
2017 - 2018

Ouray High School

Student Handbook



Climb the Peak

Ouray School District R-1 Mission Statement:

The mission of Ouray School District R-1, an educational community built on high expectations, is for all students to reach their full potential and contribute responsibly in a global society by ensuring them an exceptional education in a safe and supportive environment.

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21st Century Skills in Colorado's Reading, Writing, & Communicating Standards

The 21st century skills are the synthesis of the essential abilities students must apply in our rapidly changing world.

Today's students need a repertoire of knowledge and skills that are more diverse, complex, and integrated than any previous generation. Reading, Writing, and Communicating are inherently demonstrated in each of Colorado's 21st century skills, as follows:

Self-Direction

Students who read, write, and communicate independently portray self-direction by using metacognition skills. These important skills are a learner's automatic awareness of knowledge and ability to understand, control, and manipulate cognitive processes. These skills are important not only in school but throughout life, enabling the student to learn and set goals independently

Critical Thinking

Critical thinking and reasoning are vital to advance in the technologically sophisticated world we live in. In order for students to be successful and powerful readers, writers, and communicators, they must incorporate critical thinking and reasoning skills. Students need to be able to successfully argue a point, justify reasoning, evaluate for a purpose, infer to predict and draw conclusions, problem-solve, and understand and use logic to inform critical thinking.

Informational Literacy

The student who is information-literate accesses information efficiently and effectively by reading and understanding essential content of a range of informational texts and documents in all academic areas. This involves evaluating information critically and competently; accessing appropriate tools to synthesize information; recognizing relevant primary and secondary information; and distinguishing among fact, point of view, and opinion.

Invention

Applying new ways to solve problems is an ideal in reading and writing instruction. Invention is one of the key components of creating an exemplary writing piece or synthesizing information from multiple sources. Invention takes students to a higher level of metacognition while exploring literature and writing about their experiences

Collaboration

Reading, writing, and communicating must encompass collaboration skills. Students should be able to collaborate with each other in multiple settings: peer groups, one-on-one, in front of an audience, in large and small group settings, and with people of other ethnicities. Students should be able to participate in a peer review, foster a safe environment for discourse, mediate opposing perspectives, contribute ideas, speak with a purpose, understand and apply knowledge of culture, and seek others' ideas.

GENERAL INFORMATION

Ouray School District R-1 is an equal educational opportunity institution and does not unlawfully discriminate on the basis of race color, national origin, sex or disability in admission or access to, or treatment or employment in its educational programs or activities. Please refer inquiries concerning;

- Title IX to Bernie Pearce, Athletic Director or Scott Pankow, Superintendent
- Section 504 and ADA to Kenneth Nelson, 504 Coordinator

**P.O. Box N
Ouray, CO 81427
(970) 325-4505**

You may also contact the Office for Civil Rights, U.S. Department of Education, Region VIII, at the

**Federal Office Building
1244 North Speer Blvd., Suite 310
Denver, CO 80204
(303) 844-5695**

Parents and students are hereby informed that the Ouray School District R-1 has an asbestos management plan available for review in the Superintendent's office. The District asbestos manager is our Head Maintenance/Custodian, Casey Shannon.

Any caregiver or staff member in the Ouray School who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions that would reasonably result in abuse or neglect MUST IMMEDIATELY REPORT or cause a report to be made of such fact to the Ouray County Department of Social Services at 970-626-2299.

If a parent has suspicions of preschool licensing violations he/she may file a complaint by calling 1-800-799-5876 or write:

**The Colorado Department of Social Services
1575 Sherman Street
Denver, Colorado 80204**

OURAY HIGH SCHOOL
PO Box N
400 7th Avenue
OURAY, COLORADO 81427
(970) 325-4505
Fax (970) 325-7343
<http://ouray.k12.co.us>

ADMINISTRATION

Scott Pankow, *Superintendent/PK-12th Principal*
Kenneth Nelson, Assistant Principal
Paige Sackman, Administrative Assistant
Kimberly Sills, Administrative Assistant
Cynthia Lacy, Business Manager
Bernie Pearce, Athletic Director

OURAY HIGH SCHOOL TEACHERS

Jennifer Ballard, HS Science, Health
Cappi Castro, Teacher-Librarian
Taylor Chase, K-12 Language/GT
James Chiang, HS Mathematics
Eric Fagrelus, HS Science, Mathematics
Sean Hart, Industrial Arts
Ashley Harthan, HS Social Studies
Dee James, HS Business, Technology
John Kissingford, HS Language Arts, Journalism
Terri Lizzio, Art
Evelyn Nelson, Special Education
Bernie Pearce, Spanish
Alyssa Preston, Theater Arts
Mike Scott, Music / Instrumental
Christy Wilbur, Physical Education
OPEN, Music / Vocal

BOARD OF EDUCATION

Kentee Pasek, President
Don Mort, Vice-President
Nicole Skoloda, Secretary
Sandy Kern, Treasurer
Jennifer Fedel, Member at Large

Ouray School Mission Statement:

The mission of Ouray School District R-1, an educational community built on high expectations, is for all students to reach their full potential and contribute responsibly in a global society by ensuring them an exceptional education in a safe and supportive environment.

Ouray School District R-1 2016-2017 School Calendar

August 2016						
Sun	Mo	Tue	We	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 2016						
Sun	Mo	Tue	We	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

October 2016						
Sun	Mo	Tue	We	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

November 2016						
Sun	Mo	Tue	We	Thu	Fri	Sat
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

December 2016						
Sun	Mo	Tue	We	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Key to Symbols

	No School—Vacation/Holiday
	No School—Strategic Plan/PD
	No School—PLC/Levels
	No School—Workday

Parent/Teacher Conferences
 End of Quarter/Semester

Student/Teacher Contact Days
 Early Learning Center (ELC) = 163
 Elementary (K-6th) = 163
 Middle School (7th-8th) = 163
 High School (9th-12th) = 163

Days in Each Quarter			
1st	2nd	3rd	4th
37	37	37	37
38	38	38	38
40	40	40	40
48	48	48	48

AUGUST	23-25	ELC-12 Student Registration					
	26	New Teacher Orientation					
	29	Teacher Orientation					
	30	Teacher Strategic Plan/PD					
	31	Teacher PLC/Levels					
SEPTEMBER	1-2	Teacher Workday					
	5	No School—Labor Day					
	6	FIRST DAY OF SCHOOL					
	15	BACK TO SCHOOL NIGHT					
OCTOBER	12	ELC-12 P/T Conferences (4p-8p)					
	13	No School-Teacher Strategic Plan/PD					
		ELC-12 P/T Conferences (4p-8p)					
	14	No School					
	28	End of 1st Quarter					
NOVEMBER	23	Early Release @ 12:45 p.m.					
	24-25	Thanksgiving Break					
DECEMBER	23	Early Release @ 12:45 p.m.					
		End of 1st Semester					
	26-30	Winter Break					
JANUARY	2-6	Winter Break					
	9	No School-Teacher PLC/Levels					
	16	No School-MLK Day					
FEBRUARY	15	ELC-12 P/T Conferences (4p-8p)					
	16	No School-Teacher Strategic Plan/PD					
		ELC-12 P/T Conferences (4p-8p)					
	17	No School					
	20	No School—Presidents' Day					
MARCH	10	End of 3rd Quarter					
	27-31	Spring Break					
APRIL	3	No School-Teacher PLC/Levels					
MAY	5	No School					
	26	Last Day of School					
	28	Graduation					

***Note to Parents: Please read center section carefully as some symbols may be misleading as it pertains to your child's grade level. Also, please make EVERY EFFORT to schedule your family vacations around this calendar. Thank you!!

