statement of Purpose

A school is an academic community of lifelong learners. Its fundamental purpose is the pursuit of knowledge. Like all communities, the school can only function properly when its members adhere to clearly established goals and values. Essential to the fundamental purpose of the school is the commitment to the principles of truth, integrity, and academic honesty. Academic dishonesty is a corrosive force in a school's academic life. It jeopardizes the quality of education and depreciates the genuine achievement of others.

Expectations

- Each student is assumed to be an honorable person
- Each student is a person who can be trusted at all times.
- Each student is forthright under all circumstances
- Each student is a person who, if he says he will do something, will do it because he is giving his word and pledging his honor
- Each student is expected to help others achieve their personal best. Students will always be ready to judge honorable and dishonorable behavior when they see it around them. Students must neither permit behavior of a dishonorable type, nor must they accept anything that results from dishonorable behavior

What is academic dishonesty?

Cheating: Intentionally using or attempting to use unauthorized materials, information, or study aids in any academic exercise.

Fabrication: Intentional and unauthorized falsification or invention of any information or citation in an academic exercise.

Facilitation: Intentionally or knowingly helping or attempting to help another student violate any provision of the Academic Honor Code.

Plagiarism: Intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise.

Consequences

*Students committing academic dishonesty will receive a zero for their work.

*Parents of the students will be notified by the teacher(s) of honor code violations.

Additionally, students may face one or more of the following consequences as determined by the teacher and/or Principal:

*Removal from National Honor Society (if applicable)

*Removal from the honor roll

NOTE: The ramifications of academic dishonesty can be far-reaching. It can impact a student's grade point average and class standing; it can impact the chances of a student's acceptance to a college or a job; additionally, it can impact potential recommendations for scholarship awards.

BULLYING

"Harassment, intimidation, and bullying", as defined

as any gesture, written or verbal expression, or physical act that a reasonable person should know will harm another student, damage another student's property, place another student in reasonable fear of harm to the student's person or damage to the student's property, or insult or demean any student or group of students in such a way as to disrupt or interfere with the school's educational mission or the education of any student.

Harassment, intimidation, and bullying include, but are not limited to, a gesture or written, verbal, or physical act that is reasonably perceived as being motivated by a student's religion, race, color, national origin, age, sex, sexual orientation, disability, height, weight, socioeconomic stature, or any other distinguishing characteristic.

“At school” means on school grounds, in school vehicles, at school-sponsored activities, or at school-sanctioned events.

Harassment, intimidation, and bullying are specifically prohibited by the Campo School district. Students violating the prohibitions set forth in this policy shall be subjected to any and all disciplinary measures the district deems appropriate.

Prevention of and education about harassment, intimidation, and bullying behavior by students shall be addressed by the Administration.

Campo School is committed to creating and maintaining a learning environment that is free from bullying and harassment. Repeated bullying offenses will result in suspension. Bullying is defined in the following ways:

- Bullying is aggressive behavior or intentional harm-doing.
- Bullying can be physical, verbal, emotional, or sexual.
- Bullying is carried out repeatedly over time.
- Bullying occurs within an interpersonal relationship characterized by an imbalance of power.
- Examples of bullying: name calling, telling mean jokes about someone, threatening to hurt someone, taking things without permission, using physical size as an advantage over someone smaller.



GRIEVANCE POLICY

The procedures for filing a complaint are outlined in the Campo Board of Education policy manual—Policy DAA, DAA-P. This includes Title IV, Title IX, XI-Section 504 ADA. Prior to the filing of a written complaint, the grievant is

encouraged to visit with the Principal. Reasonable effort should be made to resolve the problem or complaint before filing a formal complaint.

CODE OF ETHICS

It is the duty of all concerned with high school competitive events:

- To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
- To stress the values derived from playing the game fairly.
- To show cordial courtesy to visiting teams and officials.
- To establish a happy relationship between visitors and hosts.
- To respect the integrity and judgment of sports officials.
- To achieve a thorough understanding and acceptance of the rules.
- To recognize that the purpose of athletics is to promote the physical, mental, moral, social, and emotional well being of the individual players.

