

Stratton Middle/High School
Student/Parent Handbook
2025-2026



219 Illinois Avenue
Stratton, CO 80836

School Webpage – www.strattonschools.org

Vision Statement

Stratton Schools is a community where everyone thrives because we believe all people matter.

Mission Statement

The Stratton School District is dedicated to providing quality learning experiences and opportunities, within a safe environment, to help each student excel and achieve their potential. We will maintain high expectations for our students, guiding and encouraging them to become strong, well-rounded, productive members of society and leaders in their school and community.

“IT’S A GREAT DAY TO BE AN EAGLE!”

Stratton High Fight Song

*“We’re here again to cheer again,
For Stratton High that we adore.
For the eagle’s cry rings through the sky,
We’re here to win once more.
So, half-mast for _____ high tonight,
Half-mast tonight for _____ high.
For the green and white shall fly
high and bright,
One more victory! Hey!”*

ENTHUSIASTIC

enter with an open mind

ATTITUDES

create a positive atmosphere

GAIN RESPECT

treat others as you want to be treated

LEADERSHIP

make good decisions

EXCELLENCE

develop an elite reputation

IMPORTANT PHONE NUMBERS

Stratton Elementary	(719) 348-5521
Stratton Middle/High School	(719) 348-5369
Stratton Public Schools Transportation	(719) 349-9686

STRATTON BOARD OF EDUCATION

Nichole Tanner– President
Darren Fox – Vice President
Darren Hornung– CASB and BOCES Representative
Stacey Brown– Secretary
Matt May–Treasurer

ADMINISTRATION

Julie Shue – Superintendent
Antonio Perez – K-12 Principal
Penny Isenbart – Assistant Principal

ADMINISTRATIVE SUPPORT

Jennifer May – Guidance Counselor/Academic Advisor
Jennifer Freund – Superintendent’s Secretary, Financial Officer
Tammy Beeson – Middle/High School Secretary
Gena McMillan – Elementary School Secretary

SCHOOL CLOSINGS AND EMERGENCY INFORMATION

www.strattonschools.org – School Webpage
www.facebook.com/StrattonSchools
SchoolMessenger Notifications

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**Stratton Schools R4
Student & Athlete/Parent and Community Process Flow Chart**

“Chain of Command Flow Chart”

Area of Concern	First Level	Second Level	Third Level	Fourth Level
Secretarial	Assist. Principal/Principal	Superintendent		
Athletics*	Coach	Athletic Director	Assist. Principal/Principal	Superintendent
Athletic Injuries	Coach	Athletic Director	Nurse	Superintendent
Fiscal/Budgetary	Superintendent			
Curriculum/Academics	Classroom Teacher	Assist. Principal/Principal	Superintendent	
Health Services	Nurse	Assist. Principal/Principal	Superintendent	
Preschool	Preschool Director	Assist. Principal/Principal	Superintendent	
Instruction*	Classroom Teacher	Assist. Principal/Principal	Superintendent	
Discipline*	Classroom Teacher	Assist. Principal/Principal	Superintendent	
Facilities	Maintenance Director	Assist. Principal/Principal	Superintendent	
Food Service	Kitchen Manager	Superintendent		
Guidance Counseling	School Counselor	Assist. Principal/Principal	Superintendent	
Special Education	Classroom Teacher	Special Education Director	Assist. Principal/Principal	Superintendent
Student Concern	Classroom Teacher/Coach	Principal	Assist. Principal/Principal	Superintendent
Computer Problem	Technology Director	Assist. Principal/Principal	Superintendent	
Computer Software Problem	Technology Director	Assist. Principal/Principal	Superintendent	
Transportation	Transportation Director	Superintendent		

Students/Athletes are encouraged to advocate for themselves in certain situations.

As a last resort, school board members may be contacted if all previous chain of command levels have not resolved the concern.

COMPLAINTS AND GRIEVANCES

Student Complaints and Grievances

Students have both the right and the responsibility to express school-related concerns and grievances to the administration.

For the discussion and consideration of a grievance, any student or group of students should request a meeting time and place with the school administrator. One faculty member of the student's choice may be present at such meetings. Such time and place will be designated immediately upon request.

Students should follow the proper chain of command in expressing grievances:

- 1) Teacher
- 2) Administrator
- 3) Superintendent
- 4) Board of Education

Parent and Community Complaints and Grievances

Parents/guardians and community members who have concerns about any school-related topic are encouraged to contact the proper person in the chain of command (above). These school personnel will be very happy to meet with the parent or community member to discuss the item of concern.

Rumors or stories about the school tend to circulate within the community on occasion. The school is always open to questions from patrons who are trying to verify the facts.

Equal Educational Opportunities

Every student of this school district will have equal educational opportunities through programs offered in the school district regardless of disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, or need for special education services.

In order to ensure that district programs are in compliance with applicable laws and regulations, the Board directs the superintendent or designee(s) to periodically monitor the following areas: curriculum, training, equal access, equitable distribution of district resources, student assessments, and discipline practices.

SCHOOL BUSINESS

The School Day – Middle/High School

7:30 – 4:00 School office open Monday – Thursday

7:40 – 3:50 School day Monday – Thursday

*Students are not allowed in the building unless being directly supervised by a teacher/coach/sponsor.

The School Day – Elementary School

7:30 – 4:00 School office open Monday – Thursday

7:40 – 3:50 School day Monday – Thursday

Signing Out and In

Whenever a student leaves or arrives at the school during the school day (other than normal school starting or ending times), the student or parent must sign out and back in at the office. Students must show parent’s permission to leave the school during the school day. Students who leave during lunch with parent permission need to sign out and in every day, and they may walk home for lunch. Students who leave without obtaining proper permission and signing out will be given detention.

Student Fees

Middle School/High School Student Fee	\$30.00	
Three or more students in family	\$75.00	total
Students who qualify for reduced meals	\$15.00	per student
Students who qualify for free meals	\$7.50	per student

Athletic Fees

High School Student Fee (enrolled students)	\$50 for the first sport \$25 for the second sport
SWAY Fee	\$5
Out-of-District Student Fee	\$100 per sport

Enrolled students who qualify for reduced lunch must pay \$25 for the first sport, and \$12.50 additional for multiple sports; so a max fee of \$37.50. Enrolled students qualifying for free lunch will pay \$12.50 for the first sport and \$6.25 additional for multiple sports; so a max fee of \$18.75. In order to qualify for reduced fees, parents/guardians must submit an eligibility application. Participation fees must be paid before students begin practicing or participating in sports.

Athletic cards can still be purchased for an elementary student (\$30.00), a single adult (\$40.00), or a family (\$100.00).

Outside Food in the School

The only outside food that is allowed to be brought into the school building during school hours is home cooked food. No Soda/Energy drinks/outside food (other than home cooked).

Breakfast and Lunch

Stratton School District is a pre-pay meal program. Breakfast and lunch are available to all Stratton students at no cost for the first serving. Free or reduced qualifications apply to second servings of both lunch and breakfast. All families are encouraged to complete the Free/Reduced Lunch Application available in the office to reduce their cost for second servings.

Meal balance letters will be sent every Thursday for amounts over \$1.00. Amounts owed over \$10.00 will resemble a bill. All meal balances are available to parents/guardians on PowerSchool. Students will not be allowed seconds without a positive lunch balance. An alternative meal may be

provided when a student's balance owed is more than \$10.00. A sack lunch is available upon request for field trips.

<u>Elementary</u>		<u>Middle/High School</u>		<u>Adult Guest</u>	
Breakfast Seconds	\$1.35	Reduced Breakfast Seconds	\$1.60	Breakfast	\$3.35
Reduced Lunch Seconds	\$1.35	Reduced Lunch Seconds	\$1.60	Seconds	\$1.85
				Lunch	\$4.85
				Seconds	\$2.10
Extra Milk or Juice...\$.85					

Students are expected to eat lunch in the lunchroom unless previous arrangements have been made with a teacher or parent.

Students may leave campus with parent permission during their lunch period (only seniors may drive their vehicles) Students who leave are not allowed to drive their cars during the lunch period (unless they are seniors), nor are they allowed to ride in another person's car during the lunch hour (unless the office has approved a parent to pick them up). Middle school students, Freshmen, Sophomores, and Juniors must be picked up by a parent or other designated adult as approved by a student's parent if leaving campus during the lunch period.

Students are provided with an initial ID card, at no cost, which is scanned each time they eat a school meal. The cost of replacing each student ID card will be \$5.00 and must be paid before a new card is issued. Students are responsible for keeping track of their ID cards and must have them available for scanning during their breakfast and lunch periods.

Medication

Employees of the district cannot dispense any medication to students without permission from a parent or guardian and appropriate documentation from a physician. This includes aspirin, cough medicine or any over the counter medication. parents/guardians must bring student medication to the main office. This procedure is for the protection of all students. Only designated staff members with special training can dispense medication to students. All medications must be picked up by parents/guardians at the end of the school year or when the student no longer attends Stratton Schools. If any medication is not picked up, disposal of the medication will be at the parent's expense.

Staff Medical Training

The principal or equivalent school administrator, in consultation with the school nurse, shall determine the appropriate recipients of emergency anaphylaxis treatment training, which shall include those staff directly involved with a student who has a known food allergy during the school day. At a minimum, the training shall prepare staff to have a basic understanding of food allergies and the importance of reasonable avoidance of agents that may cause anaphylaxis, the ability to recognize symptoms of anaphylaxis, and the ability to respond appropriately when a student suffers an anaphylactic reaction. The training shall also include instruction in the administration of self-injectable epinephrine.

Students with Food Allergies

The Board recognizes that many students are being diagnosed with potentially life-threatening food allergies. To address this issue and meet state law requirements concerning the management of food allergies and anaphylaxis among students, the Board sets forth the following requirements.

- **Health care plan**—The school nurse, or a school administrator in consultation with the school nurse, shall develop and implement a health care plan (plan) for each student with a diagnosis of a potentially life-threatening food allergy.
- **Reasonable accommodations**—Reasonable accommodations shall be made to reduce the student’s exposure to agents that may cause anaphylaxis within the school environment.
- **Access to emergency medications**—Emergency medications for treatment of the student’s food allergies or anaphylaxis shall be kept in a secure location accessible to designated school staff. Whenever possible and in a timely fashion, the student’s parent/legal guardian shall supply the school with the medication needed for treatment of the student’s food allergies or anaphylaxis, unless the student is authorized to self-carry such medication in accordance with Board policy JLCD, Administration of Medications.

Immunization of Students

The Board directs the superintendent or designee(s) to annually provide parents/guardians of each student enrolled in the district a copy of the standardized immunization document developed by the Colorado Department of Public Health and Environment. The standardized immunization document includes a list of required and recommended immunizations and the age at which each immunization should be given, the school’s specific immunization and exemption rates for the measles, mumps, and rubella vaccine, for the school’s enrolled student population for the previous school year compared to the vaccinated children standard and a statement that the school is required to collect and report the information, but the school does not control the school’s specific immunization rates or establish the vaccinated children standard.

No student is permitted to attend or continue to attend any school in this district without meeting the legal requirements of immunization against disease unless the student has presented one of the following, as provided by law.

- A written authorization signed by a parent/guardian requesting local public health officials administer the immunizations;
- A certificate of medical exemption;
- A certificate of completion of the online education module administered by the Colorado Department of Public Health and Environment; or
- A certificate of nonmedical exemption.

All information distributed to parents/guardians by the district will inform them of their rights to seek an exemption from immunization requirements.

Excused from Participation

Approved reasons for excusing a student from gym classes are at the discretion of the administrator or physical education (PE) teacher. In order to be excused from PE, students must

provide written notification, including the reason for the excuse and the duration of the excuse by the parent, guardian, or a medical doctor.

Section 504

If a parent feels their student would qualify for a section 504 plan, or if a parent would like more information on a section 504 plan, please contact the school Principal at *(719) 348-5369.

