



10850 East Woodmen Road • Falcon, CO 80831
Tele: 719-495-3601 • Fax: 719-495-0832 • E-mail: d49@d49.org

Mission Statement

To prepare students, in a safe and caring environment, to be successful, competent and productive citizens in a global society.

AGENDA SPECIAL BOARD OF EDUCATION MEETING April 28, 2010 Following 6:00 p.m. Board of Education Work Session Education Service Center – Board Room

- 1.00 Call to Order and Roll Call**
- 2.00 Welcome and Pledge of Allegiance**
- 3.00 Approval of Agenda**
- 4.00 Consent Agenda**
 - 4.01 Approval of Matters Relating to Administrative Personnel
- 5.00 Open Forum**
- 6.00 Action Items**
 - 6.01 Approval of RFP to move Pod from Sand Creek High School to Skyview Middle School
 - 6.02 Approval of RFP to Repair Running track at Sand Creek High School
 - 6.03 Approval RFP Award for Financial Audit 2009-2010
 - 6.04 Approval of Amendment of the 2009-2010 Grant Fund Budget
 - 6.05 Approval of Falcon District #49 Summer School Fees
 - 6.06 Approval of revisions and adoptions of Board of Education Policies
- 7.00 Information Items**
 - 7.01 Financial Audit 2008-2009
- 8:00 Adjournment**

DATE OF POSTING: April 26, 2010

Loretta Branham, BOE Administrative Assistant



10850 East Woodmen Road • Falcon, CO 80831
Tele: 719-495-3601 • Fax: 719-495-0832 • E-mail: d49@d49.org

**SPECIAL
BOARD OF EDUCATION MEETING
April 28, 2010
Following 6:00 p.m.
Work Session**

**EDUCATION SERVICE CENTER —
BOARD ROOM**

Call to Order and Roll Call

1.00

Welcome and Pledge of Allegiance

2.00

Approval of Agenda

3.00



10850 East Woodmen Road • Falcon, CO 80831
Tele: 719-495-3601 • Fax: 719-495-0832 • E-mail: d49@d49.org

Mission Statement

To prepare students, in a safe and caring environment, to be successful, competent and productive citizens in a global society.

AGENDA SPECIAL BOARD OF EDUCATION MEETING April 28, 2010 Following 6:p.m. Board of Education Work Session Education Service Center – Board Room

- 1.00** **Call to Order and Roll Call**
- 2.00** **Welcome and Pledge of Allegiance**
- 3.00** **Approval of Agenda**
- 4.00** **Consent Agenda**
 - 4.01 Approval of Matters Relating to Administrative Personnel
- 5.00** **Open Forum**
- 6.00** **Action Items**
 - 6.01 Approval of RFP to move Pod from Sand Creek High School to Skyview Middle School
 - 6.02 Approval of RFP to Repair Running track at Sand Creek High School
 - 6.03 Approval RFP Award for Financial Audit 2009-2010
 - 6.04 Approval of Amendment of the 2009-2010 Grant Fund Budget
 - 6.05 Approval of Falcon District #49 Summer School Fees
 - 6.06 Approval of revisions and adoptions of Board of Education Policies
- 7.00** **Information Items**
 - 7.01 Financial Audit 2008-2009
- 8:00** **Adjournment**

DATE OF POSTING: April 26, 2010

Loretta Branham, BOE Administrative Assistant

Consent Agenda

4.00



BOARD OF EDUCATION AGENDA ITEM 4.01

BOARD MEETING OF: April 28, 2010

PRESENTED BY: Mark McPherson, Executive Director of Human Resources

TITLE OF AGENDA ITEM: Approval of Matters Relating to Administrative Personnel

ACTION/INFORMATION/DISCUSSION: Consent - Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION

To gain Board of Education approval for personnel changes.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

None

COST OR COST ESTIMATION:

None

MOTION REQUESTED:

I move to approve the recommendation of the administration for personnel changes listed on the attached sheet.

APPROVED BY: Brad Schoeppey, Ed.D. Superintendent

DATE: April 21, 2010

Open Forum
5.00

Action Items
6.00



BOARD OF EDUCATION AGENDA ITEM 6.01

BOARD MEETING OF: April 28, 2010

PREPARED BY: Melissa A. Andrews, District Planner
 Marian Nall, Director of Facilities
 Celina Thrutchley, Planning & Construction Technician

TITLE OF AGENDA ITEM: Relocating POD from Sand Creek High School to Skyview Middle School

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:

With the continued growth in Skyview Middle School, the enrollment for 2010 – 2011 will be at 1,424. Without any relief from Horizon Middle School, the enrollment will continue to increase at Skyview Middle School to 1,736 in 2015. Due to the overcrowded situation at Skyview Middle School, the Superintendent asked the Planning and Construction Department to research the costs for moving the 8-Classroom POD from Sand Creek High School to Skyview Middle School. With the help of the Facilities Department, the estimated costs were compiled together which came to approximately \$200,000.00. The Superintendent then directed the Planning and Construction Department to go out with a Request for Proposal (RFP). The RFP was advertised and posted on the district website March 28, 2009, and the bids were due on Friday, April 16, 2010.

Once the proposals were received, a committee consisting of the Planning and Construction Department, along with three staff members from the Facilities Department, read over and reviewed each of the bid documents. After much discussion, the committee agreed to the following recommendation(s).

Advanced Modular Space, Inc.	Relocating POD including	\$ 80,073.00
	Stripping Vegetation & Hauling	
Olson Plumbing & Heating, Co.	Gas, Water & Plumbing Services	\$ 21,992.00
Faith Enterprises Incorporated	Electrical Services	\$ 59,965.00

In addition to the costs above, there will be other services provided by either the district or other contractors as listed below, for a combined total of \$195,180.00.

Parker Fence Company	Fencing Services	\$ 7,000.00
SimplexGrinnell	Fire Alarm Services	\$ 9,150.00
Sidewalks		\$ 5,000.00
Permits & Inspections		\$ 2,000.00
Contingency		\$ 10,000.00

Total Cost:

\$ 195,180.00

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

Pros – should the Board approve the proposal to move the 8-Classroom POD from Sand Creek High School to Skyview Middle School, this could be completed over the summer months and be ready to accommodate students at the start of school in August 2010.

Cons – should the Board not approve the proposal to move the 8-Classroom POD from Sand Creek High School to Skyview Middle School, this would delay the overcrowded relief needed at Skyview Middle School.

COST OR COST ESTIMATION:

\$ 195,180.00

MOTION REQUESTED:

I move to approve Advanced Modular Space Inc. for \$80,073.00, Olson Plumbing & Heating, Co. for \$21,992.00 and Faith Enterprises Incorporated for \$59,965.00 to provide services for moving and relocating the 8-Classroom POD from Sand Creek High School to Skyview Middle School.

APPROVED BY: Brad J. Schoeppey, Ed. D., Superintendent **DATE:** April 23, 2010

SPACE SAVER

FOR

ITEM 6.02

Approval of RFP to Repair Running track at Sand Creek High School



BOARD OF EDUCATION AGENDA ITEM 6.03

BOARD MEETING OF: April 28, 2010

PRESENTED BY: Joleen Schaake, Chief Financial Officer

TITLE OF AGENDA ITEM: RFP Award for Financial Audit 2009-2010

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION

State law requires that all funds and accounts of the district be audited annually, following the close of the fiscal year. The District's prior agreement with Swanhorst and Company LLC expired with the close of the 08-09 audit, therefore we posted an RFP for our financial audit.

- An RFP went out on March 11, 2010
- The bids were due on March 24, 2010 but were delayed one day due to a snow day on March 24th. Two bids were received, one from Hoelting & Associates, a local firm, and one from Bondi & Associates, a Denver firm. Bids were opened on March 25th. The bids came in as follows:
 - Hoelting & Associates, 2010 All Inclusive Price of \$39,880
 - Bondi & Company, 2010 Price of \$36,000 plus \$3,000 for each single audit required. This would amount to another \$9,000 for the District for a total of \$45,000. Bondi would also bill us for out-of-pocket expenses for travel such as meals and lodging costs for its staff. They could not estimate the cost for out-of-pocket expenses at this time, therefore could not give us an all-inclusive cost.
- References were called on Hoelting & Associates and they were all very positive.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

Board policy DIE and State law require that the audit be performed.

COST OR COST ESTIMATION: \$39,880

MOTION REQUESTED:

I recommend Hoelting & Associates be approved as our financial auditor at a cost of \$39,880.00 as recommended by the administration..

APPROVED BY: Brad Schoeppey, Ed. D., Superintendent

DATE: April 9, 2010



BOARD OF EDUCATION AGENDA ITEM 6.04

BOARD MEETING OF: April 28, 2010

PRESENTED BY: Joleen Schaake

TITLE OF AGENDA ITEM: Amendment of the 2009-2010 Grant Fund Budget

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION

During the fiscal year it may become necessary to adjust various fund budgets due to a variety of circumstances. Administration is presenting the proposed changes to the Grant Fund Budget for the 2009-2010 fiscal year, which began on July 1, 2009.

