



STUDENT/ PARENT *handbook*

Grades K-12
2022-2023



Weld Re-3J K12
Innovations

educating ALL Students

WELD RE-3J ONLINE INNOVATIONS GENERAL INFORMATION

SCHOOL HOURS

Staff are teaching and available for support, and students will participate in virtual learning from 8:00 AM to 1:30 PM on Mondays as part of the District's Early Release Schedule. Staff will be teaching and available for support Tuesdays through Fridays from 8:00 AM to 3:00 PM.

CONTACT INFORMATION

Principal, Mr. Ryan Witzel, (303) 536-2105, ryanwitzel@re3j.com

Front Office Secretary, Ms. Valerie Jones (303) 536-2115.

STAFF

Ms. Melissa Lovato, Teacher for grades 11 & 12 (Juniors/Seniors)

Mr. Elliot Copeland, Teacher for grades 9 & 10 (Freshman/Sophomore)

Ms. Amanda Carmody, Teacher for grades 6-8

Ms. Ashley Aldrich, Teacher for grades K-5

WELD RE-3J SCHOOLS GENERAL INFORMATION

School Hours:

WCHS 7:55am-3:00pm (Monday's 7:55-1:30)

WCMS 7:55am-3:00pm (Monday's 7:55-1:30)

Hoff Elementary 8:00am-3:05pm (Monday's 8:00-1:35)

Hudson Elementary 8:05am-3:10pm (Monday's 8:05-1:40)

Meadow Ridge Elementary 8:45am-3:50pm (Monday's 8:45-2:20)

Lochbuie Elementary 8:35am-3:40pm (8:35-2:10)

Hoff Elementary School

7558 WCR 59

Keenesburg, CO 80643

303-536-2300

303-536-2310 FAX

Hudson Elementary School

300 Beech St.

Hudson, CO 80642

303-536-2200

303-536-2210 FAX

Meadow Ridge Elementary School

1501 Fletcher Ave.

Lochbuie, CO 80603

303-536-2800

303-536-2810 FAX

Lochbuie Elementary School

201 Bonanza Boulevard
Lochbuie, CO 80603
303-536-2400
303-536-2410 FAX

Weld Central Middle School

4977 WCR 59
Keenesburg, CO 80643
303-536-2700
303-536-2710 FAX

Weld Central High School

4715 WCR 59
Keenesburg, CO 80643
303-536-2100
303-536-2110 FAX

Re-3(J) District Office: 303-536-2000 FAX 303-536-2010

For Parents and Students of Weld County School District Re-3(J) Schools

Weld County School District Re-3(J) contains 478 square miles in Weld and Adams Counties. Included in the district are the towns of Keenesburg, Prospect Valley, Roggen, Hudson and Lochbuie. Elementary schools are located at Lochbuie, Hudson and Keenesburg. Weld Central Middle School and Weld Central High School are located on Highway 52 in the geographical center of the district.

Administration

Greg Rabenhorst
Jenny Wakeman
Rebecca Langlois
Benjamin Palmer
Jeffrey Einerson
Lisa Clark
Stuart Peterson
Nate Forbes
Greg Dent
Ronda Soliz
Jennifer Forbes
Manuel Montano
Justin McMillan
Nicolas Ng
Kelli Dwyer
Roy Holloway
Ryan Witzel

Superintendent of Schools
Assistant Superintendent
Executive Director of Assessment and Innovation
Executive Director of Early Childhood and Special Ed
Director of Data and Instructional Technology
Director of Finance
Director of Operations
Transportation Coordinator
Principal – Hudson Elementary
Principal – Hoff Elementary
Principal – Meadow Ridge Elementary (PK-2)
Principal – Lochbuie Elementary (3-5)
Principal – Weld Central Middle School
Principal – Weld Central High School
Assistant Principal – WCHS
Assistant Principal – WCMS
Principal- Weld Re-3J Online Innovations, Activities &
Athletic Director – WCHS/WCMS

Raina Benton
Kara Chambers

District Nurse
District Nurse

Board of Education

Cindy Baumgartner
Bryan Haffner
Fred Jensen
Deb Gustafson
Hollie Hayes

President
Vice President
Secretary
Treasurer
Assistant Secretary/Treasurer

E-mail addresses for employees of the school district are as follows:

1. The person's full first and last name are used with no spaces
2. All names are followed by @re3j.com
3. Example: John Smith would be johnsmith@re3j.com

DISTRICT MISSION

Creating opportunities for student success through a safe learning environment, engaging instruction, diverse activities, and a supportive community.

