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Meridian’s Mission & Vision

Thinking Differently, Expecting More.

In everything we do, we believe in challenging the status quo. We believe in thinking differently. We challenge the status quo by teaching students to think, empowering them to question, and inspiring them to make a difference. We create 21st century citizens. Want to join us?

Meridian opened its doors in 2004 with a focus on excellence. Working with the community, the name Meridian was selected with an emphasis on the meaning “Pertaining to the highest point.” Since that time, the staff, students, parents, and community have continued to work together to make this vision come true. We have received multiple recognitions over the years for our outstanding growth and high achievement results – and the Meridian community remains focused and committed to providing our students with learning opportunities that they will take with them into middle school, high school, college, and life.

We continually strive to improve our practices and results, while creatively finding solutions to any barriers that may exist to achieving our goals. The practices we use with our curriculum prepare students for the dynamic world in which we live. These practices include opportunities for creative and critical thinking, communication, collaboration, leadership, use of technology to create digital media products, service learning, and more. You will find that these practices look slightly different in Kindergarten than in a 5th grade classroom. We strive to cultivate these skills at developmentally appropriate levels and are proud of the learning our students demonstrate. We are honored that we have the opportunity to work with your children each day.
SCHOOL INFORMATION

MERIDIAN ELEMENTARY 720-972-7880
ATTENDANCE LINE 720-972-7937
CAFETERIA 720-972-7908
B.A.S.E. PROGRAM 720-972-7923 or 720-972-7909 during BASE hours

OFFICE HOURS - 7:15 a.m. – 3:15 p.m. Daily

SCHOOL HOURS – Kindergarten – Grade 5
First Bell 7:30 am
Tardy Bell 7:35 am
M, T, TH, F 7:35 am – 2:30 pm
Wednesday (Early Release) 7:35 am – 1:15 pm
Delayed Start 9:35 am (end times remain the same)
Delayed Start (Wed-Early Release) Canceled – No School

If you arrive after 7:35 a.m. you are considered tardy.

B.A.S.E. HOURS
Before School 6:30 am – 7:35 am
After School (M, T, Th, F) 2:30 pm – 6:00 pm
After School (W) 1:15 pm – 6:00 pm
Delayed Start 8:30 am

*Please ensure that your child knows the daily plan for pick up. If someone is responsible for meeting them, please remind them to be on school grounds no later than 2:30pm (1:15pm Wednesdays) at the designated pick up location.

**Staff is present to assist with the supervision of our students starting at 7:25 am. Staff will be available to assist with dismissal procedures at the end of each day for a period of 5 – 10 minutes.

If it is prior to the end of the school day, please make sure to bring your driver’s license to pick up your child. Anyone other than the designated parent/guardian must be listed on a Student Authorization Pick Up Form and bring their driver’s license to pick up your child.

School events and other information can be found at www.Meridian.Adams12.org
NEW STUDENT ENROLLMENT

REGISTRATION:
Registration forms are available at your neighborhood school, or can be downloaded from the Adams 12 website, www.adams12.org, and should be filled out in detail.

It is ESSENTIAL to have the following information on file in case of illness or injury:

1. Current telephone numbers for home/employer/cell of both parents/guardians.
2. Names and telephone numbers of relatives/friends who should be contacted when parents are unavailable to pick up a sick or injured student.
3. Any disability or allergy should be noted on the health update form.

Please keep your information updated on the parent portal, so we can reach you in case of an emergency.

KINDERGARTEN ENTRANCE REQUIREMENTS: Any child who is five years of age before October 1\textsuperscript{st} of the current year, is eligible to enter kindergarten.

NEW STUDENT DOCUMENTATION REQUIREMENTS:

2. Up-to-date immunization record
3. Two proof of residency in the Meridian attendance area from the current month (utility bill, lease agreement or contract). A driver’s license is not acceptable.
4. Name and address of previous school
5. Photo ID of parent/guardian registering the student

**Students may begin attending school 24 hours after all registration forms are complete and received by the front office before noon of the preceding day.

ONLINE STUDENT CHECK IN

We are excited to announce that the online check-in process opens this summer for our parents starting June 10, 2019. As a reminder, online check-in is the district’s check-in process for all students at all schools. In order to receive class schedules and teacher assignments before school starts, all parents/guardians must complete the online process by August 11, 2019. Schedules will be available in the parent portal starting on August 2 for those who have completed the process. Assistance with the online process is available by contacting the District Service Desk at (720) 972-4120 or visiting your child’s school.

For more information on the online check-in process, visit www.adams12.org/OnlineCheckin.

STUDENT WITHDRAWAL

Notify the school secretary/registrar, at 720-972-7882 at least one week prior to the students’ last day. The parent/guardian should state where you are moving, the name and address of the new school, obtain a withdrawal form, return all books and school materials, and pay all cafeteria, library and kindergarten tuition balances. Student records will not be forwarded unless we have a withdrawal form on file.
ATTENDANCE POLICY & PROCEDURE

ATTENDANCE POLICY
A significant part of a students’ educational experience is derived from classroom participation, activities, discussion and relationships. Daily attendance is required for the student to attain the maximum benefits from the educational process.

It is the responsibility of the student, and his/her parent or guardian to maintain the student’s attendance in accordance with Meridian Elementary School and Adams 12 Five Star Schools calendars.

It is the responsibility of school personnel to keep accurate attendance records, to notify parents/guardians of non-attendance, and to process all absences in accordance with district policy and procedures and in compliance with the school attendance law.

7:30 a.m. – Student are dropped off and line up at their designated location to enter their classrooms.

7:35 a.m. – Student enter their classrooms. Attendance is take. Instruction begins at 7:40 a.m.

7:36 a.m. – Students are considered tardy.

1:15 p.m. – Student dismissal time on Wednesday.

2:30 p.m. – Student dismissal time on Monday, Tuesday, Thursday, and Fridays.

TARDIES
A tardy is defined as the student entering school after the school start time of 7:35 a.m. and is considered a disruption to the learning environment. Instruction begins promptly each day and important information may be missed when your child is tardy.

ABSENCES
Absences are the non-attendance of the students in one or more class periods during the day. Excessive absences, either excused or unexcused, shall be addressed by school and district personnel. Appropriate intervening measures shall be taken.

Two types of absences will be documented: full-day and partial day. A partial absence is defined as the student entering or departing fifteen (15) or more minutes from the period start or end time.

The school day is divided into 2 periods:
- Period 1 – 7:35 a.m. – 11:00 a.m.
- Period 2 – 11:01 a.m. – 2:30 p.m.
Attendance is taken twice daily. If your child is absent for one full day, it is recorded on the report card as two absent periods (a.m. & p.m.).

Excused absences are defined as:

1. Absences caused by illness, injury, or physical, mental and/or emotional disability, or non-emergency medical/dental appointments (a doctor’s excuse may be required for extended absences)
2. Religious observances generally recognized by an established and bona fide religious organization
3. Family emergencies or hardships
4. Absences required by a legal body
5. Other reasons specified by law

Excessive absences are absences which, though excused under the previous definition, occur in such quantity as to affect academic performance and grades in a significant way.