School Hours
 AM ELC 7:50 to 11:20
 PM ELC 11:50 to 3:30
 K-4th 7:50 to 3:30
 5th-8th 7:50 to 3:30
 9th-12th 7:50 to 3:30

January 2017						
Sun	Mon	Tue	We	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

February 2017						
Sun	Mon	Tue	We	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

March 2017						
Sun	Mon	Tue	We	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2017						
Sun	Mon	Tu	We	Th	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

May 2017						
Sun	Mon	Tue	We	Thu	Fri	Sat
		1	2	3	4	5
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

June 2017						
Sun	Mon	Tue	We	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17

High School Bell Schedules 2015 – 2016

Revised 9/1/2015

Regular Day	
<u>Time</u>	<u>Class period</u>
7:50 - 8:40	1st
8:44 - 9:34	2nd
9:38 - 10:28	3rd
10:32 - 11:22	4th
11:26 - 12:16	5th
12:20 - 12:56	Lunch
12:56 - 1:46	6th
1:50 - 2:38	7th
2:42 - 3:30	8th

Half Day	
<u>Time</u>	<u>Class period</u>
7:50 - 8:20	1st
8:24 - 8:54	2nd
8:58 - 9:28	3rd
9:32 - 10:02	4th
10:06 - 10:36	5th
10:40 - 11:10	6th
11:14 - 11:44	7th
11:48 - 12:15	8th

RTI/ICAP/ Assembly Schedule (every Tues)	
<u>Time</u>	<u>Class period</u>
7:50 - 8:40	1st
8:44 - 9:34	2nd
9:38 - 10:28	3rd
10:32 - 11:22	4th
11:26 - 12:16	5th
12:20 - 12:56	Lunch
12:56 - 1:26	Rtl/ICAP/Assembly
1:30 - 2:07	6th
2:11 - 2:48	7th
2:52 - 3:30	8th

Early Release with Lunch	
<u>Time</u>	<u>Class Period</u>
7:50 - 8:20	1st
8:24 - 8:53	2 nd
8:57 - 9:26	3 rd
9:30 - 10:00	4 th
10:04 - 10:33	5 th
10:37 - 11:07	6 th
11:11 - 11:41	7 th
11:45 - 12:15	8 th
12:15 - 12:45	Lunch

One Hour Delay	
<u>Time</u>	<u>Class period</u>
8:50 - 9:32	1st
9:36 - 10:18	2nd
10:22 - 11:04	3rd
11:08 - 11:50	4th
11:54 - 12:36	5th
12:37 - 1:17	Lunch
1:17 - 1:59	6th
2:53 - 2:44	7th
2:48 - 3:30	8th

Two Hour Delay	
<u>Time</u>	<u>Class period</u>
9:50 - 10:24	1st
10:28 - 11:02	2nd
11:06 - 11:40	3rd
11:44 - 12:18	4th
12:22 - 12:56	5th
12:56 - 1:36	Lunch
1:36 - 2:11	6th
2:15 - 2:50	7th
2:54 - 3:30	8th

If there is a 1 or 2 hour delay, then ICAP/Rtl/class meetings/assemblies
ARE CANCELLED. Follow the delay schedule.

MESSAGE TO STUDENTS AND PARENTS

This calendar-handbook informs you of our procedures and rules so that students are prepared to meet their responsibilities. **OURAY SCHOOL IS YOUR SCHOOL.** However, it is shared by many others, and with that in mind, students should strive to work together to keep the school a safe and enjoyable place.

We urge all students to become active participants by achieving in academics and by taking part in athletics and activities. In doing so, they will gain many valuable and memorable experiences. High school is a time when young adults begin to develop skills for a lifetime of success and happiness, and therefore it is very valuable to be in attendance. We ask that you read the attendance policy very carefully. The staff is ready to help you make the best of these years. Please contact us with any questions or concerns. We will do our best to serve our students, parents and community.



Scott Pankow
Superintendent/PK-12 Principal

School Mascot: Trojans

School Colors: Orange and Black

School Song:

Teams in a huddle, captain bowed his head.
We all got together and this is what he said:
We're gonna give a cheer for old Ouray,
'Cause we're fighting hard to win this game.
And when the game is won we'll tell the tale,
And the Ouray team is gonna yell 'n yell 'n yell!
Take your banners now and raise them high.
Let the cheers and shouts ring through the sky,
'Cause the Ouray team is gonna win, gonna win.
Fight girls/boys, fight girls/boys, fight!
Hip hip hooray! Hip hip hooray!
Hip hip Ouray! Ouray Trojans, hip hip hooray!



HIGH SCHOOL POLICIES

Positive Behavior Intervention and Support (PBIS) System

Responsibility – Respect – Role Model

The maintenance of discipline is essential to the education process and is the dual responsibility of the home and the school. Mutual cooperation among teachers, administrators and parents is necessary to encourage acceptable student behavior. To ensure a positive school environment, each student has the responsibility to know and abide by the regulations of the school. School rules and procedures regarding student conduct apply to school hours, to school transportation while en route to school or home, and to all school sponsored events and activities. One of the most important lessons education should teach is self-discipline. While self-discipline does not appear as a class at OHS, students nevertheless should demonstrate self-control, character, orderliness and consideration for other people. By holding high behavior expectations, we help ensure a good learning climate.

School Day: Students are to arrive at school no earlier than 7:35 a.m. Prior to that time the school is not responsible or liable for students. Students are to leave school immediately after they are dismissed unless participating in a teacher-supervised activity.

Activities, Clubs & Organizations: School activities are sponsored by various clubs and organizations throughout the year. Activity fees are \$40.00 with a family maximum of \$200.00/per school year. For reduced lunch students the fee is \$35.00, for free lunch students the fee is \$15.00, with the appropriate forms. See Paige or Kimberly in the office for more information.

For school athletic events, season activity tickets may be purchased, (\$25 for an individual & \$35 per family), or individual tickets may be purchased for each individual event. (\$5.00 for adults). Students of Ouray School will be admitted for free.

Activities and organizations available to OHS students include, but are not limited to the following organizations: French Club, Future Business Leaders of America, National Honor Society, Speech, Knowledge Bowl, Yell Club, Student Council, Jazz Band, Volleyball, Basketball, Track, and Cross-Country. In conjunction with ours, Ridgway School offers Soccer. All activities and meetings are supervised by an authorized sponsor or coach.

ATTENDANCE: Students who want to obtain the greatest benefit from public education must recognize that regular attendance is essential. Ouray High School expects that ALL students will attend each of their assigned classes every day.

Students who have unavoidable appointments during the school day must bring a note from their parents/guardian to the office prior to leaving the building. Students **MUST** check out of school when leaving during the school day and check in upon returning. The secretary will maintain the records of these departures and returns. Students failing to check out and check in will be given unexcused absences. ***Parents/guardians must notify the school (note, phone or email) as soon as possible when their child is absent.***

Excused Absences: Participation in school sponsored trips or activities (when eligible), bereavement, absences accompanied by written doctor's orders, and family emergencies are excused absences and are not subject to attendance penalties. The school will determine whether an absence is excused or not, and whether or not the student will be subject to attendance penalties. Teachers may deem either excused or unexcused absences as basis to deduct points for class participation. Alternative assignments for this component of the grade will be provided, however.

Pre-arranged absences and other absences excused by school administration, other than illness, will be addressed as follows: Students will be allowed four excused absences per quarter. Absences due to illness of

three days or fewer will require a written note from parents upon student's return to school. Absences of more than three days, due to illness, will require a written explanation from a doctor upon student's return to school. With proper documentation, these absences will not be subject to attendance penalties.

Parent Responsibility: Absences must be verified on the day of the absence by telephone from the parent or guardian, stating the reason for the absence. The telephone call is to be made on each day of the absence. (325-4505)

Make-up work policy: Assignments missed during excused absences will be allowed to be made up for full credit. In cases of illness, bereavement, or emergencies, students will be given the number of days missed plus one extra day to turn in missed work. Any make-up work for reasons other than these must be completed within the number of days of the student's absence. Work not turned in on time will be given a grade of zero. Work which was assigned before an absence, and due during an absence, will be due the first day a student returns to class, except in extenuating circumstances or by arrangement with the teacher. Only work assigned during an absence will be allowed the additional time to be made up. Any make-up work for absences other than for medical reasons, emergencies, or bereavement, must be completed within the number of days of the student's absence

Unexcused Absences: The school will notify parents of any absence either by phone or in writing. All missing work will be expected to be made up for full or partial credit, unless student is deemed habitually truant. Other penalties include:

- First unexcused absence: (PC) Closed campus for three days following the infraction.
- Second unexcused absence: (PC) Closed campus for six days following the infraction, parents notified.
- Third unexcused absence: (PC) ISD for one day

Prearranged Absences: If a student anticipates an absence in advance, the student should have the parent or guardian send a note, phone, or email to the office. A prearranged absence does not indicate teacher approval, only that the teacher has been notified. It is the student's responsibility to make up all work according to the make-up work policy. Pre-arranged absences are subject to attendance penalties.