SCHOOL POLICIES & PROCEDURES

Board of Education Policy and Administrative Procedures are available for review online at www.re3j.com. In the unlikely event that guidelines within this handbook are found to be incomplete, inaccurate or otherwise inconsistent with School District policy, state statute and all applicable laws, or administrative procedure, such portion of the handbook shall be deemed to be void and of no effect.

NONDISCRIMINATION STATEMENT

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, Weld County School District Re-3J 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, gender identify, gender expression, 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. The following person(s) have been identified as the compliance officer/Title IX Coordinator for the district: Jenny Wakeman, Assistant Superintendent, 1101 4th Ave, PO Box 1022, Hudson, CO 80642, 303-536-2000 jennywakeman@re3j.com

REQUIRED ANNUAL NOTICES

The following legal notifications are available to the public at the RE-3J District website:

https://re3j.com/about_us/required_annual_notices

This section covers information for the following areas:

- [Section 504](#)
- [22-1-124, C.R.S.](#) (Sex Offender Registry)
- [22-33-104, \(Compulsory Attendance Law\)](#)
- [Asbestos Hazard Emergency Response Act \(A.H.E.R.A\)](#)
- [FERPA for Elementary and Secondary Schools](#)

Acceptable Use Policy:

- [Staff](#)
- [Students](#)

Please contact our Assistant Superintendent at 303-536-2000 if you have questions or concerns about legal notifications.

PARENT COMMITTEES

The District has opportunities for parent and community member involvement both at the district and school level through various committees/groups. Community members are encouraged to participate in their areas of interest.

District Accountability Committee (DAC):

The District Accountability Committee (DAC) is composed of members with diverse perspectives who work together to advise the administration and Board of Education on key issues facing the district. The DAC also performs statutory requirements such as providing input on the budget and reviewing improvement plans for Accreditation purposes.

Individual School Accountability Committees:

Each school has an accountability committee consisting of parents, community members, teachers and the principal. Members are charged with developing and maintaining a school and community partnership for the ongoing improvement of public education. The committee shall make recommendations and develop a school improvement plan with high, but achievable goals and objectives for improvement of education in its building.

Parent Organizations:

Each elementary building has an active parent/teacher group working to improve the education of students in the district.

INTRODUCTION

Weld Re-3J Online Innovations is a K12 public school in the Weld RE3J Colorado School District. Weld Re-3J Online Innovations provides a unique opportunity for students and families to participate in online learning through high-quality, standards-based curriculum designed for students to work 100% at home. Expectations for behavior, attendance, and academic standards and success for Weld Re-3J Online Innovations students are no different from those students physically attending Weld Re3J schools.

NEW Student Registration.

For Parents of NEW K-12 students who have never been enrolled in any Weld RE3J School District school:

The following documents are required for registration:

- Parent/Legal Guardian Photo ID
- Birth Certificate
- Proof of Residence
- Immunization Records

**Weld RE3J School District Online Registration System for
2020-2021 New Students AND 2021-2022 New Students.**

[START HERE](#)

Welcome to Weld Re-3J Letter
Bienvenido a la carta Weld Re-3J

For parents of RETURNING students:

Please login to your Infinite Campus Parent Portal account to update your child's information for the following school year and fill out supplemental forms. If you have multiple children enrolled in our district, you will see information for all of them at once.

[Infinite Campus/Parent Portal](#)

New and Returning Students: Must register using our online registration process through Infinite Campus, regardless of whether they plan to enroll in our online Innovations school.

Priority for Weld Re-3J K-12 Innovations will be given to students who live within Weld County School District Re-3J boundaries and proof of address will be required annually.

Our Mission is to provide students with a safe learning environment. To provide students with standards based curriculum in conjunction with technological advances needed to be successful. Inspire students to become lifelong learners.