DO:

- ☐ Cheer when the Patriots come on the field or court.
- ☐ Cheer for good playing and outstanding acts of sportsmanship.
- ☐ Be quiet when a team or player is penalized.
- ☐ Be gracious and courteous hosts to visiting players and officials.

DO NOT:

- ☐ Boo officials or players.
- ☐ Do anything to bring discredit to Campo School.

IN-SCHOOL SUSPENSION GUIDELINES

Students serving in-school suspension shall be required to complete assignments during in-school suspension but will receive no credit for those assignments. Students will report to the

Principal by **7:55 a.m.** Students will be dismissed at 4:10.

OUT-OF-SCHOOL SUSPENSION GUIDELINES

Parents will be notified of the suspension and asked to take the student home. The student may not attend school throughout the length of the suspension. Students will be required to make up classroom work/tests, etc. missed while serving out-of-school suspension but will receive no credit. Parents will be notified of the student's rights to appeal. Students may not attend any school functions, home or away. Students are not permitted on school grounds while serving an out-of-school suspension.

ATTENDANCE

The importance of regular attendance cannot be over emphasized. The student should be in school every day that he/she is physically able. It is extremely difficult to successfully keep up with class work if attendance is irregular. If a student is repeatedly absent without proper cause, proper authorities will be notified.

A student will be counted absent according to the ruling of the State Department of Education which states: "Any student must be counted absent if he/she is not actually present for classes although the cause of the absence is beyond his/her control. A student's absence for a school activity is not included in the above statement."

Excessive tardies could be considered as truancy and action with the appropriate officials would become necessary.

Parents are encouraged to make doctor appointments after school, on Fridays, or during school breaks. If appointments must be made during school time, please avoid using the same class period.

Letters will be sent home to inform students and parents of the attendance issue. A letter will be sent home after 3 absences. After 5 absences, the parent(s) and student will be asked to attend the next regularly scheduled school board meeting.

Penalties that could be enforced include the removal of a student from events such as field trips, athletic activities, Fabulous Friday happenings, etc. Other penalties could include make up of time lost on Fridays as well as participation in 9-weeks testing. Truancy is also considered a level 2 offense of the school discipline policy which may result in an in-school suspension of 1 to 3 days.

Should the absences continue, a letter will be sent home after 8 absences. If 10 absences occur, the parent(s)/guardian(s) and student shall have the right to appeal to the Campo School Board of Education at the next regularly scheduled school board meeting for one of the following types of waivers:

The reasons for a **possible** waiver for absences are as follows:

- ❖ Illness or hospitalization, substantiated by a doctor's statement, or
- ❖ Any absence of an emergency nature deemed unavoidable by the Principal. (When such a condition exists, the student and/or parents must contact the Principal to request a penalty waiver)

Possible consequences of a failed waiver could be a loss of credit and/or retention in the current grade level.

Rewards for perfect, excellent (no more than 1 absence) or good (no more than 3 absences) could include exemption from 9-weeks testing and possible inclusion of participation in school-sponsored field trips.

Adopted July 15, 2019 by the Campo School Board of Education

ABSENCES

Whenever a student is absent, a telephone call must be received in the office by 7:55 a.m. or the Principal will place a phone call to inquire about the absence.

MAKE UP WORK

When a student is absent and would like homework assignments, please call the office by 8:45 a.m. so that the Principal can notify all of the teachers. Teachers will need ample time to prepare the assignments. Homework may be picked up at the end of the day (4:10 p.m.) in the office.

Students will have one school day to make up the work missed for each day absent unless granted additional time by the teacher. For example, a student absent on Monday will receive his/her assignments in each class period upon returning Tuesday. Those assignments will be due Wednesday at the beginning of each class period. Failure to make up work within the prescribed time will result in a "0" for the work missed.

