



Salida del Sol Academy

Dual Language Education

www.salidadelsolacademy.org

Student and Parent Handbook 2023-2024

111 E. 26th Street
Greeley, CO
80631



Our Mission...

Salida Del Sol Academy provides a supportive, challenging, personalized, bilingual, multicultural education for students from kindergarten through eighth grade. Our students demonstrate pride, self-confidence, and mutual respect and acquire the academic foundation necessary to become successful leaders.

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INTRODUCTION

This handbook provides our families and students with essential information about our District. Parents and Students are expected to be knowledgeable about and comply with Salida Del Sol Academy policies, including ones which may not be included in this publication.

Please remember much of the information in this handbook is in summary form.

Complete, detailed copies of all district policies and regulations, including revisions which may have occurred after publication of this document, are available on SDSA's website at <https://www.salidadelsolacademy.org/>. Policies and regulations are subject to change as necessary at any time during the school year.

If you are having trouble with online access, policies may be reviewed at the central office of SDSA or by calling (970)- 347-8223. A printed copy of the Student Parent Handbook may be requested at no cost in the office or by calling 970- 347-8223.

Legal Notifications

Notice of Nondiscrimination/Equal Opportunity

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972; Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, Salida del Sol Academy, Greeley-Evans School District 6, Greeley, Colorado, does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

Complaint procedures have been established for students, parents, employees, and members of the public. Any student or parent/guardian who believes they have been a victim of unlawful discrimination or harassment as defined in Board policy, or who has witnessed such unlawful discrimination or harassment, is encouraged to immediately report it to an administrator, counselor, teacher or the district's Compliance Officer and/or file a complaint as set forth in Board policies AC-E2 or AC-E3. No student or parent/guardian shall be subject to adverse treatment in retaliation for any good faith report of discrimination or harassment. The following person has been identified as the Compliance Officer and Title IX Coordinator for the district:

District 6 Compliance Officer and Title IX Coordinator:

Jim Donahue, Director of Title IX & Compliance Officer
1025 Ninth Avenue
Greeley, CO 80631

Phone: 970-348-6070

Email: jdonahue@greeleyschools.org

Outside Agencies:

Complaints regarding violations of Title VI (race, national origin), Title IX (sex/gender), Section 504/ADA (handicap or disability), may be filed directly with the Office for Civil Rights, U.S. Department of Education, 1244 North Speer Boulevard, Suite 310, Denver, Colorado, 80204. Complaints regarding violations of Title VII (employment) and the ADEA (prohibiting age discrimination in employment) may be filed directly with the Federal Office of Equal Employment Opportunity Commission, 303 E. 17th Avenue, Suite 510, Denver, Colorado, 80202, or the Colorado Civil Rights Commission, 1560 Broadway, Suite 1050, Denver, Colorado, 80202. For more information, please see Board policies: AC-E1 Nondiscrimination/Equal Opportunity (Notice of Non-Discrimination), AC Nondiscrimination/Equal Opportunity, and JB Equal Educational Opportunity, or as described in the Complaint and Grievance process summarized below.

Prohibition Against Sexual Harassment Under Title IX

The district is committed to maintaining a learning environment that is free from sex-based discrimination, including sexual harassment. It is a violation of policy for any staff member to harass students or for students to harass other students through conduct or communications of a sexual nature, or to retaliate against anyone that reports sexual harassment or participates in a harassment investigation. The District is committed to addressing all sexual harassment or allegation of sexual harassment that fall under Title IX in the manner prescribed by Title IX.

For more information about District 6 rules, regulations, and grievance procedures under Title IX, please refer to Board policies AC-E1, AC-R2, AC-E3 and JBB.

Homeless Students Notification

Specific rights and protections are ensured to parents, children and youth experiencing homelessness as defined under the McKinney-Vento Homeless Assistance Act. Homeless students shall be provided with access to education and other services that they need to ensure that they have an opportunity to meet the same student performance standards to which all students are held. All educational decisions shall be made in the best interests of the student.

For more information about services for homeless students refer to Board policy JFABD or contact the local liaison assigned to your school.

Notification of Rights under the Family Educational Rights and Privacy Act (FERPA) & Colorado Open Records Act (CORA)

The staff and administrators of District 6 safeguard the educational records of students in accordance with the requirements of federal and state laws, and consistent with district policy. Disciplinary information about a student may be provided to another school where they move, transfer, or apply for transfer. Consent of the parent, guardian, or student to release the information is not required.

A principal or designee may communicate disciplinary information about a student enrolled in the school to all teachers and/or counselors who have direct contact with the student. The teachers and counselors who receive disciplinary information must keep it confidential and do not have the authority to communicate the information to another person.

The Family Educational Rights and Privacy Act ("FERPA") and Colorado law afford parents/guardians ("parents") and students over 18 years of age ("eligible students") certain rights with respect to the student's education records, as follows:

1. The right to inspect and review the student's education records within a reasonable time after the request for access is made (not to exceed 45 days). See [JRA/JRC-R](#).
2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student's privacy rights. See [JRA/JRC-R](#).
3. The right to privacy of personally identifiable information in the student's education records, except to the extent that FERPA and state law authorize disclosure without consent. See [JRA/JRC-R](#).
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the district to comply with the requirements of FERPA. The name and address of the office that administers FERPA is [Family Policy Compliance Office U.S. Department of Education 400 Maryland Avenue, SW Washington, DC 20202-8520](#).
5. The right to refuse to permit the designation of any or all the categories of directory information. See [JRA/JRC-R](#).
6. The right to request that information not be provided to military recruiting officers.

For more information about students and parents' rights and responsibilities under FERPA, please refer to Board policies [JRA/JRC-R](#), [JCA/JRC-E1](#), [JRCB](#), and [KBBA](#), or contact the Student Records and Transcripts Department for Greeley-Evans, Weld County School District 6. See website for more details at [Records & Transcripts](#).

Also, the Colorado Open Records Act (CORA) requires education records to be available within 3 days of the day the school receives an access request. For more information about CORA, please refer to Board policies [BEC](#), [GBJ](#), and [KDB](#).

FERPA Notice for Directory Information

FERPA requires that the district, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, the District may disclose appropriately designated "directory information" without written consent, unless you have advised the district to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the district to include this type of information from your child's education records in certain school publications.