**REPORTING ABSENCES**

**ATTENDANCE LINE: 720.972.7937**

Absences **MUST** be reported on Meridian’s attendance line, even if the teacher has been notified of the absence. This number may be called at anytime to report an absence or tardy. Please leave a message which includes the following:

1. Name of person calling
2. Relationship to student
3. Student’s name
4. Date(s) of absence
5. Reason for absence
6. Teacher’s name

Any absences not phoned in to the attendance line will be considered unexcused. Telephone calls will be made to parents whose children have not been called in on the attendance line or confirmed absent.

**Please visit the parent portal to ensure you have updated phone numbers for this purpose.**


**STUDENT CHECK-OUT/TARDY PROCEDURES**

A tardy is considered arriving at school after 7:35 a.m. An early departure is the equivalent to a tardy but is at the end of the day when you check out your student prior to the final bell at 2:30pm or 1:15pm on Wednesdays.

All students who are tardy (arriving after 7:35 a.m.) must report to the office for a tardy pass.

Parents/guardians must sign their child In/Out at the front desk when taking/returning students during the school day. Only the Parent/Guardians noted on the registration form will be allowed to take the student for the day. Individuals will not be allowed to take another student out during the day without a completed **Student Pick-Up Authorization form** which can be accessed in the front office.
When taking your child for an appointment, please do not ask to have them wait in the office. We will call your student down to the office while you sign them out. It is very important that students remain in the classrooms to participate in classroom instruction. Please allow time in your planning.

Students will not be allowed to sign themselves out or return home once the school day begins.

Parents/Guardians must show a Driver’s License/State issued I.D. at the front office in order to check out their student.

PROCEDURES FOR HABITUAL ABSENCES OR TARDIES

Below is the course of action for student absences and tardies:

A student is labeled chronically absent if he or she is absent from school either excused or unexcused more than 10% of the school year based upon the possible attendance days for that academic year. If a student becomes chronically absent from school, an attendance letter will be sent home and an attendance contract will be created if they continue to miss school.

VACATIONS or EXTENDED ABSENCES

It is inevitable that students may take vacations or extended absences at least once during their elementary years. A school calendar is provided to help families plan as much as possible to schedule vacations during school breaks. Please be mindful that we need students here on assessment days. It is also important to know that parent and teacher conferences are times designated to meet with families. It makes it very challenging for our teachers to schedule conferences outside of these times. Please try your best not to schedule vacations on assessment days and conference days.

We believe traveling enriches our student experiences. If you should take an extended break, our teachers will not be able to send home a work packet ahead of time. Please consider having your child journal about their experience. Upon return, the individual teacher will follow up with your child.

VISITORS

To ensure the safety of all students attending Meridian Elementary, all visitors must use the AIPhone system at the main entrance to gain access to the building. Please remove apparel that may make identification through the camera difficult. Please be ready to present your driver’s license/state issued ID at the front desk, where you will receive a visitor’s badge.

If you are coming to volunteer in your student’s classroom or the staff workroom, and you have younger children, please find alternate supervision for them.

We discourage student visitors under the age of 18, in the classroom during school hours. Visitors are always welcome for lunch if they sign in at the front office.
Volunteering at Meridian

We are very grateful for our strong team of parent volunteers who support in providing a robust educational experience at Meridian. Our families can help our teachers with small group instruction, administrative tasks at school or home, or other tasks needed from the teacher. In an effort to promote a strong volunteer program that provides a safe, accountable and supportive environment, it is important to keep all information observed regarding any students confidential. Please reach out to your child’s teacher if you’re interested in volunteering so you can agree to and sign the volunteer Code of Ethics. We are sure they would love to have you.

Meridian Elementary School
Volunteer Code of Ethics

Meridian Elementary appreciates your willingness to serve in a volunteer capacity assisting the teacher/staff members with day to day activities.

The district is obligated, by law, to preserve confidentiality. As you work with staff and students, information of a confidential nature may be shared with you. The problems, abilities, relationships and confidences of students, their parents and the staff should never be discussed with anyone who does not have a professional right or need to know.

As a person volunteering at Meridian Elementary School, I agree that I will:

- Serve as a positive role model for all students.
- Assist students in need, whether it is academic or social.
- Treat the information that I see when correcting papers, filing student record information, or other academic/social information in a confidential manner. I will NOT divulge or share this information with anyone other than the classroom teacher.
- Not discuss student behavior or progress with the teacher in any public areas of the building.
- Find alternate supervision for younger/non-school age children during my volunteer time.
- Adhere to the school-wide safety policies in the building.

I have read and understand the above information and agree to abide by these guidelines during my volunteer work at Meridian Elementary School.

I will be working with (teacher/staff name): ______________________________________

________________________________
Volunteer Name

________________________________
Volunteer Signature
# SCHOOL CLOSURE/DELAYED START

For school closure information please watch your local news station or check the district website, [www.Adams12.org](http://www.Adams12.org). You can also subscribe to the district text message alerts for this information.

## DELAYED START

### THINGS TO NOTE FOR PARENTS

| COMMUNICATION | A delayed start or closure will be communicated in several different ways, including:  
|               |  
|               | • District website  
|               | • Local media outlets  
|               | • Email and text message to parents  
|               | • District hotline (720) 972-4000, then press 7  
|               | • Social media (Facebook - Twitter) |

| START TIME    | Families will add **two hours** to the start of the school day, including adding two hours to morning bus pick-up times, morning BASE and school start times at every level. |

| TRANSPORTATION| Morning bus pick-up will add **two hours** to the normal pick-up; afternoon bus drop-off times will not be adjusted. |

| HIGH SCHOOL   | While all high schools will add **two hours** to the normal start time, the bell schedule is determined by each school, including Bollman Tech. |

| BOLLMAN TECHNICAL EDUCATION CENTER (BTEC) | BTEC classes will be available on a delayed start schedule for Thornton High School students due to their proximity to the BTEC campus. **All other students will remain at their primary high school campus.**  
|                                             | No busing will be provided to BTEC. |

| KINDERGARTEN | Morning and afternoon half-day kindergarten will be canceled; full-day kindergarten will start **two hours** after normal time. |

| PRESCHOOL    | Preschool will be canceled districtwide. |

| BASE         | Families with students in morning BASE will add **two hours** to the normal start of the program; afternoon BASE will not be adjusted. |

| NUTRITION SERVICES | School meals will be available at all schools. Meal times will be adjusted based on the delayed start schedule. |

| EXTRACURRICULAR ACTIVITIES | Activities and field trips during the school day that require transportation will be canceled; after-school activities will be decided by each school. Participation in non-district, statewide competitive activities will be determined by district leadership. |

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Keep in mind, delayed start protocol will not be utilized on Wednesday due to districtwide early release day. School will either be closed or open.
SCHOOL COMMUNICATION

STUDENT MESSAGES

We understand there may be a change in routine or circumstances out of the ordinary on occasion. Please make arrangements with your child/ren before school (before 7:35 a.m.) to avoid confusion and a disruption to the classroom.

If you have an urgent message for your student, please call the office and leave the message with one of our office personnel. We will deliver non-urgent messages to students by the end of the school day.

SCHOOL-WIDE COMMUNICATION

Auto Dialer
The auto dialer service is utilized District wide. Parents/Guardians may receive reminder phone calls from the Adams 12 Administration building. This service is used to inform parents/guardians of necessary district wide information.

District Text Message Alerts
Text “Yes” to 68453 to receive text messages notifying you of safety alerts, or other important information impacting the Adams 12 Five Star School system. Reply “Stop” any time to opt-out of the messages or “Help” for assistance.