Dress Code

The Stratton School Dress Code is designed to encourage clothing that is appropriate for a school setting. **parents/guardians and students:** please take note of the dress code. Students should not show up to school in clothing that is prohibited or inappropriate. *Dress for success!*

The following items **are not acceptable** in school buildings, on school grounds, or at school activities:

- (1) Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Refer to drugs, tobacco, alcohol, or weapons
 - Are of a sexual nature
 - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - Are obscene, profane, vulgar, lewd, or legally libelous
 - Threaten the safety or welfare of any person
 - Promote any activity prohibited by the student code of conduct
 - Otherwise disrupt the teaching-learning process
- (2) Shorts, dresses, skirts or other similar clothing deemed inappropriately too short for the school environment by administration is prohibited. Fingertip length or longer is acceptable. All slits, cuts, or openings on shorts or skirts must be fingertip length or longer.
- (3) Pants or shorts must be worn on or above the hips.
- (4) Shirts or blouses not long enough to be tucked into shorts, pants, or skirts, or that bare the stomach or back.
- (5) Inappropriately sheer, tight or low-cut clothing (e.g. crop/halter/tube tops, backless clothing, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose private parts of the body, including the stomach and back, and undergarments.
- (6) Tank tops, spaghetti strapped items, or other similar clothing with straps narrower than 1.5 inches in width.
- (7) Headbands, handkerchiefs or hoods on the head.
- (8) No chains will be allowed, other than casual jewelry.
- (9) Sunglasses and/or hats worn inside the building. Students attending activities after school hours in the school buildings may wear hats.
- (10) Any ornamentation or clothing that draws attention away from the educational process may be disallowed at the discretion of the administration.
- (11) Any student who represents the school in extracurricular activities must dress in accordance with the sponsor's requirements, subject to prior approval by the administration.
- (12) Since it is impossible to foresee all possible problems with clothing the administration reserves the right to review and deal with any problems with student appearance.

Exceptions to the Dress Code

- Appropriate athletic clothing must be worn in physical education classes.
- Clothing normally worn when participating in school-sponsored extracurricular or sports activities may be worn to school when approved by the sponsor or coach.
- When a school activity such as homecoming calls for students to dress according to the theme, students are expected to follow the theme, within the school requirements, or wear regular school clothing.

Dress Code Consequences

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. If the student cannot obtain appropriate clothing, the school will provide attire or the student will remain in In-School Suspension for the remainder of the school day. Repeated instances of dress code violation will be handled in accordance with the Stratton Schools Discipline Code. (Refer to the code on pg. 28 of the student planner).

Student Lockers

Middle school and high school students will be assigned lockers by the office. Students will be assigned combinations for the locks on the lockers, and are responsible for remembering the combination and being to class on time. Students are not to change lockers without permission from the school secretary or administrator. Students should report lockers needing repair to the school secretary.

Student materials are to be placed in the lockers and the locker is to be closed and locked when it is not being used. Items left on the floor will be turned into lost and found. A student has the right to decorate the inside of his/her locker unless, in the judgment of the administrator, such decoration is considered obscene, illegal, or offensive to someone else's race, religion, national origin, or gender, or is damaging to the locker.

Lockers are school property and can be inspected at any time by the administration if there is reason to do so. The coaches arrange lockers and locks for athletic equipment. The same procedures apply to athletic lockers as academic lockers.

Open Campus for Seniors

Seniors at Stratton High School who are **eligible academically**, have 8 or fewer absences per semester and no tardies may earn the privilege of an open campus. A student who is tardy to any class will lose the privilege of open campus the following day. During lunch, seniors may leave after 4th period, but need to be on time for 5th period. Seniors may also leave campus during the time that they are a student aide with the permission from the administrator. All seniors must have parental permission before they will be allowed to drive. Seniors are allowed to ride with other seniors during their open campus times, but underclassmen are not allowed to drive or ride with seniors.

Teacher/Coaching Aide

Open to juniors and seniors. This role is not calculated into a student's GPA. Students will receive a satisfactory/unsatisfactory rating with no credit earned. Eligible students will sign an agreement document. Two unexcused absences removes the student from this role and the

student will be reassigned to a class at the discretion of the guidance counselor and administration.

Note: As a non-graded class, this course does not count toward the five minimum graded classes required for CHSAA sports eligibility.

Work Study Internship

Open to juniors and seniors. This role does not affect a student's GPA. Students receive a satisfactory/unsatisfactory rating; credit is earned with a satisfactory rating. Two unexcused absences result in removal from the role and reassignment to a class at the discretion of the guidance counselor and administration.

To earn credit, eligible students will:

- a) Sign a Work Study Agreement Document with their employer.
- b) Submit Hourly Logs signed by the employer.
- c) Submit a final reflection summary during finals week.
- d) Be enrolled in or have previously completed a qualifying CTE course.

Note: As a non-graded class, this course does not count toward the five minimum graded classes required for CHSAA sports eligibility.

Student Automobiles

Students will not be allowed to go to their cars during the school day. Student automobiles are to remain parked in the designated place during school hours. In cases of extreme emergency, permission may be granted by the administrator to go to or use an automobile. Only seniors who are leaving campus for lunch or students in work-study will be allowed to access their cars. Students involved in the service learning program or student aides are permitted to use their vehicle to drive to the elementary for their assignments with administrator approval.

Any student moving a vehicle during school time without permission may be in violation of the discipline code and subject to the consequences listed on the code. In addition, any such student may be required to check his or her keys in and out of the school office. School officials may search any vehicle parked on campus if they deem there is reasonable cause.

Textbooks

Students are expected to take good care of their textbooks. Students will be fined for damage to library books and textbooks. The amount of the fine will be based on the original cost of the book, the condition of the book when the student received it, and the amount of damage caused to the school book by the student. Students will pay for all lost books according to the replacement cost of the book.

Personal Property

Each student should assume the responsibility of taking care of his own possessions. The school district does not carry insurance on students' personal property items. Since each student is provided a locked storage space, there should be a minimum of lost and misplaced articles.

Stratton Schools strongly recommends keeping all lockers closed and locked at all times to reduce the possibility of theft.

Office Telephone Use

A telephone is available for urgent student use at the middle/high school. Students are not to make calls during class time without teacher **permission**. Students who use their personal cell phones without staff permission will have them taken per the cell phone policy.

Cell Phones and Other Devices

Between the hours of 7:40 and 3:50, students may only use electronic communication devices including, but not limited to, watches, tablets or cellular phones at the discretion of the classroom teacher. All classrooms have a location for cell phones to be placed upon arrival to the classroom and are expected to leave them there until the teacher allows students to use them.

- First offense: Teacher will either take the cell phone and return it at the end of the period or will take the phone to the office and students can pick them up at the office at the end of the day.
- Second offense: Cell phone will be taken to the office, parents/guardians contacted, phone returned at end of day.
- Third offense: Detention and phone will be kept by the office for seven days.

Internet Safety

In compliance with the Children's Internet Protection Act ("CIPA"), the Stratton School District R-4 will implement a technology protection measure through filtering and/or blocking software to restrict access to Internet sites containing child pornography, obscene depictions, or other materials harmful to minors less than 18 years of age. However, no software is foolproof, and there is still a risk an Internet user may be exposed to a site containing such materials. An account user who incidentally connects to such a site must immediately disconnect from the site and notify a teacher or supervisor. If an account user sees another user is accessing inappropriate sites, he or she should notify a teacher or supervisor immediately.

Privacy Policy

The System Administrators and Technology Coordinator have the authority to monitor all accounts, including e-mail and other materials transmitted or received via the Accounts. All such materials are the property of the School District. Account users do not have any right to or expectation of privacy regarding such materials.

Internet/Network Acceptable Use Policy

Student(s) and their parent/guardian must read this acceptable use policy and sign the acceptable use policy agreement (located on the student registration page) before students will

be given access to the District's computer network. It is the intent of Stratton School District to make internet access available to further its educational goals and objectives.

This Acceptable Use Policy must accompany any request for a Stratton School District R-4 network account that provides internet access, application access, storage and access to personal files, printer access, and is also required for access to any network server.

The account may only be used during the time the user is a student or employee of the School District. Anyone who receives an account is responsible for making sure it is used properly. If a user is uncertain about whether a particular use of the computer network or the internet is appropriate, he or she should consult a teacher, supervisor, or administrator.

Internet Safety

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Privacy Policy

The System Administrators and Technology Coordinator have the authority to monitor all accounts, including e-mail and other materials transmitted or received via the accounts. All such materials are the property of the School District. Account users do not have any right to or expectation of privacy regarding such materials.

Unacceptable Uses:

Unacceptable Uses of the Computer Network or the Internet:

1. Uses that violate any state or federal law or municipal ordinance include but are not limited to the following:
 - Selling or purchasing any illegal substance;
 - Accessing, transmitting, or downloading child or adult pornography, obscene depictions, harmful materials, or materials that encourage others to violate the law; or
 - Transmitting or downloading confidential information or materials that violate Federal copyright laws.

2. Uses that involve the accessing, transmitting or downloading of inappropriate matters on the internet, as determined by the school board or other related authority.
3. Uses that involve obtaining and or using unauthorized free or freemail e-mail sites as defined by the School District's Internet filtering solution.
4. Uses AI (artificial intelligence) that violates the School District's expectations/policy.
5. Uses that cause harm to others or damage to their property include, but are not limited to the following:
 - Deleting, copying, modifying or forging other users' emails, files or data;
 - Accessing another user's email without his/her permission and as a result of that access, reading or forwarding the other user's emails or files without that user's permission;
 - Damaging computer equipment, files, data or the network;
 - Using profane, abusive or impolite language;
 - Disguising one's identity, impersonating other users, or sending anonymous e-mail messages;
 - Threatening, harassing, or making defamatory or false statements about others;
 - Accessing, transmitting, or downloading offensive, harassing, or disparaging materials;
 - Accessing, transmitting or downloading computer viruses or other harmful files or programs, or in any way degrading or disrupting any computer system performance; or
 - Accessing, transmitting or downloading large files, including "chain letters" or any type of "pyramid schemes";
 - Using any district computer to pursue "hacking", internal or external to the district, or attempting to access information that is protected by privacy laws.
5. Uses that jeopardize access or lead to unauthorized access into accounts or other computer networks include, but are not limited to the following:
 - Using other user's account passwords or identifiers;
 - Disclosing one's account password to other users or allowing other users to use one's accounts;
 - Getting unauthorized access into the user's accounts or other computer networks; or
 - Interfering with other user's ability to access their accounts.

Google Workspace for Education and Additional Services

As part of Stratton School's commitment to enhancing learning opportunities, students are provided with access to Google Workspace for Education Tools, including: Gmail, Google Drive, Google Classroom, Google Docs, Google Sheets, Google Slides, Google Forms, Google Keep, Google Jamboard, Google Calendar, Google Meet, Google Sites, YouTube, Google Photos, and other Google services for educational purposes. These tools help facilitate communication, collaboration, and academic work for students.

Some Google services, like YouTube and Google Photos, have specific features that may require parental consent when used by minors under 13 years old, according to Google's policies for users under the age of 13. These services may allow the creation of content or sharing of personal media, and they are subject to parental controls and district supervision to ensure safe use.

- YouTube: Your child may be asked to access or create educational content, and you will be notified if any sharing or interaction is involved.
- Google Photos: While used for educational purposes, students may store and share photos related to academic work. Parents are advised to be aware of the privacy settings and controls around sharing media.
- Gmail: Use of Gmail is turned off for elementary school students.

Penalties for Improper Use

The use of the internet is a privilege, not a right. Inappropriate use will result in the restriction or cancellation of this privilege. Disciplinary actions will be tailored to meet specific concerns related to violations, and will be designed to assist the student or staff member in gaining the self-discipline necessary to behave appropriately on an electronic network. Possible punishments include, but are not limited to: detention, ISS, OSS, and in extreme cases, expulsion, ineligibility and/or loss of privileges for up to one school year. The Stratton Board of Education and its employees will cooperate fully with local, state, and federal officials in any investigation concerning to or relating to any illegal activities conducted through the network system.

Disclaimer

The School District makes no guarantees about the quality of the services provided and is not responsible for any claims, losses, damages, costs, or other obligations arising from the unauthorized use of the accounts. The School District also denies any responsibility for the accuracy or quality of the information obtained through the account. Account users are responsible for any losses sustained by the School District or its affiliates, resulting from the account user's intentional misuse of the accounts. Any statement, accessible on the computer network or the internet, is understood to be the author's individual point of view and not that of the School District, its affiliates, or employees.

ATTENDANCE

It is the belief of Stratton School District that students who attend school regularly learn more and are more successful. While we are aware that all learning is not confined to the classroom, the educational opportunities are severely limited for the individual student when that student is absent from the classroom environment.

Each year the Board of Education establishes the school attendance period by adopting a school calendar. Secondary students are required to have 1,080 hours and elementary students are

required to have 990 hours of direct teacher/student contact time during the school year. Freshmen through Juniors are required to be in attendance daily for 7 class periods. Seniors may be enrolled for 6 class periods.

The Stratton Board of Education believes that a student must satisfy two basic requirements in order to earn full class credit: (1) The student must satisfy all academic requirements, and (2) The student must exhibit good attendance as stated in this policy.

Absence Notification

- When a student is absent, a parent/guardian must notify the school by 8:00 a.m. on the day of the absence, either by phone or written note.
- If parents/guardians do not contact the school on the day of the absence, an automated call will be made to inquire about the absence through SchoolMessenger.
- If a parent requests, an assignment sheet will be filled out and ready for pick up at the end of the day.