Academic Calendar [Weld RE3J 2022-2023 School Calendar](#)

To ensure a strong start in your online learning experience, all Weld Re-3J Online Innovations students will be required to complete a three day orientation when school starts in August before beginning course work. More information will be provided by your teacher.

ATTENDANCE

One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. Regular attendance is of utmost importance for school interest, social adjustment and scholastic achievement. No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, it is the obligation of every parent/guardian to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. Continuity in the learning process and social adaptation is seriously disrupted by excessive absences. In most situations, the work missed cannot be made up adequately. Students who have good attendance generally achieve higher grades, enjoy school more and are more employable after leaving school.

Every child who has attained the age of six years on or before August 1 of each year and is under the age of 17 is required to attend public school with such exceptions as provided by law. It is the parents' responsibility to ensure attendance. The courts may issue orders against the child, child's parent, or both compelling the child to attend school or the parent to take reasonable steps to assure the child's attendance.

The order may require the parent, child, or both to follow an appropriate treatment plan that addresses problems affecting the child's school attendance and that ensures an opportunity for the child to obtain a quality education. The building principal shall serve as the attendance officer for his/her school and the superintendent or designee shall serve as the school district attendance officer.

The Colorado Department of Education requires students enrolled in online schools or programs to meet the same scheduled hours requirements that students at brick-and-mortar schools must meet. Students in grades K-5 spend approximately 480 hours engaged in learning online each semester (approx. 30 hours a week) and 530 hours for secondary students (approx. 35 hours a week). As students work to develop a routine of working online, they will not only achieve more success but also learn more content. Although the nature of an online program allows flexibility, students and families are encouraged to develop a set routine and structured time for learning to ensure students are able to meet the necessary hours for success.

Excused absences

The following shall be considered excused absences:

1. A student who is temporarily ill or injured or whose absence is approved by the administrator of the school of attendance on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only which cannot be taken care of outside of school hours.
2. A student who is absent for an extended period due to physical, mental or emotional disability.
3. A student who is pursuing a work-study program under the supervision of the school.
4. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
5. A student who is suspended or expelled.

As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical sources.

Unexcused absences

Unexcused absences An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions. Each unexcused absence will be entered on the student's record. The parents/guardians of the student receiving an unexcused absence will be notified orally or in writing by the district of the unexcused absence.

In accordance with law, the district may impose appropriate penalties that relate directly to classes missed while unexcused. Penalties may include a warning, school detention, or in-school suspension. Academic penalties, out-of-school suspensions, or expulsion will not be imposed for any unexcused absence.

Truancy and Chronic Absenteeism

When a student has an excessive number of absences, these absences negatively impact the student's academic success. For this reason, a student who has eight absences in a semester or 10 total absences in a school year, whether the absences are excused or unexcused, may be identified as "chronically absent" by the principal or designee. Absences due to suspension or expulsion will not be counted in the total number of absences considered for purposes of identifying a student as "chronically absent."

If a student is identified as "chronically absent," the principal or designee will develop a plan to improve the student's attendance. The plan will include best practices and research-based strategies to address the reasons for the student's chronic absenteeism, including but not limited to meeting with administrators, referral to the

attendance advocate, YFC referral, signing an attendance contract. When practicable, the student's parent/guardian will participate in the development of the plan.

Nothing herein will require the principal or designee to identify a student as "chronically absent" prior to declaring the student as a "habitual truant" and pursuing court proceedings against the student and his or her parents/guardians to compel the student's attendance in accordance with state law

Make-up work

Make-up work will be provided for any class in which a student has an excused absence unless otherwise determined by the building administrator or unless the absence is due to the student's expulsion from school. It is the responsibility of the student to pick up any make-up assignments permitted on the day returning to class. There will be two day(s) allowed for make-up work for each day of absence.

Make-up work will be allowed following an unexcused absence or following a student's suspension from school with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by the building administrator. Unless otherwise permitted by the building administrator, make-up work will not be provided during a student's expulsion.

Rather, the district will offer alternative education services to the expelled student in accordance with state law. The district will determine the amount of credit the expelled student will receive for work completed during any alternative education program.