Any examination or test, announced during the student's presence in the class or which is regularly scheduled (i.e., nine-weeks or semester), and is missed by the student due to any type of absence, shall be made up on the day the student returns to the class or at the time designated by the teacher. If the test is administered on the day the student returns to class, he/she shall be obligated to take the test on that day. Should the student be absent at the time the test is announced, and if it is not regularly scheduled, either of which would prevent him/her from being aware of the scheduled test, then the test shall be administered to him/her one day following his/her return to class. Any exceptions to this policy concerning administering the test shall be limited to those exceptions made by the Principal.

It is the responsibility of the student and/or parent to make arrangements for seeing that all missed work is completed.

TARDINESS

Tardiness will result in detention service. In-school suspension may also be enforced for tardiness according to the discretion of the Principal.

Tardiness to many employers in all fields is unexcusable. Be on time by being in your classroom and in your chair before the last bell. Punctuality is a desirable virtue to acquire for pupils and teachers alike.

High school students who are late to school or class will report to the office for an admit slip. When a student has been detained by a teacher, he/she will be given an admit slip by the teacher entitling him/her to report to the next class without reporting to the office.

Students who are late to a class for 15 minutes or less will be considered tardy; more than 15 minutes will result in an absence in the class.

WITHDRAWAL FROM SCHOOL

When a student must withdraw from school during the school term, he/she should report to the office the day he/she is to leave. He/She will turn in school-owned books in his/her possession, pay any fines or dues owed, and complete other requirements that may be in place. Transcripts will not be forwarded to the student's next school if the correct withdrawal procedure is not completed.

SUSPENSION AND REINSTATEMENT

The Principal may recommend temporary suspension of a student to the Superintendent whose action is final. A student who wishes reinstatement must meet all requirements set forth by the Principal.

A student may be expelled from school for improper moral action, persistent discipline cases, reasonable proof of guilt in cases of stealing, improper respect for teachers, or continued lack of interest in educational improvement. Such expulsion may be appealed to the Board of Education.

Students may be expelled for possession or use of alcoholic beverages and/or marijuana or any illicit drug while on school premises or before/during attendance at school sponsored activities. Parents and/or the proper legal authorities shall be notified when use or

possession of marijuana or any illicit drug is evident.

Possession of guns or other weapons can lead to suspension from school for one year.

DETENTION

The school discipline policies will be strictly enforced. Detention will be held on Tuesdays and Thursday from 4:10-5:05 p.m. Parents will be notified when their child is required to report to detention to allow them time to make arrangements for transportation. The school district will not provide transportation home after detention or to any type of extracurricular activity after detention.

DISTANCE LEARNING CLASSES

Distance Learning classes permit the school district to provide low-incidence courses not normally offered to students due to low enrollment or lack of certified teachers. Due to the unique aspects of Distance Learning, certain standards are required for enrollment in these courses. Students and parents must sign a contract and such contract must be on file with the sending school and the receiving school. The student is expected to abide by the rules and syllabus of the sending school. Also, the grading scale that will be utilized will be that of the sending school.

ELECTRONIC NETWORK FACILITES/INTERNET

The Campo Board of Education recognizes that part of the school district's responsibility in preparing our students for the twenty-first century is to provide them access to the tools they will be using as adults. Each Campo High School student must have a signed student agreement on file in the Principal's office to use the computers/software/network and Internet available.

The "Acceptable Use Policy" and "Internet Information" is made available in the enrollment packet each year. The "Student Agreement" must be signed by the student and the

parent/guardian and returned each school year by the assigned date.

SCHOOL DAYS

The school day time period is from 7:55 a.m. to 4:10 p.m. Monday through Thursday. Students are not to be on school premises before 7:40 a.m. School buses are due to arrive at school between 7:40 and 7:55 a.m., weather conditions permitting. Students are not allowed in the gym before 7:45 a.m.

Elementary students must report to their classrooms upon arriving at school. If the teacher has not arrived, students must wait at the classroom door. Elementary students are not allowed on the playground or in the gym without elementary teacher supervision during school hours.