Attendance Quick Facts

Type	Days	Days For Make-up
Absences (excused or unexcused)	8 per semester per class period. (Full day or by class period).	Two for the first day + one for every additional day missed
College visits	1 Jr./2 Sr.	At the discretion of the individual teacher
Activity absence		No extra time is allotted for work

After an Absence

- A student must report to the office and present a written excuse, if the parent/guardian has not already called.
- If the parent/guardian fails to notify the school by phone or written notification, the absence will automatically be recorded as unexcused.
- It is the student’s responsibility to ask the teacher for make-up work. Make-up work will be completed at the rate of two (2) days for the first day missed; then one (1) day will be added for every additional day missed.

Tardies

If a student appears in class without proper excuse after the tardy bell or is a late arrival, the student will be considered tardy. 4 tardies per semester= 30 minutes after school detention. Persistent tardiness beyond after-school detention may lead to additional consequences at the discretion of the administration.

Absences—(Only 8 total days per semester allowable)

Excused

Examples: Illness, injury, medical appointment, family emergency, funeral, custody of court or law enforcement agency, working for parents/guardians, special religious service, pre-arranged absence as approved by the administrator, and other reasons approved by the administration. Administration has the right to approve extenuating circumstances for all student absences.

Unexcused

Any absence for any reason other than the above or any absence not excused by a parent/guardian will be unexcused. Make-up work shall be allowed following an unexcused absence to promote keeping up with class and coming to school. This work may receive full or partial credit to be determined by the building administrator.

Pre-Arranged Absence (Will be counted as part of the 8 days of excused absences)

If the student is going to be gone from school for an extended period of time (family vacation, church group trip), parents/guardians are asked to notify the office five (5) days prior to the absence. The student will be issued a pre-arranged form to submit to each teacher for homework assignments. Teachers have the discretion to require work turned in before students leave or to make specific arrangements for completion. Otherwise, the work is expected to be finished when the student returns.

College Visits

If appropriate documentation is presented to the office, absences for college visits will not count against a junior's or senior's total absences. Juniors are allowed one day of excused absence; seniors are allowed two days. Students should request work from teachers several days in advance.

Truancy

A student who misses school with or without the knowledge of the parent/guardian or the permission of the administration is considered truant. Truancies are counted as absences and are disciplined in the Discipline Code. Truancy, in the context of students, refers to the act of deliberately staying away from school without a valid reason or permission. It is characterized by frequent or habitual absenteeism from compulsory education, which is often unauthorized and can lead to legal consequences for both the student and their guardians. Truancy can negatively impact a student's academic performance, social development, and future opportunities. Schools, parents/guardians, and legal systems typically monitor and address truancy to ensure students attend school regularly and receive a proper education.

Excessive Absences

Students are granted eight (8) absences per semester. When the ninth absence has occurred in any class, students will be required to meet with their parents/guardians, administrator, and their teachers to discuss possible remedies and ramifications for the absences. Students and parents/guardians may be required to appear before the Board of Education. The Board reserves the right to allow academic sanctions, loss of credit, or other suitable measures for violations of the district's attendance policy.

On the 9th absence and any subsequent absences, class work/daily points for the day of the absence will be a zero unless the student makes arrangements with the teacher to complete the missed assignment/class time. This holds students accountable for being in attendance at school and completing their work as assigned.

The district may require suitable proof of absence, including written statements from medical sources.

Exceptions/Conditions

- In the event of an epidemic or extended illness that is documented by a medical professional
- School activities do not count toward the semester total.
- Suspension or expulsions from school will not be counted toward the semester total.

Parents/guardians will receive an excessive absence letter via written notice after the 5th absence. Once a student has exceeded the number of allowable absences, parents/guardians will be notified to work with school administration to put an **Attendance Plan** in place for the student.

Athletic/Activity Absences

A student must be present at school for at least 4/7 (or 4 out of the 7 periods in MS/HS) of the school day or attending a school-sponsored event prior to practice or an athletic contest/activity to participate in practice or an athletic contest/activity. If a contest is held on Saturday, the student must be in school at least 4 out of 7 periods on the Thursday before. Exceptions to this can be made by the administration, if students or parents/guardians make arrangements with the administrator ahead of time. A phone call to the school office secretary does not constitute making arrangements ahead of time.

Attendance Responsibility

Under Colorado law, parents and legal guardians are responsible for ensuring their child's regular attendance at school. Consistent attendance is critical to student success. Repeated or excessive absences may lead to disciplinary action and/or legal consequences. In cases of chronic absenteeism, the school may be required to file a court petition to enforce school attendance, and legal action may be taken against the parent or guardian. Suspension or expulsion may also be considered in accordance with district policy, JEA.

ACADEMIC INFORMATION

Grade Classification

Since students must usually select courses listed under their respective grade classification, (at the high school level), the following completion requirements have been established:

- Freshman (9) - Successful completion of eighth grade.
- Sophomore (10) - Successful completion of seven (7) Carnegie Units or credits.
- Junior (11) - Successful completion of fourteen (14) Carnegie Units or credits.
- Senior (12) - Successful completion of twenty (20) Carnegie Units or credits.

Grade Point Average

Stratton High School calculates cumulative grade point average (GPA) on a 4.0 scale. Any percentage grade will be converted to a grade of A, B, C, D accordingly. Percentage grades over 100% will be entered as 100%. There will be no grades entered over 100%.

Grading Scale

The following scale is used for traditional grading purposes:

A+ 97-100	A 93-96	A- 90-92
B+ 87-89	B 83-86	B- 80-82
C+ 77-79	C 73-76	C- 70-72
D+ 67-69	D 63-66	D- 60-62
F 59 and below		

Grading Practices for VNET and Concurrent Enrollment Courses

Stratton School District R-4 will accept grades assigned to students by teachers of all courses initiated outside the district through VNET or other approved courses that our students may be enrolled in. The grading scale for those courses will be the grades determined by the educational institution from which the course is taught. The letter grade assigned by the instructor teaching our students over VNET or other approved courses will be entered on the Stratton High School students' transcript and it will not be the practice to alter or change the grades to fit the grading scale of Stratton High School posted in policy IKA-R. Any courses initiated by Stratton High School teachers will be subject to the grading system posted on policy IKA-R.

Registration for Classes and Drop/Add Classes

High school students will have one week to drop/add classes after the start of each semester.

Post-Secondary and Concurrent Enrollment Courses

Stratton High School in conjunction with area community colleges is able to offer college level classes if a student meets the required Accuplacer scores set by the college system. The Accuplacer is given every spring by MCC at no cost to the student. Students can retest by making arrangements with MCC to test over in Burlington.

Stratton School district will approve the cost of concurrent enrollment courses taught during school hours. If a student receives a D or fails a concurrent enrollment course, they will not be allowed to enroll in another concurrent enrollment course without counselor and administrator approval. Students will be responsible for purchasing and paying for books, materials, and course fees. There may be some concurrent enrollment courses that may require a student to have their own laptop for course use. Seniors taking a concurrent enrollment course must take the course on campus if it is a requirement of their 5 consecutive class period requirements of the school.

These are college classes and therefore follow a strict syllabus which dictates the amount of material that must be covered. It is the student's responsibility to keep in contact with the instructor if they are to be gone for any reason. The student will be responsible for keeping up with the course work. The college grading scale is used. It may be possible that you do not receive notification of failing grades or poor performance.

Concurrent Enrollment

Course criteria for students include all of the following:

- Student must also have a minimum GPA of 3.0, and must have demonstrated prior academic performance during the semester or year prior.
- Student absences may not exceed the allowable 8 absences in any class per semester.
- Must pass the content-specific Accuplacer exam in order to enroll in a course specific to that content area.
- Parents/guardians and students MUST attend the MCC orientation event
- Must have guidance counselor and administrator approval
- Students who enroll in college courses offered outside of MCC / NJC will be responsible for tuition and fees for that course work. Those fees are due to the college the first week of school or the student will be withdrawn from the course(s). If a course is dropped, the student will be reassigned to a class at the discretion of the guidance counselor and administration.
- Students in concurrent enrollment must have an on grade level assessment score (i.e. MAPS, CMAS, PSAT/SAT).

Online Enrollment

Course criteria for students include all of the following:

- Student must also have a minimum GPA of 3.0, and must have demonstrated prior academic performance during the semester or year prior.
- Student absences may not exceed the allowable 8 absences in any class per semester.
- Parents/guardians and students MUST attend the MCC orientation event
- Must have guidance counselor and administrator approval.
- Students who enroll in online elective courses will be responsible for tuition and fees for that course work. Those fees are due to the Stratton HS front office the first week of school or the student will be withdrawn from the course(s). If a course is dropped, the student will be reassigned to a class at the discretion of the guidance counselor and administration.
- Must demonstrate grade level performance with district and state assessments. Students in concurrent enrollment students must have an on grade level assessment score (i.e. MAPS, CMAS, PSAT/SAT).

Transfer Students

Students that transfer from another school need to have their transcripts sent as soon as possible. Teachers will average their transfer grades with grades earned at Stratton Schools. If students transfer from Stratton Schools to another school, all fines, fees, and bills must be paid before transcripts can be sent. The district will use an equivalency for transfer grades to match the district's grading scale.

Homework/Makeup Work Policy

Student work, which is turned in one day late, will be graded starting at 90%. Students will lose 10% of their grade for every day it is late. Anything past ten days late will be given a zero.

Students can earn up to 90% credit on missing work if they attend the after school tutoring Monday—Thursday 3:50 to 4:30 p.m. If students choose to not attend, homework that is past 10

days late will not be accepted and count as a zero. Students will have 1 week (Monday through Thursday) to make up work during tutoring, anything past that is a zero.

Students that are in ISS (in school suspension) can earn up to 75% on class work for the day the suspension is served.

Students that receive OSS (out of school suspension) can earn up to 50% on assignments during the suspension.

Eligibility Policy

The following Eligibility Policy is in effect and applies to all school activities:

- (1) All students will be subject to the eligibility rules that are found in the Colorado High School Activities Association Handbook.
- (2) A student who receives an ISS cannot participate in a game on the day they serve ISS.
- (3) In addition, the following eligibility rules shall apply for local eligibility:
 - (a) Eligibility will be determined on a weekly basis.
 - (b) A student will be ineligible if he/she:
 - is failing in one or more classes
 - has two D's in any classes
 - (c) If a student has a F in any class, they must attend the **mandatory** after school-tutoring (Monday-Thursday) the following week. Failure to attend will result in making up the missed tutoring time during nutrition break and lunch the following day. Participation in school extracurricular activities (float building, prom decorating, sporting events, etc.) will not be allowed until missed tutoring days are made up.
 - (d) A student may not participate in an extracurricular activity as a member of the team for the week after being declared ineligible. Eligibility runs from 12:01 AM. Sunday to 12:00 AM the following Sunday.
 - (e) A letter describing the student's ineligible status is mailed to parents/guardians on Thursday.
 - (f) The administration reserves the right to use eligibility consequences as a violation of the discipline code.
- (4) Transfer students are to check with the administrator and fill out transfer forms upon enrolling in school to determine their eligibility status.
- (5) Students who are ineligible are required to attend all scheduled practices after attending after school tutoring. All participants must represent the school's ideals in matters of conduct, and sportsmanship.
- (6) Ineligible students may attend home activities only as an observer, and may not ride with the team or group to activities that are away.
- (7) Students may be required to fulfill work obligations to their class or organization while ineligible, but shall not participate in any organization or class activity.
- (8) Ineligibility will not apply if the activity is an extension of the classroom, such as participating in a class field trip that is an extension of the classroom. Ineligible students will not be able to attend float building day, Prom decorating day, Prom, Field Day, etc.
- (9) Eligibility will start after the second full week of school each semester for high school students. Eligibility for middle and high school students is cumulative for each semester.

After-School Tutoring

In aligning with the Vision and Mission of Stratton Schools which is to provide students with experiences and guidance to enable them to become informed and productive members of society in a safe learning environment that is conducive to the high expectations of Stratton Schools, after-school tutoring will be available on a daily (Monday-Thursday) basis for all students to take advantage of. Our after-school tutoring is designed as a grade recovery program. Any student who appears on the weekly ineligibility list for any class will be **required** to attend after-school tutoring for the entire following week. Mandatory after-school tutoring will help eliminate failures and help students get back on track and maintain academic success. Students will have opportunities to improve their grade and learn missed material by completing appropriate missing assignments and by completing additional assignments that review classroom material (this may not be extra credit, but a chance to demonstrate their understanding and to extend learning).

After-school tutoring will also be available to other students who wish to attend on a voluntary basis.