E-Mail
The primary form of communication from Meridian will be through an e-mail sent by School Messenger. Please be sure to have a valid e-mail address on file at the school. Information regarding field trips, PTO sponsored events, school related activities, dates and deadlines will be sent via e-mail. If you choose to opt out, you will no longer receive any messages.

School Website
You can e-mail your teacher directly or send an email to our general mailbox by going online to www.Meridian.Adams12.org. This is where you can locate our school event calendar and other information needed to keep you up to date regarding Meridian activities and events.

Updating Contact Info
Our intent is to keep parents/guardians informed on a regular basis, and to limit the amount of paper being sent home. Please make sure to keep your contact information up to date in the Parent Portal (Infinite Campus) to allow us to pass along this important information to you. If you are not receiving email messages, please log in to the Parent Portal to make sure we have the most up to date information on file for your child.

Please be aware that if your phone has an operator intercept with a message regarding “no solicitation,” the auto dialer will not be able to contact you.

COMMUNICATION WITH YOUR STUDENT’S TEACHER

When sending communication to our teachers and staff, please be thoughtful about the number of correspondences. Our students are best served when staff are able to spend time engaged in planning for instruction, teaching and supervising students to allow for continued growth and success.
Although teachers have telephones located in their classrooms, the district has disabled their ringer during instructional time. If you want to reach your child’s teacher, you may do the following:

1. Call the classroom number and leave a voicemail. Teachers have been asked to check voicemail daily.
2. You may call the office, and they will deliver messages to your student’s teacher at the end of the day.
3. You may call the classroom teacher before or after school.

E-MAIL
You may also reach your student’s teacher via e-mail directly from the school website. You can expect to hear back from staff during non-student contact time within 1-2 business days. All concerns communicated to administration may be shared with parties involved to ensure we are meeting the needs of students.

CLASSROOM COMMUNICATION
Every teacher sets up an individual system through which they communicate with parents regarding classroom learning and important updates. Please make sure you understand the system your child’s teacher utilizes at the beginning of the school year.

LINES OF COMMUNICATION
If you have a concern or question with regard to your child’s classroom or classroom teacher’s policies, the recommended communication procedures should be followed.

1. Start with the classroom teacher.
2. If the classroom teacher is not aware of the situation, they can refer you to the appropriate individual.
3. If a resolution has not been reached at that level, you may then contact building administration. Administration will follow up with the classroom teacher and other individuals to ensure we are meeting the needs of students.

FORGOTTEN LUNCHES
Students are asked to place their lunches in the classroom lunch wagons as they arrive in the morning. In the event that they forget to do this during the first month of the school year, we will allow them access to their classroom to retrieve their lunch. Beginning the third week of September, if a student forgets to place their lunch in their lunch wagon, they will need to purchase a hot lunch. This will allow your child to eat a well-balanced lunch, for our student monitors to properly supervise all of our students, and for our office staff to manage our visitors as well as other daily responsibilities.

LOST & FOUND
Please mark names clearly and permanently on coats, backpacks, lunch boxes, etc. Students and parents should check the “lost & found” in the cafeteria. At varying times throughout the school year lost items will be displayed. Any items left unclaimed will be donated to a charitable organization. An email will be sent a week prior to the donation of unclaimed items.
FIELD TRIPS

Field trips are scheduled by various classroom teachers throughout the school year. These trips are designed to supplement different aspects of the classroom curriculum and to introduce students to resources in the community. Parents will receive notice of scheduled field trips well in advance.

Younger siblings are not able to attend school sponsored field trips. Please join your Meridian student on the trip and let their younger siblings enjoy time with friends or family.

It is a district requirement that a parent sign a permission form for all field trips. Students without a permission slip will not be allowed to accompany their class on the field trip. Field trip fees can be paid for online at www.PayForIt.net.

STUDENT FEES

Adams 12 Five Star Schools requests that all fees be paid online at PayForIt.net. The district provides this benefit free of transaction fees. You can view and make payments for all of your students fees through this site. Check, cash and credit will also be accepted at the front office.

PayForIt phone support: 800-572-6642

Pay your fees online:

- Field Trip fees
- Lunch account
- Library fines
- Transportation fees
- Activity fees
- BASE

Go to www.adams12.org/pay_student_fees, log into the Parent Portal or go to www.PayForIt.net.

*Surplus Balances – If a student has a surplus balance in their Infinite Campus account, the credit will be applied to any outstanding fees. Any remaining balances will be refunded per Superintendent Policy 5630. (See Refund Policy)

CONSOLIDATED BILLING

Adams 12 Five Star Schools generates a monthly consolidated bill that is sent to all families. The consolidated bill will list all in district students in the household on the same bill. A hard copy of the bill will be mailed out in October and March. Consolidated bills can be paid at www.PayForIt.net.


REFUND POLICY

Refunds for payment of student fees will be given if the following criteria are met:

1. Textbook/Calculator/Template replacement fines will be refunded only if the item is returned without damage.
2. Surplus Balances will be refunded per Superintendent Policy 5630. Surplus balances $25 or more will be processed for a refund twice a year, once during first semester (November) and once during second semester (March) unless extenuating circumstances exist. Students leaving Adams 12 Five Star Schools will receive a complete refund of any surplus if no fees are due.
WHEN IS SICK TOO SICK FOR SCHOOL?

**When is sick too sick for school?**

*Keep your child home for any of the following symptoms:*

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<tr>
<th>Fever</th>
<th>Diarrhea</th>
<th>Vomiting</th>
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<tr>
<td>If your child has a fever of 101°F or higher, keep them at home until his or her fever is below 101°F without the use of fever reducing medication. If the fever does not go away after 2-3 days or is 102°F or higher, you should consult with a healthcare provider.</td>
<td>If, in addition to diarrhea, your child has symptoms of illness, has a fever, or is vomiting, keep him or her at home. Child should be diarrhea and symptom free for 24 hours before returning to school. If stool is bloody, if the child has abdominal pain, fever, or vomiting, you should consult a healthcare provider.</td>
<td>If your child has vomited two or more times in a 24 hour period, or has additional symptoms, then keep your child home until the vomiting has stopped for 24 hours. If vomiting continues, consult with a healthcare provider.</td>
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<tr>
<th>Coughing</th>
<th>Rash With Fever</th>
<th>Strep Throat</th>
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<tr>
<td>If your child has a severe, uncontrolled, rapid cough, wheezing, or difficulty breathing, keep your child at home and consult with a healthcare provider. If symptoms are due to Asthma, provide treatment according to your child's Asthma Action Plan. When symptoms are controlled, send your child to school.</td>
<td>If a rash spreads quickly, is not healing, or has open, weeping wounds, you should keep your child at home and consult with a healthcare provider. A diagnosis and a written release to return to school should be provided by a healthcare provider to the school's health aide.</td>
<td>If your child has a sore throat with fever, stomach ache, redness, or swollen tonsils, keep your child at home and consult with a healthcare provider. With a diagnosis of strep throat, keep your child home for the first 24 hours after beginning antibiotics.</td>
</tr>
</tbody>
</table>

**Vaccine Preventable Diseases**

Keep your child at home until a healthcare provider has determined that your child is not contagious.