Eligibility for Extra-curricular activities: Attendance at school is necessary for extra-curricular activity participation. A student who is absent from school during any part of the day, unless the absence is excused for appointments or family emergencies, may not be able to participate in extra-curricular activities that day or on Saturday, if the absence is on Friday. If students miss any part of the day due to illness, they may not be able to participate in extra-curricular activities that day or on Saturday, if the absence is on Friday.

School Responsibility: We will inform parents either by phone or in writing when students have an unexcused absence. Disciplinary action will be taken for unexcused absences or tardies.

Tardies: It is expected that high school students are mature enough to assume responsibility for getting to class on time. There are few acceptable excuses for tardiness. Three unexcused tardies will equal one unexcused absence and will be assessed attendance penalties according to the attendance policy.

- STUDENTS WHO ARE TARDY TO SCHOOL IN THE MORNING FIRST PERIOD MUST GET AN ADMIT SLIP IN THE OFFICE BEFORE GOING TO CLASS.
- Consequences for tardies may include loss of open campus lunch privileges, parent contact, detention, or suspension, depending on the frequency of the tardies.

School policies have adopted State laws relating to behavior expectations in school and are compiled in the "Student Code of Conduct." This document appears on the school website (ouray.k12.co.us) In the event that you cannot access it online, please contact the school for a written copy.

Class Sponsors for 2017-18 are as follows:

Freshman	Taylor Chase and Ashley Harthan
Sophomore	Jen Ballard and John Kissingford
Junior	Eric Fagrelus and

Child Custody: If parents are divorced or separated, it is required that copies of custody documents be provided to the school if there is any possibility of challenge to the present custody of the child. Without such documentation on file, either parent has equal rights as far as the school is concerned. The “documentation” referred to must be an official court document, not just a letter from the parent or an attorney.

Class Responsibilities: When a high school class is scheduled for responsibilities such as cleanup after a dance, concessions, or any class activity, all members of the class are expected to participate. In the event that a student has a previous appointment of some significance which precludes his or her participation, a written excuse from a parent must be submitted at least 24 hours before the event occurs. If a student is expected at a certain time and he/she does not show up, each class will determine appropriate consequences. All consequences will be pre-determined and approved by the principal.

Dances: Groups sponsoring dances must have four adult sponsors, with at least one male, one female and one school staff member. The sponsors must be parents of students or school staff members. Students who enter the dance may leave the building prior to the end of the dance with an adult chaperone, ***or they may not return once they choose to leave the dance.*** Attendance at high school dances is limited to OHS/RHS students and their approved guests, in grades 9 - 12. Any exceptions to this rule need a prior written request for approval from the administration. Student must be in attendance at school the day of, or the day prior if the dance is on a Saturday, to attend the dance. **Guests need to be registered in advance with the activity sponsor and Principal or Administration Office.**

Emergency Data: It is essential that the school have on file current emergency information filled out completely and accurately to be completed during online registration. ***Registration is required each school year***, so that up-to-date information is available on each student. When changes occur during the school year, parents should inform the school of those changes. This information will give us directions for emergency medical care as well as telephone numbers where we can contact parents. At the time of an emergency, the school will notify the parent or guardian. If they cannot be reached, we will follow the directions given during registration. In extreme emergencies, the student will be put under professional care with or without family permission. At that time, we will ask Social Services to take custody of the student. Student vaccination information must also be updated annually. **Students must be registred and vaccination update information, if needed, by the end of the first week of school or they will not be allowed to attend until they complete registration.**

Field Trips: Ouray School recognizes that the first-hand learning experiences provided by field trips are a most effective and worthwhile means of learning. It is the desire of the school to encourage field trips as part of and directly related to the total school program. The teacher will provide the parents/guardians with information concerning the purpose and destination of the trip, behavioral expectations, transportation and eating arrangements, date and time of departure, estimated time of return and an itinerary for overnight school trips. Students must have a written parent consent form to leave campus in any motor vehicle for any trip that extends beyond the school day. A “School-Wide Field Trip Permission Slip” for field trips within the school day, including those involving transportation, must be on file in office in order for your student to participate.

Food & Drink: The consumption of food and drink in the classrooms is left to the discretion of individual teachers. No food or drink is allowed in the media center, computer labs, or multi-purpose room.

Fundraising: Only a limited number of fundraising events shall be held each year for each class or club. These events will be presented to the Principal, at least one week prior to the fundraising activity, for approval. Student activity funds may be raised and spent to promote the general welfare, education and morale of all students and shall finance the authorized activities of student organizations and the school district. Student activity funds are considered a part of the total fiscal operation of the school district, and therefore are subject to the policies and regulations established by the Board of Education and the office of the Superintendent or Principal. Students who are fundraising for individual needs will not be sponsored by the school

Gifts: Students are discouraged from giving gifts to district employees. More appropriate than gifts are letters to staff expressing gratitude or appreciation.

Internet Use: Students must adhere to the Internet Use Agreement signed at the beginning of each school year. Violations of this agreement will result in referral to the proper authorities. Consequences will be determined according to the severity of the infraction. (See agreement on the following page.)

Lockers: A locker is issued to each student. Lockers may be personalized as a student wishes as long as it is appropriate. All personalized items must be removed at the end of each school year. Tampering with another student's locker warrants disciplinary action. The school will not be responsible for any lost or stolen articles or money left in a locker. As a further safeguard, it should be made clear at the beginning of each school year that:

- a) The locker is school property, supplied as a convenience to the students to store their belongings while attending.
- b) The students are responsible for the security of the locker and that the combinations should be kept confidential.
- c) The school will keep a confidential master list of names as to who has which locker.
- d) The school will keep master keys to the lockers.
- e) The lockers are subject to search at any time, with or without the presence of the students.

Lunch: The lunchroom features a balanced selection of items, with emphasis on nutrition. 9th-12th Grade students can purchase a single meal for \$3.25, and \$5.00 for adults. Make checks out to Ouray School or go to myschoolbucks.com at For Parents on the school website. Each student has a personal pin number that they enter each time they eat in the cafeteria. Parents will be notified when their child's ticket is running low, or they may go to myschoolbucks.com to add money to their child's account or check on the status of your account.

LUNCH BALANCES

NO CHARGES AFTER 5 LUNCHES WILL BE ALLOWED. For 5th-8th a total of \$16.25 will be allowed, after that time the student will be given an alternate lunch or the parents will be called to provide lunch until the balance is paid.

Lunch Room expectations:

- Practice good table manners.
- Talk quietly.
- Do not take food from the cafeteria unless authorized by teacher or Assistant Principal.
- Pick up the trash in the area where you eat.
- Return all trays and utensils to the dishwashing area.
- Cooperate with the cafeteria staff by abiding by all rules and

Medication: No medication will be administered by any school personnel including the school nurse except on written orders of a physician. A 'Permission to Administer Medication' Form can be found in at the office. Medications need to be in a pharmacy-labeled bottle with instructions for dispensing.

Ouray School Website: To access daily announcements, information about your cafeteria account (Food Services for mynutrikids.com), your child's grades (Parents online; see office for passwords) and other valuable information, please go to www.ouray.k12.co.us

Information: School information can be found in *The Trojan Tribune*, produced by our journalism students and published weekly in the *Plaindealer*. Another good source of information about our school is the School District website (<http://ouray.k12.co.us>).