Rules and Procedures for after school tutoring:

Students will report to the MS/HS Library at the end of the normal school day (3:50). After-school tutoring will operate from 3:50-4:30 Monday through Thursday.

1. Students will check in with the assigned staff member.
2. Students should be prepared with any missing assignments/class work that they have requested from their teacher(s) prior to attending tutoring. Work will not be provided by the tutors. The tutors are there to assist the students.
3. To assist students in their effort to be responsible and accountable, students will be required to turn in class work to their classroom teacher, not the tutor.
4. The office will send out an ineligibility letter to parents/guardians notifying them that their child is ineligible and has been assigned after-school tutoring for the following week.
5. During After School Tutoring students may:
 - a. Complete missed projects or assignments.
 - b. Complete additional assignments given by teachers for grade recovery.
 - c. Receive tutoring by the staff member assigned to tutoring or by classroom teachers with prior approval.
 - d. Work on homework.
6. Students who do not attend after-school tutoring on the days assigned will be required to make up the missed tutoring time during their lunch/recess time. Students who miss 4 mandatory after school tutoring sessions per semester will be issued one day of in-school suspension, as well as be required to attend a student/parent meeting with administration to address tutoring absences, expectations for attendance, and in the event of further violations, the course of action that will be taken as defined in the Stratton Schools Discipline Code.
7. School administrators will have the final decision as to whether after-school tutoring can be missed by a student for extenuating circumstances.
8. In the event of school closure or the school's inability to provide regular after-school tutoring, communication will go out to families as far in advance as possible.

Attendance in After School Tutoring:

Attendance will be taken each day. If a student does not show up, school administration will be contacted and consequences will be assigned. Consequences will include:

- Contacting parents/guardians
- Make up of missed tutoring time
- Loss of school-wide activity privileges

Academic Dishonesty

If a student turns in an assignment or test for a grade and the student did not actually do the assignment, that student is guilty of academic dishonesty. Academic dishonesty includes, but is not limited to, the following activities: cheating on a test, copying an assignment, plagiarism, unauthorized collaboration with another person in preparing written work, or obtaining a test or assignment without the authorization of the teacher. Both the student who did the copying or cheating and the person who allowed them to are guilty of scholastic dishonesty and will be punished accordingly.

The penalty for academic dishonesty will be:

- The student(s) will receive a grade of “0” (zero) on the assignment or test for the first offense.
- For the second offense, student(s) will receive a grade of “0” (zero) on the assignment and if the offense is in the same class student may lose course credit.
 - For middle school students, this would be a “0” for the quarter.
 - For high school students, this would be a “0” for the semester, to be determined by building administration.
- Scholastic dishonesty may also be grounds for suspension or expulsion according to Colorado School Law.
- Scholastic dishonesty will result in removal from any academic club or organization the student is currently participating in.

Acceptable Use of Artificial Intelligence (AI) Expectations

Stratton School District recognizes the growing role of Artificial Intelligence (AI) in education and supports the responsible use of AI tools to enhance student learning. The following guidelines govern the acceptable use of AI by students while enrolled in Stratton Middle/High School.

Purpose

AI technologies may be used by students to:

- Support learning through tutoring, brainstorming, and academic assistance.
- Develop writing, reading, and problem-solving skills.
- Explore coding, creativity, and innovation.
- Assist in research, summarizing, and study support.

Acceptable Use

Students are expected to:

- Use AI tools only for educational purposes aligned with classroom instruction.
- Verify and critically evaluate any AI-generated content.
- Acknowledge the use of AI when required by the teacher (e.g., labeling AI-assisted work).
- Use only school-approved AI tools or platforms, unless otherwise granted permission.

Unacceptable Use

Unacceptable uses of AI tools include but are not limited to:

- Submitting AI-generated work as original without teacher permission (academic dishonesty).
- Using AI to generate or spread inappropriate, offensive, or discriminatory content.
- Using AI to assist in bullying, harassment, or the creation of deep fakes.
- Bypassing content filters or engaging in unethical behavior using AI (e.g., hacking, impersonation).
- Using AI to produce content for non-educational or disruptive purposes.

Privacy and Safety

- Students must not input personal or sensitive information (including names, addresses, or images of themselves or others) into AI systems unless explicitly approved.
- AI tools may collect data. Students must use tools in compliance with district privacy guidelines and under adult supervision where appropriate.

Violations & Consequences

Violations of the AI Acceptable Use Policy will be handled according to the **Stratton Schools Discipline Code** (see pages 25–30 of the student handbook), and may result in one or more of the following:

Level I Offenses (e.g., minor misuse, first-time academic dishonesty)

- Parent contact
- Detention or In-School Suspension (ISS)
- Loss of AI tool access for a determined period
- Academic penalty (e.g., “0” on assignment for plagiarism)

Level II Offenses (e.g., repeated misuse, use of AI for harassment, bypassing restrictions)

- ISS (1–3 days)
- Academic sanctions and failing grade for the assignment
- Technology restrictions and required reteaching on digital citizenship
- Parent/teacher/administrator conference

Level III Offenses (e.g., malicious misuse, repeated dishonesty, distribution of offensive or harmful AI content)

- Out-of-School Suspension (OSS)
- Remedial Discipline Plan
- Ineligibility from school events or extracurriculars
- Law enforcement involvement (if warranted)

Student Acknowledgment

All students will be required to sign an acknowledgment of these expectations at the start of the school year as part of their handbook agreement. Teachers will review proper AI use expectations with students at the beginning of any assignment where AI tools may be used.

Parent – Teacher Conferences

Parent – Teacher Conferences are held two times a year. Elementary teachers schedule specific times for each conference. Secondary teachers are available to all parents/guardians during the conference times.

Graduation

A student will graduate from Stratton High School upon completion of all requirements for classes and credits as well as the completion of eight (8) semesters in high school or its equivalent. A student may participate in the graduation ceremony without a signed diploma if he/she is within one credit of the required twenty-six.

Graduation Requirements

Every student should become acquainted with school and state requirements for graduation. A minimum of 26 credits shall be required for high school graduation (15 are required credits and 11 are elective credits).

Graduation requirements are based on units of credit earned in grades 9–12. A unit of credit is defined as the amount of credit given for the successful completion of a course, which meets four (4) days per week for 60 minutes daily for at least 36 weeks. One-half credit is given for the completion of each class for one semester (18 weeks). One Carnegie credit equals 145 hours of class time.

English	4 credits	Health	½ credit
Mathematics	3 credits	Physical Education	½ credit**
Science	3 credits	Comp. Applications	½ credit
Social Studies	3 credits*	Speech	½ credit
		Electives	11 credits

Seniors in the running for valedictorian and salutatorian should carefully consider the GPA implications of being a student aide since no credit is earned being a student aide.

* U.S. Government (civics) is required for graduation.

**A student who successfully completes three (3) sport seasons in one year or completes one (1) or more sport seasons each year for all four years, may satisfy ½ credit of PE.

(Students will not receive graduation credit for Study Skills or Teacher’s Aid.) These course requirements may be modified as necessary by the IEP process due to the nature of an individual student’s needs.

Students planning to attend a 4 year university/college should check the Higher Education Admission Requirements (HEAR) for specific university/college admissions criteria.

Students must also meet at least one of the graduation requirements as set by the State of Colorado.

NOTE: State law requires each local Board of Education to establish high school graduation requirements that “meet or exceed any minimum standards or core competencies or skills identified in the state’s guidelines for high school graduation requirements. . . .” C.R.S. 22-32-109(1)(kk)(II). This sample contains the content/language that CASB believes best meets the intent of the law. However, the Board should consult with its own legal counsel to determine appropriate language that meets local circumstances and needs.

Graduation Requirements

(Exhibit: Chart of Approved Measures and Cut Scores for Graduation)

NOTE 1: The following matrix reflects the college and career readiness measures for 1) Reading, Writing, and Communicating and 2) Mathematics in the state graduation guidelines and CDE Graduation Guidelines Menu of College and Career Ready Demonstrations. Each local Board must choose one or more of the following measure(s) as its own, board-identified measures. To provide students with as many options as possible, a local Board should include all measures available in the district. A local Board may also raise the minimum score required (i.e., “cut score”) on a particular assessment if it chooses to do so. CASB encourages local Boards to collaborate with district administrators to determine the measures and cut scores/criteria that meet local needs and circumstances.

NOTE 2: A local Board may include measures and cut scores/criteria in Science, Social Studies, Art, or other academic standards if it wishes to do so. If it does, these measures should be included here with the appropriate heading (e.g., “Science”) and with the cut scores/criteria that students must meet to graduate.

Measure	Cut Score/Criteria – Reading, Writing, Communicating	Cut Score/Criteria – Mathematics
Classic Accuplacer assessment	Score of at least 62 on Reading Comprehension or 70 on sentence skills	Score of at least 61 on Elementary Algebra
Next Generation Accuplacer	Score of 241 on Reading or 236 on Writing	Score of 255 on Arithmetic (AR) or 230 on Quantitative Reasoning, Algebra and Statistics (QAS)

ACT assessment	Score of at least 18 on ACT English	Score of at least 19 on ACT Math
ACT WorkKeys assessment	Score of at least 3 (Bronze level)	Score of at least 3 (Bronze level)
Advanced Placement (AP) exam	Score of at least 2	Score of at least 2
Armed Services Vocational Aptitude Battery (ASVAB)	Score of at least 31 on the AFQT	Score of at least 31 on the AFQT
International Baccalaureate (IB) exam	Score of 4	Score of 4
SAT assessment	Score of at least 470 on Reading/Writing & Language	Score of at least 500 on Math
Collaboratively-developed, standards-based performance assessment, as identified by the Board and approved by the state. <i>[NOTE: For this option, students use an authentic application of Essential Skills for Postsecondary and Workforce Readiness, through the creation of a complex product or presentation]</i>	State-wide scoring criteria	State-wide scoring criteria
Concurrent enrollment course, as approved by the district and included in the student's academic plan of study or Individualized Career and Academic Plan (ICAP)	Grade of at least a _____ <i>[insert required grade as defined by the Board's concurrent enrollment policy or applicable agreement]</i>	Grade of at least a _____ <i>[insert required grade as defined by the Board's concurrent enrollment policy or applicable agreement]</i>
Industry certificate	Receipt of the industry certificate and approval by the district-designated team <i>[NOTE: The district should create an accompanying regulation to define its process for qualifying industry certifications]</i>	Receipt of the industry certificate and approval by the district-designated team <i>[NOTE: The district should create an accompanying regulation to define its process for qualifying industry certifications]</i>

District capstone project	Completion of the district capstone project and approval by the district-designated team <i>[NOTE: The district should create an accompanying regulation to define its process for district capstone projects]</i>	Completion of the district capstone project and approval by the district-designated team <i>[NOTE: The district should create an accompanying regulation to define its process for district capstone projects]</i>
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NOTE 3: The district must add to this exhibit or create another exhibit that lists the specific measures the district has determined meet the Board's criteria for demonstrating college and career readiness in English and in Math (e.g., IB exam in English A Literature SL, IB exam in English A Literature HL, AP exam in English Language and Composition, AP exam in Psychology, IB exam in Economics SL, IB exam in Mathematics HL, AP exam in Calculus, AP exam in Statistics, AP exam in Computer Science, AP exam in Chemistry, etc.).

Class Rank

Class rank is determined by the same grade point average (4.0 = A...) of each student in each grade level, 9 – 12. Class rank is finalized at the end of the senior year. Class rank will not be computed for students who are assessed using a modified grading scale. This policy ensures that class rank remains a consistent and equitable measure based on the standard grading system. Students on a modified scale may receive alternate recognitions or supports that reflect their individual progress and achievements.

Valedictorian and Salutatorian

Selection of Valedictorian and Salutatorian will be made one week before graduation, if possible. This allows the school district to use all eight semesters of grades in the computation. The Valedictorian shall be the student with the highest-grade point average for all eight semesters. The Salutatorian shall be the student with the second highest grade point average. Both honors are based on the scale of 4.0 = A; 3.0 = B; 2.0 = C; and 1.0 = D (carried to four places) for all eight semesters. In the unlikely event of a tie, the students will be named co-valedictorians or co-salutatorians. In the case of co-valedictorians, there will also be a salutatorian. Only students who are enrolled in the twelfth grade at Stratton High School during their entire senior year will be eligible for valedictorian or salutatorian. Exchange students are not eligible for these honors. These honors may be revoked by the administration for disciplinary action.

MISCELLANEOUS ISSUES

Communicable Diseases

By law, admission to school may be denied to any student suffering from a communicable disease whereby his/her attendance is harmful to the welfare of other pupils. This includes any communicable disease, which poses an unacceptable risk of being communicated to others.