- **Chicken Pox** – fever, headache, stomach ache or sore throat, then a red itchy skin rash develops on the stomach first and then limbs and face.
- **Measles & Rubella (German Measles)** – swollen glands, rash that starts behind ears then the face and the rest of the body, sore joints, mild fever and cough, red eyes.
- **Mumps** – fever, headache, muscle aches, loss of appetite, swollen salivary glands.
- **Pertussis (Whooping Cough)** – many rapid coughs followed by a high-pitched “whoop”, vomiting, very tired.

**Parent Tips**

School is a child's work. When they miss too many days of school, they fall behind and struggle to keep up with their classmates. Both excused and unexcused absences will affect their educational growth and progress. We want to work with you to help minimize the number of days your student misses school. Here are some helpful ideas:

- Avoid letting your child stay home when it is not necessary. Consult with your school's health aide or School Nurse if you aren't sure.
- Communicate with school staff and teachers. The more the school knows about your child's health, the better prepared everyone will be to work together for your child.
- Make appointments in the late afternoon so your child misses as little school as possible.
- If your child is absent, be sure you get his/her homework assignments and follow up to see if the work is completed and turned in.

*Childcare guidelines may vary for Early Childhood Education and BASE programs.*

www.adams12.org

April 2017 Version 2

http://www.adams12.org/departments/health-services/should-your-child-stay-home
EXCUSED FROM GYM & PHYSICAL ACTIVITIES

The physical education program and recess activities have many educational, healthful and social values. Therefore, the health service department recommends that all students participate in the regular physical education program and recess activities unless there are sufficient medical reasons why a child cannot safely participate in these programs.

SAFETY

SAFETY DRILLS

Safety is a priority at Meridian. Safety drills are conducted throughout the year to ensure students and staff are well prepared in the event of an actual emergency. As necessary, the school will inform parents of pertinent information in the event of an actual emergency. Please review the safety protocols below with your child. We will work with Broomfield Police Department, Fire Department and Adams 12 Safe & Secure Department to conduct lockdown/lockout, fire and tornado drills. Please use the protocol below to discuss drills with your child. If your child comes home and informs you of a lockdown, you will be able to support them in knowing it was a regularly scheduled drill.

SAFETY & SECURITY: Types of Action

**LockOUT**
- Building is locked and students are brought inside as a precautionary measure based on activity in the area.
- Examples: Law enforcement activity such as serving warrants in a nearby location, Report of dangerous wildlife in area
- **ACTION:** Monitoring
- **How will you know?**
  - Email to parents
- Further communication as needed if the situation impacts daily operations.
  - **Please remain at home** until receiving further communication.

**LockDOWN**
- Building is put on lockDOWN due to danger inside or very near the building.
- All students and staff are in lockDOWN – Locks, Lights, Out of Sight.
- Examples: Threat inside the school, Emergency or dangerous situation very near the building
- **ACTION:** Active with district and emergency responders
- **How will you know?**
  - Phone call (auto dial) to parents
  - Text to parents (if opted-in)
  - Email to parents
  - Updated communication as situation progresses and as needed.
  - **Please remain at home** until receiving further communication.

**Evacuate**
- Students and staff are moved to a new or safe location due to a situation in or near the school building.
- Examples: Gas leak in the school, Unsafe situation near school affecting release times
- **ACTION:** Active with district and emergency responders
- **How will you know?**
  - Phone call (auto dial) to parents
  - Text to parents (if opted-in)
  - Email to parents
  - Updated communication as situation progresses and as needed.
  - **Please remain at home** until receiving further communication.

**Shelter**
- Students and staff are instructed to take safe shelter due to a situation in or near the school.
- Examples: Tornado, earthquake or other natural events
- **ACTION:** Active with district personnel and emergency responders as needed
- **How will you know?**
  - Email to parents
- Further communication as needed if the situation impacts daily operations.
  - **Please remain at home** until receiving further communication.

**Reunification**
- As a result of any of the above scenarios, students may need to be reunified with parents through a controlled release at the school or a reunification at a new location.
- We work with police and fire agencies to determine when it is safe to reunite students and parents. These situations often take time and planning to ensure you and your child are reunited safely.
- **Here are some tips for your role in a reunification:**
  - STAY HOME
  - STAY INFORMED
  - BE READY
- **Watch a video on your role during a reunification at**
  [www.adams12.org/safety](http://www.adams12.org/safety)

**Hold**
- Hold is called when the hallways need to be kept clear due to a situation inside or outside of the building.
- Students and staff are instructed to clear the halls and remain securely in a classroom until the situation is resolved. Behind doors it's business as usual, although students may remain in class longer than the dismissal bell.

Visit [www.adams12.org/safety](http://www.adams12.org/safety) to learn more about district safety protocols, update your contact information and sign-up for text message alerts.
The safety of your child is our top priority. In order to have a successful learning environment, it is absolutely necessary that students and staff of Adams 12 Five Star Schools are safe. The following is a guide for parents to understand our process and to help maintain safe and secure schools in our district.

**Decision Makers**

In the unfortunate event of a school emergency, many people play a role in ensuring the safety of our students.

**Local Law Enforcement and Fire Services**

Local law enforcement and fire services is in constant contact with district safety and security personnel. Law enforcement and fire services may be in charge of a particular situation and call for any safety protocol, or may be in an advisory role with district personnel.

**District personnel**

District safety and security members, as well as district administration, may manage an emergency or call for any safety protocol. Communications Services works with school staff to communicate needed information or updates to parents and guardians. District personnel also includes our crisis response and crisis recovery teams, transportation, and other departments as needed.

**School personnel**

Principals or staff may initiate any safety protocol based on a perceived threat. School staff will work with district safety and security personnel to ensure protocol and next steps.

**Parents and community members**

Any parent or community member can call the school, district or local law enforcement to report any suspicious activity or perceived threat to the school or district. Safe2Tell provides a safe, easy way to report information about anything that is a concern to school or community safety. To anonymously report a safety concern please call 1-877-542-SAFE (1-877-542-7233) or go online at safe2tell.org/submit-tip.

---

**SAFETY REMINDERS FOR STUDENT’S WHO WALK**

It is everyone’s responsibility to ensure student safety while students are walking to and from school. Because of the unique configuration of our building, there are many places for children who are walking to cross the street. Please give your student these safety reminders when walking to school:

1. Always walk to school with a buddy
2. Never talk to strangers or anyone you don’t know.
3. Always look both ways before crossing any street.
4. Cross the street at the intersection where you see a crossing guard.
5. Students should report suspicious or unsafe behavior to a staff member immediately.

**PETS ON SCHOOL GROUNDS**

In an effort to keep our school feeling safe for all students and families, we ask the pets remain off school grounds during school hours. We appreciate your cooperation with this request.

**BICYCLE RIDERS**

When a child arrives at school with his/her bicycle, he/she should **walk** it directly to the bike rack at the East side of the building and leave it there until they are ready to go home. For safety reasons, children are not permitted to ride their bicycles on the school grounds. The school expects all bicycle riders to refrain from riding over school lawns or private property. Children are expected to follow traffic rules applying to bicycle riders.
SKATEBOARDS, ROLLER BLADES, SNEAKER SKATES
Skateboards, rollerblades and sneaker skates (heelies) are not to be brought to school, or used on school grounds. Students wearing sneaker skates will be asked to remove the wheels and parents can pick them up at the end of the school day.

