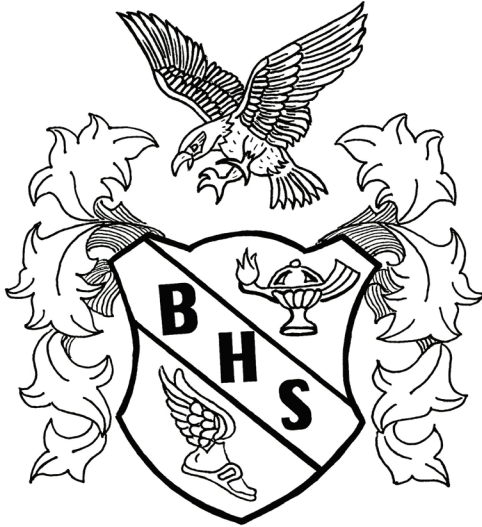


BROOMFIELD HIGH SCHOOL

2011 - 2012



#1 Eagle Way
Broomfield, Colorado 80020
(720) 561-8100

Attendance Office: 720-561-5381
Main Office Fax: 720-561-5390
Counseling Office: 720-561-5384
Counseling Office Fax: 720-561-5389
Response Desk: 720-561-5753
BHS Website:
www.bvsd.org/schools/broomfieldhigh

Safe to Tell: 1-877-542-SAFE

Students and parents are responsible for reviewing and knowing behavior expectations outlined in both this student handbook and the BVSD "Students' and Parents' Rights and Responsibilities Handbook" published by Boulder Valley School District.

BROOMFIELD HIGH SCHOOL CODE OF CONDUCT

Be responsible

Honor yourself and others

Strive for excellence

B H S . . . We Live it!

Name _____ Grade _____
Address _____
Phone Number _____

**Broomfield High School
DAILY BELL SCHEDULE
2011 – 2012**

The South Wing will have fifth period first and second lunch; the North Wing will have first lunch and then fifth period. The South Wing includes P. E. classes.

MONDAY, TUESDAY, FRIDAY (Regular 7 period days)

Period		Time			Duration
1		7:30	-	8:25	55 minutes
2		8:30	-	9:25	55 minutes
3		9:30	-	10:25	55 minutes
4		10:30	-	11:25	55 minutes
5 North	Lunch	11:30	-	12:00	30 minutes
	Class	12:05	-	1:00	55 minutes
5 South	Class	11:30	-	12:25	55 minutes
	Lunch	12:30	-	1:00	30 minutes
6		1:05	-	2:00	55 minutes
7		2:05	-	3:00	55 minutes

WEDNESDAY (Block Day)

Period		Time			Duration
PLC Time (Late Start)		7:30	-	8:25	55 minutes
2		8:30	-	10:00	90 minutes
4		10:05	-	11:35	90 minutes
6 North	Lunch	11:40	-	12:10	30 minutes
	Class	12:15	-	1:45	90 minutes
6 South	Class	11:40	-	1:10	90 minutes
	Lunch	1:15	-	1:45	30 minutes
Tutor Time		1:50	-	3:00	70 minutes

THURSDAY (Block Day)

Period		Time			Duration
Seminar/Tutor Time		7:30	-	8:05	35 minutes
1		8:10	-	9:40	90 minutes
3		9:45	-	11:15	90 minutes
5 North	Lunch	11:20	-	11:50	30 minutes
	Class	11:55	-	1:25	90 minutes
5 South	Class	11:20	-	12:50	90 minutes
	Lunch	12:55	-	1:25	30 minutes
7		1:30	-	3:00	90 minutes

Broomfield High School ADMINISTRATION

Ginger Ramsey, Principal
Craig Boccard, Assistant Principal
of Curriculum and Instruction
John Long, Assistant Principal
of Athletics and Activities
Nick Barnes, Assistant Principal
of Student Services

Broomfield High School OFFICE STAFF

Paulette Laging, Principal's Secretary
Charlene Orvis, Athletic Secretary
Mindy Happs, Treasurer
Heather Trujillo, Registrar
Donna Maestas, Counseling Secretary
TBA, Receptionist
Maria Ocampo, Attendance Secretary
Debi DePinto, Attendance Para

Broomfield High School COUNSELORS

Gina Malecha
Janice Dempsey
James Greene
Sheila Powers-Wright

Broomfield High School STUDENT EXECUTIVE COUNCIL

Emma Jacobs, Head Girl
Aaron Viburg, Head Boy
Kayley Thompson, Secretary
Nicholas Reisch, Treasurer

Broomfield High School Mission Statement

Broomfield High School will:

1. create an opportunity for students to develop their intellectual, vocational, creative, and physical potentials within a challenging curriculum in a safe, inclusive, and motivational environment.
2. nurture in students diverse and lasting experiences that extend beyond the classroom.
3. recognize and support student and staff contributions and achievements.
4. provide the community a focal point for activity, involvement, and civic pride.

SCHOOL INFORMATION

Building Hours: Daily building hours are Monday through Friday, 7 a.m. to 4 p.m. Students are not to be in the building at any other time unless under the direct supervision of a member of the school staff.

Visitors: Visitors are not allowed on campus unless they have school business and/or are accompanied by a parent. Friends and/or relatives of students will not be granted a visitor pass unless they have specific school business and have been approved **in advance** by an administrator. All visitors must report to the Main Office and display Visitors' Tags at all times.

Library Media Center: The Library Media Center is open each day per posted hours for study, reading, and research.

Security: For security purposes, cameras have been installed on the exterior of the building. Exterior doors are locked with the exception of a select few during school hours. Students caught propping doors will be subject to disciplinary action.