"Directory information" means information contained in a student's education record that would not be considered harmful or an invasion of privacy if disclosed. Directory information which may be released includes but is not limited to: the student's name, e-mail address, photograph, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, grade level, enrollment status, degrees, honors and awards received, the most recent previous education agency or institution attended by the student, and other similar information. Directory information also includes a student identification number or other unique personal identifier displayed on a student ID badge or used by the student to access or communicate in electronic systems, but only if the identifier cannot be used to gain access to student education records except when used in conjunction with one or more factors that authenticate the user's identity, such as a password known only by the authorized user. Student telephone numbers and addresses shall not be disclosed pursuant to this section.

In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents have advised the LEA (local educational agencies) that they do not want their student’s information disclosed without their prior written consent.

The parent or eligible student has the right to refuse to permit the designation of any or all of the categories of directory information if such refusal is received in writing in the office of the principal of the school where the student is in attendance no later than September 7 or the following Monday if September 7 is a Saturday or Sunday of the current school year.

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

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

Sharing of information by the school district:

Disciplinary and attendance information shall only be shared with a criminal justice agency investigating a criminal matter concerning a student enrolled or who will enroll in the school district when necessary to effectively serve the student prior to adjudication. Such information will not be disclosed to any other party, except as specifically authorized or required by law, without the prior written consent of the student’s parent/guardian.

School personnel who share disciplinary and attendance information concerning a student pursuant to this policy are immune from civil and criminal liability if they act in good faith compliance with the state law.

Nothing in this policy shall prevent administrators, teachers, or staff from disclosing information derived from personal knowledge or observation and not derived from student’s education records.

Information obtained from state agencies:

Within the bounds of state law, school district personnel shall seek to obtain such information regarding students as is required to perform their legal duties and responsibilities, including protecting public safety and the safety of the student. Such information may be obtained from the judicial department or any state agency that performs duties and functions under the Colorado Children’s Code.

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

When a petition is filed in juvenile court or district court that alleges a student between the ages of 12 to 18 years has committed an offense that would constitute unlawful sexual behavior or a crime of violence if committed by an adult, basic identification information, as defined in state law, along with the details of the alleged delinquent act or offense, is required by law to be provided immediately to the school district in which the juvenile is enrolled.

Please refer to Board policy JRCA for more information.

Sex Offenders

Colorado Revised Statute 22-1-124 instructs school districts to notify parents of their right to request information concerning registered sex offenders in the community. More information on accessing such information may be obtained online at either of the following:

http://dcj.state.co.us/odvsom/Sex_Offender/SO_Pdfs/schoolresourceguideregistration.pdf OR
http://www.cde.state.co.us/cdeprevention/download/pdf/School_Sex_Offender_Guide.pdf

Furthermore, according to the Sex Offender Registration Act, C.R.S. 16-22-101, the Colorado Bureau of Investigation has established a website listing certain high-risk registered sex offenders at www.sor.state.co.us. Board policies KI, GBEB-R2, and GCQF-R provide more information about this topic. For additional information parents may also contact the District's Director of Safety and Security at 970-347-7777 or visit the Safety and Security page listed on the district's website.

Notification of Rights under the Protection of Pupil Rights Amendment (PPRA)

The Protection of Pupil Rights Amendment ("PPRA") affords parents/guardians certain rights regarding the conduct of surveys, collection, and use of information for marketing purposes, and certain physical exams. These include the right to:

1. Consent before students is required to submit to a survey that concerns one or more of the following protected areas ("protected information survey"), if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED):
 - a. Political affiliations or beliefs of the student or student's parent/guardian.
 - b. Mental or psychological problems of the student or student's family.
 - c. Sex behavior or attitudes.
 - d. Illegal, anti-social, self-incriminating, or demeaning behavior.
 - e. Critical appraisals of others with whom respondents have close family relationships.
 - f. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers
 - g. Religious practices, affiliations, or beliefs of the student or parents/guardians.
 - h. Income, other than as required by law to determine program eligibility.
2. Receive notice and an opportunity to opt a student out of:
 - a. Any other protected information survey, regardless of funding.
 - b. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student.
 - c. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
3. Inspect, upon request and before administration or use:
 - a. Protected information surveys of students.
 - b. Instruments used to collect personal information from students for any of the above marketing, sales, or

other distribution purposes.

c. Instructional material used as part of the educational curriculum.

These rights transfer from the parents/guardians to a student who is 18 years old or an emancipated minor ("eligible student") under state law.

The district will develop and adopt policies, in consultation with parents/guardians, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes.

The district will directly notify parents/guardians of these policies at least annually at the start of each school year and after any substantive changes. The district will also directly notify, such as through U.S. Mail or electronic mail, parents/guardians of students who are scheduled to participate in the specific activities or surveys noted above and will provide an opportunity for the parent/guardian to opt his or her child out of participation in the specific activity or survey. The district will make this notification to parents/guardians at the beginning of the school year if the district has identified the specific or approximate dates of the activities or surveys at that time.

For surveys and activities scheduled after the school year starts, parents/guardians will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents/guardians will also be given an opportunity to review any pertinent surveys.

Following is a list of the specific activities and surveys covered under this requirement:

1. Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
2. Administration of any protected information survey not funded in whole or in part by ED.
3. Any non-emergency, invasive physical examination or screening as described above.

Parents/guardians and eligible students who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, D.C. 20202-5901

Tobacco-Free Schools

To promote the general health, welfare, and well-being of students and staff, smoking, chewing, or any other use of any tobacco product by staff, students, and members of the public is prohibited on all school property. Possession of any tobacco product by students is also prohibited on school property.

Signs will be posted in prominent places on all school property to notify the public that smoking or other use of tobacco products is prohibited in accordance with state law and district policy. This policy will be published in all employee and student handbooks, posted on bulletin boards, and announced in staff meetings.

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

appropriate disciplinary action.

Disciplinary measures for students who violate this policy may include in-house detention, revocation of privileges, and exclusion from extracurricular activities. Repeated violations may result in suspension from school. In accordance with state law, no student will be expelled solely for tobacco use.

Please refer to the Board policy ADC for more information.

Asbestos Hazard Emergency Response Act (AHERA) Annual Legal Notification

The Asbestos Hazard Emergency Response Act (AHERA) and its regulations require public school districts and non-profit schools including charter schools and schools affiliated with religious institutions to:

- Inspect their schools for asbestos-containing building material
- Prepare management plans and to take action to prevent or reduce asbestos hazards

The district has Asbestos Management Plans available for review at each school and at the Facilities Office.