PARENT DROP-OFF
The drop-off zone is strictly for a 1-2 minute stop; please do not park in No Parking Zones. There are several areas to park around the outer perimeter of the school. We appreciate your consideration with these efforts. **We ask that you do not bring your child to school before 7:25 a.m., as there will be no supervision before. Students will be allowed into the building at 7:30 a.m.**

SAFETY REMINDERS FOR CHILDREN

When Walking:
1. Always look all directions before crossing a street.
2. Stay on the sidewalks or pathways surrounding the school.
3. Cross streets only at crosswalks or intersections.
4. Wait until you are sure the cars are stopped and the drivers see you before crossing.
5. Do not walk alone, if possible. Groups of two or more children are more visible than one child.

When Riding a Bicycle:
1. Ride on the right side of the road with traffic, not against it.
2. Use marked bike lanes where available.
3. Know and obey signs, traffic signals, and rules of the road.
4. If riding on a sidewalk, travel at a safe speed; be in control at all times, yield to pedestrians, only cross streets at intersections, and dismount before crossing the street.

SAFETY REMINDERS FOR PARENTS/MOTORISTS
Please remember the following traffic safety information when traveling in a school zone:

1. Watch for children running into the street, particularly from between parked cars.
2. Be alert for children at designated school crossings and other crosswalk locations.
3. Obey speed limits, especially school zone speed limits during school hours. Take your time!!
4. Do not stop, stand, or park on or near crosswalks or other designated “NO PARKING” zones.
5. Use designated student-loading zones to drop off and pick up your child.
6. Do not block bus loading zones, crosswalks, & intersections while waiting to pick up your child.
7. Respect the “NO PARKING” and “NO STOPPING OR STANDING” signs.
8. Never drop off or pick up your child on the far side of the street from the school.
9. Do not make U-turns in school zones or within crosswalks.
Do not make U-turns in school zones or within crosswalks.

PARKING LOT
Entrance closed from 7:25-7:35 a.m. and 2:25-2:35 p.m.

BUS LANE DROP OFF Drop off permitted ONLY after buses have exited. Street sign in a.m. indicates when lane is closed for drop off.
RECESS & MORNING LINE UP

A recess break is provided for all children at their lunch period. Additional recess breaks are at the discretion of the teacher. Recess breaks are held outside whenever possible. Children should dress appropriately for the season in a manner that prepares them to be comfortable outside during recess. They should wear warm clothing and boots during cold and wet weather.

Meridian policy is that when the temperature “feels like” it is below 15 degrees, the recess breaks and/or morning line up will be held indoor. The decision to hold indoor recess for Kindergarten students may be made independent of the other grade levels due to the location of the playground and existing conditions.

The following conditions may also warrant indoor recess & morning line up:

- Heavy precipitation
- Lightning
- High winds
- Unsafe playground conditions

PLAYGROUND RULES

<table>
<thead>
<tr>
<th>Must-Do</th>
<th>Looks like…</th>
<th>Sounds like…</th>
</tr>
</thead>
</table>
| Respect Yourself         | *Stay within playground boundaries (not beyond goals)  
                          | *Line up quickly when the bell rings and stay on the sidewalk | *Voice Level 4  
                          |                                           | *Solve problems with positive words, tell an adult if needed. |
| Respect Others           | *Include others in games, teach them if necessary  
                          | *Take turns and share  
                          | *Avoid chasing  
                          | *Keep rocks, snow, and sticks on the ground | *Have an adult choose captains when playing team sports  
                          |                                           | *Use “feel good” words |
| Respect Property         | *Use playground equipment appropriately  
                          | *Return loose equipment to storage bins |                                           |

* TOYS AT SCHOOL: We understand the desire for students to bring their favorite toys to play with during recess; however, we ask that their toys remain at home in order to avoid being lost or distracting during the school day. Teachers may have a special celebration which allows students to bring in a favorite game, stuffed animal, etc., but please remember, that at no time is it appropriate for students to bring toy guns, toy knives, or other toy weapons of any kind.
** Teachers may request any items that become a distraction to learning in the classroom remain at home. This includes, but is not limited to, fidget spinners, putty, collectible playing cards, etc…

SCHOOL-WIDE
POSITIVE BEHAVIOR SUPPORT PLAN

Through the implementation of SHINE we will foster a growth mindset, positive behavior, and build 21st Century leaders.

S – Strive for Excellence
H – Help Create a Safe Environment
I – Include Others
N – Navigate Challenges
E – Embrace Mistakes

PHILOSOPHY:
The basic premise of our behavior program is that we want to simultaneously teach and reinforce with our students our standards for behavior in our school. This includes student behaviors in the classroom, in common areas, at recess, and on the school bus. The three primary components of this program are:

1. Common language and expectations established with the entire school community, communicated regularly with the students.
2. On-going teaching, reinforcing and reminding students about the expectations and standards for positive behavior.
3. Regular recognition of students’ efforts in all aspects of their day-to-day behaviors during the school day.

PROGRAM IMPLEMENTATION:
We will start our school year with a token system that rewards students in all locations throughout the school day including the cafeteria, classroom, hallways, and playground. Students will be issued a “Good for You” award for their positive behaviors, and with their teacher’s help, they will keep them in their classroom. As students reach their individual goals, they will have an opportunity to ‘cash-in’ their awards. The rewards are determined by each grade level. These rewards can include an office prize, class reward and recognition from an administrator.

For students who seem to have difficulty remembering our behavior standards, they’ll receive a Whoa! form which is simply a reminder that they need to slow down, think before they act, and be safe in our school. Our goal is to promote a safe and orderly atmosphere for learning. These gentle reminders are intended to help students identify an area where they may be struggling to follow the school rules.

This program is in addition to our district-wide discipline policy which is intended for more serious disciplinary offenses. If a student violates a safe schools policy, is extremely disruptive in the classroom, threatens to physically harm (or actually does harm) another student, they will receive a district referral. The discipline matrix located in the back of our handbook reflects the range of consequences for any such action. If a student receives a discipline referral, the school administration will adhere to our district’s due process standard which includes a thorough investigation into the incident. Parents will be notified in the event a discipline referral is written to a
student. If parents are unable to be reached by phone, a letter will be sent home with the student explaining the incident.

CLASSROOM BEHAVIORAL STANDARDS:
Teachers will also be implementing our Positive School-wide Behavior Support System, but each classroom or grade level may have an additional policy explaining in depth the particulars of their policy. We want to work with our students to make sure they know our school-wide and classroom behavioral expectations and each grade level’s policy will clearly reflect that philosophy.

REPORTING PROGRESS / ASSESSMENTS

Students in grades K–5 will receive semester progress reports. The assessment & report dates are as follows:

**Assessment Day**: September 3rd Student’s should report to their classroom at the appropriate time scheduled with their teacher. Please watch for a sign up from your child’s teacher one week in advance.

**FALL: Parent/Teacher Conferences**: October 8th & 9th.
You can expect to receive your students’ beginning of the year assessment results, as well as their current classroom performance.

**Assessment Day**: January 17th Student’s should report to their classroom at the appropriate time scheduled with their teacher. Please watch for a sign up from your child’s teacher one week in advance.

**1st Semester Grade Report**: Report cards will be sent home on or before January 10th

**SPRING: Student Led Conferences**: February 12th
You can expect to hear about your child’s progress and growth. Student’s may share a portfolio and/or work they have created this year. Your child must attend this conference.

**Assessment Day**: May 1st Student’s should report to their classroom at the appropriate time scheduled with their teacher. Please watch for a sign up from your child’s teacher one week in advance.