School Closings/Emergencies: In case of severe weather, unforeseen school closings or changes will be announced before 6:30 a.m. (or as soon as the decision is made to close schools) on the BVSD website (www.bvsd.org), to television channels 2, 4, 7, 9, and 31, and to the following radio stations:

KCFR (90.1 FM)	KOA (850 AM)
KWBI (91.1 FM)	KBNO (1220 AM)
KYGO (98.5 FM)	KOSI (101.1 FM)
KKFN (950 AM)	KGNU (88.5 FM)
KQKS (107.5 FM)	KEZW (1430 AM)
KXKL 105.1 FM & 1280 AM)	
KBCO (1190 AM & 97.3 FM)	
KHOW (630 AM)	

Lockdown Drills: Each semester we will have a lockdown drill. Students are expected to follow the teacher's instructions and procedures.

Fire Drills: Each month an alarm will signify a fire drill. Students are to follow the teacher's instructions for procedures for evacuation. Students are required to stay at least 100 feet from the building while outside and remain there until the all-clear signal is given.

Tornado Warnings: In case of tornado warning, students and teachers will be requested to go to the nearest hallway, sit down and cover their heads. Students and staff should be in an area away from all windows. Students and staff will remain in the hallway until the warning is lifted.

Health Services: If a student becomes ill at school, he/she must report to the Clinic or Main Office and may not leave the building without authorization from the Clinic or Main Office personnel. A health paraprofessional is available during posted times. If a student has a chronic illness (eg. asthma, migraine, diabetes), medication must be kept in the Clinic so the student does not have to go home to get it. Boulder Valley School District policy states that no student may carry medication or keep it in his/her backpack or locker. All medication given in the Clinic requires a doctor's order and parent permission. Epi-pens and inhalers may be carried with doctor's permission (forms are available in the Clinic). The school nurse consultant may be contacted for more information.

Accidents: Students must report all injuries to the Main Office.

Physical Examinations/Immunizations: It is highly recommended that all tenth grade students and students new to the district have a physical examination. Proof of immunizations must be provided per the Colorado Immunization Law.

Posters and Daily Announcements: All posters to be placed in the school and announcements to be read need to be approved by an assistant principal and given a stamp of approval.

STUDENT INFORMATION

Student I. D. Cards: Each student is **required** to carry a Broomfield I. D. card at all times and be prepared to show it when asked. Disciplinary action may result if I.D. is not in student's possession. The student I. D. is required for library check-out and to be admitted into school activities at student prices.

Lockers: The student locker is school district property. Lockers may be searched by the principal or designee when there is reasonable suspicion that school policies, district policies, or state laws have been breached. Students are responsible for maintaining a clean locker and are to report any malfunctions to the Attendance Office. Locker combinations should be kept confidential to avoid possible thefts. **Items of value should be left at home, not in the locker.** The school and district do not assume any responsibility for stolen items. Requests for locker reassignment are made in the Attendance Office.

Lost and Found: Lost and found articles may be turned in or picked up in the Main Office. Articles not claimed in a reasonable length of time will be donated to a charitable organization.

Parking: Students will be required to obtain a parking permit allowing them to park in the designated student spaces ONLY (seniors \$30 for the Senior Lot, juniors and sophomores, \$15 for the lot off of Miramonte and Daphne). Parking permits, one per student, will be offered at registration. Permits are issued to registered student's vehicle ONLY. A campus monitor will randomly check lots. **Cars parked in the wrong lot or with no sticker displayed on the front windshield, on the lower left corner on the inside, will be ticketed for a fine of \$25. After the second ticket, the vehicle may be towed at owner's expense.** Students are not allowed to park in the south and north faculty parking lots, in the vicinity of

the sheds or tennis courts, in fire lanes, or along the yellow curb at any time. Students may not park in any dirt lot. Vehicles parked in these areas will be ticketed or towed at the owner's expense. **Students are not allowed to loiter in cars.** Automobile misuse may result in parking privileges being revoked. **The school district does not assume any responsibility for items stolen from or damage done to vehicles in the parking lot.**

Activity Ticket: A \$35 activity ticket may be purchased that allows students to attend games with no additional charge (excludes play-off games and theater productions).

Fees: Fees are required for students taking certain courses. All fees have been approved by the Board of Education. A list of approved fees is available in the Main Office.

Insurance: Student insurance is made available to students who wish to purchase it. All applications and necessary forms are available in the Main Office.

Change of Address or Phone: Please notify the Counseling Office promptly of a change in home addresses or telephone numbers. Please provide proof of residency by bringing a copy of a utility or water bill to the Counseling Office.

Transcript Fees: Seniors must submit a blue Records Release Form and the appropriate fee with the first transcript request to colleges.

Textbooks: Textbooks are furnished by the school district and checked out to students each year. Students who lose or damage a book will be assessed a fine.

Cafeteria: The school cafeteria is maintained as a vital part of the health program of our school. To encourage good nutrition, well-balanced lunch selections are offered. Students are expected to keep this area clean.

ATTENDANCE POLICY **(Attendance Office: 720-561-5381)**

The attendance policy at Broomfield High School has been developed to serve a two-fold purpose. First, to maximize a student's opportunity to receive a quality education, and second, to meet state law requirements.

How to excuse absences:

1. Calls by parents or guardian must occur within **48 hours** following the absence. Parents can also access the Attendance Office message machine after hours. (720-561-5381)
2. **Bring appropriate written documentation for any missed class time for doctor's or dentist's appointments (DOC).**
3. If during the day, your student needs to miss a class, please be sure to write a note excusing your student. Your student needs to give the note to the Attendance Office Secretary, so she can write your student a pass to be released from class. All Students NEED to check in and out of the Attendance Office.