2023-2024 School Calendar

Salida Del Sol Academy

111 E. 26th St.
Greeley, CO 80631
970-347-8223

July 24-26	Kindergarten Testing
Aug 10	Back to School Night
Aug 14	First Day of School 1st-8th, A-L
Aug 15	First Day of School 1st-8th, M-Z
Aug 16	1st-8th All Students Report
Aug 17	First Day of School Kindergarten, A-L
Aug 18	First Day of School Kindergarten, M-Z
Sept 4	Labor Day-No School
Sept 11	Teacher Work Day-No School
Sept 14	Math Night
Oct 2	Teacher Work Day-No School
Oct 11	Parent Teacher Conferences
Oct 12	Parent Teacher Conferences-No School
Oct 13	School Closed
Oct 16	School Closed
Nov 6	Teacher Work Day-No School
Nov 20-24	Thanksgiving Break
Dec 4	Teacher Work Day-No School
Dec 21	End of 1st Semester
Dec 22 - Jan 8	Winter Break
Jan 15	MLK Day-No School
Feb 5	Teacher Work Day-No School
Feb 19	President's Day-No School
Feb 28	Parent Teacher Conferences-No School
Feb 29	Parent Teacher Conferences-No School
Mar 1	School Closed
Mar 4	Teacher Work Day-No School
Mar 11-15	Spring Break
Apr 1	Teacher Work Day-No School
Apr 25	Literacy Night
Apr 26	School Closed
Apr 29	School Closed
May 6	Teacher Work Day-No School
May 17	End of 2nd Semester
May 23	Last Day of School



July 2023						
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August 2023						
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September 2023						
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October 2023						
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November 2023						
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December 2023						
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31						

January 2024						
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February 2024						
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March 2024						
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April 2024						
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May 2024						
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June 2024						
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23	24	25	26	27	28	29
30						

Salida Del Sol Academy School Hours and Schedule

Salida Del Sol Academy		
School Hours	No School-Teacher Workdays:	
Monday: 8:00am-2:00pm	Sep. 4	Jan. 8
Tuesday-Friday 8:00am -	Oct. 2	Feb. 5
3:30pm	Nov. 6	March 4
	Dec. 4	April 1
		May 6

Lunch and Recess Schedule

During the school year, students will have a lunch break that consists of a 15-minute recess and a 20-minute lunch (15-minute lunch on Mondays). Students will eat lunch in the cafeteria at designated times. Microwaves will not be available to students. Students have access to wash or disinfect their hands before and after lunch. Supervision will be provided by campus monitors and/or support staff. No outside delivery of food (from parents or outside vendors) will be accepted by the office. If a student forgets their lunch, they will be required to get lunch from school. Students will not be permitted to share food. Energy drinks of any type are prohibited.

MONDAY			TUESDAY-FRIDAY		
GRADE	RECESS	LUNCH	GRADE	RECESS	LUNCH
1st Grade	10:10-10:25	10:25-10:40	1st Grade	10:50-11:05	11:05-11:25
4th Grade	10:50-11:05	10:35-10:50	Kindergarten	11:05-11:20	11:20-11:40
Kindergarten	10:35-10:50	10:50-11:05	8th Grade	11:28-11:43	11:43-12:03
3rd Grade	11:30-11:45	11:15-11:35	4th Grade	12:10-12:25	11:50-12:10
8th Grade	11:08-11:23	11:23-11:43	2nd Grade	11:45-12:00	12:00-12:20
2nd Grade	11:15-11:30	11:30-11:50	7th Grade	12:34-12:53	12:19-12:34
7th Grade	12:08-12:28	11:53-12:08	6th Grade	12:19-12:34	12:34-12:53
6th Grade	11:53-12:08	12:08-12:28	3rd Grade	1:05-1:20	12:45-1:05

2023-2024 Staff Directory		email
ADMINISTRATIVE TEAM		
Ricky Bucher	Director of Education	ricky.bucher@salidadelsolacademy.org
Patricia Muro	Principal	patricia.muro@salidadelsolacademy.org
Paula Haskins	Assistant Principal	pkhaskins@salidadelsolacademy.org
Margaret Angulo	Assistant Principal	margaret.angulo@salidadelsolacademy.org
Molly Carlisle	Dean of Students/Athletics Director	mcarlisle@salidadelsolacademy.org
MAIN OFFICE: 970.347.8223		
Perla Perez	Office Manager	pperez@salidadelsolacademy.org
Linda Gonzalez	Student/Parent Liaison	Linda.gonzalez@salidadelsolacademy.org
Vincent Jackson	Staff Accountant	Vince.jackson@salidadelsolacademy.org
HEALTH OFFICE: 970.347.8229 / FAX: 970.347.8242		
Anamaria Gandarilla	Health Clerk	
Marisela Méndez	D6 Nurse	
COUNSELORS		
Nancy Gonzalez	Middle School Counselor	nancygonzalez@salidadelsolacademy.org
Amanda Johnson	Social Worker	Amanda.johnson@salidadelsolacademy.org
KINDERGARTEN		
Tammy Switzer	Kindergarten	Tammie.switzer@salidadelsolacademy.org
Nancy Hernandez	Kindergarten	Nancy.hernandez@salidadelsolacademy.org
Leslye Del Águila Rojas	Kindergarten	Leslye.aguila@saliadelsolacademy.org
Carolina Macias	Kindergarten	carolina.macias@salidadelsolacademy.org
Elizabeth Almuina	First Grade	Elizabeth.almuina@salidadelsolacademy.org
Claudia Castillo	First Grade	Claudia.castillo@salidadelsolacademy.org
Amanda Jones	First Grade	Amanda.jones@salidadelsolacademy.org
Ana Ochoa	First Grade	Ana.ochoa@salidadelsolacademy.org
Judith Ruiz	Second Grade	Judith.ruiz@salidadelsolacademy.org
Jennifer Martinez-Salazar	Second Grade	Jennifer.martinez@salidadelsolacademy.org
Brian Pierce	Second grade	Brian.pierce@salidadelsolacademy.org
Noemi Medina	Second Grade	nmedina@salidadelsolacademy.org
Nathan Reich	Third Grade	Nathan.reich@salidadelsolacademy.org
Lucila VanCleve	Third Grade	Ivancleve @salidadelsolacademy.org
Gamaliel Gutiérrez	Third Grade	Gamaliel.gutierrez @salidadelsolacademy.org
Andrew Mlynek	Third Grade	amlynek@salidadelsolacademy.org
4TH GRADE		
Cesar Rivero	Fourth Grade	Cesar.rivero@salidadelsolacademy.org
Kerri Rink	Fourth Grade	Kerri.rink@salidadelsolacademy.org
Elodia Lopez	Fourth Grade	Elodia.lopez@salidadelsolacademy.org
Israel Muro	Fourth Grade	Israel.muro@salidadelsolacademy.org
5TH GRADE		