Lost and Found

All items found should be turned in to the main office. Students should check there first to see if lost items have been located. Items not picked up by the end of each semester will be donated to Prairie Family Center or another donation center.

End-of-Year Check-Out

If students owe any fines, bills, or dues, they may not check out at the end of the school year. Student transcripts will be held until all dues, bills, and fines are paid.

Visitors to the School

It is the intent of the Stratton Board of Education to encourage parents/guardians and other citizens of the Stratton School District to visit classrooms at any time to observe the work of the schools. The Board believes that there is no better way for the public to learn what the schools are actually doing. Please arrange these visits with the administrator and teacher in advance.

In order to assure that no unauthorized persons enter the building with wrongful intent, all visitors to the schools must report to the school office when entering, receiving authorization before visiting elsewhere in the building.

If a Stratton student wishes to bring a friend to school to visit, they must obtain permission from the administrator and submit a waiver of liability for their approval at least 24 hours in advance of the planned visit. Students are responsible for the behavior of their guests. Guests must follow the same rules as Stratton students.

School-Related Student Publications

The Board encourages students to express their views in school-sponsored publications while observing rules for responsible journalism and complying with this policy and state and federal law. To protect the rights of all members of the school community and to support the district's educational mission and purposes, students are prohibited from publishing expression which:

- is false or obscene;
- is libelous, slanderous or defamatory under state law;
- presents a clear and present danger of the commission of unlawful acts, violation of school rules or material and substantial disruption of the orderly operation of the school;
- violates the privacy rights of others; or
- threatens violence to property or persons

Student Distribution of Non-curricular Materials

Students may distribute non-curricular materials on school property in accordance with this policy, its accompanying regulation and applicable state and federal law.

Students may not distribute any non-curricular materials on school property or at school-sponsored activities or events that:

- create or threaten to create a substantial disruption or material interference with the normal operation of the school, school activity or event;

- advocate or encourage unlawful conduct or conduct that violates Board policy, including but not limited to the Board's policies prohibiting unlawful discrimination, harassment and bullying;
- cause or threaten to cause injury to persons or property; or
- are obscene, defamatory or violate any person's privacy rights.

Students who distribute materials in violation of this policy may be subject to appropriate disciplinary action, including suspension and/or expulsion.

Screening/Testing of Students (And Treatment of Mental Disorders)

Parents/guardians and eligible students have the right to review any survey, assessment, analysis or evaluation administered or distributed by a school to students whether created by the district or a third party. For purposes of this policy, "eligible student" means a student 18 years of age or older or an emancipated minor. Any survey, assessment, analysis or evaluation administered or distributed by a school to students shall be subject to applicable state and federal laws protecting the confidentiality of student records.

Student Records/Release of Information on Students

In recognition of the confidential nature of student education records, no person or agency may access student education records without prior written consent from the student's parent/guardian or the eligible student, except as set forth in law and this policy.

Student education records in all formats and media, including photographic and electronic, are those records that relate directly to a student. Student education records may contain, but will not necessarily be limited to, the following information: identifying data; academic work completed; level of achievement (grades, standardized achievement test scores); attendance data; scores on standardized intelligence, aptitude and psychological tests; interest inventory results; health and medical information; family background information; teacher or counselor ratings and observations; reports of serious or recurrent behavior patterns and any individualized education program (IEP).

A parent/guardian has the right to inspect and review their child's education records, if the student is under 18 years of age. If a student is 18 years old or older, the student may inspect or review his or her own education records and provide written consent for disclosure of such records and personally identifiable information therein.

Sharing of Student Records/Information between School District and State Agencies

It is the Board of Education's intention to utilize all avenues under state law to facilitate the sharing of relevant student records and information when necessary to protect the safety and welfare of school district staff, visitors, students, and the public and to protect property.

Disciplinary and attendance information shall only be shared with a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the school district when necessary to effectively serve the student prior to adjudication. Such information shall only be shared upon written certification by the criminal justice agency that the information

will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student's parent/guardian.

If such information is shared with another school or school district to which a student may be transferring, it shall only be shared in compliance with the requirements of federal law, including the Family Educational Rights and Privacy Act ("FERPA").

BEHAVIORS AND DISCIPLINE

The purpose of education is to provide students with the knowledge, skills, attitudes, and habits which will make them both good citizens and successful in future employment. It is vital to maintain an orderly atmosphere that is conducive to learning in the school. Students have both rights and the responsibility to respect the rights of others.

Most students in the Stratton School system understand these rights and responsibilities. However, there will be occasions when students choose to disregard the rules. The Stratton School Discipline Code is designed to give students guidelines as to appropriate behavior and to make clear the consequences for inappropriate behavior. The code also assures objective administration of consequences.

Student Due Process

It is the responsibility of the Stratton Public Schools Board of Education, the administration, and teachers to ensure minimal due process of law to all students, parents/guardians, and school personnel through procedures and policy consistent with Colorado Law. Prior to suspension or other administrative disciplinary actions each student will be:

- (1) Given notice of the charges against him/her;
- (2) If he/she denies the charges, he/she will be given an explanation of the evidence against them;
- (3) He/she will be given an opportunity to present his/her side of the story.

If the administrator (or designee), after fairly weighing the information at hand, cannot substantively determine a "preponderance of evidence" one way or another, an informal disciplinary hearing will be held. During the hearing, evidence and testimonies will be re-evaluated. Those present (in addition to the administrator and the student) may include: parents/guardians, the counselor, and other relevant individuals.

If a person feels he/she has not been given due process, he/she is encouraged to first contact the administrator or his designee (example, the athletic director), secondly, the superintendent, and finally the Stratton Board of Education.

Disciplinary Removal from Classroom

It is the belief of the Board to maintain classrooms in which student behavior does not interfere with the ability of the teacher to teach effectively or the ability of other students to participate in classroom learning activities. Any student who violates the code of conduct or other classroom rules may be subject to removal from class and/or disciplinary action.

Student removal from class is a serious measure and should not be imposed in an arbitrary, casual or inconsistent manner. However, it is neither possible nor necessary to specify every type of improper or inappropriate behavior, or every circumstance that would justify removal from class under this policy. Trained staff members are expected to remove a student from class in any particular circumstance. All instances of formal removal from class shall be documented.

Consequences – All consequences will be assigned at the teacher's discretion. The teacher decides which level of punishment is appropriate.

- (1) A warning
- (2) Contact with parent/guardian
- (3) Office referral

A teacher is authorized to immediately remove a student from the teacher's classroom if the student's behavior:

- (1) violates the code of conduct adopted by the Board.
- (2) is dangerous, unruly, or disruptive; or
- (3) seriously interferes with the ability of the teacher to teach the class or other students to learn.

These levels are given as samples and each event is case specific and may move from Level I to IV or Suspension based on individual case specifics.

Stratton Schools Discipline Code

Stratton's Discipline Code is written on levels, according to the severity of the offense or frequency of offenses. The discipline will be given out by the administrator, assistant administrator, superintendent, or their designee. The administrators have the right to suspend students. For more serious violations administrators have the right to move the offense to a more serious level or consequence. Since it is not possible to foresee every problem, consequences may be given for offenses not listed below, according to the severity of the offense. The discipline code applies to the regular school day, any school sponsored event, or to other circumstances that threaten the well being of students or employees of the district.

Students that are in ISS (in school suspension) can earn up to 75% on class work for the days suspension is served and will lose all daily points.

Students that receive OSS (out of school suspension) can earn up to 50% on assignments during the suspension and will lose all daily points.

The administrator may suspend or **recommend expulsion** of a student who engages in one or more of the following activities while in school buildings, on school grounds, in school vehicles or during a school-sponsored activity and in certain cases when the behavior occurs off of school property per policy JICDA.

Code of Conduct

In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student **in third grade and higher grade levels** who engages in one or more of

the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district 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.
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, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
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 precipitate disruption of the district or school program or incite violence.
7. Engaging in "hazing" activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board's policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
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.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board's violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board's policies prohibiting sexual or other harassment.
16. Violation of the Board's policy on nondiscrimination.
17. Violation of the Board's dress code policy.
18. Violation of the Board's policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
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.
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.

25. Repeated interference with the district's ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

LEVEL I

Violations

- (1) Student has earned his/her fifth (5th) detention.
- (2) Flagrant or continual violation of the school dress code
- (3) Disrespect shown to teachers, sponsors, other school personnel, students or visitors to the school
- (4) Gestures, language, or behavior inappropriate for the school environment.
- (5) Engaging in any behavior that disrupts the educational environment
- (6) Inappropriate behavior in lunchroom or halls
- (7) Engaging in inappropriate public display of affection
- (8) Minor computer policy violations
- (9) Riding in or driving a motor vehicle any time during the school day without administrative permission
- (10) Leaving school, other than walking during the lunch hour, with a lunch pass, without permission from the school (Seniors with open campus privileges are an exception.)
- (11) Minor school bus behavior infractions
- (12) Damage of \$10.00 or less to school or personal property
- (13) Theft of objects of \$10.00 or less value
- (14) Harassment
- (15) Taunting and racial slurs
- (16) Attempting or threatening to cause bodily injury to another person
- (17) Truancy, first violation if less than two hours

Steps to be Taken

- (1) The student will be given due process.
- (2) parents/guardians are notified.
- (3) and may include the following:
 - 30 minutes detention after school same day or following day
 - 60 minutes detention after school same day or following day
 - Up to three (3) days of in-school suspension and loss of daily points

LEVEL II

Violations

- (1) Fourth infraction in Level I violations
- (2) Willful disobedience and/or blatant disrespect
- (3) Lying or giving false information, either verbally or in writing
- (4) More serious violations of the computer policy, including, but not limited to, computer hacking
- (5) Careless driving on school property
- (6) More serious school bus behavior infractions
- (7) Damage of \$20.00 to school property or personal property
- (8) Theft of objects or money worth more \$20.00

- (9) Sexual harassment
- (10) Engaging in verbal abuse, i.e., name-calling, ethnic or racial slurs, or derogatory statements addressed publicly to others that disrupt the school program or incite violence
- (11) Willful behavior resulting in bodily injury
- (12) Carrying a knife or any sharp object that is more than 3” or which does not fit the district’s weapons policy.
- (13) Pulling the fire alarm when there is no fire
- (14) Engaging in any gang-related activity
- (15) Possession or use of any tobacco product
- (16) Truancy, more than two hours, or second violation

Steps to be Taken

- (1) The student will be given due process.
- (2) parents/guardians are notified.
Consequences are at the discretion of the administrator and may include the following:
- (3) In-school suspension for up to three (3) days. The student must do school work. The student will lose daily points.
- (4) The student is ineligible for extra-curricular events for up to two (2) weeks.
- (5) Students will only be allowed three Level II violations. After three Level II violations, a Remedial Discipline Plan may be implemented for the student according to Article 33, Section 22-33-106 of Colorado School Law. Depending on the frequency and severity of the problem and the past history of the student, the administration has the right to expedite the Remedial Discipline Plan process.

LEVEL III

Violations

- (1) Fourth infraction in Level II violations
- (2) Failure to abide by consequences given for a Level II violation
- (3) Continued willful disobedience or open and persistent defiance of proper authority
- (4) Behavior on or off school property which is detrimental to the welfare, safety, or morals of other students or school personnel including behavior which creates a serious threat of physical harm to the child or to other children
- (5) Willful destruction or defacing of school property
- (6) Causing damage to school or personal property over \$40.00
- (7) Stealing money, private property, or school property worth more than \$40.00
- (8) Causing or attempting to cause damage to private property
- (9) Fighting
- (10) Defacing or vandalizing school employees’ property, either on or off the school grounds
- (11) Sexual harassment of a very serious nature
- (12) Possession or consumption of any alcoholic beverage at school or a school-sponsored activity
- (13) Possession of a controlled substance, whether drugs prescribed by a doctor or illicit/illegal drugs
- (14) Attending school or a school-sponsored activity under the influence of alcohol or an illegal drug
- (15) Violation of criminal law, except for crimes of violence while at school
- (16) Continued truancy

Steps to be Taken

- (1) The student will be given due process.
- (2) Parents/guardians are notified.
- (3) Appropriate agencies, such as the police department, may become involved.
- (4) Immediate in-school suspension for no less than three days (3) or out-of-school suspension for up to three (3) days and loss of daily points.
- (5) The student completes schoolwork, but is docked daily participation grade in all classes.
- (6) The student is ineligible for extra-curricular events for up to two (2) weeks.
- (7) Other discipline measures may be taken according to the severity of the problem.
- (8) A Remedial Discipline Plan is implemented, if such a plan has not been formulated previously.
- (9) After two Level III violations, the student is declared Habitually Disruptive and the District will begin expulsion proceedings.