The following absences are defined as excused:

- illness or injury (EXC/ILL)
- administrative approval (ADM)
- school activities (ACT)
- custody of a court or law enforcement authority or medical (DOC)
- family emergencies (EXC)

Unexcused (UNX) absences include:

- truancy
- working (non-school involved)
- **single period absences without documentation**

Parent or Guardian Responsibility for School Attendance:

1. To recognize that any absence, regardless of cause, has a detrimental influence on student achievement.
2. To contact the school regarding student attendance by calling the Attendance Office **within 48 hours of an absence** or by providing appropriate documentation for appointments.

3. To monitor your student's attendance and be aware of any missed work.
4. To contact the school and request a conference with the appropriate administrator upon notification from the school of an attendance concern.

Student Responsibility for School Attendance:

1. To recognize that any absence, regardless of cause, has a detrimental influence on student achievement.
2. To attend school during all of the days on the established Boulder Valley School District/ Broomfield High School Calendar.
3. To appear on time and prepared to learn.
4. To contact teachers immediately upon returning to school to arrange all makeup work assigned and establish with teachers when makeup work is due.
5. To provide documentation for classes missed due to appointments, or a parent may excuse in person.
6. **If it becomes necessary for a student to leave school during the day, he/she MUST CHECK OUT in the Attendance Office, Clinic, or Main Office.**

Prearranged Absences (PRE):

A request for a prearranged absence must be submitted to the Attendance Office **three days** prior to the absence. Prearranged absences must be approved by an administrator prior to submittal to the Attendance Office.

Makeup Work:

Students who have been absent are responsible for makeup work with their teachers and to adhere to the BVSD Standard Base Grading philosophy. Long-term assignments are due upon return to class.

Final Exams:

Final exams or culminating activities are offered in all courses each semester. Permission to take exams early may be granted by the principal for **extenuating circumstances**.

RULES OF STUDENT CONDUCT

Broomfield High School will be in compliance with Colorado Statutes: CRS 22-33-106 and BVSD Policy: JFC.

The State of Colorado deems the following as areas that may receive disciplinary action:

1. Continued willful disobedience or open and persistent defiance of proper authority.
2. Willful destruction of private property.
3. Behavior which is detrimental to the welfare and safety of others.
4. Serious violations in a school building or on school property.

Due Process: Students who are in non-compliance with the student rules of conduct will be afforded administrative due process.

Rules of Student Conduct:

Students are expected to maintain standards of behavior that are acceptable to the majority of their peers, school personnel, parents, and community during the school day and all Broomfield High related activities. The following Rules of Conduct are to be used only as a guide and should not be interpreted as a complete document of unacceptable behavior or resulting in disciplinary action. Any unacceptable pattern of conduct not referred to in this section will be dealt with in a manner similar to that outlined below. Nothing in the BHS Rules of Student Conduct shall detract from District policies.

Students on suspension, expelled, or withdrawn from school are to remain off all school district property during the period of suspension or expulsion. They are excluded from all school-sponsored activities and events on or off campus. This does not apply to students who are placed in in-school suspension. Violations of the above rule can result in additional days of suspension and/or trespassing charges through Broomfield Police Department.

THE FOLLOWING ACTS OF MISCONDUCT CAN BE GROUNDS FOR DISCIPLINARY ACTION BY SCHOOL PERSONNEL AND/OR POLICE:

ARSON: The intentional setting fire to, burning, or use of explosives to damage or destroy any building or property.

ASSAULT: Threatening knowingly or recklessly, inflicting bodily injury upon another person.

BULLYING: No student shall engage in bullying behavior in the school, on school grounds, in school vehicles, at a designated school bus stop, or at school activities or sanctioned events. Bullying is defined as any written or verbal expression, or physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students. A reasonable balance between the severity and pattern, if any, of the bullying behavior shall be taken into consideration when disciplinary decisions are made.

BURGLARY: Breaking, entering, remaining in a building or on school grounds with the intent to commit a theft.

DRUG AND ALCOHOL DISTRIBUTION, USAGE, OR POSSESSION: Students are not to sell, distribute (**including giving and sharing**), possess, use or consume drugs (including alcohol) on school grounds or at school-sponsored events. Students should not be on school grounds or at school sponsored events after using or consuming drugs (including alcohol) away from campus.

FALSE ALARMS AND BOMB THREATS: Pulling fire alarms in school when there is not a need is forbidden. False alarms transmitted to fire department, police department, ambulance service or any other emergency agency are prohibited. Violators will be subject to school disciplinary action in addition to a police and/or fire department referral. Bomb threats and similar threats of violence are also forbidden.

FIGHTING: Direct or indirect involvement in a fight on school grounds or at school-sponsored activities is forbidden. Fights originating on school grounds and those taking place off campus are subject to the same sanctions.

FIRE EXTINGUISHERS: Fire extinguishers are placed throughout the buildings for the sole purpose of combating fires. Tampering with, removal, or misuse of fire extinguishers is prohibited.

FIRECRACKERS OR SIMILAR POWDER EXPLOSIVES: Use or possession of firecrackers or similar powder explosives is dangerous to safety and not allowed on school district property.

INSUBORDINATION: Insubordination includes not following a directive by an administrator, teacher, campus monitor, or other school staff member/employee and is not tolerated.