Colorado Revised Statute 22-44-110(5) states that “After the adoption of the budget, the board may review and change the budget, with respect to both revenues and expenditures, at any time prior to January 31 of the fiscal year for which the budget was adopted. After January 31, the board shall not review or change the budget except as authorized by this article; except that, where money for a specific purpose from other than ad valorem taxes subsequently becomes available to meet a contingency, the board may adopt a supplemental budget for expenditures not to exceed the amount of said money and may appropriate said money therefrom.”

The Grant Fund (Fund 22) Budget was originally adopted for a total of \$5,000,000 in anticipated Grant Fund Revenue and Expenditures. (A complete list of grant revenue received for this year to date is attached.) Over the course of this year more grant fund revenue than was originally anticipated has been realized (thus far the total is \$6,687,474). This is due to the District receiving more ARRA revenue for IDEA and Title I than was originally scheduled to be awarded to our District. These adjustments were made by the Federal government after our budget was adopted. Also, the District was awarded the DODEA AIM grant from the Federal Government in the amount of over \$1.1m that was unanticipated by the finance department. We are asking that the grant fund budget be adjusted up to \$8,000,000 to cover any more grant adjustments that might happen late in this fiscal year. No unrealized grant revenue under the amount of \$8,000,000 will be spent.

Administration recommends the Board approve the supplemental budget.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

Approving the supplemental grant budget will allow the district to spend the additional grant revenue it receives this fiscal year.

COST OR COST ESTIMATION:

Only additional grant revenue received will be spent.

MOTION REQUESTED:

I move to approve the Supplemental Grant Fund Fiscal Year 2010 Budget as presented and the attached Appropriation Resolution.

APPROVED BY: Brad Schoeppey, Ed. D., Superintendent **DATE:** April 16, 2010



BOARD OF EDUCATION AGENDA ITEM 6.05

BOARD MEETING OF: April 28, 2010

PREPARED BY: Becky Carter, Executive Director of Elementary Learning Services

TITLE OF AGENDA ITEM: Falcon District #49 Summer School Fees

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:

Elementary and Middle Summer School are for those students who need assistance with reading and writing and math including children on Individual Literacy Plans (ILP's) and Individual Education Plans (IEP's).

High School Summer School is for those students who need to recoup credits due to failing a semester or a year-long core subject.

Ridgeview Elementary will be the Elementary Site.
Sand Creek High School will be the Middle and High School Site.

Summer School will start June 2nd and end June 30th.
Elementary hours will be Monday through Thursday from 8:00 am to 11:00 am.
Secondary hours will be Monday through Friday from 7:45 am until 12:45 p.m.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

N/A

COST OR COST ESTIMATION:

The tuition would increase for elementary students from \$80.00 to \$125.00 and increase for secondary students from \$175.00 to \$225.00.

MOTION REQUESTED:

I move to approve the proposed tuition fees of \$125.00 for elementary students and \$225.00 for secondary students for the 2010 Falcon School District Summer School Program.

APPROVED BY: Mary Guinn, Ed.D., Deputy Superintendent **DATE:** April 20, 2010



BOARD OF EDUCATION AGENDA ITEM 6.06

BOARD MEETING OF: April 28, 2010

PREPARED BY: Administrative Cabinet

TITLE OF AGENDA ITEM: Revision, Review and Adoption of Board of Education Policies
Revision of Board of Education Policies

ADD – Safe Schools, ADD-R – Safe Schools, AEA – Standards Based Education, EBCA - Disaster Plans, EBCB - Safety Drills, EBCB-R - Safety Drills, EC - Buildings/Grounds/Property Management, EEAA-E - Student Transportation, EEAE - Bus Safety Program, EEAF - Extracurricular Activity Buses/Field Trips/Special Events Transportation, IHD – Adult/Community Education, IL – Evaluation of Instructional Programs, ILBA – District Program Assessments, ILBB – State Program Assessments, ILBC – Literacy and reading Comprehension Assessments, JC – School Attendance Areas, JFABB – Admission of Non-immigrant Foreign Students, JFABB-R – Admission of Non-immigrant Foreign Students, JICDD – Violent and Aggressive Behavior, JICDE – Bullying Prevention and Behavior, JID – Students of Legal Age, JIHB – Parking Lot Searches, JJA – Student Organizations, JJA-R – Student Organizations, JLCB-R Immunization of Students.

Adoption of Board of Education Policies

EC-E – Building/Grounds/Property Management, EC-R Building/Grounds/Property Management, IMDA – Patriotic Exercises, JFABD – Homeless Students, JLIB-R – Early Dismissal of Students.

ACTION/INFORMATION/DISCUSSION: Action

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION:

- Administrative teams and Cabinet members reviewed all of these policies comparing them to district needs and also Colorado Association of School Board recommendations and Cabinet members have reviewed and approved these revisions.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

COST OR COST ESTIMATION:

No additional cost

MOTION REQUESTED:

I move to approve the revision of Board of Education Policies ADD – Safe Schools, ADD-R – Safe Schools, AEA – Standards Based Education, EBCA - Disaster Plans, EBCB - Safety Drills,

EBCB-R - Safety Drills, EC - Buildings/Grounds/Property Management, EEAA-E - Student Transportation, EEAE - Bus Safety Program, EEAF - Extracurricular Activity Buses/Field Trips/Special Events Transportation, IHD - Adult/Community Education, IL - Evaluation of Instructional Programs, ILBA - District Program Assessments, ILBB - State Program Assessments, ILBC - Literacy and reading Comprehension Assessments, JC - School Attendance Areas, JFABB - Admission of Non-immigrant Foreign Students, JFABB-R - Admission of Non-immigrant Foreign Students, JICDD - Violent and Aggressive Behavior, JICDE - Bullying Prevention and Behavior, JID - Students of Legal Age, JIHB - Parking Lot Searches, JJA - Student Organizations, JJA-R - Student Organizations, JLCB-R Immunization of Students and the Adoption of Board of Education Policies EC-E - Building/Grounds/Property Management, EC-R Building/Grounds/Property Management, IMDA - Patriotic Exercises, JFABD - Homeless Students, JLIB-R - Early Dismissal of Students

APPROVED BY: Brad Schoeppey, Ed. D., Superintendent

DATE: April 9, 2010

Safe Schools

The Board of Education recognizes that effective learning and teaching take place in a safe, secure, and welcoming environment and that safe schools contribute to improved attendance, increased student achievement, and community support. To that end, the Board directs the ~~s~~Superintendent, following consultation with the school district accountability committee, school accountability committees, parents, teachers, administrators, students, and when appropriate, members of the community, to develop a safe schools plan that includes:

1. Procedures that address the supervision and security of school buildings and grounds.
2. Procedures that address the supervision of students during school hours and school-sponsored activities.
3. Procedures that address persons visiting school buildings and attending school-sponsored activities.
4. Training programs for staff and students in crisis prevention and management.
5. Training programs for staff and students in emergency response procedures that include practice drills.
6. Training programs for staff and students in how to recognize and respond to behavior or other information that may indicate impending violence or other safety problems.
7. Training and support for students that aim to relieve the fear, embarrassment and peer pressure associated with reporting behavior that may indicate impending violence or other safety problems.
8. Procedures for safe, confidential reporting of security and safety concerns at each school building.
9. Procedures for regular assessments by school security/safety professionals and law enforcement officers to evaluate the security needs of each school building and to provide recommendations for improvements if necessary.
10. Procedures for regular assessments by school climate professionals to determine whether students feel safe and to provide recommendations for improvements in school climate at each district building.

11. Procedures to provide for regular communications between district officials, law enforcement officers, fire department officials, city and county officials, and local medical personnel to discuss crisis prevention and management strategies,

including involvement by these parties in the development and revision of crisis prevention and management plans.

12. Training programs for staff and students in safety precautions and procedures related to fire prevention; natural disaster response; accident prevention; public health; traffic, bicycle, and pedestrian safety; environmental hazards; civil defense; classroom and occupational safety; and special hazards associated with athletics and other extracurricular activities.

13. Procedures for the reporting of criminal activity to law enforcement.

Each building principal shall be responsible for the supervision and implementation of the safe school program at his or her school. The principal shall submit annually, in the manner and by the date specified by the State Board of Education, a written report to the Board of Education concerning the learning environment in the school during that school year. The report shall contain, at a minimum, the information required by law.

It shall be the responsibility of the ~~s~~Superintendent or designee to compile the annual safety reports from ~~each principal~~every principal/school and submit the compilation to the Board. The Board shall issue a final safety report. The report shall be made available to the public and shall be submitted to the State Board of Education in accordance with state law and regulation.

Adopted: August 10, 2000.

Revised: October 6, 2005.

Revised:

LEGAL REFS.:

C.R.S. 9-1-101

through 9-1-106 (*construction requirements, fire escapes, etc.*)

C.R.S. 22-3-101 through 22-3-104 (*eye protection devices*)

C.R.S. 22-32-109.1 (*safe schools plan*)

C.R.S. 22-32-110 (1)(k)

C.R.S. 22-32-124 (2), (3) (*building inspections*)

C.R.S. 24-10-106.5 (*duty of care*)

CROSS REFS.: ECA/ECAB, Security/Access to Buildings

GBBAA, Staff Training in Crisis Prevention and Management

KDE, Crisis Management

KI, Visitors to School

NOTE 1: Many specific policies are required as part of the district's safe school plan (see CASB's list of legally required policies); however, the law also requires a general safe schools policy. This policy (ADD) serves that purpose. The only specific legal requirement is that the policy mandate the annual inspection of schools to remove hazards, vandalism and other barriers to safety and supervision. C.R.S. 22-32-109.1(5). That requirement is reflected in paragraphs one and nine of the policy. The remaining provisions of the policy are suggested best practices for the superintendent and board to consider when creating a general safe schools policy.