Susana De La Torre	Fifth Grade	Susana.delatorre@salidadelsolacademy.org
Alice Stech	Fifth Grade	Alice.stech@salidadelsolacademy.org
Roberto Ortiz	Fifth Grade	Roberto.ortiz@salidadelsolacademy.org
6th – 8th GRADES		
Laura Lanphear	MS SLA 7th & 8th	Laura.lanphear@salidadelsolacademy.org
Holly Jackson	MS ELA 7th & 8th	Holly.jackson@salidadelsolacademy.org
Jennifer Treat	MS ELA 6th & 7th	jtreat@salidadelsolacademy.org
Monica Pérez	MS SLA 6th & 8th	Monica.perez@salidadelsolacademy.org
Blake Lawall	MS Math 6th & 7th	Blake.lawall@salidadelsolacademy.org
Xzavier James	MS Math 7th & 8th	Xzavier.james@salidadelsolacademy.org
Raffael Silveira Sena	MS Social Studies 7th & 8th	Raffael.sena@salidadelsolacademy.org
Sasha Pallares	MS Social Studies 6th & 7th	Sasha.pallares@salidadelsolacademy.org
Inah Agulan	MS Science 7th & 8th	Inah.agulan@salidadelsolacademy.org
Heather Mather	MS Science 6th & 7th	hmather@salidadelsolacademy.org
SPECIALS		
Anissa Lubecke	K-5 Music	Anissa.lubecke@salidadelsolacademy.org
Verónica Gómez	K-5 Art	vgomez@salidadelsolacademy.org
Jeannet Turriago	K-5 PE	jeanett.turriago@salidadelsolacademy.org
Erica Cooper	6-8 Art	erica.cooper@salidadelsolacademy.org
Julio Salazar	6-8 PE	julio.salazar@salidadelsolacademy.org
Erika VanDriel	6-8 Music	Erika.vandriel@salidadelsolacademy.org
Alethea Stadler	Library Teacher	astadler@salidadelsolacademy.org
ESS SUPPORT STAFF / Teacher Assistants		
Tracy Zinc	Psychologist	tzinc@salidadelsolacademy.org
Alma Rocha	SpEd Para	arocha@salidadelsolacademy.org
Tabatha Jensen	SpEd Para	tjensen@salidadelsolacademy.org
Ariana Yanez	Speech Pathologist	Ariana.yanez@salidadelsolacademy.org
Becky Danielson	SpEd	Rebecca.danielson@salidadelsolacademy.org
Elizabeth Villanueva	Special Education 6th,7th & 8th	Elizabeth.viallnueva@salidadelsolacademy.org
Nancy Boudreau	D6 Occupational Therapist	Nancy.boudreau@salidadelsolacademy.org
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Intervention/ELD Support Staff		
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FACILITIES		
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Maria Beltrán	Monitor	
Jose Landeros	Monitor	
Michelle Fuller	Monitor	
Maria Ramírez	Bus Monitor	
KITCHEN		
Socorro Aguilar	Kitchen Manager	
Claudia Rea	Kitchen Staff	
Sandra Borunda	Kitchen Staff	
Sendy Rodríguez	Kitchen Staff	

Home-School Communication

Parent/ Teacher communication is encouraged and can be made through phone calls, electronic mail (e-mail) or notes. If you need to speak with your child’s teacher, please follow the process listed below.

- ❖ Parents/ guardians may contact the office 970-347-8223 and request an appointment with the teacher and/ or other staff who may work with their child.
- ❖ The staff member will contact parents/guardians and set up a mutual time to discuss concerns. Appointments will be scheduled if further meetings are needed to resolve the issue.
- ❖

Parent Teacher Conferences

Parent Teacher Conferences 23.24	
October 11 th (4:00pm-8:00pm)	February 28 th (4:00pm-8:00pm)
October 12 th (8:00am-8:00pm)	February 29 th (8:00am-8:00pm)

Conference days have been set in the school calendar. We believe that each student is special and that parent involvement in their child’s educational program is vital to the academic success of the child.

The conference days are scheduled in October and February, for evaluating progress on the student’s learning goals and to set new goals as needed. It is our goal/expectation to have 100% participation in conferences by the students and their parents.

Electronic Mail (e-mail)

Electronic mail (e-mail) is a quick way to communicate with your student’s teacher if you have a quick question or request. Parents can access every teacher’s e-mail address on the school website under the staff section. Parents may communicate in English and/or Spanish with teachers.

Report Cards

Elementary report cards will be distributed and sent home to students at the end of each semester. The first semester ends on December 21, 2023, and reports will be sent home on January 12, 2024. Second semester ends on May 17, 2024, and report cards will be sent home on May 24, 2024. Middle school report cards will be sent through the mail.

Arrival and Dismissal Traffic Plan

Due to the high volume of vehicle and pedestrian traffic in and around the school during the morning and afternoon, it is imperative that drivers and pedestrians respect and follow the traffic plan.

MORNING DROP-OFF

SDSA staff will be on-site beginning at 7:45 a.m. to receive students. Teachers will meet students in their classroom.

Drivers should come in from the east off Ash Avenue. You will drive west on 26th Street, pull into the main parking lot area to drop off all the students at the main entrance. Students should be dropped off along the sidewalk and then enter the designated entrance indicated above. Parking will not be allowed along the red curb of 26th Street to keep traffic moving.

Families who wish to come in from 1st Avenue should park along the south side of 26th Street, drop off their student and allow their student to use the crosswalk. A crossing guard will be present to assist all pedestrians crossing the street. **Please refrain from dropping students off in the middle of the street.**

It is important to remember that “NO U-TURNS” are allowed on 26th Street.