LOITERING: Loitering means to be dilatory, to stand idly around, to linger, to lie or wander about, to remain, abide, or tarry in a public place. Broomfield City Ordinance (9-32-010) prohibits loitering in or about a school building or grounds or within 100 feet of school grounds. This is to include the occupancy of cars during school or at school events.

POSSESSION OF A WEAPON: Knowingly carrying a firearm, knife, explosive, chemical, or other dangerous or deadly device or using any object as a weapon on school property during the school day or at a school-sponsored event is forbidden. Facsimile weapons are included in this ban.

THEFT FROM SCHOOL OR PERSONAL PROPERTY: Taking property belonging to another person without that person's permission is considered theft. **The school is not responsible for lost or stolen items.**

TOBACCO USE: Smoking, possession of, or any other use or display of tobacco, including chewing, is not permitted on school grounds or at school events. Items used for smoking or

chewing will be confiscated. For more details see BVSD Policy JFCG. Smoking is considered a disruption to the school program and is therefore prohibited. There are several support tools for tobacco cessation available for students to quit their tobacco habit. More information may be obtained in the Counseling Office.

VANDALISM: The defacing or destroying of school property, the property of school employees, or students' property is forbidden. Students are responsible for the proper care of all books, supplies, furniture, assigned lockers, as well as the building itself. Students will be required to pay for school property which is damaged or destroyed and students may face criminal charges through the Broomfield Police Department. Students are asked to report vandalism immediately to a campus monitor or administrator.

GENERAL EXPECTED BEHAVIOR

Information concerning student expectations and responsibilities are detailed below. All students and parents are responsible for knowing and understanding this information.

The following acts of misconduct by students may be subject to work detail, in-school suspension, suspension from school, parent conferences, and, if the situation warrants, an extended suspension from school and/or recommendation for expulsion from school for the remainder of the semester and/or school year.

ACADEMIC DISHONESTY: Academic dishonesty, which includes cheating on tests, **copying papers**, plagiarism (to include downloading papers from the Internet), forging the signatures of any staff member and/or parents, or illegally changing a grade, is prohibited.

CELL PHONES AND OTHER ELECTRONIC DEVICES: Cell phones and other electronic devices may be used in the classroom or during instructional time with the permission of the teacher or staff in charge. Teachers or staff will take the cell phone or device away if the student uses it without permission. Cell phones may be held by the instructor, or placed in the Main Office in a secure place. Students may pick them up after 3:00 pm regardless of when their school day is over. The second time a cell phone or other device is removed from the student, a parent or guardian must pick it up. The third time this happens, it will be considered an act of defiance and will be treated as such.

DISRUPTION OF INSTRUCTION AND SCHOOL ENVIRONMENT: Disruption of instruction when classes are in session or any other conduct that may distract from the learning process will not be tolerated.

DITCH DAY: Unauthorized student activities such as ditch day and similar activities are not sponsored by the school or district.

DRESS CODE: Students are expected to keep themselves well-groomed and neatly dressed at all times. Clothing is expected to be public school appropriate. Guidelines have been put into place in an effort to avoid distractions or disruptions to the educational environment of the school. Students may be referred to an administrator for clothing that includes, but is not limited to, articles considered "revealing"; those advertising alcohol, drugs, tobacco; garments with obscene/offensive language/graphics; bandanas, chains, etc.; anything with spikes/chains, and pants that "sag". Shoes must be worn at all times.

FOOD AND DRINK: Food and drink are not to be consumed in hallways and stairways. Students may eat in the cafeteria area or outside. During lunch students may also eat in the auditorium lobby, main lobby, or in the courtyard. Students are to keep all opened containers of food and drink out of their lockers for sanitation and health reasons.

GAMBLING: Gambling which includes pitching/tossing coins/dice and playing for money is not allowed on school district property. Card playing is allowed only if approved by school administration.

HALL PASSES: Students are expected to be in class during the time class is in session. When a student leaves any class for any reason, he/she must have a hall pass.

HAZING, HARASSMENT, INITIATIONS, INTIMIDATIONS: Hazing, harassment, and intimidation toward any student or school employee is forbidden and will not be tolerated under any circumstances. Initiations of any kind are not permissible at BHS. This includes organized groups as well as individual students.

LANGUAGE: Obscenities, vulgarities, or personal attacks toward anyone are not tolerated.

LITTERING OF SCHOOL PROPERTY: Students are asked to take pride in the appearance of their school and to cooperate in keeping all areas of the building, inside and out, free of trash and litter. Students are expected to clean up after themselves and use the many trash receptacles placed around campus for their trash.

MESSAGES: Only emergency messages from parents will be accepted and conveyed during the school day.

PROJECTILE OBJECTS: Throwing of objects; i.e., snowballs, pencils, etc. is prohibited.

PUBLIC DISPLAY OF AFFECTION: Open displays of affection are considered inappropriate while at school or at school-sponsored events.

SKATEBOARDS/LONGBOARDS/ROLLERBLADES and BICYCLES: A student may ride a skateboard/longboard/rollerblades/bicycle to school; **however, these items are not to be ridden on school property. Violation of this rule will result in items being confiscated.** Skateboards/rollerblades are required to be stored in the student's locker

for the entire school day. **Bicycles should be locked up with a secure system in the bicycleracks. The school is not responsible for the loss, theft, or damage of boards/blades/bicycles.**

TARDINESS: Students are expected to be on time to all classes. **Five minutes late to class constitutes an unexcused absence.** A student who has a problem with tardies may face teacher/administrative action.