LEVEL IV

Violations

- (1) Repeated interference with the school's ability to provide education opportunities to other students
- (2) Assault, disorderly conduct, harassment, knowingly giving false allegations of child abuse and/or alleged criminal offense against a teacher or another school employee
- (3) Damage by a student to the personal property of a teacher or school employee occurring on school district premises
- (4) Committing an act that if the student was an adult would be considered robbery
- (5) The commission of the act of assault pursuant to part 3 of article 4 of title 18-CRS
- (6) Carrying, possessing, or using a deadly weapon
- (7) Committing an act of violence
- (8) Use, intent to sell, or sale of any controlled substance or illegal drug

Steps to be Taken

- (1) Parents/guardians are notified.
- (2) The student will be given due process.
- (3) Expulsion proceedings begin.
- (4) Appropriate agencies, such as the police department, will be called.

Note: Federal law allows for remedial behavioral plans for students in Special Education programs. In some instances special education students require a separate discipline code for consequences for behavior. Discipline for students in Special Education programs will be conducted in accordance with (1) state and federal law, and (2) the student's Individualized Education Plan (IEP).

Searches Conducted by School Personnel

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

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

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

Search of School Property

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

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

Search of the Student's and their Possessions

The principal or designee may search the student and/or a student's possessions such as a purse, backpack, book bag, For briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover evidence of a violation of district policy or anything that presents an immediate danger of physical harm or illness to any person.

Seizure of Items

Anything found in the course of a search conducted by school officials which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm that may be seized and secured by school administration, returned to the student or parent/guardian, or turned over to law enforcement.

Procedure for Suspensions

The administrator has the authority to suspend a student summarily for a period not to exceed five (5) days. The superintendent has the authority to suspend any student for an additional period not to exceed ten (10) days. In an instance in which a hearing is required, the superintendent may suspend for an additional ten days, pending the hearing.

The following procedure will take place when suspending a student:

- (1) The student will be given due process.
- (2) The student will be given notice of the suspension together with a verbal statement as to the grounds for the suspension and the effective dates and times of the suspension.
- (3) The parent will be informed of the suspension. If the parent cannot be contacted and the school day has not ended, the student will be kept in in-house suspension for the remainder of the day or until the parent is notified of the suspension. If the school day has ended, the student will be sent home. Attempts will be made to contact the parents/guardians by phone. Notice will be sent to the parents/guardians describing the reason for the suspension and the effective days of the suspension.

- (4) In the event that the student's presence poses a continuing danger to persons or property or is an on-going threat or disruption of the academic process or interference with the rights of other students or school personnel, suspension may be immediate and without notice and without opportunity for presentation by the student or further inquiry. Appropriate law enforcement agencies may be called.
- (5) The parents/guardians may be asked to come to school with the student for a conference with the administrator after the suspension, before the student can be readmitted.

Any student that is declared habitually disruptive shall be referred to the Board of Education for expulsion. In the event that the Board of Education contemplates expulsion, a written notice will be given to the student and his/her parents/guardians or guardian containing the basic reasons for expulsion; date, time, and place of hearing; the right to hear evidence and present evidence; and the right to counsel.

The Stratton School District does not offer an alternative to suspension program.

Expulsion

The 1993 Colorado State Legislature passed legislation designed to empower the schools to take firm measures in order to insure a safe and orderly learning environment. Most of the activities have been worked into the Stratton Discipline Code. However, a summary is presented here. According to state law, the administrator may suspend or recommend expulsion of a student who engages in one or more of the following specific activities while in school buildings, on school grounds, in school vehicles or during a school sponsored activity:

- (1) Continued willful disobedience or open and persistent defiance of proper authority.
- (2) Willful destruction or defacing of school property.
- (3) Behavior on or off school property which is detrimental to the welfare or safety of other pupils or of school personnel, including behavior which creates a threat of physical harm to the child or to other children.
- (4) Serious violations in a school building or in or on school property.
- (5) Repeated interference with a school's ability to provide educational opportunities to other students.

Expulsion shall be mandatory for the following violations:

- (1) Carrying, bringing, using, or possessing a dangerous weapon without the authorization of the school district.
- (2) The sale of a drug or controlled substance as defined in section 12-22-303, CRS
- (3) The commission of an act which if committed by an adult would be robbery pursuant to part 3 of article 4 of title 18, CRS., or assault pursuant to part 2 of article 3 of title 18, CRS., other than the commission of an act that would be third degree assault under section 18-3-204, CRS., if committed by an adult.

Violent and Aggressive Behavior

The Board recognizes there are certain behaviors that, if tolerated, would compromise the learning environment to which the students and staff of the district are entitled. These behaviors, categorized as violent or aggressive, will not be tolerated.

Students exhibiting violent or aggressive behavior or warning signs of future violent or aggressive behavior will be subject to appropriate disciplinary action including suspension, expulsion in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. As appropriate and in accordance with applicable law and Board policy, students may also be referred to law enforcement authorities. At the district's discretion and when appropriate, the student may receive appropriate intervention designed to address the problem behavior. The district may also conduct a threat assessment of the student.

Students must immediately report questionable behavior or potentially violent situations to an administrator, counselor or teacher. A staff member who witnesses or receives a report of a student's act of violence and aggression must notify the building principal or designee as soon as possible.

District Weapons Policy

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

Carrying, bringing, using or possessing a dangerous weapon in any school building, on school grounds, in any school vehicle or at any school-sponsored activity without the authorization of the school or the school district is prohibited. "Dangerous weapon" means:

- A firearm, whether loaded or unloaded, or a firearm facsimile.
- Any pellet, "BB" gun or other device, whether operational or not, designed to propel projectiles by spring action or by compressed air.
- A fixed blade knife, spring loaded knife or a pocket knife that measures more than three (3) inches.
- Any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury including, but not limited to, slingshot, bludgeon, brass knuckles or artificial knuckles of any kind.

The administrator shall initiate expulsion proceedings immediately for students that violate this policy.

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

School personnel shall refer any student who brings a firearm or weapon to school to law enforcement.

Laser Lights

Laser lights are not allowed at school. Any laser lights brought to school will be confiscated. Persons possessing or using laser lights at school may be punished under the school discipline code.

Tobacco Policy

To promote the general health, welfare and well-being of students and staff, smoking, chewing or any other use of any tobacco product by staff, students and

members of the public is prohibited on all school property. Possession of any tobacco product by students is also prohibited on school property.

For purposes of this policy, the following definitions apply:

1. "School property" means all property owned, leased, rented or otherwise used or contracted for by a school including but not limited to the following:
 - a. All indoor facilities and interior portions of any building or other structure used for children under the age of **21** for instruction, educational or library services, routine health care, daycare or early childhood development services, as well as for administration, support services, maintenance or storage.
 - b. All school grounds over which the school exercises control including areas surrounding any building, playgrounds, athletic fields, recreation areas and parking areas.
 - c. All vehicles used by the district for transporting students, staff, visitors or other persons.
 - d. At a school sanctioned activity or event.**
2. "Tobacco product" means
 - a. Any product that contains nicotine or tobacco or is derived from tobacco and is intended to be ingested or inhaled by or applied to the skin of an individual, including but not limited to cigarettes, cigars, pipe tobacco, snuff and chewing tobacco, **or liquid nicotine/e-liquids**; and
 - b. Any electronic device that can be used to deliver nicotine to the person inhaling from the device, including but not limited to an electronic cigarette, cigar, cigarillo or pipe.
 - c. "Tobacco product" does not include any product that has been approved by the appropriate federal agency as a tobacco use cessation product.
3. "Use" means lighting, chewing, smoking, ingesting, **inhaling, vaping** or application of any tobacco product.

Any member of the general public considered by the superintendent or designee to be in violation of this policy will be instructed to leave school district property.

First offense will range a minimum of the rest of the day suspension to law enforcement contact and possible board of education action. Use of tobacco will be an automatic 2 day OSS. Violations will be placed on the appropriate level of the Discipline Code.

Drug Free Zone

Stratton Schools are a Drug Free Zone. There are blue signs posted near the school which state: "Minimum 5 years in prison for selling, distributing, or possessing with intent to sell illegal drugs to a person under the age of 18 within 1000 feet of a school." CRS 18-18-105 (3.5) (a).

District Gang Policy

The Board of Education desires to keep district schools and students free from the threats or harmful influence of any groups or gangs that advocate drug use, violence or disruptive behavior. The administrator (or designee) shall maintain continual visible supervision of school premises,

school vehicles and school-related activities to deter gang intimidation of students and confrontations between members of different gangs.

The superintendent or his designee shall establish open lines of communication with local law enforcement authorities so as to share information and provide mutual support in this effort. The superintendent or his designee may provide in-service training to help staff activities and respond appropriately to gang behavior. Staff members shall be informed about conflict management techniques and alerted to intervention measures and community resources that may help students.

Gang Symbols

The Board prohibits the presence on school premises, in school vehicles, and at school-related activities of any apparel, jewelry, accessory, notebook or manner of grooming which by virtue of its color, arrangement, trademark or any other attribute denotes membership in gangs which advocate drug use, violence or disruptive behavior.

This policy shall be applied at the administrator's discretion after consultation with the superintendent or his designee as the need for it arises at individual school sites.

Bullying

Bullying means any written or verbal expression, or physical act or gesture, or a pattern thereof that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, at a designated school bus stop, or at school activities or sanctioned events. Consequences for bullying may fall into any of the disciplinary categories depending upon the severity of the violation. The administration reserves the right to suspend or expel students who engage in this behavior. Policy JICDE

District Hazing/Initiation Policy

The Stratton Board of Education looks upon hazing and initiations as being detestable practices because each succeeding generation of students tries to outdo the acts of previous students and eventually engages in activities which are degrading to the dignity, self-worth, health, and/or wellbeing of individual students.

Any student participating in a hazing/initiation activity may be suspended for up to 10 days by the Administrator or Superintendent and shall be ordered to appear before the Board of Education. The Board may suspend the student from all extra-curricular activities for one semester.

Hazing/initiation is defined as any act that is imposed upon a student of Stratton Schools by other students of the school system because he/she is an undergraduate, a new student to the school system, a new participant in the District's sport or extra-curricular activities programs, or for any other reason which is degrading to the dignity, self-worth, health, and/or well-being of the individual.

Sexual Harassment

Sexual harassment will not be tolerated by the Stratton School District on school property, during the school day, or at extra-curricular activities. Concerns about possible sexual harassment should be immediately reported to the administrator.

It shall be a violation of policy for any staff member or student to harass students or staff through conduct or communications of a sexual nature. Sexual harassment may include (but is not limited to) unwelcome sexual advances; requests or threats for sexual favors, or other verbal or physical conduct of a sexual nature; repeated and/or unwelcome remarks to a person with sexual or demeaning implications; and unwelcome touching.

Sexual Harassment Investigation Procedures

The district is committed to maintaining a learning environment that is free from sex-based discrimination, including sexual harassment. It is a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature, or to retaliate against anyone that reports sex-based discrimination or harassment or participates in a harassment investigation. A complainant, or a parent or guardian with the legal right to act on the complainant's behalf, may file a complaint. Complaints must be filed in writing and signed by the complainant. Forms for this purpose are available at the *administrative offices*.

LAW ENFORCEMENT OFFICERS' INVOLVEMENT

Interrogations and Interviews

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

It is the responsibility of the law enforcement officer interviewing student witnesses or interrogating student suspects to assure compliance with all applicable procedural safeguards. Upon request by law enforcement to interview a student witness or interrogate a student suspect, school officials shall make an effort to notify the student's parent/guardian, except in cases involving investigation of reported child abuse where the suspected perpetrator is a member of the student's family, when law enforcement has a court order directing that the student's parent/guardian not be notified, or when an emergency or other exigent circumstances exist. However, whether or not to postpone the interview or interrogation until the parent/guardian arrives is the law enforcement officer's decision.

Search and Seizure

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

Custody and/or Arrest

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

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

Discipline of Students with Disabilities

Students with disabilities are neither immune from a school district's disciplinary process nor entitled to participate in programs when their behavior impairs the education of other students. Students with disabilities who engage in disruptive activities and/or actions dangerous to themselves or others will be disciplined in accordance with their IEP, any behavioral intervention plan and this policy.

Use of Physical Intervention and Restraint

To maintain a safe learning environment, district employees may, within the scope of their employment and consistent with state law, use physical intervention and restraint with students in accordance with this policy and accompanying regulation. Such actions shall not be considered child abuse or corporal punishment if performed in good faith and in compliance with this policy and accompanying regulation.