NOTE 2: The state law "encourages" school districts to provide a comprehensive, age-appropriate curriculum that teaches safety in working and interacting on the Internet, as part of the board's safe school plan. C.R.S. 22-32-109.1 (2)(c). Districts are encouraged to incorporate the Internet safety topics into the teaching of the regular classroom curricula, rather than isolating the topics as a separate class. If the district develops a comprehensive curriculum or other approach to teach safety in use of the Internet, then appropriate language could be added to this policy.

Safe Schools (Exhibit)

Pursuant to C.R.S. 22-32-109.1(2)(b), the following information shall be included in the annual safe schools report from the principal/school to the Board of Education for the preceding school year:

14. Total enrollment for the school.
15. Average daily attendance rate.
16. Dropout rates for grades seven through twelve, if such grades are taught at the school.
17. Average class size for each public elementary, middle, and senior high school calculated as the total number of students enrolled in the school divided by the number of full-time teachers in the school.

Note: "Full-time" teacher means a person who is licensed or authorized by a letter of authorization to teach and is primarily engaged in teaching during a substantial majority of the instructional minutes per school day.

18. Number of conduct and discipline code violations, including but not limited to specific information on the number of and the action taken with respect to each of the following types of violations:
 - a. Carrying, bringing, using, or possessing a dangerous weapon on school grounds, in school vehicles, at school activities, or sanctioned school events without the authorization of the school or the school district.
 - b. Use or possession of alcohol on school grounds, in school vehicles, or at school activities or sanctioned events.
 - c. Use, possession, or sale of a drug or controlled substance on school grounds, in school vehicles, or at school activities or sanctioned events.
 - d. Use or possession of tobacco products on school grounds, in school vehicles, or at school activities or sanctioned events.
 - e. Being willfully disobedient, openly and persistently defiant, or interfering with the orderly flow of information in a classroom.
 - f. Commission of an act on school grounds that if committed by an adult would be considered first or second degree assault or vehicular assault. criminal assault, other than third degree assault.

g. 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 or to other students.

•

f.h. Willful destruction or defacement of school property.

• i. ~~Commission of an act on school grounds that if committed by an adult, would be considered third degree assault or disorderly conduct. Repeated interference with the school's ability to provide a safe environment and educational opportunities for other students.~~

i.

g.i. Commission of an act on school grounds that, if committed by an adult, would be considered robbery.

h.k. Other violations of the code of conduct and discipline that resulted in documentation of the conduct in a student's record.

For purposes of the report, "action taken" means the specific type of discipline, including but not limited to the following categories of discipline:

- In-school suspension.
- Out-of-school suspension.
- Classroom removal in accordance with Board policy.
- Expulsion.
- Referral to a law enforcement agency.
- Any other form of discipline, which shall be officially identified as part of a Board policy.

The report shall specifically identify each conduct and discipline code violation and each action taken with respect to the violation by a student with a disability.

Adopted: August 10, 2000.

Revised:

Standards Based Education

The Board supports a system of education that develops and teaches standards that enable students to achieve the highest level of knowledge and skills. Academic standards will clearly identify what students should know and be able to do at key points in their school careers.

In accordance with state law, the Board has adopted a standards-based education system which focuses on student learning of content standards. It is the intent of the Board that the district's program of instruction and assessments be aligned with content standards. In standards-based education, courses and units of study are clearly defined, understood by teachers and students, and communicated to staff members, families, and the community. The district's standards-based education system will advance equity, promote student learning, and reinforce accountability.

The Superintendent/or designee shall be responsible for developing a plan to implement content standards that meet or exceed the model state content standards and revise curriculum and programs of instruction to align with the district's standards to provide students with the educational experiences necessary to achieve the standards. The plan shall also address the professional development of teachers and administrators to enable successful implementation of standards-based education. The plan shall ensure that the educational programs of the district actively address the needs of exceptional students and consciously avoid gender or cultural bias. The plan shall conform with all timelines established by law.

The dDistrict shall work with educators, parents, students, business persons, members of the community, and the dDistrict aAccountability eCommittee to review and revise content standards as necessary to ensure maximum effectiveness and develop assessments that will adequately measure each student's progress. Parents shall be kept informed of student progress in achieving content standards and how such progress will be measured. This information shall also be provided to the dDistrict Accountability Committee and buildingSchool advisory aAccountability eCommittees.

Adopted: August 13, 1998.

Revised:

LEGAL REFS.: C.R.S. 22-1-104(6)(a) (financial assistance to develop and promote programs that address state content standards for civics)~~C.R.S. 22-32-109 (1) (r), (t)~~
C.R.S. 22-7-401 (education reform-obligation to provide a standards-based system)
C.R.S. 22-11-101 et seq. (Education Accountability Act of 2009)

C.R.S. 22-32-109(1)(r)(t) (duty to comply with state regulations and determine programs)

CROSS REFS.: AE, Accountability/Commitment to Accomplishment
IA, Instructional Goals and Learning Objectives
IGA, Curriculum Development, ~~Adoption and Review, and subcodes~~
IGD, Curriculum Adoption
IGF, Curriculum Review
IL, Evaluation of Instructional Programs, and subcodes

Disaster Plans

Advance planning for emergencies and disasters is essential to provide for the safety of students and staff should a threat to safety arise from fire or other causes. It also strengthens the morale of all concerned to know that preparedness plans exist and that students and staff have been trained in carrying them out.

Therefore, the ~~s~~Superintendent shall be responsible for developing plans that meet state and local requirements for preparedness in case of fire, civil emergencies, tornadoes, and other natural disasters.

If any occasion arises where there are disaster possibilities for students, principals should use the same safety precautions as described in the District's Emergency Operations Plan. ~~for tornado warnings.~~ In all cases, the principals will have discretionary power to act in the best safety interests of students and staff.

~~Parents will be notified annually by the central office of the district's disaster preparation plans and will be encouraged not to tie up the school's phone lines but rather to come directly to the school if they wish to pick up their children.~~

Adopted: August 21, 1980.

Revised: March 4, 1999.

Revised:

CROSS REFS.: EBCD-R, Weather-Related Emergencies (Regulation)

EBAB, Hazardous Materials

EBCB, Safety Drills

KDE, Crisis Management

Safety Drills

The school district shall cooperate with local fire department officials and personnel in the examination of school buildings and the establishment of evacuation procedures.

In order to insure the safe and orderly evacuation of all District school buildings in the event of a fire, fire drill procedures shall be developed by the administration for Board approval. ~~Fire drills shall be held in each school at the intervals specified in the procedures.~~

~~Local~~ ~~In addition, the~~ fire departments shall have the authority to conduct a fire drill in any school building in the city at any time without warning. The fire department, if practicable, shall notify the sSuperintendent or designee in advance of any such drill.

Each school shall conduct emergency drills (fire drill, building lockdown, tornado drill, bomb threat, etc.) as required.

Adopted: March 4, 1999.

Revised:

Safety Drills

The health and safety of students and personnel in the public schools shall be the first concern of all employees. Principals and supervisors are expected to take all reasonable safety precautions to protect the health and safety of students and employees in their buildings, and to report any potentially dangerous conditions to campus and/or maintenance staff and the Superintendent or designee responsible for the health and safety of employees and students under their jurisdiction; they are expected to take every safety precaution within their power and to report to their superiors any potentially dangerous condition not within their control.

Since emergencies can arise on the first day of school as readily as on any other school day, orientation programs for employees and students shall include instruction in the school emergency plan and the use of emergency equipment. Particular attention shall be given to:

1. Whom to notify when the alarm sounds.~~How to turn in a fire alarm.~~
2. Where the nearest fire extinguisher is located for each classroom.
3. Where the nearest fire alarm box or station is located for each classroom.
4. How to use the types of fire extinguishers in the building.
5. The usual exits, line of travel, or emergency procedure that students shall be expected to follow in case of fire, earthquake, civil defense, or other emergency for every classroom.
6. The alternate exits, line of travel, or emergency procedure which students will be expected to follow in case the usual exit and line of travel are blocked.
7. Where first aid supplies are located and where other equipment (such as stretchers or cots) is kept.

Emergency exit information shall be posted in each room. Such information shall be printed clearly in large letters on a card posted next to the corridor of the room.

Sufficient fire drills shall be held during the first two weeks of each school term to satisfy the principal that students and employees thoroughly understand the proper procedures and evacuation routes. After the first two weeks of school, fire drills must be held at least once a month during the school year. School personnel, as well as students, must evacuate.

Each school shall be required to conduct two severe wether safe area drills annually, and four drills addressing intruders and school lockdowns annually.

A report shall be made to the office of the sSuperintendent or designee of schools after the first two weeks of school and after each subsequent fire drill during the school year. This report shall give the date, time of day, required time for building evacuation, and a general evaluation of the drill and shall report any unusual conditions associated with the drill. Special mention shall be made of equipment, alarm systems, exits, or other circumstances which in any way limit the complete safety of the school.

Adopted: March 4, 1999.