THEFT/REPORTING A LOSS OR THEFT: Students are reminded to secure bicycles, automobiles, valuables, and their lockers because the school does not accept responsibility for personal articles and property in case of theft in the building or on the grounds.

Students who lose or have reason to believe their personal property has been stolen/vandalized are advised to make a report with the S.R.O. Filing this report will assist the school and the police, should their involvement be warranted, in retrieving the lost or damaged property.

TRESPASSING: BHS students are not to be on the campus of other schools during operating hours without prior approval. Such unauthorized visits by students of BHS will be considered trespassing and will be subject to citations by the police department within that school's jurisdiction.

BOULDER VALLEY INTERNET USER POLICIES

The goal of the District in providing Internet access to students, staff and faculty is to promote educational excellence in the Boulder Valley Schools by facilitating resource sharing, innovation, collaboration and communication.

The smooth operation of the BVSDNet relies upon the proper conduct of the users who must adhere to strict guidelines. Guidelines are provided so that students and parents are aware of the responsibilities they acquire by

signing their name to the legally binding Internet application. **If a BVSD user violates any of the provisions, his or her account with BVSDNet will be suspended or terminated and future access could be denied.**

The use of a student account must be in the support of education and research and consistent with the educational objectives of the Boulder Valley School District. Please remember that the use of the BVSDNet is a privilege, not a right, and inappropriate use will result in suspension or cancellation of privileges. When using their account, students must abide by the guidelines provided with their Internet contract.

NOTICE OF NONDISCRIMINATION TO STUDENTS, PARENTS AND EMPLOYEES

The Boulder Valley School District does not discriminate against anyone in the school system on the basis of race, age, marital status, creed, color, sex, disability or national origin. BVSD will not tolerate discrimination, harassment, or violence against anyone, including students and staff members, regardless of race, ethnicity, gender, gender identity/expression, sexual orientation, age, disability or religion.

Questions, complaints, or requests for additional information regarding the District's nondiscrimination policies may be forwarded to a Broomfield High School administrator.

DISABILITIES/ACCOM- MODATIONS

If a student or family member has special needs due to a disability, and wish to request accommodations in order to participate in activities, please notify the 504/ADA Liaison at 720-561-8100 at least two days in advance of an event so that appropriate arrangements for reasonable accommodations may be made.

CONSEQUENCES FOR UNACCEPTABLE CONDUCT

In order to ensure the best possible educational environment for all students, unacceptable behavior described previously shall be prohibited and subject to disciplinary action if such actions occur while the student is under school jurisdiction (whether as a participant or spectator.)

THE FOLLOWING ARE DEFINITIONS OF CONSEQUENCES FOR INAPPROPRIATE CONDUCT AT SCHOOL, SCHOOL- SANCTIONED ACTIVITIES, AND ON THE SCHOOL BUS:

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

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

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

RESTORATIVE JUSTICE CONTRACT - Restorative Justice is an option in place of a referral to legal authority and/or suspension. This mediation process includes victims, offenders, and other involved/affected persons. Efforts are made to vocalize the incident and through discussion come to an agreement of restitution that is signed by all persons present.

WORK DETAIL - Duties such as washing tables, cleaning student desks, cleaning white boards, collecting litter on the lawns, bussing cafeteria tables during lunch are typical examples of work detail. Unexcused absences from work detail will result in additional consequences ranging from additional work detail assignments to suspension.

IN-SCHOOL SUSPENSION - students will spend from one to five periods assigned to a classroom working on class assignments. Work detail will also be assigned.

RESTITUTION - students can be required to reimburse the school or their victims for damages caused due to inappropriate actions.

LEGAL ACTION - contact with the Police Department.

SUSPENSION - students are removed from school from a half day to ten full days. Students are not permitted to attend activities or be on any BVSD campus during the time of the suspension. Students are given due process and parents are notified at the time of the suspension.

EXPULSION - the suspension of a student from attending all classes for the maximum of one calendar year. Recommendation for expulsion is made by the school to the Superintendent. Parents are notified of the proceedings by the District Office.

DISCIPLINARY ACTION

Unacceptable behavior, including but not limited to those described below, are prohibited at Broomfield High School. The boxes indicate the RANGE of consequences that may be applied. The administration will make a determination of the step (within the range) based on the severity of the infraction, disciplinary history of the student, and circumstances surrounding the situation. In most situations, parental involvement and a discussion of future consequences will be the initial step. Restorative Justice may be an alternative to referral to legal authority.

INFRACTION	Work detail	Suspension/In-school Susp./Deferal Program	Referral to Legal Auth.	Restitution	Request for Expulsion
1. Carrying, bringing, or possessing weapons, firearms, lasers, or other dangerous instruments, substances or objects		X	X		X
2. Sale, transfer or distribution of drugs or controlled substances		X	X		X
3. Bringing illegal drugs, alcohol, or paraphernalia to school or a school activity or possessing illegal drugs; use of illegal drugs at school		X	X		
4. Fighting, assault, battery, extortion, or threat of physical harm to any student or employee	X	X	X	X	X
5. Encouraging fighting or assault, including use of insults, taunts or challenges	X	X	X		
6. Vandalism, graffiti, destructive pranks, or tampering with computers	X	X	X	X	
7. Verbal or written abuse, including ethnic or racial slurs, lewd or obscene comments	X	X	X		
8. Intentional harassment, including sexual harassment, display of pornographic materials, threats, hazing, or initiations	X	X	X		X
9. Disrespect or defiance of authority	X	X	X		
10. Theft, willful or grossly negligent damage, vandalism, or destruction of school property	X	X	X	X	
11. Theft, willful or grossly negligent damage, vandalism, or destruction of private property on school grounds, at school activities, or in school vehicles	X	X	X	X	