**2nd Semester Grade Report**: Report cards for all students will be sent home on May 21st
What is Standards Based Grading?

At its core, standards-based grading is a system where teachers report scores based on a student's academic achievement in relation to the state standards. The purpose is to increase student achievement by clearly communicating a student's progress toward learning outcomes in a timely, accurate, fair and specific manner.

Glossary of SBG terms…

**Assessment** - An evaluation of individual student achievement, such as a test, lab, project, written work, or presentation; assessments are given after a period of instruction and practice and are based upon specific standards.

**GRC (Grade Reporting Criteria)** - Major learning goals for each content area that represent a synthesis of district and state standards.

**Practice** - Frequent, ongoing opportunities (like classwork, homework, and other assignments and activities) for students to practice and explore learning, as well as an opportunity to receive feedback from teachers regarding progress toward standards.

**Proficiency Level** - An indication of individual student learning in respect to a specific GRC (1, 2, 3, 4).

**Rubric** - A tool used to provide students clear expectations for their work. The details will explain what constitutes each level of proficiency.

**SBG (Standards Based Grading)** - Schools report out solely on a student's academic achievement to make a true assessment of the student's present attainment of learning.

Determination of Proficiency…..

As students learn new material they are in the process of developing their knowledge and skills and their early marks may reflect that; think of that wobbly bike! Early attempts at mastery do not count against students (as the attempts did in a percentage-based system), rather each new assessment provides the opportunity to demonstrate what they know at that particular time. Remember, students are measured against the standard, not each other or a norm, and their goal is to meet the standard; think of riding their bike without you running alongside! Final marks, NOT assigned until the end of a class term (think MAY for a yearlong class!), are used to reflect an overall level of proficiency for each GRC. Teachers make those determinations by reviewing data collected throughout the entire class term then noting trends in achievement.
Meeting the standard…
If your student is consistently performing at the 3 level, this means your students is showing proficiency as related to the grade-level state and district content standards and that you student knows the material and/or skills well. It means that s/he can demonstrate her/his knowledge without scaffolds for learning or expression of knowledge. That is excellent! Once your students reach proficiency and are clearly confident in the use of the newly mastered material and skills, they could challenge themselves to achieve a 4 in the various standards.

Exceeding the standard…
Through many practice assignments and nearly every assessment, students will have an opportunity to earn a 4. In order to show advanced understanding of a standard, student should show complex understanding of a skill or concept and be able to apply the skill or concept to a real-world situation or complex problem beyond the context presented or discussed in class. Be sure to look at the rubrics for projects, labs and written work then discuss the requirements to exceed mastery of a standard. If you and your student feel the work is something of which s/he is capable, support them in making that leap!

Where to find even more information…
The best place to find additional information in regards to Standards Based Grading is through our district website www.adams12.org. Once there, click on the parents tab, then scroll down until you see student learning. Once there, scroll down to where it says Standards Based Grading and take a few minutes to read the FAQ’s, watch the explanation videos and access any of the additional resources that help make this clearer. Standards Based Grading allows us the opportunity to focus on student learning and provides a mindset of continuous improvement.
 Scholarly Habits
A set of guiding principles that support our learning and interactions with each other inside and outside of the classroom.

<table>
<thead>
<tr>
<th></th>
<th>4 Exceeds Expectation</th>
<th>3 Meets Expectation</th>
<th>2 Partially Meets Expectation</th>
<th>1 Does Not Meet Expectation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Respect:</strong></td>
<td>Always on task and often one of the first to participate. Sought after by peers as a positive leader.</td>
<td>On-task Works well with peers. Follow directions.</td>
<td>On-task with reminders. Works well with peers with some guidance. Follows directions when prompted by teacher or peers.</td>
<td>Often distracted or off-task. Often distracting others. Difficulty working with others in a group. Struggles to follow directions.</td>
</tr>
<tr>
<td><strong>Preparation:</strong></td>
<td>Takes extra steps to ensure preparedness.</td>
<td>Completes homework. Comes to class prepared.</td>
<td>Completes most of the homework. Occasionally unprepared for class.</td>
<td>Many missing assignments. Often unprepared for class.</td>
</tr>
<tr>
<td><strong>Risk Taking:</strong></td>
<td>Looks for ways to challenge self to try several new techniques and strategies for reading, writing and learning.</td>
<td>Tries out many new techniques and strategies for reading, writing and learning that are presented in class.</td>
<td>Tries out a few new techniques and strategies for reading, writing and learning that are presented in class.</td>
<td>Does not attempt new techniques and/or strategies presented in class.</td>
</tr>
<tr>
<td><strong>Perseverance:</strong></td>
<td>Thrives when challenged &amp; seeks opportunities for challenges within content instruction and work.</td>
<td>Shows initiative and stamina when engaging with content instruction and work.</td>
<td>Able to engage with content instructional and work when prompted and with guidance.</td>
<td>Struggles with the demands to engage in content instruction and work.</td>
</tr>
<tr>
<td><strong>Excellence:</strong></td>
<td>Takes initiative to ensure that the quality of their work demonstrates their achieved mastery</td>
<td>Quality of work shows understanding of the content as well as pride in learning.</td>
<td>Quality of work shows limited understanding of the content and/or pride in learning.</td>
<td>Quality of work shows minimal understanding of the content and/or pride in learning.</td>
</tr>
</tbody>
</table>
For further information regarding standards at each grade level, please click the following link: https://www.adams12.org/departments/curriculum-instruction/standards-and-report-cards

**ASSESSMENTS**

At Meridian, we believe that assessment is the key that drives instruction. We implement all standardized assessments mandated by the district and the state, as well as daily and on-going informal assessment that allow us to further monitor your child’s progress.

<table>
<thead>
<tr>
<th>Test</th>
<th>K</th>
<th>1st</th>
<th>2nd</th>
<th>3rd</th>
<th>4th</th>
<th>5th</th>
<th>Frequency</th>
</tr>
</thead>
<tbody>
<tr>
<td>MAP: Reading &amp; Math</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td>Kinder: once yearly</td>
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<td></td>
<td>1st-5th: 2-3 times per year</td>
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<tr>
<td>Reading Inventory</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td>x</td>
<td></td>
<td>2-3 times per year</td>
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<tr>
<td>PALS = K – 3rd grade</td>
<td></td>
<td></td>
<td>x</td>
<td></td>
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<tr>
<td>Writing Assessment</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
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<td>At the end of each writing</td>
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<td>unit.</td>
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<tr>
<td><strong>CMAS Reading/Writing</strong></td>
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<td>x</td>
<td>x</td>
<td>TDB based on final schedule</td>
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<td>from CDE</td>
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<tr>
<td><strong>CMAS Math</strong></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
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<tr>
<td><strong>CMAS Social Studies</strong></td>
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<tr>
<td><strong>CMAS Science</strong></td>
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<td>x</td>
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<tr>
<td>WIDA Access</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td>Once Yearly</td>
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<tr>
<td>English as Second Language Only</td>
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</table>

**CMAS testing window** will be determined upon schedule completion from CDE. Testing dates and times will be emailed to parents/guardians once this schedule has been finalized.

Please make every effort to have your 3rd, 4th, and/or 5th grade student attend school during the CMAS testing window. This allows the teachers to more efficiently & effectively administer the test without the need to schedule make-ups.