Middle School and High School students may go to the gym or library at 7:45 a.m. or remain quietly in the high school hallways or classrooms. Students are expected to leave school at the regular time of dismissal—4:10 p.m.—Monday through Thursday; however, teachers may detain students for disciplinary reasons of for individual instruction. Prior arrangements between the teacher and student/parents will be made in these instances so parents can provide transportation home for the student.

SCHOOL CLOSING

If weather conditions cause school to be dismissed or cancelled, Lamar radio stations will be notified to announce the closure or dismissal. A text messaging service is also being formulated for notification. Phone calls will be made when necessary.

MOMENT OF SILENCE

It is the policy of the Campo School that each school site shall observe a moment of silence each day for the purpose of allowing each student, in the exercise of his/her individual choice, to reflect, meditate, pray or engage in any

other silent activity that does not interfere with, distract, or impede other students in the exercise of their individual choices.

2021-2022 Bell Schedule

7:55 a.m.-8:52 a.m.	1 st Hour
8:55 a.m.-9:52 a.m.	2 nd Hour
9:55a.m. -10:58 a.m.	3 rd Hour
11:01a.m.-12:00 p.m.	4 th Hour
12:00 p.m.-12:22 p.m.	Lunch
12:25 p.m.-1:25 p.m.	5 th Hour
1:28 p.m.-2:23 p.m.	6 th Hour
2:26 p.m.-3:16 p.m.	7 th Hour
3:19 p.m.-4:10 p.m.	8 th Hour



ACADEMICS

Graduation Requirements for Campo School:

Beginning with students graduating in the 2020-2021 school year and thereafter, in order to graduate from a public high school accredited by the State Board of Education with a standard diploma, students shall complete the following college preparatory/work ready curriculum units or sets of competencies at the secondary level.

A student must take at least six Type 1 credits per semester to qualify for academic recognition (Valedictorian/Salutatorian).

College Bound Requirements for High School Graduation

4 Units English to include English I, II, III, and IV;

3 Units Mathematics limited to Algebra I and higher;

3 Units Science including 2 laboratory sciences;

3 Units Social Studies including one unit of American History, one-half unit of Colorado History, one year of World History, and one semester of Civics;

2 units of Physical Education;

10 Electives including computer science, art, music, journalism, shop, family and consumer sciences;

25 Total Credits (Units or Sets of Competencies)

Skills Necessary for Success in College and Career

The following skills are critical to success in College and Career.

- *Innovation
- *Critical thinking skills
- *Real world experiences
- *Problem solving
- *Relevancy
- *Working in teams
- *Communication Skills
- *Project based learning
- *Flexibility/Adaptability

College & Career Ready Demonstration Requirement for Graduation in Campo and all other Colorado Schools

In addition to required coursework, all students must demonstrate competency in Math and English through one area below:

	English	Math
Accuplacer	62	61
ACT	18	19
ACT Compass	79	63
ACT Work Keys	Bronze+	Bronze+
Advanced Placement	2	2
ASVAB	31	31
Concurrent Enrollment	Passing Grade	Passing Grade
International Baccalaureate	4	4
SAT	430	460
District Capstone	Individualized	Individualized
Industry Certificate	Individualized	Individualized

(Board Policy IKF adopted by Campo School Board of Education, July 17, 2017)

Study Halls will be kept to a minimum. A student is allowed a study hall upon request and approval from the principal. No credit will be given for a study hall.

Teacher assistance or staff assistant positions will be allowed only upon special request and approval from the staff that the assistant position is being requested for and from the principal. No credit will be given for a teacher or staff assistant.

All classes will receive 1 credit per year unless otherwise indicated.

AP classes and dual credit classes will be on a 5.0 grading scale.

Completion of 6 units is required for sophomore classification, 12 units for juniors, and 18 units for seniors.