Morning Bus procedures

Parents must stay at the bus location until the child has boarded the bus. Students must sit in an assigned seat.

Dismissal Procedures

Walking Procedures:

Students walking home after school must have previous written permission to be dismissed from school to walk home. Students will be dismissed when the bell rings.

Bus Procedures:

Students riding the bus will be dismissed five minutes prior to the dismissal bell ringing. The bus will depart from the school 5 minutes after the dismissal bell rings pm. There is no loitering on school property.

Pick up Procedures:

We will continue to implement a rapid student release process while maintaining safety and order using Driveline. The parking lot will be opened in the afternoon 45 minutes before dismissal. Parents will drive through the parking lot to the cones behind the bus. Families are to have their Driveline number placard hanging from the rearview mirror, visible for the Driveline operator to view. The Driveline operator will start recording numbers 5 minutes before dismissal. After the bus departs, Driveline parents will continue out of the parking lot and head west bound along the side of the school. Your child will exit out of the South main doors. They will continue along the sidewalk until they reach their vehicle. Monitors will be present to help your child get into the vehicle and keep traffic flowing. When waiting for your child, please continue moving forward as instructed by monitors. Once your child is loaded you are free to exit out of the driveline.

If the Driveline placard is not visible, your child will not be dismissed from class. You will be asked to park in a designated parking area and stay in your vehicle until 3:45 pm. At 3:45 pm, all students remaining students will be dismissed. No parking will be allowed along the No Parking Zone as indicated by signs and painted red curbs.

Inclement Weather

School Closing Announcements

When the Greeley/Evans School District closes due to inclement weather, Salida del Sol will close too.

Announcements of school closings, delayed opening, or early closing of Salida del Sol Academy due to sleet, snow or hazardous weather conditions are made on the following:

- The Greeley/Evans District Website: www.greeleyschools.org
- Salida del Sol Academy Website: www.salidadelacademy.org
- Radio stations: K99, Tri102, KFKA 1310
- Channel 9 News
- Salida Del Sol Academy mobile app
- Salida Del Sol Academy Facebook page

Inclement Weather During School

It is our practice to have the children go outside as much as possible during designated recess and lunchtime, even in winter. Students will not go outside if it is raining heavily or if the wind chill is below 17 degrees. Parents are asked to dress children in appropriate outerwear for the weather conditions, so that students may comfortably take advantage of outside recreational play. Please put names on all outdoor clothing, including boots.

Parent/Student Responsibilities

Homework

Parents have a responsibility to make sure children have a set place and time to do homework. A consistent time should be chosen that works for the family. For example: before going out to play or after dinner. It is also good to establish a daily routine that includes homework; including identifying a quiet place to sit and completing the homework. Homework should be put in students backpack when it is completed.

Homework is a time for students to practice what they learned in class. Teachers may use homework to gauge if students understand the concepts that were taught. Students are responsible for knowing how to complete their homework on their own. If they have any questions, they should ask the teacher. Students may also need their parents to remind them and encourage them to do their homework. All middle school students are enrolled in an AVID class this year and must keep a binder.

Field Trip Policy

Most classes are involved in one field trip during the school year. Transportation will be provided by SDSA or D6 bus services. Field trips provide valuable learning experiences for children. Parent permission is required for student participation in field trips. We must have a signed permission slip on file before a trip (unless it is a school wide activity).

Attendance

The School Attendance Law requires that each child between 6 and 17 attend public school unless otherwise excused. It is the obligation of every parent to ensure that every child is under the parent's care and Supervisors between 6 and 17 comply with this statute. See C.R.S. 22-33-104.

Attendance is crucial to student learning. If your child is absent or late, please call the office at (970)347-8223 as soon as possible, preferably on the day of absence. If your child arrives late, please have him/her report to the school office before they go into class.

Attendance Procedures:

- Office Staff will follow up and contact parents via phone or mail to notify them of any issues regarding attendance and/or tardiness.
- After 2 unexcused absences, SDSA may require an intervention with the student and the family to ensure that this does not become a pattern. The school staff may contact the student and the parents to create an attendance plan to which the family will need to adhere.
- The number of unexcused absences a student can incur before judicial proceedings may be initiated to enforce compulsory attendance laws is 4 absences within one month or 10 during the school year.

Excusing Students from School

1. To excuse a student from school, parents must call the office and provide a reason within 24 hours from the date of absence if practicable. The school may require additional information or documentation related to the absence. The school will determine if the absence is excused or unexcused and communicate this information to the parent/guardian.
2. Excused absences are defined as any absence from school due to the following reasons:
 - A. A student temporarily ill or injured or whose absence is preapproved by the administrator. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours. Approval for prearranged absence(s) may necessitate a parent conference; a student who is absent for an extended period due to physical, mental, or emotional disability. Medical documentation may be required.
 - B. A student attending any school-sponsored activity or educational activities with advance approval of administration.
 - C. Religious holidays not already observed on the school calendar
 - D. A student who is suspended.
 - E. A student is in an out-of-home placement.
 - F. Local custody by a public agency or other court ordered reason; or any other reason deemed acceptable by the school administrator, in their sole discretion. When possible, prior notice of absence for the student's parent or guardian is required and the school administrator may require verification, such as a physician's statement, when appropriate.

SDSA requires written statements from medical or legal sources for the above reasons.

Unexcused absences

1. An unexcused absence is defined as one not covered by one of the foregoing exceptions. Also, an unexcused absence shall be recorded if a student leaves a school or class without the teacher or school administrator's permission. Each unexcused absence shall be entered in the student's record. The parents/guardians of the student receiving an unexcused absence shall be notified orally or in writing by the school.

Truancy

1. Any time a student is absent from school without an excuse that student is "truant." In accordance with state law, a student is "habitually truant" when a student has reached 4 unexcused absences from school in any month or 10 unexcused absences during any school year. The school shall require a meeting or with the student's parent/guardian to review and evaluate the reasons for the student being habitually absent from school. A plan will be developed to help the student stay in school or receive academic work at home in case of a prolonged illness. If the student fails to adhere to the attendance plan, the student's parents will be notified, and court proceedings may be initiated to enforce

compulsory attendance laws.