Meridian Advanced Academic & Gifted Services
Gifted and Talented Education in Adams 12 Five Star Schools

At Meridian, our vision is to assure that gifted children grow socially, emotionally, and academically to become well-adjusted contributing members of society. --CAGT
In Adams 12, our mission is to serve the academic needs of gifted and advanced learners, while supporting their unique social-emotional needs in a nurturing environment. We are dedicated to providing instruction that challenges and motivates Gifted & Talented learners to achieve at an optimal level. Programming is based on gifted best practices and is designed to help students navigate their growth and develop their full potential. Schools may implement programming options differently to meet the needs of their students. Gifted programming in Adams 12 includes:

- **Advanced Curriculum & Extensions**  
  Provides the rigorous and challenging learning experiences necessary for meaningful academic growth for gifted and advanced learners through increasing the level of depth and complexity.

- **Differentiated Learning Pathways**  
  Provides an education at the appropriate level of readiness and challenge through the content, process, product, or environment approach.

- **Individualized Opportunities & Enrichment**  
  Actively engages and motivates gifted and advanced learners through interests and relevant, purposeful learning opportunities

- **Social-Emotional Learning**  
  Focuses on developing the whole child by balancing empowerment and accountability through addressing the unique individual, social-communication and leadership, and cultural competencies.

For specific school based questions about Gifted & Talented program offerings, please contact the school’s GT Coordinator or your classroom teacher. If you are interested in finding out more about Gifted & Talented identification in Adams 12, please visit our web page at [http://www.adams12.org/departments/gifted-advanced-academics/identification-assessment](http://www.adams12.org/departments/gifted-advanced-academics/identification-assessment)

**B.A.S.E.**

Adams 12 Five Star Schools Before and After School Enrichment (BASE) Programs serve elementary students beginning at 5 years of age. BASE is an extracurricular, optional, fee-based program. Space is limited and BASE Programs frequently have a list of families waiting for an opportunity to enroll in BASE.

Students in the BASE Program engage in a wide variety of activities and choices providing students with opportunities to create, learn and grow through arts, physical activity and academic enrichment activities during out of school time. All BASE activities allow students opportunities critical to their social emotional development.

For more information about our school's BASE Program contact the BASE Site Director at #720-972-7923 or [https://meridian.adams12.org/base](https://meridian.adams12.org/base).

For more information about our District BASE Programs [https://www.adams12.org/programs/base](https://www.adams12.org/programs/base).

**EXTRA-CURRICULAR PROGRAMMING**
As part of our on-going efforts to assist in educating the whole child, we offer after-school activity programs with a broad selection for students to choose from. Some courses will be tuition based.

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<th>After School Activities (classes subject to change)</th>
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**MERIDIAN LIBRARY**

**Teacher Librarian:** Christine Cervera  720-972-7892  christine.cervera@adams12.org

**Library Clerk:** Piper Pedersen

**About Our Library:**
The Meridian Library is a hub of learning in the heart of our school. Through collaboration with other teachers, the librarian teaches and integrates information literacy and digital skills to classes while they research assigned curricular topics. Our library actively supports student achievement by providing students with reading material to pursue their own personal interests.

**Checkout Guidelines:**

**Due Dates:**
- Books – Two Weeks
- Magazines—One Week

Library materials may be renewed if needed. Books will have the due date stamped inside the book.

Kindergarten students may check out one book at a time.

First and Second graders may check out two books at a time.

Third, Fourth and Fifth graders may check out three books.

**Lost and Damaged Books**
The Meridian Library does not charge fines for overdue books. Notices will be sent out weekly to gently remind students of late books and materials.

We encourage all borrowers to practice careful handling procedures with all library materials. Please be aware that many, many books are damaged due to water bottles leaking in backpacks. We encourage students to carry books back and forth from school in Ziploc bags to help protect them. Please stress to your child that books should be kept away from food, water/liquid, puppies that chew, and toddler age siblings who do not yet take proper care of books. Your support is greatly appreciated.
We do charge a fee for book damage. If barcodes are peeled off, water damage occurs, the book is scribbled in, or pages are torn, a note will be sent home notifying parents of the problem and the cost. Students with damaged books will not be allowed to check out again until the fee is paid.

Books that are lost or significantly damaged (such as water/liquid damage and puppy chews) will need to be paid for in full as the books will need to be replaced. If a lost book is found in good condition and returned within one year, the money will be refunded. All books need to be returned or paid for before the library closes. Fines can be paid online at [www.PayForIt.net](http://www.PayForIt.net).

**Our library program is an integral part of each student’s journey as a life-long learner. For more information regarding the Meridian Library and for helpful websites, visit the Library page on the Meridian Website.**

**24/7 Electronic Resources**

Our library has database subscriptions to WorldBookOnline, Pebblego, PowerKnowledge Science, and more. We also have some ebooks and audiobooks online. You can access these resources by going to [www.mackinvia.com](http://www.mackinvia.com) and entering the following:

User Id – meestu  
Password – mustang  
School Field – leave blank

**NUTRITION SERVICES**

Adams 12 Five Star Schools Nutrition Services serves lunch each day or students may choose to bring meals from home. In addition to meals, a variety of a la carte snack selections are offered for purchase at additional costs. Prepayment for meals is encouraged via cash, check, or online at [https://www.payforit.net](https://www.payforit.net). Parents are encouraged to set low balance notifications or auto replenishment at PayForIt.net to ensure funds are available for purchases.

Free and reduced meal benefits are available to households that qualify, applications must be completed annually and can be submitted online at [https://www.myschooapps.com](https://www.myschooapps.com). Paper applications are also available in the kitchen office. Students approved for free or reduced meal benefits receive meals at no cost.

Additional detailed information about Nutrition Services can be found at [https://www.adams12.org/departments/nutrition](https://www.adams12.org/departments/nutrition), including current menus, meal prices, free and reduced meal benefits, special dietary needs, and meal charge standard practice. You may also contact the kitchen manager at 720-972-7908.

**Celebrate the Healthy Way**

Good nutrition and the value of healthy food choices are often taught in the classroom. However, many times foods served for birthday celebrations, are low in nutrients and high in calories. This sends them a mixed message— that good nutrition is just a part of their education and is not important to their health. To send the right message and to keep our children healthy, teachers, staff and parents can work together to offer healthy classroom celebration alternatives.

**Aim to take the FOCUS off of FOOD**

From birthday parties to holiday celebrations, there are many celebrations in schools. Along with the fun usually comes donuts, juice, cake, candy and chips and as many as 500 EXTRA calories in a typical classroom party. Offering so many treats so often can contribute to unhealthy eating habits.
Please check with, and respect the requests of, the teachers when planning to bring in classroom treats or selecting an activity from their birthday activity menu.

**Benefits of Healthy Celebrations**

*Healthy Kids Learn Better*– Research clearly demonstrates that good nutrition is linked to better behavior and academic performance.

*Provides Consistent Messages*– Providing healthy classroom celebrations demonstrates a school commitment to promoting healthy behaviors.

*Promotes a Healthy School Environment* – In order to positively change eating behaviors, students need to receive consistent, reliable health information and ample opportunity to use it. Healthy parties are a great way of doing that.

*Creates Excitement About Nutrition* – Children are excited about new and different things, including fun party activities and healthy snacks.