VALEDICTORIAN/SALUTATORIAN

The selection of the valedictorian and/or salutatorian shall be based on the following guidelines:

- 1) Must have a cumulative grade point average of 3.5 or higher after the first semester of the senior year
- 2) Must have attended Campo School during junior and senior years
- 3) Must have taken and be currently enrolled in 6 Type 1 credits during each semester of the grades nine through twelve
- 4) Must be a member of National Honor Society during junior year or eligible for inclusion during senior year
- 5) Must adhere to the attendance requirements of the school district
- 6) Must adhere to the discipline policy of the school district

The valedictorian shall be the student with the highest cumulative grade point average. The salutatorian shall be the student with the second highest cumulative grade point average. If the students are tied, the selection shall be based on the highest weighted cumulative grade point average.

The recommendation of the valedictorian/salutatorian shall be completed by the school administration after the submission of grades for the first semester of the senior year. That recommendation shall be made to the school board at the January meeting for review and/or discussion. Final approval will be made at the February school board meeting with the recipients being notified on or before March 1.

The valedictorian/salutatorian speeches shall reflect such topics as future goals, dreams, hopes, etc. Speeches will be due on or before April 10 to the administration. The valedictorian/salutatorian shall present the speeches to the members of the school board at the April school board meeting. The speech that is approved shall be the speech presented during the graduation ceremony in May.

The administration and/or board of education shall have the right to remove the title of valedictorian and/or salutatorian if any of the guidelines listed above are violated before the graduation date.

(Adopted July 20, 2011 by the Campo School Board of Education)

GRADUATION DRESS CODE

The graduation dress code for 8th graders and seniors shall be as follows:

8th grade:

Males—dress shirt, tie, dark slacks, dress shoes/boots

Females—school appropriate dress, dress shoes

Seniors:

Males—cap and gown, dress shirt, tie, dark slacks, dress shoes/boots

Females—cap and gown, school appropriate dress, dress shoes

Other:

Valedictorian—gold cord

Salutatorian—gold cord

National Honor Society

members—National Honor Society sash

Class ushers and ushers:

The same guidelines shall be required of the class ushers and ushers for the ceremony.

Additional information:

*There shall be no type of decorations added to the cap and/or gown.

*There shall be no flip-flops or tennis shoes or any other type of shoe other than the type listed above

*There shall be no gum-chewing.

*The tossing of the cap shall be at the end of the ceremony and should be done in proper manner so that no individual is hurt.

*These guidelines shall be in effect for practice since pictures will be taken on that day.

(Adopted March 22, 2012 by the Campo School Board of Education)



GRADING SYSTEM

Grade of A	Superior	90-100
Grade of B	Above Average	80-89
Grade of C	Average	70-79
Grade of D	Below Average	60-69
Grade of F	No Credit	Below 60

MID-TERM REPORTS/REPORT CARDS

Mid-term reports will be issued on Wednesday between the 3rd and 5th week of each 9-weeks. The mid-term reports will be mailed on the following dates:

September 21
November 16
February 1
April 12

Report cards will normally be distributed on Wednesday of the week following nine-week tests. The report cards will be mailed on the following dates:

October 19
January 5
March 9
May 25

Parents are urged to confer with the Principal and teachers when there is a question concerning these cards or the grades of the student.

DEFICIENCY REPORTS

Student deficiency reports will be mailed on Tuesday of each week.

PROGRESS (PARENT-TEACHER) CONFERENCES

Progress (Parent-Teacher) Conferences will be held once per semester. However, if a student is experiencing difficulty in a class or classes, please do not hesitate to call the Principal's office to establish a conference with your student's teacher or teachers.

Parent-Teacher Conference dates:
November 5 (Friday)
February 21 (Monday)

The classroom teacher will send a schedule home with the child prior to the schedule date. If a change needs to be made, please contact the child's teacher. If a parent/teacher conference is needed at any other time, please contact the office.