2. When the school is aware that criteria exist to designate a student as habitually truant, the school shall refer the students and their parent/guardian to the Weld County Judicial System, Youth and Family Connections and/or the Weld County District Attorney's Juvenile Diversion Unit.
3. In accordance with law, the school may impose academic penalties which relate directly to classes missed while unexcused. Penalties may include a warning, school detention or in-school suspension. The administration shall develop regulations to implement appropriate penalties. The school administration shall consider the correlation between course failure, truancy and a student dropping out of school in developing these regulations and shall implement research-based strategies to re-engage students with a high number of unexcused absences.
4. Students and parents/guardians may petition the school Board of Directors for exceptions to this policy or the accompanying regulations provided that no exception shall be sustained if the student fails to abide by all requirements imposed by the Board as conditions for granting any such exception.

Tardiness

1. Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, appropriate penalties shall be imposed for excessive tardiness. Parents/guardians shall be notified of all penalties regarding tardiness. **Salida del Sol Academy considers that 4 unexcused tardies are equivalent to one unexcused absence.**
2. In an unavoidable situation, a student detained by another teacher or administrator shall not be considered tardy provided that the teacher or administrator gives the student a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy. This policy's provisions shall be applicable to all students in the school, including those above and below the age for compulsory attendance as required by law.

Safety and Expectations

School Safety

Salida Del Sol Academy is committed to having a safe, secure, and caring learning environment. Our comprehensive plan for safe schools includes a purposeful connection between physical safety and security and the psychological safety of students.

Physical safety

Physical safety includes measures like visitor check-in and identification badges, preparedness planning, and regular practice drills for various potential incidents. Parents are asked to refrain from coming into the building with their child in the morning unless they have checked in at the office first. Crisis plans for individual schools and the district are aligned with the recommendations of Homeland Security, local emergency responders, and the National Incident Management System (NIMS).

Recess Rules

- Students are to remain in their cohorts designated play area.
- Students are to stay off the fences.
- Students must obtain permission to leave the designated area.
- No wrestling, tackling, pretend fighting or kickboxing.
- Woodchips and snow are to remain on the ground.
- Toys/balls are not allowed

Student Dress Code

Standards on student attire are intended to encourage school pride and unity, and thereby help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. Salida Del Sol

Academy will require all students to dress in a uniform manner as outlined below:

The uniform shirt should consist of a purple or orange polo shirt with the school emblem, a solid black, white, purple, or orange polo shirt.

- Long sleeve t-shirts worn under the polo shirt should be plain black, white, orange, or purple.
- The polo shirt must be worn daily.

Students can wear an SDSA sweatshirt over a polo shirt.

Hoods are not permitted inside the building and will result in the immediate removal of sweatshirt

The uniform pants should be black or khaki. Pants may include shorts, capris, or skirts.

- The length of shorts and skirts must be lower than the student's fingertips when arms are held to the sides.
- Blue jeans are only permitted on Friday with Spirit Shirt

Clothing accessories worn with the school uniform inside the building such as coats, jackets, sweaters, hoodies, shall consist of:

- School approved clothing items bearing the school logo.
- Clothing accessories must be purple, orange, black, khaki, or white and should be free of logos, designs and/or stripes.
- Belts must be of an appropriate size for the child and worn tucked through belt loops.
- Hats/caps/hoodies are not permitted in the building.

Footwear

- Roller blades, skate shoes, or "heelies" are not permitted.
- Tennis shoes are recommended for physical education days

Personal Appearance

- Inappropriate facial piercings that cause disruption or distraction will not be permitted.

When there is a question on the dress or appearance of a student, school administrators or school staff will use their discretion concerning the dress code. SDSA adheres to the provisions as outlined in the CROWN Act. Students will be required to change or remove clothing to comply with the dress code if necessary.

Should the student fall outside the policy, the following corrective measures will be taken:

1. First offense:
 - a. Student will change into appropriate uniform attire
 - b. Dress code violation will be documented
2. Second offense:
 - a. Student will change into appropriate uniform attire
 - b. Parents will be notified of violation
 - c. Dress code violation will be documented
3. Third offense:
 - a. Parents will be called to deliver appropriate uniform attire to the student. Student will remain in the central office until appropriate clothing is delivered to the student
 - b. Parents will meet with school administrator to discuss the necessity to comply with the dress code
4. Additional offenses:
 - a. Student discipline will increase as deemed appropriate by school administrators

Bullying Prevention and Education

Bullying behavior can negatively affect the school climate and lead to more serious behaviors affecting the health, safety, and welfare of students. Salida Del Sol Academy supports a secure school climate, conducive to teaching and learning that is free from threat, harassment, and any type of bullying behavior. This policy promotes consistency of approach and helps create a climate where all types of bullying are regarded as unacceptable.

Bullying is the use of coercion to obtain control over another person or to be habitually cruel to another person.

Bullying can occur through written, verbal or electronically transmitted expression or by physical act or gesture. Bullying is prohibited on SDSA property, at school-sanctioned activities and events, when students are being transported in any vehicle dispatched by the school, or off school property when such conduct has a connection to the school curricular or non-curricular activity or event. SDSA prohibits all types of harassment, including harassment based on a student's perceived or actual sexual orientation or gender identity.

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

Teachers who observe or become aware of bullying shall take appropriate steps to intervene and/or report such behavior to an administrator. Parents and students who become aware of bullying are encouraged to report it to an administrator.

Administrators will take appropriate steps to educate students about ways to show empathy and prevent bullying and may facilitate access to providers not on school property who have experience in providing additional services to any student in need.

Personal Property/Electronics

Cell Phones, tablets, I-pods, MP3 players, radios, electronic equipment, toys, or any other items of value should be left at home. **If your child must have a cell phone, it must be silent and kept in their backpack until the end of the day.** If we see any of these articles, they will be confiscated and returned only to an adult related to the child. Students should also not carry more than \$5.00 on their persons at any time during the school day.

Chromebook Computers

Salida del Sol Academy is dedicated to helping students advance their use of technology as an educational tool. Salida del Sol Academy utilizes 1-to-1 technology to personalize the bilingual educational experience of our students by developing critical thinking and problem-solving skills through project-based learning. We will redefine and transform the way students learn and communicate in the 21st century by promoting multilingualism, innovation, creativity, and collaboration. Chromebooks are provided for all student use during school hours and are the property of Salida Del Sol Academy. Students are required to use these devices for academic and instructional purposes only. Students are responsible for keeping the devices clean and free of damage. **Students that damage any school technological device will have to pay for the repair or substitution of such.** Inappropriate use of technology may result in administrative action. Students in Grades 6-8 will receive their Chromebooks for use at school and at home.