Physical intervention

Corporal punishment shall not be administered to any student by any district employee. Within the scope of their employment, district employees may use reasonable and appropriate physical intervention with a student, that does not constitute restraint as defined by this policy, to accomplish the following: stop a disturbance, obtain possession of a weapon, self-defense, protect others from injury and destruction to property.

Under no circumstances shall a student be physically held for more than five minutes unless the provisions regarding restraint contained in this policy and accompanying regulations are followed.

Restraint

For purposes of this policy and accompanying regulation, restraint is defined as any method or device used to involuntarily limit a student's freedom of movement, including but not limited to bodily physical force and seclusion. Restraint shall not include the holding of a student for less than five minutes by a district employee for the protection of the student or others and other actions excluded from the definition of restraint in state law.

Restraint shall only be administered by district employees trained in accordance with applicable State Board of Education rules.

SCHOOL TRANSPORTATION

Statement of Who Can Ride Buses

All students who reside in the Stratton School District as well as students from outside the district who agree to meet the school bus at a designated stop are entitled to ride the school bus. However, students may only ride the bus to which they are assigned. Students who are not assigned to a particular bus route need parent consent to ride that bus.

Bus Conduct

In order to have the highest degree of safety, it is necessary that each child observe the following regulations:

- Enter the bus in an orderly fashion and go immediately to a seat without disturbing other children.
- Remain seated quietly at all times while the bus is in motion.
- Keep all conversation with other children down to a normal talking voice.
- Be ready when the bus arrives at your stop. The bus will not wait more than 2 minutes.
- Do not open windows without the driver's permission. Do not throw or place any object out the window.
- You must be silent when the bus arrives at and crosses railroad tracks.
- Do not tamper with the emergency doors or any other equipment on the bus.
- Keep aisles clean and free from obstructions.
- School buses or other school vehicles will not transport any items, pets, or materials, which may or will endanger passenger safety, lives, health, or may or will disrupt the driver or passengers.
- Upon arrival at school or a bus stop, remain seated until the driver brings the bus to a complete stop and opens the door. If you must walk across the road or in front of the bus, walk at least ten (10) feet in front of the bus, look both ways and at the driver for a signal to cross.
- The Stratton Student Code of Conduct must be followed while on the school bus. Violations of the Code of Conduct will bring about the same consequences as if they happened in the school building.

Discipline Steps for Bus Misbehavior

For steps 1-3 of discipline: The parents/guardians must sign the discipline referral form and the student must return it to the bus driver before he/she is allowed to board the bus.

For minor infractions, such as pushing, throwing things, yelling, using improper language, etc.:

(1) For the first offense, the bus driver has a conference with the offending student informing the student of the undesirable behavior and telling the student the behavior that is expected. Depending on the offense the student may contact the administrator and the student may lose bus riding privileges.

(2) For the second offense, the bus driver will notify the administrator, transportation director and he/she will call the parents/guardians. Up to one week of riding suspension may be enacted.

(3) For the third offense, a Bus Conduct Report is filed with the administrator and a copy is given to the student. The administrator will visit with the student and/or his/her parents/guardians. The student will be suspended from riding the bus for up to 10 days.

(4) If the problem continues further, the student will be barred from the school bus for the remainder of the school year.

If at any time the offense is serious enough, the bus driver or transportation director will file a Bus Conduct Report with the administrator. The administrator will contact the parents/guardians, and appropriate consequences will be given to the student, according to the district's discipline code.

If a major infraction occurs such as fighting, vandalism, persistent defiance of authority, or other activities that might endanger the safety or well-being of students, the driver is to pull the bus off the road and stop the activity. The driver will then proceed on the route or call for additional support. The student must be delivered home, to school, to the parent, or to a law-enforcement officer. When the child is delivered to the appropriate person or place, the driver will then inform the student that he or she is suspended from the bus until further notice. A conference will be held between the student, bus driver, parent, and administrator before the student is allowed back on the bus. The student may be barred from the school bus for a varying length of time according to the severity and circumstances of the offense.

ACTIVITIES

Co-Curricular Activities

There are a number of student organizations at Stratton High School (and Middle School). Students are encouraged to participate in one or more of these organizations.

The activities listed or other school-sponsored activities may or may not be conducted pending administrative approval:

High School: Student Leadership, National Honor Society, Knowledge Bowl, FFA, Pep Band, FBLA, Band, Choir, Gifted and Talented.

Middle School: Knowledge Bowl, Pep Band, Band, Choir, Gifted and Talented, Student Leadership

Elementary School: Music, Field Day, Bike Rodeo, and Gift and Talented, Battle of the Books

Extracurricular Activities

Students must be in good academic standing and eligible in order to participate in these activities.

Homecoming

Each fall the school will designate a week as "Homecoming Week." Its purpose shall be to promote school and class spirit and centers around activities (i.e., parade, picnic, bonfire, float building, etc.) designed to recognize returning students. Many activities are the responsibility of various school organizations and their sponsors. All activities require prior administrative approval.

Prom

The junior class honors the seniors at the Junior-Senior Banquet given each spring in May. A prom for high school students is arranged for the same evening. No middle school students or adults over the age of 21 or over are allowed at the prom.

Senior Trip

The senior class may negotiate with the administration and the School Board to establish an appropriate senior trip. The proceeds from the previous years' fundraisers (particularly from junior concessions) serve as the funding source for the trip. Students may be denied the privilege or the privilege may be revoked for disciplinary reasons. Students must be eligible to attend.

School Academic and Attendance Requirements

- Students must be present at school for at least 4/7 (4 out of 7 periods) of the school day or attending a school-sponsored event prior to practice or an athletic contest/activity to participate in practice or an athletic contest/activity. If a contest is held on Friday or Saturday, the student must be in school at least 4 out of 7 periods on the Thursday before. Any exceptions (i.e., funeral, emergency, pre-planned medical appointment) must be pre-approved by the administrator and/or the athletic director.
- Out-of-district athletes who participate in Stratton Middle or High School athletic programs must be in good academic standing at their home school as well as not have any behavior concerns/incidents at either their home school or while participating in any Stratton Schools athletic programs.

Lettering

The criteria for lettering in each sport/activity are set forth in the athletic/activity policies determined by each coach/sponsor.

Transportation to Athletic Events and Activities

Students are to travel to games/activities in the school vehicle provided with their coach and teammates or activity sponsor and members. Any exceptions must be cleared ahead of time with the coach, the administrator, and/or the athletic director. They are encouraged to ride the school vehicle home with their team/group as well. Parents/guardians who wish to take their children home from games/activities must file their intention, in writing, with the coach or administrator at the game. If parents/guardians wish for their children to ride home with an adult, they must communicate via text or written note who their student athlete can be released to. In no case may an athlete or member of a school activity drive him/herself to or from a game/activity or ride with another student. The school vehicle may only pick up or drop off students at Stratton School. State transportation law requires that we transport students from school to the activity, then from the activity to school.

Obtaining Approval for an Activity or Money-Making Activity

Student activity funds may be raised and spent to promote the general welfare, education and morale of all students and shall finance authorized activities of student organizations and the school district.

Student activity funds are considered a part of the total fiscal operation of the school district and, therefore, are subject to the policies and regulations established by the Board of Education and the office of the superintendent.

Student activity funds are to be used to finance a program of authorized school activities which may augment but not replace the activities financed by the district. Funds derived from the student body as a whole shall be so expended as to benefit the student body as a whole, and the student body shall be represented in the democratic management of those funds raised by students and expended for their benefit. Funds derived from authorized clubs and organizations shall be expended to benefit the specific club or organization and, insofar as possible, to benefit those students currently in school who have contributed to the accumulation of these funds.

All class organizations have the opportunity to earn money throughout their tenure at Stratton High School. All projects and activities shall be approved by the class membership, the class sponsor and the administration. Each class shall determine which projects and activities shall be administered in this regard with the exception that each Junior Class shall take the responsibility for, the administration, staffing, and control of the concessions during their junior year for all school sponsored events as directed by policy and by the administration of the school.

Each year the junior class shall sponsor, plan, decorate, and carry out all necessary details to provide for the Junior-Senior Prom, allocating sufficient funds.

Underclassmen may utilize class funds for float materials, refreshments, etc. with the expressed approval of a submitted budget, approved by the class sponsor and administration. The Board of education and the senior class will jointly select and pay for the graduation speaker.

There will be no selling or exchanging of goods between students at school for non curricular purposes. Organizations must obtain approval from the Administrator before scheduling an activity or money-making activity. An Activity Form must also be properly filled out and approved prior to the activity (Activity Forms should be filled out at least one week before the activity is to take place). If the activity and date are not approved ahead of time, the activity may be canceled.

Before and After School Activities

Any time a student or group of students meet in the building before or after school hours, there must be a sponsor supervising the activity. If the sponsor is not available for the activity, the activity is not to be held. No students are to enter the school building at night or on weekends unless supervised by a staff member or authorized adult. Teachers or sponsors who are supervising activities are not to leave the school until all students have left. In some instances parent-sponsored activities will be approved by the administration.

No school activities are to be planned for a Sunday. In extremely rare circumstances, permission may be granted by the administration.

Dances, Parties, Activity Nights

Dances (and class parties) are held throughout the year to provide a positive social atmosphere. These activities must have a school sponsor. Parties may not be designated as "class parties"

unless they are approved and supervised by the school and follow the school's rules. The following guidelines have been established for a school-sanctioned party or dance:

- The event must take place at the school, or school transportation (in a school vehicle) will be provided to and from the event. Transportation will begin at the school and end at the school. Students will not drive their own vehicles.
- The group wishing to have the dance/party must request permission from the sponsor and administrator and complete an Activities Request Form from the office..
- The dance/party must be placed on the school calendar with a date and a beginning and ending time.
- The disc jockey or musicians must be hired at least seven (7) days in advance.
- A teacher, coach, or class sponsor must be the primary supervisor of the dance/party. Other sponsors, as needed, must be specified at the time of the request.
- Once students arrive at the dance, they must stay in the designated area. If students leave the designated area, they will not be allowed to return.
- If a Stratton student wishes to bring a guest, the student must sign up this guest with the office one day prior to the evening of the dance. Students are responsible for the conduct of the person they sign in and may be penalized for the misbehavior of the guest.
- Students will be signing in and out of all activities.

Both middle and high school dances may be held. Dances must be approved by administration and must have approved sponsors.

Student organizations may hold activity nights throughout the school year. Designated nights will be advertised, and school staff members will sponsor such activities.

The Stratton School Discipline Code and the Stratton eligibility policy apply to dances and parties on or off school grounds.

Athletics

Athletics play an important role in the life of many students at Stratton. There are several sports available for participation: football, volleyball, basketball, track, wrestling, baseball, golf, and cheerleading. Students who wish to participate in a sport that is not offered at Stratton will have, by CHSAA rules, the opportunity to try out for that sport in a neighboring school.

No student will be permitted to participate in athletics unless he or she has passed a physical examination given by a licensed physician, a nurse practitioner, or physician's assistant; and has turned in a signed parent consent form, proof of insurance, and a signed Athletic/Activities Contract. All athletes must follow the rules contained in the handbook for their sport.

Stratton Schools cannot recognize any sports that are not recognized by CHSAA. A student must be enrolled in 2.5 Carnegie Units (five regularly graded classes) per semester in order to participate in any CHSAA activity.

Student Insurance / Emergency Forms

Before any student will be permitted to participate in any school sports activity, this insurance must be purchased or a waiver must be presented absolving the school district of any liability for accidents. Students must complete an Emergency Form, which will be kept on file in the office. Information requested will include emergency contacts, preferred physician, parent/guardian phone numbers, etc. If any information changes on the emergency form, please contact the office. Please include any cell phone number(s) you may have if we need to get in touch with you.

School Academic and Attendance Requirements

- Students must be present at school for at least 4/7 (4 out of 7 periods) of the school day or attending a school-sponsored event prior to practice or an athletic contest/activity to participate in practice or an athletic contest/activity. If a contest is held on Friday or Saturday, the student must be in school at least 4 out of 7 periods on the Thursday before. Any exceptions (i.e., funeral, emergency, pre-planned medical appointment) must be pre-approved by the administrator and/or the athletic director.
- Out-of-district athletes who participate in Stratton Middle or High School athletic programs must be in good academic standing at their home school as well as not have any behavior concerns/incidents at either their home school or while participating in any Stratton Schools athletic programs.

Transportation to Athletic Events and Activities

Students are to travel to games/activities in the school vehicle provided with their coach and teammates or activity sponsor and members. Any exceptions must be cleared ahead of time with the coach, the administrator, and/or the athletic director. They are encouraged to ride the school vehicle home with their team/group as well. Parents/guardians who wish to take their children home from games/activities must file their intention, in writing, with the coach or administrator at the game. If parents/guardians wish for their children to ride home with an adult, they must communicate via text or written note who their student athlete can be released to. In no case may an athlete or member of a school activity drive him/herself to or from a game/activity or ride with another student. The school vehicle may only pick up or drop off students at Stratton School. State transportation law requires that we transport students from school to the activity, then from the activity to school.