Revised:

LEGAL REFS.: C.R.S. 22-32-109.1 (Board of education-specific powers and duties-safe schools.)

Buildings/Grounds/Property Management

The Board shall maintain school properties in good physical condition in compliance with State Department of Health standards. ~~District School~~ properties shall be as safe, clean, sanitary, comfortable, and convenient as the facilities will permit or the use requires.

The ~~s~~Superintendent or designee shall have the general responsibility for the care, custody, and safekeeping of all ~~District school~~ property and shall establish such procedures and employ such means as may be necessary to discharge this responsibility.

At the building level, the principal shall be responsible for overseeing the school plant and for the proper care of ~~District school~~ property by the staff and students.

Adopted: March 4, 1999.

Revised:

LEGAL REFS.: 6 CCR 1010-6, Rules 1-101 *et seq.*
6 CCR 1010-6, Rules 2-101 *et seq.*
6 CCR 1010-6, Rules 3-101 *et seq.*
6 CCR 1010-6, Rules 4-101 *et seq.*
6 CCR 1010-6, Rules 5-101 *et seq.*
6 CCR 1010-6, Rules 10-101 *et seq.*

CROSS REF.: CF, School Building Administration

Student Transportation
Bus Service Index

A bus service index (BSI) is an objective approach to determining the requirement for school bus transportation. It evaluates several different factors such as the student's age, the walking distance, types of roads that need to be crossed, and other unusual factors that could contribute to the difficulty in the walk to school.

Many school districts use this approach as it helps with objective decision-making and gives strong evidence to supplying or denying district transportation.

Parents, principals, district administrators, or school board members can request that specific areas be evaluated and/or re-evaluated. The evaluation/re-evaluation will be conducted by the transportation department and approved by the ~~Director of Transportation or designee, transportation supervisor~~. If the evaluation approval has been denied, the requestor may submit an appeal to the ~~Superintendent or designee, director of auxiliary services~~.

FALCON SCHOOL DISTRICT 49

BUS SERVICE INDEX EVALUATION FORM

Requester:	Address:	Phone:	School:
Date Requested:	Area Description (See Attached Map)		
Evaluated by:			
Date Evaluated:			

**FACTORS
VALUE**

CRITERIA/VALUES

**Student Age/
School Level**

High	Middle	Elementary
2	3	5

Walk Distance

	<u>Miles</u>		
	Transported	Transported	Transported
> 2.5	4	Transported	Transported
2.0 - 2.5	3	4	Transported
1.5 - 2.0	2	3	4
1.0 - 1.5	1	1	3
.5 - 1.0	0	0	0
< 0.5			

Measured Distance _____

Roadway Crossing*

U.S/State Hwy	9	10	11
Major Arterial	6	7	8
Minor Arterial	3	4	5
Major Residential Collector	2	3	4
Minor Residential Collector	1	2	3
Residential/Local	0	0	0

Type Road Crossed _____

Roads Crossed _____

*Presence of crossing guard/controlled intersection (crosswalk, traffic control lights) offsets assigned values.

Other Factors

Absence of walk path,
sidewalk
Presence of
Construction
Inadequate Visibility
Topographical

1	Explain:
1	Explain:
1	Explain:
1	Explain:



Unusual Circumstances (Evaluator's Assessment)

	HIGH	MIDDLE	ELEMENTARY
MAXIMUM	2	2	2

Explain:

Total BSI Point

Total BSI points for evaluated area must equal or exceed 14 to qualify for district-provided transportation services.

This area qualifies for transportation services.

Services will start on _____.

This area does not qualify for transportation services.

(If an existing transported area, services will be recommended for curtailment.)

Approved by:	Date:
--------------	-------

Comments (possible mitigating factors):

Adopted: April 7, 2005.

Revised:

Bus Safety Program

The safety and welfare of student riders shall be the first consideration in all matters pertaining to transportation. Pursuant to Colorado Department of Education regulations, ~~S~~safety precautions shall include the following:

1. Students shall be instructed about the proper procedure for boarding and exiting from a school bus and about proper and safe conduct while aboard.
2. Emergency evacuation drills shall be conducted at least two times a year to acquaint student riders with procedures in emergency situations.
3. Passengers of any school bus used on mountainous terrain shall not occupy the front row of seats and any seats located next to emergency doors unless the bus is equipped with retarders which supplement the bus brake system or the passengers are adequately restrained in a fixed position.
4. All vehicles used to transport students shall be inspected periodically to see that they meet safety regulations.

A bus driver who observes a vehicle passing the school bus when the signal lights are activated shall notify the ~~transportation~~ Director of Transportation or designee supervisor of the violation and provide the basic information required by law. The ~~Director of Transportation or designee supervisor~~ shall convey this information to the appropriate law enforcement agency.

The school district shall comply with all state laws and regulations pertaining to the operation of school buses and shall make these requirements known to bus drivers. It also shall cooperate with local safety officials in formulating and accomplishing its school bus safety program.

Adopted: October 12, 1989.

Revised: March 4, 1999.

Revised:

LEGAL REFS.: C.R.S. 42-2-123
C.R.S. 42-4-236
C.R.S. 42-4-608
C.R.S. 42-4-1901-1904
1 CCR 301-26, Rules 4204-R-200 *et seq.*

Extracurricular Activity Buses/Field Trips/Special Events Transportation

The district's buses may be used as transportation for student field trips and extracurricular activities in accordance with amounts budgeted for such purposes and subject to regulations approved by the superintendent.

All ~~daytime~~ field trip arrangements ~~of for~~ bus services for special trips shall be made through and approved by the Director of Transportation or designee supervisor. Any overnight field trips must receive prior approval from the Superintendent or designee.

Current practice codified: 1992.

Revised: February 4, 1999.

Revised:

CROSS REF.: — IJOA, Field Trips
 — JJH, Travel

Adult/Community Education

Falcon School District #49 may offer classes/courses within district facilities for district patrons. Such classes/courses shall be approved and directed by the ~~s~~Superintendent or ~~his~~ designee.

Courses, when offered, shall receive financial support through federal and state grants, private funding or shall be on a fee basis to cover all costs. The ~~school~~ ~~d~~District shall provide the facilities, utilities, and equipment during operational hours.

Any fee for university/college credit through adult/community education shall be the responsibility of the student enrolled in the class.

Adopted: September 13, 1990.

Revised to conform with practice: date of manual revision.

Reviewed: September 2, 1999.

Revised:

Evaluation of Instructional Programs

Appropriate means for the evaluation of instructional programs shall be established ~~and maintained in Falcon School District #49~~ by the Superintendent or his designee.

The ~~district~~ District will evaluate its curriculum and programs of instruction to ~~ensure they are~~ aligned ~~them~~ with the district's content standards to provide students with the educational experiences needed to achieve the standards. The ~~d~~District will strive to reduce discrepancies in student performance related to ethnicity, gender, disability, and limited English proficiency.

Adopted: November 3, 1977.

Revised to conform with practice: date of manual revision.

Revised: September 2, 1999.

Revised: .

LEGAL REFS.: ~~C.R.S. 22-2-117~~
~~C.R.S. 22-7-101 through 22-7-105~~
~~C.R.S. 22-7-205 (3),(5)~~
~~1 CCR 301-1, Rules 2202-R-.10 et seq.~~
C.R.S. 22-11-101 et seq. (Educational Accountability Act of 2009)
C.R.S. 22-7-401 et seq. (Educational Reform)

CROSS REFS.: AC, Nondiscrimination/Equal Opportunity, and subcodes
ADA, School District Goals and Objectives
AE, Accountability/Commitment to Accomplishment
AEA, Standards-Based Education
IA, Instructional Goals and Learning Objectives

District Program Assessments

A **d**District program of assessment shall be developed in accordance with state law that adequately measures each student's progress toward and achievement of the Board-adopted content standards, including specification of an acceptable performance level, for the subject areas that are not tested by the state. The district's program of student assessment shall:

1. Challenge students to think critically, apply what they have learned, and give them the opportunity to demonstrate their skills and knowledge various ways.
2. Include "early warning" features that allow problems to be diagnosed promptly to let students, teachers, and parents know that extra effort is necessary.
3. Provide reliable and valid information on student and school performance to educators, parents, and employers.
4. Provide timely and useful data for instructional improvement and improved student learning, including feedback useful in determining whether the curriculum is aligned with the district standards.

In accordance with applicable law, the district's program of assessment shall accommodate students with disabilities or limited English proficiency.

As part of the school improvement planning process, schools shall develop an academic performance profile which indicates how well all students are performing relative to the district's educational standards measured against baseline achievement data. The analysis of student performance should indicate the number and percentage of all students attaining and exceeding the district's performance standards at designated levels, as well as an analysis indicating any consistent patterns of low achievement or achievement discrepancies.

The **d**District will use a variety of assessment tools to determine student achievement. The **s**Superintendent or designee shall be responsible for scheduling, disseminating, and collecting assessments so that the **d**District is in compliance with any state assessment requirements. The **s**Superintendent or designee also shall be responsible for reporting and interpreting all group assessment results.

Measurements of educational achievement shall be prepared so that data is consistent for comparison purposes within the school district from year to year

and with other school districts to the extent required by rules of the State Board of Education.

Current practice codified: 1992.

Adopted: date of manual revision.

Revised: September 2, 1999.