Teachers and staff may use various websites and computer applications for educational purposes. Be aware that some of these providers may require access to student Google accounts including student names and email addresses. Be assured that our email system will not allow students to receive e-mail communications from outside Salida del Sol Academy. If you have any questions or concerns about your students' privacy regarding the applications and websites used, please contact your child's teacher.

Schools are permitted to consent to the collection of personal information on behalf of parents of students, thereby eliminating the need for individual parental consent given directly to the web site operator. Before doing so, SDSA is providing you with this notice and the opportunity to view the list of technology tools which may be used in your student's classroom. (The list may be located under the "Academics" page of our school's website <http://www.salidadelsolacademy.org/Academics>.) An exact list may be obtained from your child's teacher. Please look at the websites we will be using and what personal information the site collects: We will have your students use their SDSA email account for this. As part of the Parent/Student handbook review, parents and guardians have acknowledged that teachers will be using online tools that are vital to the educational process.

Damage of School Property

Salida Del Sol Academy students take pride in our building, furniture, and materials. Students are responsible, as much as any staff member, for the cleanliness and the maintenance of our school. Any student that damages/harms any item or area of our school, will need to pay for the repair or substitution of such.

Positive Behavior Intervention Systems & Supports (PBIS)

Creating a Safe-Learning Environment

We believe that children learn through positive reinforcement. We strive to find the strengths of each student and use these as a base to teach him/her. When students act in ways that align to our school values, **Safety, Ownership, Leadership, Attitude and Respect**, students will get verbally recognized for their behavior and will be rewarded at times with our PBIS system. The PBIS methodology ensures that students are recognized and rewarded for their good actions.

Behavior at School

School is a special place for children. It is our mission to make every child feel valued, to develop good relationships with peers and staff members, to use self-control, and to experience success. For these reasons, our faculty and students also follow Restorative Justice Practices.

The restorative approach is a set of guiding principles for the school community, which sees relationships as central to learning, growth and an inclusive, respectful school culture. It is a change in thinking from traditional rule-based, punitive discipline systems. Restorative Practices focuses on building, maintaining, and when necessary, repairing relationships among all members of the school community. These practices include Language that invites and encourages curiosity, empathy, respect, trust, honesty, compassion, accountability, inclusion, collaboration and repairing harm; and tools for community building and harm repair, such as:

- 1) Connection Circles
- 2) Restorative Conversations
- 3) Restorative Agreement Meetings
- 4) Solution Circles
- 5) Restorative Mediations
- 6) Community Group Conferencing
- 5) Restorative Mediations
- 6) Community Group Conferencing

Student Discipline

Discipline is usually understood as encouraging students to use self-control. Discipline is when one uses reason to determine the best course of action for oneself, an organization, or a specific situation.

At Salida Del Sol Academy teachers and staff members work together to incorporate strategies that lead students into developing self-control, self-behavior, and responsibility for their actions. We believe in incorporating and teaching values of compassion, kindness, and collaboration. Therefore, we integrate a discipline philosophy structured around prevention of misconduct and restoration of justice when harm has been done.

Every student in Salida Del Sol Academy learns that respect is the basis of our actions. Students learn that misbehavior can be re-directed, and students learn to gain control of their emotions and actions. They also learn to resolve conflict in a respectful way, everyone's voice is valued, and ideas are considered.

Acts of violence that are physically or emotionally hurtful are not tolerated. We want everyone to know that misconduct is never acceptable, but we can explore ways to repair the harm.

A student that misbehaves needs to understand that every adult at Salida Del Sol Academy is teaching him/her how to respond or behave in manners that are not disruptive, and in ways that will maintain a peaceful culture conducive of a learning environment in our school.

We want everyone to understand that responses to misconduct will vary according to the harm caused by any certain student. Responses and consequences for misbehavior are intended for the student to reflect on what she/he did wrong to repair the harm to oneself or others and restore justice.

Minor Behavior Violations

These behaviors may not require administrative involvement if they do not result chronically, or major damage is not caused. Teachers and staff members will initially re-direct the student behavior through re-teaching conversations.

Major Behavior Violations

These behaviors significantly violate the rights of others, put others at risk, harm or damage property and are chronic. The school administration will be involved when these types of violations happen. Consequences include detention, counseling, suspension, or expulsion.

Code of Conduct

Our policy is designed to help students understand and develop positive behavior patterns. When a student fails to follow the Code of Conduct, a **Verbal Warning** followed by a re-teach conversation will be issued by the faculty or staff member who observed the behavior. At that point, the child's parent(s) may be contacted by the faculty or staff member who issued the Verbal Warning.

If the behavior continues, an **Office Discipline Referral (ODR) Form** will be utilized to document the behavior and inform parents. If the behavior is a minor infraction, no administrative action will be taken, and parents will be notified by the student's teacher. If the behavior is a major infraction, administrative action will be taken, and the administrator will request a parent/student conference. At this point, the administration may decide to apply strategies that will ensure the safety of all students and staff members. These may include detention, community service, suspension, or expulsion.

A Behavior Referral could result in the following administrative responses, but is not limited to these:

1. **Educational Sanction involves projects or assignments designed to help the student learn more about the impact of the incident, behavior, or impact it caused, and how to prevent it from happening again.** For example, a vandalism incident could result in a student being assigned to research and draft a paper on the impact of vandalism at schools in the U.S.
2. **Conference** – this could include parents, teachers, administrators, and even students/peers. The specific conference would be designed based on the needs of the incident. The goal of the conference would be to gain a better understanding of the incident, the impact and harm caused, and to create an action plan or agreement of the next steps.
3. **Suspension** – this could be an in-school supervised suspension or an out-of-school suspension. Students are typically responsible for missed work, and in some cases, could also lose the opportunity to make-up for missed work, resulting in an impact on grades.
4. **Expulsion** – typically utilized in the most serious of situations, involving habitually disruptive students, or where a serious threat to safety and welfare is present.