Radios/Cell phones and other audio equipment: Students may carry cell phones and personal electronic devices on school grounds, inside school buildings, on school buses, at school-sponsored activities and on field trips, but cell phones and personal electronic devices must be turned off during the instructional day unless pre-approved by administration as per school policy. The instructional day is normally between the hours of 7:50 am and 3:30 pm on school days. **Parents needing to contact their children during the instructional day shall do so through the school office.** Students may use cell phones and personal electronic devices off school grounds on school buses, at school-sponsored activities and on field trips during the instructional day with permission of school personnel or trip chaperones.

Searches: Searches of a student's person and his/her personal possessions are permissible by school officials in the presence of an adult witness of the same sex as the student or students in question when there is reason to believe that the student is concealing material, the possession of which is prohibited by federal, state or local law. "Reasonable suspicion" for a search includes circumstances which would cause a person to believe that the search of a particular person, place or thing will lead to the discovery of:

- evidence of a violation of school regulations or state law.
- anything which, because of its presence, presents an immediate danger of physical harm or illness to any person

Student Insurance Program: A student accident insurance program providing broad coverage at nominal cost to parents is available to all students. Brochures with all of the details are distributed at the beginning of the school year.

Telephone Messages: A telephone is available in the office for student use. Since there is no system available to deliver messages to students, only emergency messages can be taken and delivered immediately.

Textbooks/Electronic Devices: Students are responsible for all textbooks and electronic devices issued to them by a teacher. Laptops and Kindles are available for checkout from the library with signed Use Agreement. If they are lost or damaged, students will be assessed replacement costs. Failure to replace lost or damaged books or devices may result in students not being allowed to participate in graduation exercises.

Transfers: A student who wishes to transfer to another school must have written consent from the parents and brought to the administrative office. The note needs to indicate the reason and the date of withdrawal and the name and address of the school where the student intends to transfer. The student is then given a 'withdrawal form' to be signed by each teacher, organization sponsor, coach, librarian and cafeteria staff. The completed form must be returned to the office and all charges must be paid. No information will be forwarded to other schools unless all charges and obligations have been satisfied.

Transportation for Activities: Students involved in an activity for which transportation is provided by the school district must ride the buses provided to the event, unless an exception is approved by the administration. If a student does not ride the bus, and does not have an exception, he or she cannot participate in the activity. At the end of the activity, students can be released by a trip sponsor to another adult if the student's parent has made prior arrangements, in writing, with the sponsor and the administration. Parents may sign a release after an event to take their child home. Students may not be dropped off from an activity bus at any other than the normal bus stop without written or verbal permission from parents and school administration.

Visitors: Patrons and friends of the school are welcome to visit. All visitors need to register at the office and obtain a visitor pass. If a student wants to bring a friend to classes, permission must be obtained from his or her teacher/s and Administration at least a day ahead of the visit. Parents are encouraged to visit our school.

Prom Responsibilities: During the fall of each year, selected or all juniors and their class sponsors from both Ridgway and Ouray High Schools will meet to discuss plans for the prom. Additional meetings may be required throughout the year until the date of the event to finalize preparations.

The responsibilities will rotate each year as follows:

When prom takes place in even years (spring 2000, 2002, etc.), Ridgway students will be responsible for:

- a) selecting and contracting for the music and arranging accommodations, not to exceed \$1,000.
- b) selecting and contracting for location of prom.
- c) cleanup after the prom, according to instructions of the hosting location.
- d) arranging food and beverages.

In even years, Ouray students will be responsible for:

- a) selecting and contracting for photographer.
- b) selecting theme for prom.
- c) ordering all decorations for prom, not to exceed \$600.
- d) collecting all receipts from both schools and reconciling expenses.

In odd years, the above responsibilities will reverse.

In odd and even years both schools will be responsible for:

- a) ordering and paying for their own prom mementos and crowns.
- b) organizing their own portion of the Grand March.
- c) designing their own invitations, etc.
- d) ensuring that all juniors and sponsors come to decorate for prom on the designated day(s) decided on by both schools.
- e) providing four adult sponsors, both male and female, for prom.

Other:

- a) Expenses are not to exceed \$1,200 per school (combined \$2,400),
- b) All joint expenses are to be shared equally, based on receipts.
- c) No one over 20 is admitted, other than sponsors, following the Grand March, unless by special permission in advance from the Principal or Assistant Principal
- d) No freshmen or younger may be admitted, except those accompanied by a junior or senior.
- e) No backpacks, large bags, etc. will be allowed as determined by sponsors.
- f) Once a student leaves the prom, he or she may not return unless directly escorted by one of the sponsors.
- g) Each high school class will contribute \$300 each year toward prom.
- h) These guidelines are to be reviewed yearly at the first committee meeting.

Each sophomore, junior and senior may only bring ONE guest to the prom. The Grand March is reserved for only juniors and seniors and their escorts. If a student brings a guest who is not a student at either Ridgway or Ouray High School, the guest must be registered ***in advance*** with the Principal or Assistant Principal.

No one under grade 9 or over 20 years old will be admitted. Exceptions to this rule require a prior written request for approval from the administration.

Safe2Tell: Safe2Tell is an anonymous reporting website. The link to Safe2Tell is located on the district website or at safe2tell.org.

CPI- (Crisis Prevention Institute) CPI is a Nonviolent Crisis Intervention philosophy that involves restraint as a last resort. CPI certified members are trained in verbal and non-verbal de-escalation techniques to prevent behaviors from intensifying. We have teachers in our district that have been trained in these techniques to protect the student(s) from harm to self or others.

EMERGENCY DRILLS: Emergency drills will be held several times a year. The alarms or commands are easily recognizable to students and staff. All staff and students will be trained annually in our emergency procedures. Each room in the building has a set of instructions posted (*next page*) to the correct procedure for evacuating the building. Each teacher is responsible for the conduct of his students during a drill. When students evacuate the building, they should remain with their class and teacher a safe distance from the building until the signal for a return. -*See the Standard Response Protocol document.*



STUDENT SAFETY

A critical ingredient in the safe school recipe is the classroom response to an incident at school. Weather events, fire, accidents, intruders and other threats to student safety are scenarios that are planned and trained for by students, teachers, staff and administration.

SRP

Our school is expanding the safety program to include the Standard Response Protocol (SRP). The SRP is based on these four actions. Lockout, Lockdown, Evacuate and Shelter. In the event of an emergency, the action and appropriate direction will be called on the PA.

- LOCKOUT** - "Secure the Perimeter"
- LOCKDOWN** - "Locks, Lights, Out of Sight"
- EVACUATE** - "To the Announced Location"
- SHELTER** - "For a Hazard Using a Safety Strategy"

TRAINING

Please take a moment to review these actions. Students and staff will be trained and the school will drill these actions over the course of the school year. More information can be found at <http://iloveguys.org>

**LOCKOUT
SECURE THE PERIMETER**

Lockout is called when there is a threat or hazard outside of the school building.

STUDENTS:

- Return to inside of building
- Do business as usual

TEACHERS

- Recover students and staff from outside building
- Increased situational awareness
- Do business as usual
- Take roll, account for students



**LOCKDOWN
LOCKS, LIGHTS, OUT OF SIGHT**

Lockdown is called when there is a threat or hazard inside the school building.

STUDENTS:

- Move away from sight
- Maintain silence

TEACHERS:

- Lock classroom door
- Lights out
- Move away from sight
- Maintain silence
- Wait for First Responders to open door
- Take roll, account for students



**EVACUATE
TO A LOCATION**

Evacuate is called to move students and staff from one location to another.

STUDENTS:

- Bring your phone
- Leave your stuff behind
- Form a single file line
- Show your hands
- Be prepared for alternatives during response.

TEACHERS:

- Grab roll sheet if possible
- Lead students to Evacuation Location
- Take roll, account for students



**SHELTER
FOR A HAZARD USING SAFETY STRATEGY**

Shelter is called when the need for personal protection is necessary.