INFRACTION	Work detail	Suspension/In-school Susp./Deferral Program	Referral to Legal Auth.	Restitution	Request for Expulsion
12. Designation of a student as habitually disruptive	X	X	X		X
13. Stealing or borrowing w/o authorization any item of property from another student, school employee, or the school itself	X	X	X	X	
14. Displaying gang behavior		X	X	X	X
15. Tobacco use or possession of any form (chewing or smoking)	X	X	X	X	
16. Disruption of classroom learning environment	X	X	X		
17. Academic violations (forgery, cheating, plagiarism, changing grades or attendance, theft of tests or gradebooks)	X	X	X		
18. False alarms, bomb threats, or abuse or tampering with safety/emergency equipment		X	X	X	X
19. Violations of hall policy (loitering in academic hallways during classtime, disruptive activity, food or drink policy, littering)	X	X			
20. Failure to attend work detail (includes tardies)		X			
21. Inappropriate dress	X	X			
22. Violation of general school rules	X	X	X	X	X
23. Cellular phones and electronic devices (will be taken by a teacher and returned after 3 p.m. by an administrator; on second offense parent must pick up device from an administrator)	X	X			
24. Misuse of parking lots (loitering, littering, inappropriate driving, parking in wrong lot, parking w/o permit) <i>Additional consequence may include loss of parking privileges.</i>	X	X	X	X	
25. Loitering on school grounds is prohibited. (see map)	X		X		

ACADEMIC INFORMATION

Graduation requirements:

Minimum requirements for graduation from high school in the Boulder Valley School District include the following:

1. 220 units of credit, including completion of subject area requirements. A minimum of 100 credits must be earned in grades 11-12.
2. Eight semesters of attendance beyond the eighth grade, unless student qualifies for early graduation (see counselor for details).
3. Correspondence courses are not to exceed a total of 15 units of credit for entire high school career. Community service is not to exceed five credits. Independent study, correspondence courses, and community service must be approved prior to beginning coursework.

	Units of Credit
Language Arts	40
U. S. Government	5
World Geography	5
World History	10
U. S. History	10
Mathematics	20
Science	20
Physical Education	15
Health	5
Fine Arts	5
Practical Experience	5
World Languages (thru Level 2)	10
Electives	70-80
Money Management Course	
Total Needed for Graduation	220

Grading Scale:

- A - Exceptional Accomplishment
- B - High Accomplishment
- C - Average Accomplishment
- D - Low Accomplishment
- F - Unsatisfactory Accomplishment;
No credit
- I - Incomplete

Registration: Students register each spring for the courses they plan to take the following year. New students will register with a counselor in the Counseling Office. Academic Planning Guides are distributed to students during the pre-

registration process. **Students and parents are strongly encouraged to formulate class schedules together as course changes and drops are restricted.**

Schedule Changes: Schedule changes may be made by appointment with a counselor or administrator. Schedule changes are made for reasons of 1) class conflicts, 2) failing a prerequisite, 3) change in program, 4) school error, or 5) incomplete schedules.

The last day to add a class is 8/23/11 for first semester and 1/11/12 for second semester.

Dropped Classes: To drop a class, a drop form must be completed and approved by the counselor, teacher, parent, and administrator before the drop is effective and before students may discontinue attendance.

Students are allowed to drop a class during the first 15 days of a semester with no grade reported or to drop a class in the 16th through the 30th day of the semester and receive a grade of WP (withdraw passing) or WF (withdraw failing). Students who drop the class after the 30th day will receive an "F", regardless of the quality of the student's work. In extremely extenuating circumstances the building administrator or designee, in consultation with other professionals with knowledge of the student's situation, may also exempt a student from the practice of assigning an "F" for a class dropped after the 30th day, regardless of the quality of the student's work.

- 15th day first semester: 9/7/11
- 30th day first semester: 9/28/11
- 15th day second semester: 1/25/12
- 30th day second semester: 2/15/12

Guidance and Counseling:

Guidance services are available to every student. These services include guidance for educational planning and counseling in the area of social or personal concerns. If counselors are busy with other students, a student must arrange for an appointment unless there is a crisis. Appointments will be scheduled during non-class time.

Infinite Campus (Parent Portal): With access to Infinite Campus, parents and students are capable of monitoring grades and attendance through the internet. Access is through the BVSD website. New parent and student access codes are available by sending an e-mail to: ic.brh@bvsd.org.

Concern Notes: Notes of concern will be communicated to parents twice per semester. These reports describe unsatisfactory progress by the student. Reports may be sent at other times if a teacher deems it necessary or if requested by a parent.

Eagle Learning Center: ELC is a place for students to receive extra help with academics. Teachers from most disciplines are available during the school day and Monday - Thursday after school from 3 - 4 p.m. in the Library.

Response to Intervention Team: This team implements and evaluates strategies that help students overcome barriers to a successful education. Through a referral process, student needs will be evaluated to assess placement in proper services within available resources. The purpose is to assist students in achieving personal and educational success. Consult a counselor for more information.

Report Cards: Report cards are e-mailed after the first and third quarter grading periods. Transcript formatted report cards are mailed home at the conclusion of each semester.

State Standardized Testing: All freshmen and sophomores participate in the CSAP testing in the spring. Every effort should be made for students to be in attendance during these four test days. Makeups are time-consuming and difficult to schedule, and additional class time will be missed. Please try to re-schedule doctor/dental appointments. Juniors participate in the state ACT testing in the spring.