5. **Detention**-typically utilized to make up any instructional time missed throughout the day

School Suspensions

All serious incidents will be approached with student safety in mind. In the event of a school suspension, our goal is that the student reflects upon their wrong doings to repair the harm and correct the behavior. The school principal or designee are the only administrators that can conduct school suspensions. Parents will be notified via phone and asked to come to school for a meeting before suspending a student. After the period of suspension and upon the re-entry of a student into school, the parent and student are required to meet with the principal or designee on the morning of the re-entry day, or on the evening prior to this day.

School Expulsions

Upon a school expulsion, students and parents will receive a written notice of a school expulsion. This notice shall contain:

- Statement with the expulsion explanation
- Statement of the evidence to be presented against the student
- Statement of student right to a hearing

When possible, the principal will set up a meeting with the student and parents prior to expulsion. In according with state law expulsion is mandatory for the following violations:

- Robbery or first or second-degree assaults committed by an adult, or a third-degree assault committed by an elementary.
- The sale or distribution of drugs or other controlled substances in the school building or grounds, or in any school sponsored activity outside of the school premises.
- Carrying, bringing, using, or possessing any dangerous weapon in the school building or grounds, or in any school sponsored activity outside of the school premises. However, expulsion may not be required if, when a student discovers that s/he is in possession of a dangerous weapon as defined, s/he notifies a teacher, administrator, or other authorized person and delivers the weapon to such person as soon as possible upon discovering it.
- Being habitually disruptive: 3 suspensions during a school year.

Health and Wellness

Medications at School

Parents are responsible for their children's health. This includes the administration of medicine. Salida Del Sol Academy personnel encourage medicines to be taken at home if possible. Many medicines may be taken before school hours and/or after school hours. However, if school personnel are asked to take some of the responsibility, the following policy/procedures apply:

1. A written note from a doctor must state the exact dates the medicine is to be available to the child.
2. The container must be labeled with the original prescription. This includes the child's name (not another member of the family), date, name of physician, name of pharmacy, name of drug, the dosage, when and how to take the medicine.
3. Medicine will be made available only as the prescription states.
4. The child is responsible for requesting the medicine from the school nurse/health clerk or other delegated person in the school.
5. When the nurse/health clerk is not in the building, it is the responsibility of the principal or designated office staff member to make the medicine available to the student.
6. The written note will be given to the nurse so that it may be kept on file in the health office.

Illness/Injury

When minor injuries occur at school, trained school personnel give first aid treatment. Parents will be called **if** there is a significant injury. Parents will also be called to pick up children who have a temperature above 100.0°F or diarrhea, vomiting, or a contagious disease. Please be sure we have your daytime phone number and at least one backup emergency number.

Health Care Plan

An "emergency medical plan" form should be on file for any child with an existing medical problem and/or allergy (such as asthma, seizures, allergy to bee stings, etc.). If the school cannot contact parents in an emergency, an ambulance may be called to transport the child to the North Colorado Medical Center's emergency room.

Nutritional Services

The Nutrition Services Department is taking a proactive approach to offering healthier and fresher foods for the students in our community. Our 'home-cooked' meals are prepared fresh daily utilizing whole, natural ingredients. Eliminating processed foods and replacing them with items made 'from scratch' has allowed the department to significantly reduce the amount of sodium, preservatives and other artificial ingredients that are served to our students. In addition, the Nutrition Services Department continues to expand its Farm to School Program by purchasing fresh produce from local growers. This provides our students with the freshest fruits and vegetables possible, while also supporting the local community.

Free & Reduced Meal Benefits

Recommendation is for every family to fill out the [Free and Reduced Meal Benefit Application](#) regardless of eligibility. Applications are only available online through the school and district's website. Only one application per household is necessary. Application processing can take up to 10 business days.

Breakfast

Breakfast is served from 7:45 a.m. – 8:05 a.m. Students pick up their breakfast from the cafeteria and take it to eat in the classrooms. All students qualify for free breakfast meals. Breakfast is served in their classroom.

Lunch

We do not require that students eat all their lunch; however, we do encourage them to try everything. Any food or beverage not consumed must be thrown away. Due to health regulations, **no one can store any uneaten food.**

Cafeteria Expectations:

Below are the cafeteria expectations for when students can use it.

While in the cafeteria, students will:

- Stand in line with hands and feet to themselves.
- Walk in the hallway and lunchroom.
- Talk only to the people at their table.
- Use "quiet voices" when talking to students at their table.
- Use "excellent" table manners.
- Gross words, noises, or inappropriate actions will not be tolerated.
- Get permission before leaving their seat.
- Clean-up after themselves.
- Not bring glass containers to school.
- Sit in assigned areas.

Parent involvement

Parent Volunteers

We encourage you to be involved as a volunteer, helping students and teachers in the classroom. For the safety of

our students, all volunteers must pass a background check. For more information about volunteering, please contact the office at 970-347-8223.

Parents and Visitors in the School Building

We welcome parents to our building and would like them to feel comfortable. However, to ensure student safety, we ask that parents check-in at the central office upon entry into the school and check-out when leaving. Additionally, silence should be respected in the hallways during instructional time so students can profit from learning time. Parents should refrain from cellphone usage while in the building.

School Accountability Committee

This committee helps make decisions for the school. This committee looks at teacher and principal effectiveness, instructional decisions, and school budget. We meet four times per year. A list of dates and times will be given at the start of the school year.

Seasonal school parties

School parties will resume this year. All parties will begin at 2:30pm unless otherwise noted.

In accordance with the Weld County Health Department, **all party treats or snacks must be store bought and prepackaged.** Food purchased from bakeries is acceptable. When planning a party, please bring your own supplies (cups, plates, napkins, utensils, etc.). Please check with your child's teacher before bringing any treats or food into the classroom.

Birthday Parties K-5

Birthday parties for students K-5th grade will be held on the last Monday of each month at 1:30pm. Distribution of outside party invitations is not permitted. Deliveries to school of flowers and similar tokens will be held in the office until the end of each school day, including party days; students may collect them at the close of school.

Birthday Parties 6th-8th

Birthday parties for student's 6th-8th grade will be held on the last Friday of each month at 3:00pm. Distribution of outside party invitations is not permitted. Deliveries to school of flowers and similar tokens will be held in the office until the end of each school day, including party days; students may collect them at the close of school.

SDSA, Where Students RISE!