Revised:

LEGAL REFS.: ~~C.R.S. 22-7-102 (2)(b)~~

~~C.R.S. 22-7-203~~

~~C.R.S. 22-7-205 (3),(5)~~

~~C.R.S. 22-5-406, 407~~

~~C.R.S. 22-7-406, 407 (adoption of content standards)~~

CROSS REFS.: AE, Accountability/Commitment to Accomplishment

AEA, Standards-Based Education

GCS, Professional Research and Publishing

IL, Evaluation of Instructional Programs

ILBB, State Program Assessments

JLDAC, Screening/Testing of Students

LC, Relations with Education Research Agencies

State Program Assessments

The ~~e~~District shall participate in statewide performance assessment programs and in the Colorado Student Assessment Program as required by state statute.

Students who have participated in the English Language Proficiency Program pursuant to state law for more than three years shall be ineligible to take state assessments in a language other than English.

Pursuant to state law, statewide assessments will be administered during the period between the second Monday in March through the third Monday in April each year.

The Colorado Department of Education is required to provide diagnostic academic growth information for each student enrolled in the district and for each public school in the district based on the state assessment results for the preceding school years. This information shall be included in each student's individual student record. Appropriate school personnel shall explain a student's statewide assessment results and longitudinal growth information to the student's parent/guardian.

Except for the college entrance exam, results of the assessment shall be included on each student's final report card for that school year and made part of the student's permanent academic record. Results of the college entrance exam shall be included on each student's transcript. However, if a student retakes the exam at a later time at the student's expense, the student may request that the later results be placed on the transcript in place of the earlier results.

Current practice codified: 1992.

Adopted: date of manual revision.

Revised: August 10, 2000.

Revised: October 6, 2005.

Revised:

LEGAL REFS.: C.R.S. 16-11-311(3.4)(d) *(students receiving educational services or diplomas from the district under an agreement between the Colorado Department of Corrections and the district shall not be included in computing the district's performance on statewide assessments or the district's overall academic performance grade or the school's improvement grade)*
~~C.R.S. 22-7-102 (2)(b) (testing as part of local accountability programs)~~
C.R.S. 22-7-406 (state assessment development schedule)
C.R.S. 22-7-409 (state assessment implementation schedule)
C.R.S. 22-7-409 (1.2)(d)(II) *(assignment of scores on statewide assessments for students with disabilities)*

~~C.R.S. 22-7-604.3 (diagnostic academic growth calculation based on state assessment results)~~

C.R.S. 22-11-101 et seq. (Educational Accountability Act of 2009)

C.R.S. 22-11-504 (3) (policy required to ensure explanation of student assessment results and longitudinal growth information)

CROSS REFS.: AC, Nondiscrimination/Equal Opportunity, and subcodes
AE, Accountability/Commitment to Accomplishment
AEA, Standards-Based Education
IA, Instructional Goals and Learning Objectives
ILBA, District Program Assessments
JLDAC, Screening/Testing of Students

NOTE: The Education Accountability Act of 2009, C.R.S. 22-11-101 et seq. (the Act) requires the Colorado Department of Education to develop and maintain an Internet-based electronic data delivery system to provide education accountability data to the public. C.R.S. 22-11-502. This electronic data system, called SchoolView, www.schoolview.org, provides helpful information to assist schools in explaining a student's assessment results and longitudinal growth information to the student's parent/guardian.

Literacy and Reading Comprehension Assessments (Third Grade Literacy)

The Board believes reading is the skill most closely associated with success in school. In accordance with this belief and state law, the ~~e~~District shall annually assess the reading readiness level of every kindergarten student and the literacy and reading comprehension level of every first-, second-, and third-grade student. This assessment may be done in conjunction with content standard assessments.

Reading readiness and literacy and reading comprehension shall be measured by an assessment instrument approved and identified by the State Board of Education. Additional assessments are encouraged and may be used at any time at the discretion of the teacher to make instructional decisions. An individual literacy plan shall be formulated for every student below fourth grade whose reading readiness or literacy and reading comprehension are below the level established by law.

~~The~~ This individual literacy plan will be formulated by the teacher and school administration in conjunction with the student's parents/guardians. The plan shall include, but need not be limited to, the following:

1. Sufficient in-school instructional time to develop readiness, literacy, and reading comprehension skills.
2. An agreement by the student's parents/guardians to implement a home reading program that supports and coordinates with the effort at school.
3. Placement, if necessary, of the student in a summer reading tutorial program.

Each semester, students ~~in~~ on individual literacy plans will be reassessed. The plan shall continue until the pupil is reading at or above grade level.

Failure to be reading at or above the level established by law may, in coordination with other district requirements, result in retention.

The ~~e~~District shall annually report to the Colorado Department of Education:

1. The number and percentage of students enrolled in third grade in the school district who read at or above the third-grade level.
2. The number and percentage of students enrolled in the school district who have an individual literacy plan.

3. The number and percentage of students enrolled in the school district who have increased their literacy and reading comprehension levels by two or more grades during one year of instruction.

Adopted: May 21, 1998.

Revised: August 10, 2000.

Revised:

LEGAL REFS.: C.R.S. 22-7-501 et seq. (*Colorado Basic Literacy Act*)

School Attendance Areas

Attendance areas for each elementary, middle school, and high school of the ~~e~~District shall be drawn up by the Superintendent or designee administration and approved by the Board based on geography and student population projections.

In establishing school boundaries, consideration shall be given to the densities of students in an area in relation to the relative capacities of the schools, the equalization of enrollments in classrooms, equalization of programs, and efficient use of transportation facilities.

A student's designated attendance area shall be based on the legal residence of the parents/guardian.

Adopted: November 3, 1977.

Revised to conform with practice: date of manual revision.

Revised: September 2, 1999.

Revised: September 7, 2000.

Revised:

LEGAL REF.: C.R.S. 22-32-110 (1)(m)

CROSS REF.: JFBA, Intradistrict Choice/Open Enrollment

Admission of Non-immigrant Foreign Students

~~The~~ Falcon School District acknowledges the educational and cultural value of international exchange programs and foreign exchange students and authorizes the admission of a limited number of nonimmigrant foreign exchange students to the regular education programs offered in the district's schools. To protect the interests of the district, its schools, and its students, only foreign exchange students from approved exchange programs and students privately sponsored by district residents shall be admitted.

Approved exchange programs are those designated by the United States Information Agency. Any program wishing to place international exchange students must also be a member in good standing with the Council of Standards for International Education Travel (CSIET). Foreign exchange students admitted as part of an approved program are considered wards of families with whom they reside.

Enrollment applications for international exchange students wishing to attend a district high school must be completed and presented to the Learning Services department administrator responsible for placing international students by June 1 for fall full year enrollment only.

International students must arrive at the host family's home and register with Central Enrollment and the high school prior to the start of classes for the fall semester.

Privately sponsored foreign exchange students may be enrolled if an adult resident of the district has been given temporary guardianship, the student lives in the home of that guardian, and if the student meets all legal requirements for a student visa.

This policy and the accompanying regulation apply to nonimmigrant foreign students who temporarily reside within the district's boundaries without their parents/legal guardians for the purpose of attending school. These students are those who qualify for a J-1 visa or an F-1 visa under the regulations of the United States Department of Justice, Immigration, and Naturalization. This policy and accompanying regulation do not apply to resident aliens, political exiles, or students from other countries residing within the district's boundaries with their parents/legal guardians. Students in the United States on a visitor visa are not entitled to enroll in the schools of the district.

Foreign students on an F-1 visa shall only attend secondary school within the district and are required by law to pay the district for the full, unsubsidized per capita cost to the district for providing education to the student for the period of

his/her attendance. The period of attendance may not exceed 12 months.
Foreign students on a J-1 visa are not required to pay tuition.

Foreign exchange students will be expected to meet all appropriate standards of any student enrolled in Falcon District Schools.

Although international exchange students will not be awarded a diploma from Falcon District 49, at the end of his/her stay the student may participate in the graduation ceremony and be awarded a certificate of attendance by the high school.

Adopted: February 14, 1991.

Revised: November 6, 1997.

Reviewed: August 10, 2000.

Revised:

LEGAL REF.: 8 USC 1184
8 USC 1101(a)(15)(f)(I)

CROSS REF.: JFABA, ~~Admission of~~ Nonresident ~~Student~~/Tuition Charges

Admission of Non-immigrant Foreign Students

Academic requirements

No student will be admitted who has already graduated from the equivalent of the twelfth grade in his/her home country. The student must be at least fifteen years old and younger than or who will reach the age of twenty-one nineteen years on or before by September 15 of ~~that the school~~ year in which he or she enrolls in Falcon District 49.

The student must have average or above-average grades in school at home and must not require special education services in order to function in the regular academic program.

The student must have sufficient knowledge of the English language to enable effective oral and written communication and to function in a regular educational setting without special assistance. If a student's English proficiency is found to be insufficient to function in the regular instructional program without special assistance, the exchange program or private sponsor must provide a tutor or make other educational arrangements for the student at their expense. If the program or sponsor fails to do so, the student will be withdrawn and INS will be notified.

The ~~d~~District will not provide foreign students with admission to special education programs, English as a Second Language programs, postsecondary options, or other special programs.

International Sstudents must enroll as full-time students in the district-are expected to take five classes per term, including one language arts or English class and one American history or government class, and are expected to maintain passing grades in all classes.