Withdrawal from School: Any student who transfers from Broomfield High or leaves permanently must obtain a withdrawal form from the Counseling Office. A parent's signature is required. All fees are to be paid before transfer grades or transcripts will be released.

Post-Secondary Enrollment Options: Colorado law provides high school students in the eleventh and twelfth grades the opportunity to apply credit earned at post-secondary state institutions toward high school graduation credit and credit toward a degree or a certificate at the institution of higher education. To apply, a student must meet certain eligibility requirements, and the appropriate application must be submitted to the student's counselor no later than sixty days prior to the expected enrollment in an institution of higher education. Students must reapply each semester. Tuition paid by the student at the time of enrollment will be reimbursed by BVSD upon proof of successful completion of a maximum of two courses per semester. More information is available in the Counseling Office.

Homework: In addition to supporting student learning, well-designed homework provides teachers with important feedback on student progress in achieving district standards. In order to be beneficial to students, assigned tasks should be meaningful to purposes that can be served by independent work outside of class. These tasks vary with the grade level and are discussed in BVSD File IKB-R.

BVSD 360 is a freshman orientation and transition program that works closely with Freshman Seminar. BVSD 360 / BLUE (Broomfield Leaders Unite for Excellence) Crew is a group of juniors and seniors who work closely with incoming freshmen to ensure a successful transition to high school. Freshmen will be assigned BLUE Crew leaders who will work with them during the Freshman Orientation Day and in Freshman Seminar.

Freshman Seminar: All freshmen will participate in a semester-long seminar each Thursday from 7:30 - 8:05 a.m. as a required course. Seminar will be led by an advisor and two Blue Crew members. Lessons will focus on easing the transition to high school, building relationships, and promoting academic success. The goal of Freshman Seminar is to provide students with skills and a support system to use throughout their high school careers.

Tutor Time: Tutor Time is an opportunity for students to get additional academic assistance outside of the regular classroom setting. Tutor

Super Kids: Recognizes and honors students who demonstrate good citizenship, good behavior, high attendance, participates in the instructional process and shows respect for others. This event is sponsored by Broomfield Rotary and BHS Parent Council.

Faculty Honors: These awards are presented to students by departments or organizations in which the faculty or committee selects the recipients. They are based on excellence in scholarship, leadership, citizenship, and service. These awards are given at Awards Night and the Awards Assembly.

Senior Awards Night: Awards are presented to Seniors for academic and personal achievement throughout their high school careers. College scholarships are also presented during this time.

Underclass Awards Assembly: Underclass students receive awards for academic and personal achievement.

National Honor Society: Members in the Society are chosen on the basis of leadership, character, scholarship, and service. Membership in NHS has become recognized nationally as one of the highest honors that can be bestowed upon a student. Any student who holds an accumulated grade point average of 3.5 after completing three semesters of high school is eligible to be considered for membership in the Broomfield Chapter of the National Honor Society. Weighed equally with strong academic performance is service to community and/or school, evidence of leadership activities and excellent personal character. The group seeks members of notable abilities who also choose to "make a difference" in their school and larger community. The member must sustain his/her entrance qualifications until graduation, where special recognition is given.

STUDENT RECOGNITION PROGRAMS

Graduation Honors: High academic achieving students shall be recognized and awarded summa, magna, and cum laude honors. To earn such honors, students will be selected based on their cumulative weighted GPA after seven semesters. The criteria for the Class of 2012, 2013, 2014 and 2015 will be:

- Summa cum laude – 4.400 and above
- Magna cum laude – 4.100 to 4.399
- Cum laude – 3.800 to 4.099

The GPA criteria will be reviewed on a regular basis. If changes are necessary, students will be informed at the beginning of their freshman year.

Academic Letters: Students with 3.8 and above GPA for a semester in five or more classes will receive an academic letter or an Honor Roll Pin to wear on a previously received school letter. A bar and certificate will be awarded for each successive semester.

Roll of Honor: Recognizes academic achievement of 3.5 and above GPA on a semester basis. Honor Roll is based on a course load of five or more classes. Bars and letters will be given for honors earned at Broomfield High and not for academic achievement prior to attending BHS.



GRADUATION 2012

1. April 6, 2012: Transcript corrections must be completed.
2. April 27, 2012: Last day to turn in proof of successful completion of correspondence courses.
3. May 4, 2012: Seniors in danger of not graduating because of failing grades turn in progress reports. If still failing, name will not appear on the commencement program.
4. Graduating seniors must be currently enrolled in Broomfield High School and meet all Boulder Valley School District requirements.
5. Students who do not have 150 credits at the beginning of the school year will not be considered a candidate for graduation.
6. Seniors who have attendance appeals which occur in the second semester may not be considered candidates for graduation, and their names may not appear on the program.
7. All academic honors will be determined at the conclusion of a student's seventh semester. For 2012 graduates this will occur in December, 2011.

Please note: Graduating seniors and parents are responsible for keeping their own records of progress.

ACTIVITIES/ATHLETICS

Eligibility encompasses all extra-curricular activities and athletics.

The philosophy of the Office of Athletics and Activities at BHS is to teach, counsel, encourage and present an opportunity for students to experience successes that will carry into their adult life. Initiation and hazing for participation in any club, sport, or activity is not permitted. Athletic fees are \$185 per sport with a maximum of \$405 per family per year.

All students must sign the BVSD Code of Conduct prior to participating in any activity. This Code of Conduct is enforced YEAR ROUND.