SUPERINTENDENT'S/PRINCIPAL'S NINE-WEEK HONOR ROLL

A Superintendent's and Principal's honor roll list will be posted following the close of each nine-week grading period. To be eligible for the Superintendent's honor roll, a student must have a 3.70-4.0 GPA and no grade lower than a "B". To be eligible for the Principal's honor roll, a student must have a 3.0-3.69 GPA and no grade lower than a "B". To figure grade points on the honor roll, the following system is used; A-4.0; B-3.0; C-2.0; D-1.0; F-0. This system is used for determining the valedictorian and salutatorian.

DROPPING CLASSES AND CHANGING SCHEDULES

In order to make a schedule change, a student must first request a change in writing. Since prior planning was done to develop the schedule, changes in schedules will not always be granted. Students have two weeks to make schedule changes. Schedule changes will be made for the following reasons only:

- ✓ repeating a class which has already been passed,



- ✓ another course is needed for graduation, or
- ✓ student has been placed into an inappropriate level class or does not meet the prerequisite.

If the student's schedule is changed during the year at an appropriate time and the change is for a bona fide reason, there shall be no grade reduction, and the teachers concerned will be notified of such change by the Principal.

Late enrollees will be scheduled to meet the needs of the student and the school situation. The Principal reserves the right to transfer students in classes if the change is of benefit to the class, the school, or the student.

A student who enrolls late in a class and has no grade to transfer into that class shall meet with the Principal or counselor and the teacher of the class. At this meeting, the teacher can relate to the student what is required of him/her to obtain full credit for that class.

ON-LINE CLASSES

Students will have the opportunity to participate in on-line classes. If a student does not complete the class with a passing grade, the parents will be responsible for payment of the class. This agreement will be completed at enrollment.

CUMULATIVE RECORDS

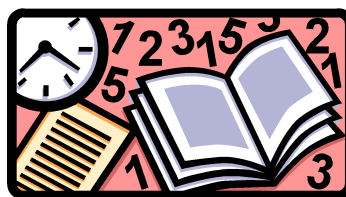
Your cumulative folder is the history of all of your schoolwork. It contains transcripts and health records. Also contained in it are the results of such tests of achievement, personality, aptitudes, mental maturity, and social adjustment that you have taken. You and your parents (upon request) may view them. They will be given to you at the completion of your senior year. However, a student's final transcript will remain on file at Campo School.

HONORARY AWARDS

NATIONAL HONOR SOCIETY

The name of this organization shall be the Campo High School Chapter of the National Honor Society. The purpose of this organization shall be to encourage higher scholastic achievement and to promote leadership and to develop strong character among chapter members.

To be eligible for membership, a student must be a sophomore, junior, or a senior. Candidates shall then be evaluated on service, leadership, and character. This shall be done by a written application submitted to the CHS NHS Faculty Council. The Principal will select the council.



EXTRACURRICULAR ACTIVITIES

ELIGIBILITY

To participate in any activity sponsored by the Colorado High School Activity Association (CHSAA), students must meet eligibility requirements established by the CHSAA.

Students in grades 6-12 who are participating in athletics must have a physical examination.

To be eligible to participate in ALL extracurricular activities ALL students in ALL grade levels will be subject to a weekly eligibility report based on his/her present average in each class. A student will be declared ineligible for the following week if he/she has one "F".

The instructor or Counselor/Principal will inform the student by Tuesday morning that he/she is deficient in a course. The deficiency report will

be mailed on Tuesday and the student will be ineligible until the following Tuesday.

ACTIVITIES AND ACTIVITY TRIPS

The Principal and/or the Superintendent must approve school-sponsored activities and/or trips at least two weeks prior to the event. Any student who plans to participate in an activity that will require them to miss school must complete the missed schoolwork prior to leaving on the activity (exceptions might be basketball tournaments and those made by the decision of the administration).

When students are attending a social activity, they are to remain until ready to leave for the evening. If a student leaves before the activity is over, permission to return may only be granted when prior arrangements have been made with the sponsor or administration.