General requirements

Foreign students will be treated as regular students. They are responsible for complying with all district policies and regulations.

Foreign students are expected to pay for all lunches, books, athletic and student activity fees and other fees, yearbook costs, and all other expenses normally borne by students in the district. Foreign students are not entitled to free or reduced prices for lunches.

The eligibility requirements of the Colorado High School Activities Association will be followed. Accordingly, foreign students sponsored by an approved program

may participate in organized sports, while those sponsored by a private sponsor may not.

The sponsor, host family, and local program representative must maintain personal contact with the school, must be available and willing to meet with school personnel when problems or circumstances require, and must assume full and final responsibility for resolving problems including the early return of the student if personal, family, or school difficulties cannot be resolved.

If a student's grades, attendance, conduct, or discipline are deemed unsatisfactory by the school, the student may be withdrawn and INS will be notified.

Admissions process

Approvals for admission must be obtained from Learning Services by June 1 for all full year enrollment only, ~~the district between April 15th and July 15th for the following school year or between October 15th and December 15th for the second semester, except under unusual circumstances.~~

When an international exchange organization wants to enroll an international exchange student, its representative will present required documentation to the Learning Services Department. The designated school district official will determine if the student's application meets standards established by the district. If the application is approved by Learning Services and the high school principal where the student wishes to enroll, the high school principal will sign the exchange organization's enrollment form. Falcon School District 49 has the right to reject applications.

~~All applications will be screened by the superintendent or designee before they are forwarded for review and approval of the principal of the school where admission is being requested.~~

The student must attend the school in the attendance area in which the host family or sponsor lives, unless an appropriate transfer is approved by the district. Should a large number of foreign students be scheduled for a particular school, a transfer to another school may be recommended by the district in order to create a balance in foreign student enrollment.

Upon the student's arrival in the district, the adult sponsor (host family and/or local representative of the exchange program) and student must come to Central Enrollment ~~the school~~ to complete the enrollment process. Students must arrive in sufficient time for attendance on the first day of school.

Students requesting admission must submit:

1. Birth certificate or other proof of age.
2. Recent official transcript with English translation reflecting courses taken and grades earned.
3. Records showing required immunizations.
4. Evidence of medical insurance that will cover the student while residing in the district.
5. A letter of application written in English by the student that provides pertinent information about the student, including student's name, age, birth date, home address and phone number, level of education, reasons for wanting to attend school in the district, and the projected duration of enrollment.
6. The names, addresses and phone numbers of the exchange student's own parents/guardians, the host family, and the local exchange program representative.
7. Proof of English proficiency, including evidence that the student has successfully completed a minimum of three years of instruction in English and a letter of recommendation from the English language teacher documenting the level of proficiency or evidence that the student has passed a test of English language proficiency, such as the SLEP, TOEFL, or FSI.
8. A notarized temporary custody agreement between the student's parents and the host family and/or exchange program.

Private sponsors must submit:

- a. Proof of residence; or
- b. Affidavit of support, including the following supporting evidence:
 - A statement from an officer of a bank or other financial institution in which deposits are recorded giving details regarding the date the account was opened, the total amount deposited during the past year, and the present balance.
 - A statement from the employer on letterhead stationery showing the date and nature of employment, the salary paid, and whether the position is temporary or permanent.

- If self-employed, a copy of the last income tax return filed.

Foreign students sponsored by an approved program (J-1 Visa)

Only programs designated by the United States Information Agency will be considered for placement of foreign students on J-1 visas.

The program must have a local representative residing in or near the district who will meet with the student, host family, and school personnel on a regular basis.

Orientation, both pre-departure and upon arrival in the United States, must be provided to help foreign students adjust to a new culture. Ongoing contact and support from the local representative of the exchange program must also be provided.

Orientation must be provided to the host family in advance of the foreign student's arrival. The family should be acquainted with the needs and requirements of housing a visitor for a long period of time, advised of potential problems in hosting a foreign student, and provided with suggestions for coping with these problems. Ongoing contact and support from the local representative of the exchange program must also be provided.

Foreign students on J-1 visas are not subject to tuition.

Academic standards and graduation

Foreign exchange students will be expected to meet all appropriate standards of any student enrolled in Falcon District schools.

Although international exchange students will not be awarded a diploma from Falcon District 49, at the end of his/her stay the student may participate in the graduation ceremony and be awarded a certificate of attendance by the high school. Any foreign exchange student wishing to graduate from a Falcon District high school must meet all graduation requirements. Having done so, he/she may take part in graduation ceremonies and receive a diploma.

Foreign students sponsored by relatives or friends (F-1 Visa)

Pursuant to federal law, only high school students are eligible for F-1 visas. A student may receive F-1 status for no more than twelve months in a public school system. The student must have reimbursed the school district in advance for the full, unsubsidized cost of educating the student. This amount will be determined annually by the superintendent or designee.

Payment of tuition must be in a certified or cashier's check in U.S. currency payable to the district. Should a student not be able to obtain a visa or not attend

for some other reason, the tuition will be refunded in full. Should a student attend for less than a full school year, tuition will only be refunded if a true hardship situation is demonstrated.

The private sponsor assumes parental responsibility, including financial obligations while the foreign student is in attendance. The sponsor must demonstrate the ability to support the student prior to issuance of the I-20.

Approved: February 14, 1991

Revised: November 6, 1997.

Revised: September 2, 1999.

Revised:

Violent and Aggressive Behavior

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

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

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

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

An act of violence and aggression is any expression, direct or indirect, verbal or behavioral, of intent to inflict harm, injury, or damage to persons or property. A threat of violence and aggression carries with it implied notions of risk of violence and a probability of harm or injury.

The following behaviors are defined as violent and aggressive:

1. Possession, threat with, or use of a weapon as described in the district's weapons policy.
2. Physical assault. The act of striking or touching a person or a person's property with a part of the body or with any object with the intent of causing hurt or harm.
3. Verbal abuse. Includes, but is not limited to, swearing, screaming, obscene gestures, or threats directed, orally (including by telephone) or in writing, at an individual, his or her family, or a group.
4. Intimidation. An act intended to frighten or coerce someone into submission or obedience.

5. Extortion. The use of verbal or physical coercion in order to obtain financial or material gain from others.
6. Bullying. The use of coercion to obtain control over another person or to be habitually cruel to another person which can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture, ~~physical or verbal coercion to obtain control over others or to be habitually cruel to others.~~
7. Gang activity as described in the district's secret societies/gang activity policy.
8. Sexual harassment as described in the district's sexual harassment policy.
9. Stalking. The persistent following, contacting, watching, or any other such threatening actions that compromise the peace of mind or the personal safety of an individual.
10. Defiance. A serious act or instance of defying or opposing legitimate authority.
11. Discriminatory slurs. Insulting, disparaging, or derogatory comments made directly or by innuendo regarding a person's race, sex, sexual orientation, religion, national or ethnic background, or handicap.
12. Vandalism. Damaging or defacing property owned by or in the rightful possession of another.
13. Terrorism. A threat to commit violence communicated with the intent to terrorize, or with reckless disregard for the risk of creating such terror. Also, a threat causing serious public inconvenience, such as the evacuation of a building regardless of the perceived or actual ability of the person(s) issuing the threat to commit the act.

Adopted: July 12, 2001.

Revised:

LEGAL REFS.: C.R.S. 22-32-109.1(2)(a)(x) (definition of bullying)

CROSS REFS.: JBB, Sexual Harassment
JICDA, Code of Conduct
JICDE, Bullying Prevention and Education
JICF, Secret Societies/ Gang Activity
JICI, Weapons in School

Bullying Prevention and Behavior

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

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person. Bullying can occur through written, verbal or electronically transmitted expression or by means of a physical act or gesture. Bullying is prohibited on district property, at district or school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the district or one of its schools, or off school property when such conduct has a nexus to school or any district curricular or non-curricular activity or event.
~~Bullying is defined as any written or verbal expression, physical act or gesture, or a pattern thereof that is intended to cause distress upon one or more students in the school environment. For purposes of this policy, the school environment includes school buildings, grounds, vehicles, bus stops, and all school-sponsored activities and events.~~

A student who engages in any act of bullying is subject to appropriate disciplinary action including suspension, expulsion, and/or referral to law enforcement authorities. The severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made.

The Superintendent or designee shall develop a comprehensive program to address bullying at all school levels. The program shall be aimed
~~The district shall address bullying at all school levels and aim~~ toward accomplishing the following goals:

14. To send a clear message to students, staff, parents, and community members that bullying will not be tolerated.
15. To train staff and students in taking pro-active steps to prevent bullying from occurring.
16. To implement procedures for immediate intervention, investigation, and confrontation of students engaged in bullying behavior.
17. To initiate efforts to change the behavior of students engaged in bullying behaviors through re-education on acceptable behavior, discussions, counseling, and appropriate negative consequences.

18. To foster a productive partnership with parents and community members in order to help maintain a bully-free environment.
19. To support victims of bullying by means of individual and peer appropriate counseling.
20. To help develop support networks, social skills, and confidence for all students.
21. To recognize and praise positive, supportive behaviors of students toward one another on a regular basis.

Adopted: January 10, 2002.