SAMPLE HAZARDS:

- Tornado
- Hazmat

SAMPLE SAFETY STRATEGIES:

- Evacuate to shelter area
- Seal the room

STUDENTS:

- Appropriate hazards and safety strategies

TEACHERS:

- Appropriate hazards and safety strategies
- Take roll, account for students



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Discipline

At Ouray School District it is always our goal to establish a positive climate and reinforce positive behavior as a first priority. Sometimes it is necessary for disciplinary action due to inappropriate or unsafe behavior. For more specific information, see PBIS Violation Matrix located in this handbook.

The Ouray School District R-1 reserves the right to rescind the acceptance of out-of-district students in the event that their behavior is interfering with the learning and teaching environment

Students, remember YOU are in charge. YOU decide. YOU choose your behavior. SOMEONE ELSE chooses the consequences!

Definition of Consequences:

WARNING - a warning given to the student by a teacher and/or administrator. Inappropriate behaviors, alternatives for appropriate actions and possible consequences will be discussed.

PARENT CONTACT (PC) - communication with parents via telephone, letter, email, or personal conference at the school to discuss any concerns.

TEACHER CONTACT (TC) - conference between teacher/administration and student to discuss inappropriate behavior.

DETENTION (DET) - time assigned either before, during or after school. Students must report to assigned rooms where they can work on homework, read or study. Detentions are assigned from 30 minutes to one hour. Students will receive a day's notice if parents cannot be contacted on the day the misbehavior occurs. Students are not allowed to participate in any school activities until the detention has been successfully completed. Teachers are encouraged to have a conference with the student at this time.

REFERRAL - a conference between the student and teacher, Principal or Assistant Principal. The purpose of this conference is to discuss inappropriate behavior and possible consequences. A disciplinary referral results from repeated offenses or actions that are serious in nature.

LOSS OF PRIVILEGE - students lose privileges, such as eating in the cafeteria, attending activities, participating in field trips, open campus during lunch, etc.

RESTITUTION - reimbursement to an individual (student or staff) or school for damages caused by inappropriate actions

COUNSELING - counseling services provided as a means for modifying student behavior when appropriate.

BEHAVIOR PLAN -a plan outlining behavior goals and expectations for students, as well as actions to be taken by students, teachers, and/or parents. Consequences are usually very specific if the plan is not followed. The plan is valid for a specified length of time.

IN-SCHOOL DETENTION (ISD) – an all-day detention served on school grounds, typically in Assistant Principal’s office.

IN-SCHOOL SUSPENSION (ISS) - a suspension from a student’s routine schedule. Students will spend one to three days isolated from their peers, including during their lunch period. In-school suspension will typically be served in Assistant Principal’s office. Students will be given assignments to complete and receive credit for their completed work. **Note: All In-School Suspensions will be noted in student files.**

OUT OF SCHOOL SUSPENSION (OSS) - removal of a student from the school building and all activities for one to five days. Students are given due process and parents are notified at the time of the suspension. Students will receive credit for any work completed during the period of suspension. **Note: All Out-of-School Suspensions will be noted in student files.**

PARENT/GUARDIAN CONTACT - SUSPENSION – Before removing a student from the school building and all activities, a parent-student-principal conference must be held.

LONG-TERM SUSPENSION - removal of a student from the school building and all activities for no fewer than five days or longer than policy allows.

LEGAL ACTION (RTLA – Referral to Legal Authorities) - contact is made with the Ouray Police or Sheriff’s Department to pursue assistance, press charges, or help investigate school-related matters which warrant their involvement.

EXPULSION – exclusion of a student from school for up to twelve months. Recommendation for expulsion is made by the Principal to the Board of Education. Parents or guardians and the student will have a due process hearing prior to an expulsion. The Board of Education then rules on the situation. Parents are notified of the proceedings.

ANY STUDENT WHO IS SUSPENDED OR EXPELLED IS NOT PERMITTED TO ATTEND OR PARTICIPATE IN ANY SCHOOL FUNCTION, BE PRESENT ON SCHOOL PROPERTY, OR TRAVEL IN A SCHOOL SPONSORED VEHICLE.

NOTE: THE SAFE SCHOOLS LEGISLATION ACT OF COLORADO mandates expulsion for certain infractions:

- Carrying, bringing, using, or possessing a dangerous weapon without the authorization of the school district
- Commission of any act which, if committed by an adult, would be considered robbery or assault as defined by state law
- Sale of a drug or controlled substance
- Creating a dangerous and unsafe environment for students, teachers and other school personnel
- Being a ‘habitually disruptive student’ as declared by state law (causing a material and substantial disruption more than three times during a school year as determined by the Principal)**Due Process:** Due process is guaranteed to students in suspension and expulsion situations. Under the law, students and parents have the right to review reasons for the action and to discuss the situation with school administrators.

- **Bus Rules:**
- Always remain seated facing the front while the bus is in motion.
- Keep the noise level to a minimum.
- Keep the bus clean. Littering is unacceptable.
- Follow instructions of your bus driver.

Failure to abide by the bus rules results in the following consequences:

First offense: The student is assigned a seat and parents are notified.

Second offense: A parent-student-bus driver-principal conference will be held.

Third offense: The student is suspended from riding the bus for one week.

Fourth offense: The student is suspended from riding the bus for the remainder of the year.

1. Students getting on and off the bus at a different location regularly need to have a note on file. In the case of a one-time arrangement a note from the parent to the office or bus driver will be accepted.
2. A student who is not a bus student but wants to go home with a friend needs to have a written note from the parent to the office, where a permission to ride the bus home slip will be issued to the student to give to the driver.

Distribution of controlled substances: Students who sell, distribute, give or exchange alcohol, drugs, other controlled substances or drug paraphernalia will be expelled and referred to law enforcement.

Use of Tobacco: The possession and/or use of tobacco products (chewing tobacco, cigarettes, etc.) or smoking paraphernalia on school premises or at school-sponsored activities is illegal and not permitted. See PBIS Matrix for consequences.

Consequences for possession, use, or being “under the influence” of alcohol or drugs, or possessing drug paraphernalia: See PBIS Matrix for consequences.

Sexual Harassment: It is important that students understand that all students, regardless of gender or sexual orientation, need to feel physically and emotionally safe within the learning environment. It is therefore a violation of school policy for any staff member to harass students, or for students to harass staff members, or for students to harass other students through conduct or communications of a sexual nature at school or at

school sponsored activities. Unwelcome or illegal sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature may constitute sexual harassment when:

- Submission to such conduct is made either explicitly or implicitly a condition of a person’s educational development.
- Submission to or rejection of such conduct by an individual is used as the basis for educational decisions affecting such individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual’s educational performance or creating an intimidating, hostile or offensive educational environment.

Sexual harassment may include but is not limited to:

- sex-oriented verbal kidding.
- pressure for sexual activity.
- repeated remarks to a person with sexual or demeaning implications.
- unwelcome touching, such as patting, pinching or deliberately brushing against another’s body.
- suggesting or demanding sexual involvement, accompanied by implied or explicit threats concerning one’s grades or similar personal concerns.

-CONTINUED NEXT PAGE

The student may file a grievance with the Principal or Assistant Principal. If the alleged harasser is the Principal, then the grievance goes to the Board of Education. Filing of a grievance or otherwise reporting sexual harassment will not reflect negatively upon the person doing the reporting. All matters involving sexual harassment complaints will remain confidential to the extent possible.

Student Dress Code (JICA)

The Board and District recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Unacceptable Items:

1. Shorts, dresses, skirts, or similar clothing shorter than mid-thigh length
2. Sunglasses inside the building
3. Inappropriately sheer, tight, or low cutting (e.g., midriffs, halter tops, backless clothing, tube tops, garments made to fishnet, mesh or similar material, muscle tops) that bare or expose traditionally, private parts of the body including, but not limited to the stomach, buttocks, back and breast.
4. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:

- refer to drugs, tobacco, alcohol, or weapons
- are sexual in nature
- be virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
- are obscene, profane, vulgar, lewd, or legally libelous
- Threaten the safety or welfare of any person
- Promote any activity prohibited by the student code of conduct
- otherwise disrupt the teaching-learning process

Classes missed after the second offense due to a dress code violation will be considered unexcused.

PBIS Violation Matrix

These rules apply during school hours, at school events and during any school-sponsored activities, including trips.