While on a school-sponsored trip, students will dress in a manner requested by the sponsor(s). Administrators or faculty members have the responsibility for any jurisdiction over students while in attendance at any school activity, whether it is at Campo School or away.

**The school will limit
any type of activities on**

**Wednesday evenings after 6:30 or Sundays.
SOLICITING FUNDS**

Soliciting funds from community businesses will be kept to a minimum. All fund-raising activities must be approved by the administration and must be scheduled in advance. All funds shall be deposited into the activity funds in the office.

HOMECOMING

Homecoming activities occur during a two-week period during basketball season. Grades 9-12 participate in competition to raise the most money during a designated time period. Each class selects a King and Queen candidate to represent the class during the ceremony. The class making the most money determines the King and Queen.

ATHLETICS

(Refer to *South Baca Patriots Athletics Handbook*).

ACCELERATED READER

The elementary students of Campo School will have the opportunity to participate in the accelerated reading program. This is a motivational reading program where students can earn points by reading books. The points may be used towards extracurricular activities. Students must earn a minimum amount of points to participate in the extracurricular activities.

Students caught cheating will adhere to the following consequences:

1st offense: Loss of double amount of points

2nd offense: Loss of triple amount of points

3rd offense: Removal from AR program
Elementary students are required to check out books from the elementary library. Exceptions will be made with parental and teacher approval. Students who do not reach their goal will be required to make up 90 minutes of reading at school during recess time.

(Adopted May 16, 2012 by the Campo School Board of Education)

ELEMENTARY PARTIES

The scheduled parties for the elementary are as listed:

Halloween/Christmas/
Valentine's Day/Easter

Parents will be asked to sign-up for the party that they wish to help with and the classroom teacher will send that list to the parents in September.

HIGH SCHOOL COURSES

Algebra I & II
Art
Band
Biology I
Chemistry I
Choir
Civics

College & Career Prep
 Computer Science
 Current Events
 Earth Science/Physical Science
 English I, II, III, IV
 Family and Consumer Sciences
 Geography
 Geometry
 Government
 Health Sciences
 Yearbook
 Physical Education
 Service Learning
 Shop
 US History
 World History
 Concurrent College Enrollment
 STEAM/STEM
 (Science, Technology, Engineering, Art,
 Math)
 (Science, Technology, Engineering,
 Math)

Cheryl Taylor, Science, STEAM
Lennie Johnson, Shop
Larkin Meltabarger, Preschool
Lauren Wait, Day Care
Violet Allen, Custodian
Sabra Lovejoy, Social Studies, English
Sherrie Ownbey, Custodian
Kay Thompson, Head
 Cook/Lunchroom
Lois Shaw, Bus Driver
Shalee Sniff, School Nurse

STAFF

Nikki Johnson, Superintendent, Special
 Education, & Title I
Kim Jenkins, Principal, Family &
 Consumer Sciences, Counselor,
 Athletic Director
Brenda Grogan, Administrative
 Assistant, Bus Driver
Coantha Johnson, Business Manager,
 Library, Music
Brianna Billings, Kindergarten &
 1st Grade
Paige LeBlanc, 2nd & 3rd Grades
Nancy Hinds, 4th & 5th Grades
Sarah Steinman, Art/STEAM
Leroy England, Computer Technology,
 Choir, Band

POLICY CHANGES

This comprehensive handbook is not all inclusive of the rules, regulations, and policies of the Campo School District. The administration and/or school board may change these, and notice will be given to the student body, verbally or in writing, of the change. If a student or parent/guardian is not sure about a rule or regulation, or has not seen it in writing, they should ask before moving forward.

Note: All classes offered at Campo School are open to all students without regard to race, color, national origin, sex, or handicap.

School Website

www.campok12.org

NONDISCRIMINATION/EQUAL OPPORTUNITY

The Campo School Board is committed to a policy of nondiscrimination in relations to race, sex, religion, national background, age, marital status, and handicaps. Respect for the dignity and worth of each individual shall be paramount in the establishment of all policies by the school board and in the administration of those policies by the administration.