**Healthy Food Ideas**

- Fresh fruit kabobs
- Dried fruit (with little or no added sugar)
- Vegetable trays with hummus/low-fat dip
- Sunflower seeds
- Fruit smoothies
- Low-fat granola bars
- Pretzels
- Graham crackers
- Low-fat cheese
- Whole grain crackers
- Baked tortilla chips and salsa
- String cheese
- Low-sugar yogurt parfaits
- Light or low-fat popcorn
- Applesauce

Instead of serving sweets, offer healthy, nutritious snacks in appropriate portion sizes.

**TRANSPORTATION**

**SCHOOL TRANSPORTATION INFORMATION**

**Elementary Schools**

**IMPORTANT PHONE NUMBERS / Office Hours 4:45am-6:00pm**

Main Number 720-972-4299
Emergency Dispatch 720-972-4300

Some of our most important rules, which have been established to prevent behavior that could be dangerous to life, safety and comfort, follow. Please talk with your student(s) about these rules. It is important they understand that to continue riding the bus, these rules need to be followed.

**WAITING AT THE BUS STOP:**

1. Arrive on time, but not too early (five minutes before scheduled time). Students arriving too early are unsupervised.
2. Stay off private property. Nearby homes and yards are not part of the bus stop.
3. Do not play or stand in the street.
4. Remember, no matter how late the bus is, all stops will be made.

GETTING ON THE BUS:
1. When crossing the street to or from a stopped bus, cross at least ten feet in front of the bus. (NEVER rush behind the bus.)
2. Wait in line for an approaching bus at least six feet from where the school bus is to come to a complete stop. NEVER rush toward a moving vehicle or crowd and push to board the vehicle. If you are not going to cross the street after leaving the bus, move back from the curb to allow the bus to continue on its route. Bus stops are scheduled and students assigned to that particular stop based on the number of students expected to ride the bus, therefore student may load and unload the bus only at the location to which they have been assigned.

RIDING ON THE BUS:
1. Obey the directions of the driver.
2. Did you know it’s a state regulation? When crossing railroad tracks, and upon signal from the driver, all passengers are to be quiet and remain quiet until all railroad tracks are crossed.
3. Students need to remember not to damage district vehicles. Students and their parents are financially responsible for the damages they cause on the district vehicles, so writing on and damaging seats or walls of the bus is unacceptable.
4. No exiting through windows, emergency hatches or emergency door without permission.
5. Flame or spark-producing devices are not allowed on the school bus.
6. The following items may NOT be transported on the bus:
   - Animals/pets, living or otherwise.
   - LARGE ITEMS (i.e., band instruments, science projects. "Rule of Thumb"--items that protrude into aisle, extend above seat back, or occupy space of another student can’t be transported.
   - NO SKATEBOARDS OR SCOOTERS may be transported at any time.
   - NO BALLOONS

RIDING THE BUS WITH A FRIEND:
If your child would like to ride the bus with a friend, you must have a note stamped by the front office to get on the bus. Please write your child’s name, parent contact information and the name of the child they would like to ride home with. Bus drivers have been instructed not to allow student’s on the bus if they do not have their bus ID or a stamped note from the main office. If you have further questions, please contact transportation at 720-972-4300.

BUS PASS CARD:
All students, using district transportation to commute to and from school are required to have a bus pass card. If your student uses district transportation and currently does not have the required bus pass card, please call 720-972-4331 or www.adams12/departments/transportation. The bus pass card will be valid as long as your student is enrolled in Adams 12 Five Star Schools. There is no charge for the initial bus pass card. If your student loses their pass, a $5.00 replacement card can be purchased at the Transportation Facility located at 1350 E. 126th Ave, Thornton, CO 80241.

MERIDIAN SAC/PTO
http://meridian.adams12.org/pto

The purpose of the SAC is to engage the community in the success of Meridian Elementary in providing educational experiences to ensure students reach their full potential.

The main purpose of the PTO is to create a positive partnership between parents and teachers and to raise funds to benefit the school, teachers and students.
SAC - School-Level Accountability  5:00 pm – 5:30 pm
PTO – Parent Teacher Organization  5:45 pm – 6:45 pm

**PTO BOARD MEMBERS**

President, Jill Marco
Vice President, Pippa Antush
Secretary/Student Directory, Tisha Marsh
Treasurer, Emily McKevitt
Asst. Treasurer, Kristin Nelson
Staff Appreciation Co-Chair, Michelle DeBell, & Sherri Flageolle
Event Coordinator, Gena Valdez
Fundraising Coordinator, Jenn Volz

Box Tops Coordinator, OPEN
Home Room Parent Coordinator, OPEN
New Family / Facebook Coordinator, Melissa Schwartz
King Soopers/Safeway Cards, OPEN
Yearbook, Tisha Marsh, & Ivonne Wageman
Teacher Liaison, Jon Riley
## Adams 12 Five Star Schools
1500 East 128th Avenue
Thornton, CO 80241

### SCHOOL CALENDAR – 2019 – 2020*

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**Calendar Information**

- Registration of New Students: Please Contact Your Local School
- School Year Starts, K-8: August 19, 2019
- School Year Starts, All Students Report: August 19, 2019
- Labor Day: September 2, 2019
- Fall Break/Teacher Comp Day-No School: October 11, 2019
- Veterans’ Day: November 11, 2019
- Thanksgiving Break: November 25-29, 2019
- End of First Semester: December 19, 2019
- Winter Break: December 20, 2019- January 7, 2020
- Spring Break: March 23-27, 2020
- Last Day for Students: May 21, 2020
- Memorial Day: May 25, 2020

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**Subject to Revision**

Approved: January 11, 2019

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*BASE Closed*: August 5-9, 2019

**SUMMER BASE OPEN**: May 30 - August 2, 2019

**FALL BASE OPEN**: August 12-13, 2019 Fall Day Care
DISTRICT INFORMATION

1. About this Document

2. Legal Notifications
   a. Notice of Non-Discrimination
   b. Homeless Students Notification
   c. Notification of Rights (FERPA & CORA)
   d. FERPA Notice for Directory
   e. Sex Offenders
   f. Notice of Rights (PPRA)
   g. Asbestos Hazard
   h. Nutrition Services
   i. Wellness Policy

3. Student Code of Conduct
   a. Student Code of Conduct
   b. Student Due Process
   c. Attendance
   d. Use of Cell Phones
   e. Use of Computers
   f. Drug, Alcohol and Controlled Substance
   g. Tobacco Possession and Use
   h. Dress Code
   i. Violence, Fights, and Aggressive Behavior
   j. Gangs
   k. Habitually Disruptive Behavior
   l. Weapons
   m. Bullying
   n. Off-Campus Behavior
   o. Search and Seizure
   p. Corporal Punishment
   q. Physical Restraint

4. Commonly Requested Information
   a. Appeals or Grievances
   b. Consolidated Billing
   c. Identification Badges
   d. Law Enforcement
   e. Parking and Driving on District Property
   f. Post-Secondary Planning
   g. Services for Students with Disabilities
   h. Student Pickup
   i. Rights to Expressions
   j. Teacher Qualifications
   k. Translation Services
   l. Transportation
   m. Video and Audio Monitoring
   n. Visitors to Schools

5. Student Health Information
   a. Administration of Medications
   b. Food Allergies
   c. Head Lice
   d. Health Services
   e. Illness or Injury
   f. Immunizations
   g. Medicaid Program
   h. Suicide Prevention
   i. Vision and Hearing Screening
   j. Student and Family Outreach Program
   k. Parent Letter with Chart