Consequences listed below are to be considered the typical progression of interventions.

The number of days for suspensions are to be determined by administrators depending on severity of infraction.

Administrative discretion may apply in some circumstances.

TC = Teacher conference **PC** = Parent contact **ISD** = In-school detention **ISS** = In-school suspension

OSS = Out-of-school suspension **RTLA** = Referral to Legal Authorities **ASD** = After-school detention

Expulsion : Student cannot attend OHS for up to one calendar year. Expulsion can be considered for first offense depending on the severity of the situation.

TYPICAL PROGRESSION OF INTERVENTIONS INCLUDE THE FOLLOWING:

Unacceptable Behavior	First Offense	Repeat Offense
Habitual disruption (<i>defiance, non-participation, interfering w/ learning environment</i>)	Severity of situation will determine if office referral is needed.	Repeat offenses may include parent/teacher conferences, office referrals, lunch/after school detentions, ISS, OSS or expulsion.
Profanity / Obscene Gestures	Teacher conference with student. Severity of situation will determine if office referral is needed.	2nd - ISD (PC) 3rd - ISS (PC)
Dress code violation	Change in apparel.	2nd - Lunch detention (PC) 3rd – Referral; possible ISD
Disrespect toward others (rude gestures, name calling, etc.)	Teacher conference with student. Severity of situation will determine if office referral is needed.	2nd – ISD (PC) 3rd - ISS (PC)
Student misconduct (cafeteria, hallways, bathrooms), pushing, horseplay, etc.	Teacher conference with student. Severity of situation will determine if office referral is needed.	2nd - ISD (PC) 3rd - ISS (PC)
Excessive tardiness/truancy (Leaving school grounds/class without permission)	(PC) Up to 1 day ISD	2nd - ISS (PC) 3rd - OSS (PC)
Sexual harassment/Harassment	(PC) ISS	2nd – OSS, possible counseling, RTLA 3 rd – Administrative Action TBD
Destruction of school property; Vandalism	(PC) ISS plus restitution (Possible RTLA)	2 nd – OSS (PC)-restitution, RTLA 3 rd – Expulsion, restitution, RTLA
Bullying/harassment (verbal or physical)	Refer to office (Conflict resolution)	2nd day ISS (PC) 3rd - OSS (PC), RTLA
Fighting or provoking a fight	(PC) Severity of situation will determine consequences.	2nd - ISS, (PC) possible RTLA 3rd – OSS, (PC) possible Expulsion, RTLA
Possession of unsafe items (lighters, sharp objects, etc.)	Depends on severity Confiscation of item	2nd - ISS (PC) 3rd – OSS (PC)
Theft (stealing of teacher, school or student property)	ISS, OSS or possible RTLA (PC)	2nd -OSS, RTLA 3rd - Expulsion, RTLA
Threatening behavior	Consequences dependent on severity of infraction	Possible Expulsion
Threats - Verbal/Written towards students or staff	(TC/PC) ISS, OSS or other depending on severity	2nd - ISS / RTLA (PC) 3rd - OSS / RTLA (PC)
Assault of staff member	Expulsion, RTLA (PC)	
Use/possession of controlled substance (alcohol, drugs, paraphernalia, etc.)	OSS, RTLA (PC)	2nd - OSS, RTLA (PC) 3rd - Expulsion
Use/possession of tobacco (smoking, chewing)	ISD (PC)	2nd - ISS 3 rd - OSS
Possession of dangerous weapons	Expulsion, RTLA (PC)	
Bomb threat	Expulsion, RTLA (PC)	
Possession with intent to sell or distribute controlled substances	Expulsion, RTLA (PC)	
Cheating	Teacher Conference (PC)	2 nd - Loss of grade (PC) 3 rd - Loss of grade (PC) ISS
Insubordination/Disrespect	(TC) Consequences depending on severity.	2nd - ISS (PC) 3rd - OSS (PC)
Cell Phone Use	(PC) Confiscation until end of day	2 nd - (PC) Confiscation 24 hrs.: Parent retrieval of phone 3 rd – (PC) Confiscation during the school day for one week; Parent conference
Defacing School Property	Office Referral, Parent Meeting - Severity of situation will determine further action	2nd -OSS 3rd – Possible Expulsion

ACADEMIC INFORMATION

Online Access to Grades: Ouray School feels that continued communication of grades between teachers, students, and parents is essential to learning. Students and parents may access grades and other information at any time by going to the Ouray School website, ouray.k12.co.us and clicking on "Parents online." Please come by the office to secure the necessary passwords to access this valuable tool.

High School Program: In conjunction with fulfilling required credits for graduation, Ouray High School aspires to provide experiences in language arts, mathematics, science, social studies, foreign language, music, art, performing arts, business and vocational education, industrial arts, technology education, computers, health, and physical education.

Students wishing to pursue a correspondence course, independent study, an on-line course or a college-level course may do so with permission of school administration. The cost of the course may be assumed by the student. Upon presentation of a passing grade, the school may reimburse the student for the cost of a specified number of supplementary courses. Courses not offered in the school's schedule may qualify for reimbursement. Prior approval for all on-line courses must be obtained from the Counselor, Principal, or Assistant Principal.

HB1162 POSTSECONDARY ENROLLMENT OPTIONS ACT - This act requires any junior or senior who enrolls in courses at an institution of higher education, or the pupil's parent or guardian, to pay the amount of tuition required to enroll in such courses. It requires the school district to provide reimbursement for up to two (2) courses for the amount of tuition paid after the student provides evidence of completion of the classes. The school district will pay the postsecondary tuition for pupils who are eligible for free or reduced cost school lunch, but requires the parent to sign a promise to repay if the student does not complete the course successfully.

AP/College Concurrent Courses: Ouray High School continues to make every effort to expand the Advanced Placement and Post-Secondary Options college course offerings. Students enrolling in AP courses need to be aware of the demanding course requirements. A score of 3, 4 or 5 on the final AP tests may qualify for college credit (depending on the university's standards). ***Students are responsible for 100% of the cost of the test which must be paid prior to ordering the exam.*** Students enrolled in college classes must meet the requirements set forth by the participating college. See the Counselor for information regarding these requirements.

Registration/Schedule Changes: Registration is scheduled prior to school starting and prior to second semester. Students have the first **five** school days of each semester to make schedule changes with the approval of the teacher, parent and administrator.

Grades: Final grades are recorded on the permanent transcript. Grading is as follows:

Letter Grade	Percent	GPA
A	90% or higher	4.0
B+	87-89%	3.3
B	83-86%	3.0
B-	80-82%	2.7
C+	77-79%	2.3
C	73-76%	2.0
C-	70-72%	1.7
D+	67-69%	1.3
D	63-66%	1.0
D-	60-62%	0.7
F	59% and below	0
I	Incomplete*	
WP	Withdraw/pass	
WF	Withdraw/fail	

I = Incomplete * WP = withdraw/pass WF = withdraw/fail

- An incomplete grade must be made up within two weeks after the grading period has ended. Failure to do so, without prior arrangements being made with the teacher, will result in an “F” being recorded in the teacher’s grade book for all assignments not completed.

Procedure when Dropping a Class: Schedule changes may be made through the normal drop/add process within **five** days of the beginning of a class. The drop/add process involves the student meeting with the Assistant Principal or the Counselor. Parents, students, teachers of both the dropped and added classes, and Counselor or Assistant Principal must sign the drop/add form in order for the change to be completed. If a student must withdraw from a class, a parent/teacher/student/administrator conference will be held to determine an acceptable resolution for the student’s schedule. Withdraw/pass or withdraw/fail must be designated no later than mid-term of the grading period.

Pass/Fail Courses: The following high school courses will be graded with a P (Pass) or F (Fail): aide positions, academic labs, work experience and internships.

Grade Improvement: A student may request to retake a class for grade improvement. If granted permission to retake the class from the Principal, the grade and the credit for the first attempt will be removed from the student’s transcript and the letter grade and credit from the second attempt will be recorded. A student may also be required to retake a class for “credit recovery,” if a required class is failed for a semester. In both cases, the latest letter grade will be recorded on the student’s transcript and the transcript will reflect an annotation of “GI” for grade improvement or “CR” for credit recovery.