Revised:

LEGAL REF: C.R.S. 22-32-109.1(2)(a)(X) (*policy required as part of safe schools plan*)

CROSS REFS.: JICDA, Code of Conduct
JICDD, Violent and Aggressive Behavior
JICJ, Student Use of Electronic Communication Devices
JK, Student Discipline

Students of Legal Age

Any policies of this Board of Education which require notification to parents/guardians shall not apply in cases where the student is 18 years of age or older and not residing with their parent or legal guardian. All such notices shall be directed to the student.

Current practice codified: 1992.

Adopted: date of manual revision.

Reviewed: August 10, 2000.

Revised:

LEGAL REF.: C.R.S. 13-22-101

CROSS REFS.: JIC, Student Conduct, and subcodes

JK, Student Discipline, and subcodes

JLCB, Immunization of Students

JLIB, Student Dismissal Precautions

JRA/JRC, Student Records/Release of Information on Students

Parking Lot Searches

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

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

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

Adopted: May 19, 1994.

Reviewed: September 2, 1999.

Revised:

LEGAL REF.: C.R.S. 22-32-109.1 (2)(a)(VIII) (Board of education-specific powers and duties-safe schools

CROSS REF.: JIH, Student Interrogations, Searches, and Arrests

Student Organizations (Secondary Schools)

The Board of Education shall encourage organization and operation of curriculum-related, school sponsored student organizations in the secondary schools and shall permit such organizations to meet on school premises during activities periods and noninstructional time. The Board shall not create or permit an open forum for student-initiated organizations in the secondary schools. All student organizations are required to open membership to all interested and/or eligible students.

Recognition

Curriculum-related student organizations serve as an extension of the regular school curriculum. Their function is to enhance the participants' educational experience and supplement the course materials within the educational program of the schools. The activities of these organizations should bear a clear relationship to the regular curriculum. The principal is responsible for determining whether the purpose of a student organization is related to the curriculum.

Student organizations shall be considered directly related to the curriculum if one or more the following applies:

1. Activity offerings shall be of sufficient variety and number to meet the wide range of interests of students.
2. Most activities shall be an outgrowth of curriculum activities.
3. All participation shall be voluntary.
4. Guidance shall be offered to encourage nonparticipants who need the activity and to curb the overly enthusiastic from over-participation at the expense of academic performance.
5. The goal for each student shall be a balanced program of academic studies and extracurricular activities.
6. All activities shall be supervised. All clubs and groups shall have a faculty advisor.
7. Activities for public view shall be kept to a minimum. They shall be closely supervised to avoid the expenditure of excessive time and effort by students.

8. Participation in any school or interscholastic school activity ~~could may not~~ be barred because of a student's participation in unlawful activities during out-of-school hours and off school property.

Adopted: September 2, 1999.

Revised:

LEGAL REF.: 20 U.S.C. 4071 et seq.
C.R.S. 22-1-117 (Secret fraternities forbidden)
C.R.S. 22-1-118 (School board to enforce)C.R.S. 22-32-116.5 (1)(c)

Student Organizations (Secondary Schools)

1. Any group seeking recognition as a student organization must submit a written application through its faculty sponsor to the principal. Applications must be made only on district-approved forms and must include at least the following information:
 - a. Name of organization.
 - b. Names of faculty sponsors.
 - c. General statement of the purpose of the organization.
 - d. Description of the qualifications for membership, if any. If a student's' gender sex is a qualification for membership, the description will state the reasons therefore.
 - e. Statement of the relation of the organization to the regular school curriculum. This will include specific reference to classes or other elements of the educational program which the organization will serve as an extension of or adjunct to the curriculum.
 - f. Description of the function of the faculty advisor in the promotion, supervision, and leadership of the organization.
 - g. Budget or funding statement.
2. The principal will review the application and such other information as he/she considers appropriate and will approve or disapprove the recognition of the organization within 20 40 school days after receipt of the application. The principal's decision will be in writing, and a copy will be given to the faculty sponsor. If the application is disapproved, the principal will state the reasons for approval in the decision.
3. The faculty sponsor may appeal the principal's decision in writing to the superintendent or his-designee within five school days after receipt of the decision. The written appeal must state the reasons for the appeal. Copies of the application and the principal's decision must be enclosed with the appeal.

The superintendent or his-designee will review the appeal and such other information as he considers appropriate and will give a written decision within 10 school days after receipt of the appeal.

4. The faculty sponsor may appeal the decision of the superintendent or his designee in writing to the Board of Education within five school days after receipt of the decision. The appeal will be submitted to the secretary of the Board. The written appeal must state the reasons for the appeal. Copies of the application, the appeal to the superintendent, and all other prior decisions must be enclosed with the appeal.

The Board will review the appeal and such other information as it considers appropriate and will notify the faculty sponsor of the date and time at which it will meet to render a decision. At the meeting, the Board will enter its order affirming or reversing the decision of the superintendent. The decision of the Board will be final.

5. The principal may revoke recognition of any student organization at any time for good cause upon his own initiative or on complaint by any student or staff member. Revocation may be appealed to the superintendent or his designee and the Board as provided above.
6. At any time, the sSuperintendent or designee or the Board on his or its own initiative may review the recognition of any student organization and revoke same for good cause. Any such action by the superintendent may be appealed to the Board as provided above.

Adopted: January 23, 1986.

Revised:

Immunization of Students

~~19.1.~~ No student may attend school in the district unless the student has presented to the school an up to date certificate of immunization or a completed exemption form. A student shall be exempted only upon submission of:

- ~~c~~Certification from a licensed physician that the physical condition of the child is such that immunization would endanger the child's life or health.
- ~~s~~Statement signed by one parent/guardian or the emancipated child that he or she adheres to a religious belief whose teachings are opposed to immunizations.
- ~~s~~Statement signed by one parent/guardian or the emancipated child that he or she holds a personal belief that is opposed to immunizations.
- ~~An incomplete certificate of immunization. Fourteen days will be allowed to bring immunizations or record of immunizations into compliance.~~

In the event of an outbreak of disease against which immunization is required, no exemption will be recognized and those students will be excluded from school.

~~1. Falcon School District will comply with current Colorado immunization law, and annual updates will be provided.~~

~~20.~~ 2. The ~~d~~District will provide upon request an immunization form as required by the Health Department. The school nurse is responsible for seeing that required information is included on the form.

3. If there is a failure to comply with the immunization requirements, the school nurse will personally notify the parent/guardian or emancipated student. Such notification will be accomplished either by telephone or in person. If this is not possible, contact will be by mail. Emancipated students must be contacted directly rather than through their parents/guardians.

The parent/guardian or emancipated student will be notified of the following:

- a. ~~t~~That up to date immunizations are required under Colorado law.
- b. ~~t~~That within fourteen (14) days of notification, the parent/guardian must submit either an authorization for administration of the immunization by health officials or a valid exemption or documentation to the school showing that the next required immunization has been given and a written plan for completion of all required immunizations.

- c. That if the required documentation is not submitted within fourteen (14) days of notification or if the student begins but does not continue or complete the written plan, the student will be suspended or expelled.

~~21.4.~~ A student who fails to comply will be suspended by the principal for up to five days and notice of the suspension sent to the Health Department.

~~22.5.~~ If no certificate of immunization is received during the period of suspension, the superintendent will institute proceedings for expulsion.

~~23.6.~~ Any suspension or expulsion under this policy will terminate automatically upon compliance.

~~24.7.~~ Record of any such suspension or expulsion will be contained in the student's health file, with an appropriate explanation—not in the student's disciplinary file.

~~25.~~ Any student expelled for failure to comply with the immunization requirements will not be included in calculating the dropout rate, but will be included in the annual report to the State Board of Education.

~~Adopted: February 17, 1977.~~

~~Revised to conform with practice: date of manual adoption.~~

~~Revised to conform with practice: date of manual revision.~~

~~Revised: September 7, 2000.~~

Revised:

Student Early Dismissal of Students Precautions

The ~~s~~School District shall take reasonable steps to ensure is legally responsible ~~for~~ the health and safety of its students during the school day. Therefore, each school shall set up procedures to validate requests for early dismissal to ensure that students are released only for proper reasons and into proper hands.

Under no circumstances shall staff teachers ~~dismiss~~ a student from school prior to the end of the school day or into any person's custody without the direct prior approval and knowledge of the building principal or designee. ~~attendance office. Parents/guardians requesting early dismissal for their student must check the student out through the attendance office.~~

The principal or designee shall not excuse ~~A~~ a student under the age of 18 ~~shall not be excused~~ before the end of a school day without a request for the early dismissal from the student's parents/ guardians. In keeping with this policy, it becomes prudent that:

1. No student shall be released from school early on the basis of an invalidated telephone call.
2. Children of divorced or legally separated parents shall be released only upon the request of the custodial parent. ~~parent who is registered on the school record and whom a Colorado court holds directly responsible for the child or whom a court in a state other than Colorado holds directly responsible as long as that parent has presented to the school a copy of the decree showing that it has been filed with the clerk of any district court of Colorado.~~

An elementary student shall be sent home only with a parent/guardian or, if the parent/guardian is not available, with another authorized adult.

Additional precautions shall be taken by the principals as needs arise.

Adopted: November 4, 1999.