It is the purpose of athletics and activities to promote the physical, mental, moral, social, and emotional well-being of the individual participants. Student conduct at athletic events must support this purpose and the educational values inherent in interscholastic events. Fair play, courtesy, generosity, self-control, and friendly feelings toward the opposing teams or schools must not be sacrificed in the desire to win.

The expectation at Broomfield High School is that students exhibit courteous, friendly, and fair treatment to visiting players, school officials, fans, and game officials. Students and all spectators are reminded that taunting, profanity, unsafe behavior in the stands, or any unacceptable conduct will result in removal from the activity and possible future activities. Taunting is defined as any actions or comments by coaches, players, or spectators which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the words are vulgar or racist. The image and reputation of Broomfield are best served by having a large and devoted spectator section whose conduct typifies all the expectations of good sportsmanship.

Athletic and activities eligibility guidelines are in accordance with Colorado High School Activity Association rules. All students involved in athletics and activities at Broomfield High School must be taking and attending at least five classes and failing no more than one class. Failure to do so results in the students being

ineligible for the next week's contests. Additionally, if a student is failing the same class two consecutive weeks, he/she may be ineligible for the following week's contests.

NCAA eligibility: It is extremely important for students who are considering playing Division I or Division II sports in college to be informed about NCAA eligibility requirements. The NCAA has determined that high school students need to carefully consider eligibility standards when making high school plans and course selection. Students can be ineligible to play college sports if they do not adhere to NCAA Eligibility Guidelines.

The NCAA Core Course requirements stipulate that student athletes must complete specific courses in English, mathematics, science, social science and additional electives in foreign language, computer science, philosophy or non-doctrinal religion. Please see the NCAA Eligibility Center for specific requirements for Division I and Division II athletics.

Parents and students should know that not all courses that BHS offers are accepted by the NCAA Eligibility Center. More information is also available on www.eligibilitycenter.org.

After completing their junior year, students will need to submit an online registration form with the NCAA Eligibility Center certifying them as eligible if they intend to participate in Division I or Division II college athletics next year.

Students should see their counselors to clarify any of the above information.

Intramurals: A wide range of intramural activities are offered at BHS. Students are encouraged to participate. There will be some intramural activities that athletes may not participate in during sports season.

Assemblies: Attendance is required and appropriate student behavior is expected at all times. Assemblies will be held on a special assembly schedule.

Student Council: The goal of Student Council is to organize projects that will benefit our school and our community. We try to include all

students in the school and introduce activities that will appeal to as many different types of students as possible. We also give back to the community by doing various service projects. A lot of planning takes place during class, as well as formal meetings where we practice parliamentary procedure. Student Council is composed of four executive officers, class officers and class representatives⁸



BROOMFIELD FIGHT SONG

Eagles Fight, Eagles Fight,
Eagles Fight on with all your might.
Eagles Fight, Eagles Fight,
We're backing the blue and white.
Eagles Fight, Eagles Fight,
You're the Eagles we love best.
Hail, Hail, the gangs all here and
it's goodbye to all the rest.

Fight Broomfield down the field,
Broomfield must win.
Fight on to victory,
Eagles in blue and white, Fight,
To guard our honor high,
never give in.
Shoulder to shoulder we will
fight! fight!
Go, fight, win!

2011 - 2012 SCHOOL CALENDAR
(calendar subject to change)

August, 2011

- 1 (at sunset) Ramadan begins
- 15 First day for 9th graders (Transition Day)
- 16 First day for 10th, 11th, 12th grades
- 30 Ramadan ends (at sunset)

September, 2011

- 2 NO SCHOOL for Students - Professional Development Day
- 5 Labor Day
- 28 (at sunset) Rosh Hashanah begins
- 30 Rosh Hashanah ends (at sunset)

October, 2011

- 7 Yom Kippur begins (at sunset)
- 8 Yom Kippur ends (at sunset)
- 12 (at sunset) Sukkot begins
- 13 End of First Quarter
- 14 Teacher Work Day
- 17 Second Quarter Begins
- 21 Sukkot ends (at sunset)

November, 2011

- 6 Daylight Savings ends (Fall Back)
- 11 NO SCHOOL for Students - Veterans' Day
- 21, 22 NO SCHOOL - Parent Conference Exchange Day
- 23 NO SCHOOL - Vacation Day
- 24 NO SCHOOL - Thanksgiving Day
- 25 NO SCHOOL - Vacation Day

December, 2011

- 16 First Semester Ends
- 19-30 NO SCHOOL - Winter Break
- 21 Hanukkah - (sunset)
- 24 Christmas Eve
- 25 Christmas Day
- 26 Kwanza
- 28 Hanukkah ends (sunset)
- 31 New Year's Eve

January, 2012

- 1 New Year's Day
- 2 Holiday
- 3 NO SCHOOL for Students - Teacher Work Day
- 4 Students Return - First Day of Second Semester
- 16 NO SCHOOL - Martin Luther King Day

February, 2012

- 20 NO SCHOOL - Presidents' Day
- 21 NO SCHOOL for Students - Teacher Work Day
- 22 Ash Wednesday

March, 2012

- 9 End of Third Quarter
- 11 Daylight Savings Time (Spring Ahead)
- 26-30 NO SCHOOL - Spring Break

April, 2012

- 2, 3 NO SCHOOL - Parent Conference Exchange Days
- 6 Good Friday
- 7 Passover begins (sunset)
- 8 Easter
- 13 Passover ends (sunset)
- 20 NO SCHOOL for Students - Professional Development Day

May, 2012

- 5 Cinco de Mayo
- 24 Last Day for Students
- 28 Memorial Day

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