There may be a fee assessed for grade improvement or credit recovery courses offered from Ouray Schools. An agreement will need to be signed by parents, teacher, and administration before the student will be enrolled.

Advanced Classes: AP courses, college classes, and calculus shall receive an additional (weighted) point to determine the student’s grade point average.

There may be a fee assessed for advanced placement courses offered from Ouray Schools. An agreement will need to be signed by parents, teacher, and administration before the student will be enrolled.

Valedictorians and Salutatorians: Valedictorians and Salutatorians will be chosen using their cumulative GPA through the mid-term of their fourth quarter of their senior year. Failing grades in any course for the fourth quarter of their senior year will result in the Valedictorian or Salutatorian being ineligible for receiving either award. Valedictorian and/or Salutatorian must have been a full-time student during all grading periods of their high school career, and attend Ouray High School for the last three semesters prior to graduation.

Honor Roll: Honor rolls are based on a student's grade point average as follows. Those students who have earned a 3.5 or higher grade point average will qualify for the Academic Honor Roll. Those students who have earned a 4.0 or higher grade point average will qualify for the Superintendent Honor Roll.

Midterm Reports: Notices are mailed to parents every four to five weeks into each quarter. Midterm report dates for the current school year are listed on the school calendar.

Report cards will be mailed home at the end of every quarter.

Testing Program: The purpose of the Ouray School District testing program is to provide the district, teachers, parents and students with information that will be beneficial to the overall educational program of the student and the school. The information from the test results will be used for curriculum planning, guidance of the student and for program development to meet student's individual needs. The results of the tests will be included in the cumulative records of students. Group results will be reported in the School District's annual report.

Due to state-mandated testing, our testing program is being revised. Students in grades 9 and 10 will be tested through the Transitional Colorado Assessment Program or TCAP. All Colorado 11th graders will take the ACT. These tests tell us whether our students are proficient in meeting the state and local standards in reading, writing, math and science.

Graduation requirements are based on units of credit earned in grades nine through twelve. A unit of credit is defined as the amount of credit given for the successful completion of a course which meets five days per week for a minimum of forty-five (45) minutes daily for at least thirty-six (36) weeks or the equivalent.

Course Listings/Graduation Requirements:

Twenty-eight (28) credits AND demonstrating college and career readiness in English and math on one of the below measures are required for graduation from OHS. Twenty and a half (20.5) of these credits are specified below for obtaining an Academic Diploma. See course listings under various departments for listing of required classes (*) and electives. "College" before a course title means that the class may be taken for college credit. Note: Many courses are offered on rotating years/semesters.

4.0 credits	Language Arts
3.5 credits	Social Studies
3.0 credits	Mathematics
3.0 credits	Science
1.0 credit	Physical Education
2.0 credits	Humanities
1.0 credits	Foreign Language
1.0 credit	Business
1.0 credit	Tech
.5 credit	Health
8.0 credits	Electives

AND

SAT		ACT WorkKeys- National Career Readiness Certificate		ACT		Accuplacer		Concurrent Enrollment	
English	Math	English	Math	English	Math	English	Math	English	Math
430	460	Bronze or higher	Bronze or higher	18 on ACT English	19 on ACT Math	62 on Reading Comprehension	61 on Elementary Algebra	Passing grade per district and higher education policy	Passing grade per district and higher education policy

**Districts have the authority to adapt the college and career demonstrations necessary to earn a standard high school diploma to accommodate for students with the following exceptions: English learners, gifted students, and students with disabilities.*

Course Listings/Graduation Requirements:

Twenty-eight (28) credits are required for graduation from OHS. Twenty (20) of these credits are specified below for obtaining an Academic Diploma. See course listings under various departments for listing of required classes (*) and electives. "College" before a course title means that the class may be taken for college credit. Several electives will fulfill different credit types. Note: Many courses are offered on rotating years/semesters.

4.0 credits	Language Arts
3.5 credits	Social Studies
3.0 credits	Mathematics
3.0 credits	Science
1.0 credit	Physical Education
2.0 credits	Humanities
1.0 credits	Foreign Language
1.0 credit	Business
1.0 credit	Tech
.5 credit	Health

8.0 credits Electives

Language Arts (4 credits required):

English 9*

American Literature: English 10*

English 11* (Dramatic Literature, International Literature, or College Writing, or College Literature)

English 12* (Dramatic Literature, International Literature, or College Writing, or College Literature)

Electives:

Journalism

Creative Writing (or Humanities credit)

Speech (or Humanities credit)

Acting Shakespeare (or Humanities credit)

Social Sciences (3.5 credits required):

World Geography 9*

World History 10*

History 11* (American History or AP US History)

US Government 12*

Electives:

AP European History

Current Affairs

Psychology (or Humanities credit)

Mathematics (3 credits required):

Geometry*

Algebra II*

Electives:

Algebra I

Pre-Calculus with Trigonometry

Calculus

Calculus II

College Algebra – Math 113

College Trigonometry

College Pre-Calculus

AP Calculus AB

AP Calculus BC

Accounting (or Business credit)

Business Math (or Business credit)

Personal Financial Management (or Business credit)

Science (3 credits required):

Science 9*

Biology 10* (or College Biology)

Electives:

College Biology 101 (and lab)

College Biology 102 (and lab)

AP Chemistry

AP Environmental Science

Applied Technology
Astronomy
Chemistry
Chemistry in the Community
Physics
Geology
Meteorology
Fringe Science / Astrobiology

Social Sciences (3.5 credits required):

World Geography*
World History*
US History*
AP US History*
US Government*

Electives:

Current Affairs
Economics
Colorado History

Foreign Language (1 credit required):

Spanish I
Spanish II (or Humanities credit)
Spanish III/IV (or Humanities credit)
French I
French II (or Humanities credit)
French III/IV (or Humanities credit)

Business (1 credit required):

Personal Financial Management (or Math credit)
Accounting (or Math credit)
Marketing
Introduction to Publications (or Technology, Humanities credit)
Publications II (or Technology, Humanities credit)
Business Math (or Math credit)
Adobe Photoshop (or Technology credit)
Adobe Photoshop II (or Technology credit)
College Adobe Photoshop (or Technology credit)
Illustrator (or Technology credit)
College Illustrator (or Technology credit)
Technology Certification (or Technology credit)
Beginning Animation / Interactive Media
Introduction to Programming / C++ Programming

Humanities (2 credits required):

Art I
Band
Jazz Band
Guitar
Songwriting and Performance
Radio Broadcast (or Technology credit)
Introduction to Film (or Technology credit)
Film Production (or Technology credit)
Speech (or Language Arts credit)

Acting Shakespeare (or Language Arts credit)
Intro to Theatre
Theatre II
Acting

Health (.5 credit required):

Health*
First Responder

Physical Education (1 credit required):

(Note: Each completed season of an OHS sport counts as .25 credits towards P.E. requirement)
Physical Education
Outdoor Education

Technology (1 credit required):

CADD (Computer Assisted Drafting and Design)
CISCO CCNA Discovery
IT Essentials
Introduction to Film (or Humanities credit)
Film Production (or Humanities credit)
Radio Broadcast (or Humanities credit)
Introduction to Publications (or Business credit)
Publications II (or Business credit)
Adobe Photoshop (or Business credit)
Adobe Photoshop II (or Business credit)
College Photoshop (or Business credit)
Illustrator (or Business credit)
College Illustrator (or Business credit)

Other Electives:

ACT Prep
Senior Seminar
Industrial Arts / Intro to Architecture
Woodshop I
Woodshop II
College Flight School
First Responder
Health and Life Management
Lifetime Fitness
Psychology
Anthropology

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College courses, with the approval of the Principal, Counselor, or Assistant Principal may be approved for high school credit.

Approved on-line courses may be taken with the approval of the Principal.

Independent study, work experience, and experienced-based programs approved by the Principal may be taken for high school credit upon presentation of an instructional outline and objectives to be monitored by a faculty member.