Revised:

LEGAL REF.: ~~C.R.S. 14-13-116 (1)~~

Building/Grounds/Property Management
School Funded and/or Supervised Facility Project Approval Form
Page 1 of 2

School Name: _____
Project Name: _____
Project Location: _____
Brief description of work to be completed. Please attach construction drawings and specifications.

Timeline for Project:
Date project will begin: _____
Actual construction time frame: _____
Date project will be complete: _____

Name, address and phone number of person in charge of project details:

Name of Person(s) who will be constructing the project:

Please attach a detailed budget for the project and identify the source of these funds:

Please describe the five-year projected operating costs for this project and identify the source of these funds:

Estimated Operating Costs:	Funds Provided By:
Year 1:	_____
Year 2:	_____
Year 3:	_____
Year 4:	_____
Year 5:	_____

Other pertinent information:

Submitted By: _____ Date: _____

Principal approval of project: _____ Date: _____

NOTICE TO PROCEED

Approved as Submitted:

Disapproved:

Approved with the following conditions:

Director of Facilities: _____ Date: _____

Chief Financial Officer: _____ Date: _____

Superintendent: _____ Date: _____

Buildings/Grounds/Property Management

Purpose of Buildings and Grounds Modification/Improvement Procedures

All modifications, additions, and /or improvements to District buildings or grounds shall be coordinated through the Facilities Department. All facility improvements shall conform to applicable building codes and educational and technical specifications.

All modifications, additions, and/or improvements to District buildings or grounds shall be performed by District/Facilities Services approved persons, or licensed contractors. This includes, but is not limited to, painting, plumbing, electrical work, flooring, carpentry work, installation of athletic equipment, climbing walls, signage, or buildings and grounds modifications/improvements of any kind.

Project Initiation

Facilities Department staff shall work collaboratively with principals/site managers to develop a plan outlining the scope of any work needed/requested, priority, estimated cost, and source of funding and/or accountability. This collaborative effort shall provide a means of communicating an awareness of what work is being planned, the proposed work schedule, the responsible party for carrying out the work, and any impact the work will have on the normal operation of the facility.

To initiate a project, the building administrator/building manager shall call the Facilities Department to request information, consultation, or an estimate for any building or grounds modification, addition and/or improvement.

Regulatory Requirements and Governing Bodies

All buildings or grounds modifications/improvements shall meet the following Federal, State, and local building codes, regulations, guidelines, and directives:

- International Building Code (IBC) 2006 or most current
- International Fire Code (IFC) 2006 or most current
- National Electrical Code (NEC) 2006 or most current
- International Mechanical Code (IMC) 2006 or most current
- International Plumbing Code (IPC) 2006 or most current
- International Energy Code (IEC) 2006 or most current
- International Code Council (ICC) 2006 or most current
- National Fire Protection Association (NFPA) 2006 or most current
- Consumer Products Safety Council (CPCS) 2006 or most current
- Americans with Disabilities Act (ADA)
- American Society for Testing and Materials (ASTM)

- Colorado State Board of Health, Rules and Regulations Governing Schools (2003) or most current
- Colorado Retail Food Establishment Rules and Regulations
- National School Lunch Program
- USDA Rules

This list is not intended to be all inclusive. Specific projects may fall under the directions of additional codes, regulations, guidelines, or directives.

All modifications/improvements may require a building permit and be inspected by:

Colorado Department of Labor, Division of Public Safety 7CCR 1101-7 and/or other regulatory agencies that may apply.

Insurance and Vendor Requirement

All contractors, companies and individuals doing any modifications/improvements to buildings and grounds shall provide proof of District insurance requirements and be an approved vendor. For further information regarding insurance and vendor requirements, please contact the District Insurance Liaison.

Review of Work Order Requests

The work order request will be reviewed by the Director of Facilities or designee. The building administrator/building manager will be notified typically within 30 business days with the results from the feasibility study and how to proceed. If a project has safety concerns, a safety review should be requested from the District's Safety Office. Facilities may provide materials, additional funding, labor or technical assistance to optimize the opportunity for a successful project. Details that need clarification or change are worked out between the Facilities staff and the originator. When this has been completed a written approval or notice to proceed is issued by the Facilities Department. **NO PROJECT CAN BEGIN UNTIL THIS IS OBTAINED.**

Project Request Form

The Project Request form is to be used for *PRIOR* authorization of any facility project work to be completed on school property that is not part of the District Capital Improvement Project approval process. This form should be accompanied by a complete project description with names and qualified individuals who will be completing the work, along with their qualifying credentials (where applicable) and references.

Work shall **NOT** commence until the signed approval has been returned to the principals/site managers.

Adopt:

Patriotic Exercises

The Board of Education believes one's appreciation of country is promoted by the ceremonies and observances held in the schools and that the United States flag is a symbol of our democratic heritage, ideals and freedom. The Board believes saluting the flag and reciting daily the Pledge of Allegiance helps students learn and reinforce these principles.

Therefore, each school shall provide an opportunity each school day for students to recite the Pledge of Allegiance. Any person not wishing to participate in the recitation of the Pledge of Allegiance for any reason shall be exempt and need not participate.

Adopted:

LEGAL REFS.: C.R.S. 22-1-106 (daily recitation of the Pledge)

C.R.S. 22-1-107 (duty of teachers to instruct students in the proper respect of the flag)

Homeless Students

It is the Board's intent to remove barriers to the enrollment and retention of homeless students in school in accordance with state and federal law. The District shall take reasonable steps to ensure that homeless students are not segregated or stigmatized and that decisions are made in the best interest of the student.

Each homeless student shall be provided services for which the student is eligible, comparable to services provided to other students in the school, regardless of residency, including transportation service, education services, career and technical education programs, gifted and talented programs, and school nutrition programs.

Homeless students shall be provided access to education and other services that they need to ensure that they have an opportunity to meet the same student performance standards to which all students are held. All educational decisions shall be made in the best interest of the student.

The District shall coordinate with other district and with local social services agencies and other agencies or programs providing services to homeless students as needed.

The Superintendent shall designate at least one staff member in the District to serve as the homeless student liaison and fulfill the duties set forth in state and federal law.

Decisions on enrollment and transportation for homeless students shall be made in accordance with regulation JFABD-R.

NOTE1: The term "homeless children" is defined in federal law to include the following:

Individuals who lack a fixed, regular and adequate nighttime residence, including:

- Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternate adequate accommodation; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
- Children and youths who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as a regular sleeping accommodation for human beings;
- Children and youths who are living in cars, parks, public spaces, abandoned building, substandard housing, bus or train station, or similar settings; and
- Migratory children who are living in circumstances described above.

NOTE 2: While the definition of homeless children in Colorado law closely tracks the definition in federal law, the federal law contains the following language which is NOT found in the Colorado law:

- “sharing the housing of other persons due to lack of housing, economic hardship or a similar reason”.
- “trailer park”
- “substandard housing”

Colorado school districts that receive federal funds are required to follow the more inclusive federal definition.

Adopted:

LEGAL REF.: 42 U.S.C. 11431 et seq. (McKinney Homeless Assistance Act, as amended by No Child Left Behind Act of 2001)

C.R.S. 21-1-102.5 (definition of homeless child)

C.R.S. 22-32-109(1)(dd) (duty to adopt/revise policies to remove barriers to access and success in schools for homeless children)

C.R.S. 22-33-103.5 (attendance of homeless children)

C.R.S. 26-5.7-101 et seq. Homeless Youth Act)

CROSS REF.:

Early Dismissal of Students

The District will make every attempt to protect the custodial right of parents. The following procedures will be implemented.

1. The enrollment records of the district will include information regarding the marital status of a student's parents. Such status will be reviewed each year.
2. The District shall take reasonable measures to protect the custody rights of the various parties involved. It shall be the responsibility of the parent/guardian to keep the school apprised of the student's custody status.
3. If a student's parents are divorced, legally separated or have other special custody arrangements, district personnel shall request a copy of any and all legal documents pertaining to child custody, including restraining orders. If the custody decree is from a state other than Colorado, the decree must indicate that it has been filed with the clerk of any district court of Colorado.
4. The school shall flag the files of students whose parents are divorced or legally separated or have other special custody arrangements. The school shall maintain a card file of these students that is easily accessible to the principal or designee.
5. If a person whom the principal or designee does not recognize appears at school requesting the early dismissal of a student, the principal or designee shall ask for identification such as a driver's license.

Adopted:

Informational Items

7.00



BOARD OF EDUCATION AGENDA ITEM 7.01

BOARD MEETING OF: April 28, 2010

PRESENTED BY: Joleen Schaake, Chief Financial Officer

TITLE OF AGENDA ITEM: Financial Audit 2008-2009

ACTION/INFORMATION/DISCUSSION: Information

BACKGROUND INFORMATION, DESCRIPTION OF THE SITUATION, AND RECOMMENDED COURSE(S) OF ACTION

State law requires that all funds and accounts of the district be audited annually, following the close of the fiscal year. An independent audit of the school district's financial accounts for 2008-2009 was performed by Swanhorst and Company LLC.

PROS/CONS AND ALTERNATIVE COURSES OF ACTION

Board policy DIE and State law require that the audit be performed.

COST OR COST ESTIMATION:

None

MOTION REQUESTED:

N/A

APPROVED BY: Dr. Bradley J. Schoeppey, Superintendent

DATE: April 8, 2010

Adjournment

8.00