STRATTON MS/HS SCHOOL ATHLETIC HANDBOOK



MS & HS parents and athletes, please sign the athletic handbook agreement in the athletic packet for the 2025-26 school year stating that you and your child have completely read through the entire Athletic Handbook and have agreed to abide by all rules, regulations and pertinent information.

Athletic Paperwork

- All athletes middle school and high school, must complete the following athletic paperwork:
 - Athletic Packet
 - Athletic Forms Signature Page
 - Athletic Handbook Agreement
 - Waiver of Insurance
 - Emergency Doctor Care
 - CHSAA Student Eligibility Form (HS Students Only)
 - Physical form (must be turned in before they can participate on the first day of official practice)
 - SWAY Physical Form
 - KCCHSD Patient Waiver
 - Additional Athletic Forms
 - Multi Sport Athlete Contract (if participating in two sports at one time)
 - Manager Contract (if managing a sport)
 - Out of District form (for anyone competing for Stratton that lives outside the district)

Lines of Communication

All participants in athletics should be aware of and follow procedures for solving problems at the lowest level possible. These lines of communication provide clarification as to where participants can go for relief concerning any problem related to athletics.

- Player/Parent
- Coach

- Athletic Director
 - Principal
 - Superintendent
 - Board of Education
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General Athletic Policies

1. Each athlete is encouraged to participate in as many different sports during each school year as possible. The choice of sports should be left up to the athlete and their parents.
2. All athletes are expected to ride to and from the out of town games with the team, unless they are riding with their parents and have notified the coach in person and have signed a note stating the above.
3. Athletes are expected to be aware of and follow school bus rules as set by the school district.
4. Equipment and uniforms issued to an athlete, which are lost, stolen, or damaged, will be paid for in full by the athlete.
5. An athlete must follow the correct procedures for quitting a sport:
 - A. The athlete must make their reasons known to the coach.
 - B. The athlete must take 24 hours to consider their reasons.
 - C. The athlete must return all equipment and clear all financial responsibility with the school within five (5) school days.
6. Athletes must follow school and athletic rules. If found in violation of any of these policies they will be disciplined as per guidelines in:
 - A. Student handbook
 - B. Athletic contract
7. Any athlete who has not turned in uniforms or equipment after the completion of a season may not go out for another sport until the equipment or uniforms are returned or paid for.
8. Athletes are not allowed to join a team after the first competition date. Extenuating circumstances will be considered on a case by case basis. Decisions will be made by the Athletic Director, in conjunction with the principal, in regard to participation requests after the first competition.

9. Only high school athletes can compete in multiple sports in the same season and must turn in a Multi Sport Athlete Contract prior to their first practice in either sport, for that season. Middle school athletes cannot compete in multiple sports in the same season.
10. Individual stats recognition, reports, and announcements must be confirmed and desired by the head coach of each sport before being communicated outside the program.

Multi Sport Athlete

The following information is for High School athletes only. Middle School athletes cannot compete in multiple sports in the same season.

- If both coaches involved agree, an athlete may compete in two sports during the same season. The athlete must choose a priority sport and will be responsible for the sport, practice and games. If any conflicts arise, the chosen sport has precedence. The athlete will be able to compete in the other sport only when no practice and/or competitions in the priority sport are being held on that particular day, unless there is an agreement among coaches.
- An athlete may compete on the same day in both sports at the discretion of the priority coach. In this case the athlete must have the consent of the priority coach to compete.
- A multi-sport athlete contract must be signed by the athlete, parents and both coaches prior to the athlete's first competition, in either sport, that season. Failure to turn in this contract before the first competition will result in the athlete sitting out of both practice and competition until it is turned into the AD. It is the responsibility of the athlete to pick up this form from the office, get all required signatures, and return it to the AD before their first competition.

School Closures Due To Weather

1. If school is closed: Cannot practice or have an event. Open gym is at the discretion of the Superintendent.

Eligibility

1. Runs from Sunday noon – Sunday noon.
2. A student is ineligible if they have two D's or one F.
3. If a student is ineligible, he/she is ineligible to participate in that week's extracurricular activities. The only exception to this rule is if the extracurricular activity is not a CHSAA sanctioned event and the extracurricular activity is required for a grade.
4. The administration recognizes that these requirements are stricter than those imposed by the Colorado High School Activities Association.
5. A student may also be declared ineligible for disciplinary reasons or other infractions of rules and regulations of their respective school.
6. Any student suspended out of school for one or more days will be declared ineligible the period of suspension plus five additional school days after attendance is resumed.
7. Any student suspended in school one or more days will be declared ineligible for all activities until the next school day of resumed attendance.
8. CHSAA mandates that students who are ineligible at the end of a given semester, will be ineligible until the mandated regain date for the next semester. This date is set by CHSAA. For the first semester generally the second Thursday of October. For the second semester generally the first Friday of March. (Check CHSAA calendar for exact dates.)

Athletic Code of Conduct

The conduct and general behavior of the individual is very important with respect to the credit the athlete brings onto themselves, their team, school and community. The athlete should avoid any questionable conduct in the community, school and classroom without hesitation. Conduct or general behavior that brings discredit or embarrassment to the community, school, team, or athletic department may result in temporary or permanent suspension from the athletic program.

Care for the body is closely associated with personal appearance and good grooming. Coaches may require participants to groom their hair and facial growth for purposes of meeting requirements of the sport involved or regulations prohibiting certain styles because of safety factors or hazards of the sport. Specific requirements of each sport will be outlined by the head coach. Each participant will be expected to adhere to the requirements made of them for the particular activity they are involved with as well as school district, league and state requirements.

Expectations/Responsibilities of Total Athletic Team

Athlete

1. While out for a sport, set a good example on the playing field, in the classroom and outside of school. Maintain high academic standards.
2. Show good sportsmanship and respect to teammates, coaches, opponents, officials, and parents.
3. Maintain honest communication and cooperation with teammates, coaches, and parents.
4. Know that you can communicate with your coaches. If there is a problem, try to work it out with the coach first.
5. Keep things to perspective and always strive toward a positive attitude.
6. Learn the fundamentals for the sport and execute the fundamentals to the best of your ability.
7. Follow the rules of the sport and of the district in letter and in spirit.
8. Take responsibility for one's own behavior.
9. Always remember that it is a privilege to represent the Stratton athletic teams and community.

Coach

1. Teach the skills, fundamentals and rules of the sport.
2. Provide the safest environment possible for athletes.

3. Stay informed about the latest coaching techniques and new developments in the sport you are teaching.
4. Support the athletes and work to motivate athletes to improve.
5. Set an example you wish your athletes to follow. Practice what you preach, demonstrate integrity, and show good sportsmanship at all times.
6. Dress in a professional and appropriate nature as set by administrative policy.
7. Communicate with your athletes at all times. Set season policies for your sport and be willing to give explanations of these policies.
8. Show support of other programs and extracurricular activities.
9. Know and enforce the rules of the district, league, state federation and sport.
10. Promote the sport and athletic program through sound public relations in work and with the media.
11. Supervise your activity until it is over and the students safely leave the school property.
12. Be responsible for the care of equipment and the security of facility.
13. Perform all required duties at the end of your season (uniform check in, awards banquet and inventory equipment, etc.)
14. Foster an environment of open communication and support between yourself, athletes, parents, administration and faculty.

Administrators

1. Know and enforce the rules of the district, league and state federations, and the sport.
2. Support on an equal basis all athletes and coaches involved in the athletic program.
3. Organize and facilitate the district's athletic program.
4. Manage the athletic budget, facilities and equipment.
5. Promote and enforce positive lines of communication, ensuring a process that handles problems efficiently, effectively, and fairly. Follow up on the results.
6. Provide job descriptions, evaluation procedures and annual in-service programs for coaches.
7. Establish guidelines and standards for employing and evaluating coaches.

Board of Education

1. Provide the necessary funding for all activities within limitations of the district budget.
 2. Encourage all participants to use established lines of communication.
 3. Employ qualified persons as coaches.
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Lettering Policy

The following requirements must be met to earn a varsity letter.

1. The student/athlete must remain out for the sport the entire season.
2. All training rules must be adhered to and followed.
3. Meet the lettering requirements put forth by the head coach in each sport for that sport.

NOTE: Unusual circumstances will be considered by the head coach, athletic director and principal when the student athlete's lettering status is in question. For example, injury.

Stratton Athletic Rules and Regulations

I pledge that as a participant of Stratton School Athletics, I will not possess or consume any tobacco, steroids (unless prescribed by a doctor), alcohol, or illegal drugs. I understand that I must abide by this pledge from the first day of athletic practice until the last day of the academic calendar in 2024-25. I also understand that this contract is a personal commitment to my team, my coach and Stratton Schools. Violations of this commitment will be treated as described below:

First Offense Immediate suspension for a minimum of thirty percent (30%) of the contests scheduled for that activity, at the highest level of participation for the individual student. (Example: $19 \times 30 = 5.7$, 19 games scheduled times 30% equals 5.7 games will be rounded to the nearest whole number).

Second Offense Athlete will be removed from the team for which violation occurred. If less than 30% of the original number of contests is remaining, the athlete will fulfill the remaining percentage in the next season in which they choose to participate. During the subsequent season the athlete may not compete but is required to attend practice.

Third Offense Athlete will not be allowed to compete for 365 calendar days.

“Carry Over” In the event that the violation occurs at the end of the season, the suspension will be enforced in the next season that the athlete participates regardless of the year. If the entire 30% of games are not fulfilled, the remaining percentage will carry over to the next season.

Multiple Sport Same Immediate suspension for a minimum of thirty percent (30%) of the contests scheduled for each of the Season activities, at the highest level of participation for the individual student.

Violations will be investigated on the following basis:

- 1) Violations reported will be investigated; both parties may be required to attend a meeting with the A. D., coach and administrator.
- 2) Parents will be notified at the time of possible suspension.
- 3) Any athlete found to have violated a rule will meet with the A.D., coach, administrator and parent/guardian. The student may request the presence of the counselor.
- 4) All students/parents have the right to due process. Any pertinent information regarding reports will be available.
- 5) All issues and/or concerns should be addressed in the following order: first – Athletic Director; second – Principal; third – Superintendent.

In addition, the coach of each sport will make expectations for absences from practice, curfew and unethical conduct. A team meeting will be held at the beginning of each season, at which time additional rules and regulations will be provided. Consequences for violating these expectations will be handled at the individual coach's discretion. A separate contract can be required for each individual sport.

Parents are responsible to provide health insurance information (i.e. company and number) before the student participates in practice. Parents are required to give a signed note to the coach before a student can be transported from an activity in a private vehicle.

CHSAA Anti-Hazing Policy

The Colorado High School Activities Association prohibits bullying, hazing, intimidation or threats. Hazing includes, but is not limited to humiliation tactics, forced social isolation, verbal or emotional abuse, forced or excessive consumption of food or liquids, or any activity that requires a student to engage in illegal activity. I understand that hazing of any type is not permitted in any CHSAA sanctioned activity. I will not engage in any of the prohibited conduct. I further understand that it is my responsibility to immediately report any acts of hazing that I become aware of to a sponsor, teacher, counselor, school support staff, coach or administrator in my school. By signing this acknowledgement, I affirm my responsibility to prevent and report hazing. I also understand that any violation of this could result in school or team consequences that could include dismissal from the activity or further disciplinary consequences and/or referral to law enforcement.

SCHAAL Sports Assessment and Treatment Agreement

Consent to Assessment

I understand that on-site/sideline assessment and treatment is provided by the certified athletic trainers, licensed physical therapists and licensed physical therapy assistants from Schaal Physical Therapy. I give

permission for the staff to assess the student-athlete for the purpose of sideline treatment and/or refer them to a physician or emergency room as appropriate.

Acceptance of Risk and Release of Liability

I understand the risks involved in athletics range from minor to severe. I agree not to hold Schaal Physical Therapy, or any staff thereof, responsible for any injury, loss or damage that occurs to the student-athlete as a result of sports participation.

Statement of Participation

I fully understand the terms of this agreement and sign it freely and voluntarily, without inducement. With my signature below, I voluntarily give permission for the appropriate staff to assess and/or treat the student-athlete as needed. I understand that this consent will be in effect as long as the student-athlete is enrolled in their respective sport and Stratton High School. I have read and agree with all of the above statements by signing the Athletic Handbook agreement page.

Please sign the athletic handbook agreement in the 2025-26 athletic packet.