General High School Credit Conditions:

- One Carnegie unit of credit is given for a class that meets a minimum of 400 minutes per week for one semester or a minimum of 200 minutes per week for a school year. Classes which meet less than those times receive one-half unit of credit.
- A student passing the first semester of work and failing the second semester can receive full credit if the average of the two semesters is a passing grade. Failure during the first semester requires teacher, student and administrative approval before continuing the course.
- An incomplete at the end of any grading period must be made up within two weeks (or by special arrangement with the teacher), or it will automatically become an F.
- If a student fails a required course, the student can make up the credit by taking a similar correspondence course or on-line course. Students and their parents may be expected to pay for the course.
- Grades from on-line courses will be recorded on the student's transcript. Grades from these courses may be assigned a "Pass-Fail" grade and may not be included in a student's cumulative GPA.
- Classes taken in foreign exchange programs will be evaluated for credit toward graduation.
- Students transferring from other schools will receive allowances in the number of credits required for graduation in proportion to the graduation requirements of their previous school.

SPECIAL SERVICES

Guidance Services: The counseling service is designed to help students achieve educational, career and personal-social potential. Students desiring information or consultation with the Assistant Principal, Counselor or Principal must arrange the meeting. They can help students

- make appropriate scheduling selections.
- consider career options.
- make post-high school plans including vocational schooling, college and work
- adjust to personal-social problems.

Library/Media Services: The school library/media center is an integral part of the school program. Its purpose is to provide materials for students and enjoyment to both students and faculty. Books may be checked out for a period of two weeks and may be renewed unless they have been reserved. Reference materials may be checked out overnight with the librarian's permission. The librarian will be glad to help you in locating materials. A reading area and computer lab are provided for student use.

Special Education Services: Students who experience great learning difficulties are evaluated through the RTI (Response to Intervention) team where they will determine student eligibility for either a 504 or an IEP. If they qualify for special education services, they receive special assistance from the Special Education department. An individual education plan (IEP) is developed for each identified student. As much as is practical, special needs students are included in the regular classroom, served by regular and special education staff

Mentoring Program/Gifted Education: Every effort will be made to find a mentor for students who have the desire to explore topics beyond the classroom. They may talk with the Counselor or Principal if they would like to have a mentor. Clubs, activities, Advanced Placement, college level classes or inclusion into the Gifted/Talented program presently meet most of the needs of gifted students.

RTI (Response to Intervention): RTI is a method of intervention used to provide early, effective assistance to students for the purpose of remediation or advancement.

EXTRA-CURRICULAR PROGRAMS

A variety of extracurricular activities is important to the overall growth of students, but they should be secondary to and not interfere with the school's curriculum. Therefore such activities shall be conducted in accordance with the following guidelines.

- All new extra-curricular activities will be approved by the Board before commencing.
- Activity offerings will be of sufficient variety and number to meet the wide range of interests of students.
- Guidance will be offered to encourage non-participants who may benefit from the activity and to curb over- participation at the expense of academic performance.
- The goal for each student will be a balanced program of academic studies and extra-curricular activities
- School-sponsored clubs and groups will have a faculty advisor. All activities will be supervised by this advisor and any others required by the administration.
- Participation in extra-curricular activities will not be considered a right, and will be subject to rules established by the sponsor, administration and/or Board of Education.
- Students are permitted one sport per season in addition to an activity. A student desiring to participate in more than one sport per season must complete the "Doubling Form" and return it to the Athletic Director.

Interscholastic Activities: The interscholastic activities program is an extracurricular part of the total school program. It is neither required nor part of the basic instructional program. To participate in interscholastic activities, a student must meet the requirements of the Colorado High School Activities Association as well as any additional requirements set by coaches, sponsors, administration and/or the Board.

Activity rules will be set up according to the school district's philosophy and guidelines. These guidelines will be in writing and a copy given to participants and their parents. Each participant must follow these rules or be subject to suspension from the team. The purpose of athletic/activity programs will be:

- To provide a wide basis of participation in both team and individual activities in interscholastic competition.
- To develop a program of competitive sports and activities: by encouraging development in all offered activities and providing sufficient opportunity for students to develop individual ability; by developing good attitudes, pride, sportsmanship, and ethical behavior in students, participants and spectators; by developing and maintaining a good relationship between teams and the student body, faculty, administration and community. To provide equal opportunity for boys' and girls' sports and to give equal time for the use of facilities.

General: Students who are on the ineligibility list may neither participate in nor attend events that require their absence during the school day. These events include attending away games or activities. If an activity or field trip is an extension of the classroom experience as part of the expected curriculum, the student is allowed to attend and participate. Any situation not covered explicitly in these rules will be handled by the coach or supervisor in a manner consistent with Board Policy, the Colorado High School Activities Association rules and in a manner that best upholds the integrity of the team, program and school district.

Rules Pertaining to CHSAA Sports and Activities: These rules affect any/all in-season CHSAA sponsored athletics and activities (baseball, basketball, cross country, skiing, soccer, spirit, swimming, tennis, track and field, volleyball, wrestling, music, speech and student council)

- A. Age: A student may NOT participate in the upcoming school year if he/she reaches the 19th birthday prior to August 1.
- B. Longevity: A student is eligible for a maximum of eight consecutive semesters.
- C. Grades: The administration has elected to operate under CHSAA's Option B as follows:
 - 1. A student must be enrolled in a minimum of 2.5 Carnegie units every 18 weeks;
 - 2. Eligibility is determined on a weekly basis. One F or two D's will render the student ineligible for one week, beginning on Wednesday and extending through Tuesday of the following week. Eligibility may be regained the following week, if he/she has no F's and only one D.
 - 3. At the completion of each 18-week grading period (semester), a student who has one F or two D's is INELIGIBLE for the next 18 weeks. Eligibility may be regained at the CHSAA pre-determined dates for fall (on the sixth Thursday following Labor Day) and spring (the Friday immediately prior to March 10).

Procedure for grade reporting: Each Monday at 1:00 p.m., the ineligibility sheets will be posted and printed. The report is final, unless there is an entry error by the teacher. The report will be e-mailed to the staff, the athletic/activities director and off-campus coaches so that ineligible students can be informed.

Consequence: If a student has one F or two D's in any class(es), he/she is automatically INELIGIBLE beginning that Thursday and extending through Wednesday of the following week. Chronic ineligibility is a detriment to the individual, the team, the coach and the overall program. Therefore, should a student appear on the ineligibility list four (4) consecutive weeks, he/she will be dropped from the squad.

Citizenship: Behavior is also a component of eligibility to participate. If a student has received one or more referrals, the Principal will make the decision whether a student may or may not participate.

STUDENT RECORDS

Content and Custody of Records: The cumulative record folder is the only permanent and official record of a student's school career. It may contain identifying data, grade reports, standardized achievement and aptitude test scores, attendance data, interest inventory results, family background information, teacher or counselor observations, and reports of serious or recurrent behavior patterns. The Principal is the official custodian of student records. All requests for inspection and review of education records and requests for copies of such records shall be made to the Principal.

Access to Records: A parent or guardian shall be able to inspect and review the student's education files. However, if a student is 18 years or older, the student may inspect his own records and his written permission will be necessary in order for his parents or guardian to inspect them. The parent or eligible student will examine the student's records in the presence of the Principal/ Counselor.

Request to Amend Education Records: Parents or students over 18 years who believe that information contained in the education records is inaccurate, misleading or violates the privacy or other rights of the student may request that the district amend the records. The school district will follow due process procedures as outlined in Public Law 93-380.

Disclosure of Directory Information: The school district may disclose directory information without written consent of the parent. Parents or students over 18 years have the right to refuse to permit the designation of any or all of the categories of information, provided ***if such refusal is received in writing in the office of the Principal by September 12th.** Directory information which may be released may include the student's name, date, address, phone number, major field of study, participation in officially

recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees and awards received, the most recent and previous education agency or institution attended by the student, and other similar information.

Disclosure of Directory Information to Military Agencies is mandated by Federal law unless we have a parent's written request on file not to release such information.