ATTENDANCE EXPECTATIONS FOR ONLINE STUDENTS

Innovations provide students and parents flexibility however "flexibility" does not mean unstructured and indefinite time, nor does it mean at leisure. All Innovations students are required to log into their learning platforms on a daily basis and complete a **minimum number** of assignments based on cascading **due dates**. It is also expected that students attend live lessons and/or tutoring sessions as part of the program requirements. To comply with 22-33-104 Compulsory School Attendance, Innovations teachers will be taking daily attendance for all Innovations students.

- K-5 students must follow a curriculum pacing guide to adhere to, beginning, middle and end of year assessments.
- 6-12 students must follow a curriculum pacing guide to adhere to beginning, middle and end of year assessments.
- Students must have a computer and high-speed internet access.
- Make arrangements for student's transportation to and from all required, in-person state testing sessions and other school-mandated functions
- Contact information, including phone, email, and address of residence, will be kept current and up to date and on an ongoing basis.

K-5 Attendance

1. Students are expected to be present at all daily virtual lessons and complete the minimum number of assignments for that day/week.
2. Attendance is calculated based on progress through the curriculum and hours spent in the online learning platform. Weld Re-3J Online Innovations gives students and families the flexibility to access and complete work at any time within a 24 hour period. Therefore attendance is taken daily for the previous day's progress and a minimum of 4-6 hours spent.
3. Students who begin to accumulate absences will be notified and may be recommended for truancy. Students may be required to attend district and state mandated assessments including but not limited to ACCESS for ELs and CMAS. Please reach out with any questions or concerns.

6-12 School Attendance

4. Complete lessons weekly in EVERY course
 - English 1hr per day/5x Week
 - Math 1hr per day/5x Week
 - History 1hr per day/5x Week
 - Science 1hr per day/5x Week
 - Electives 1hr per day/5x Week
5. Attendance is calculated based on progress through the curriculum and hours spent in the online learning platform. Weld Re-3J Online Innovations gives students and families the flexibility to access and complete work at any time within a 24 hour period. Therefore attendance is taken daily for the previous day's progress and a minimum of 4-6 hours spent.
6. Students who begin to accumulate absences will be notified and may be recommended for truancy. Students may be required to attend district and state mandated assessments including but not limited to ACCESS for ELs, SAT, PSAT and CMAS. Please reach out with any questions or concerns.

Attendance Notification

A Parent/Guardian must notify the attendance secretary before 10:00 a.m. of any student's absence. Ms. Valerie Jones (303) 536-2115.

For more information visit: [*Administrative Policy J-16 \(JH\) Student Absences and Excuses*](#)

FIELD TRIPS

The firsthand learning experiences provided by field trips are very effective and worthwhile means of learning, as related to the total school program. Students will be assessed a small charge to help cover the cost of the bus and driver for field trips. Permission slips for students **must** be signed by parents before the field trip in order for the student to participate. School age children are not permitted to go on field trips with brothers and sisters. Younger family members are not normally permitted to go either.

STUDENT CONDUCT

In all instances, students shall be expected to conduct themselves in keeping with their level of maturity, acting with due regard for the supervisory authority vested by the Board in all district employees, the educational purpose underlying all school activities, the widely shared use of district property, and the rights and welfare of other students and staff. All employees of the district shall be expected to share the responsibility for supervising the behavior of students and for seeing that they abide by the conduct and discipline code.

Students in Third Grade and Higher Grade Levels

In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student in third grade and higher grade levels who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.

2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in “hazing” activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the district’s policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any district policy or regulations, or established school rules.
11. Violation of the district’s policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
12. Violation of the district’s policy on student conduct involving drugs and alcohol.
13. Violation of the district’s violent and aggressive behavior policy.
14. Violation of the district’s tobacco-free schools policy.
15. Violation of the district’s policies prohibiting sexual or other harassment.
16. Violation of the district’s policy on nondiscrimination.
17. Violation of the district’s dress code policy.
18. Violation of the district’s policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can or do cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district’s ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

Students in Preschool Through Second Grade

In accordance with applicable law and Board policy concerning student suspensions, expulsions, and other disciplinary interventions, the principal or designee may suspend, and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student in preschool, kindergarten, first grade, or second grade who engages in one or more of the following activities while on district property, in a school building, in a district or school vehicle, at a district or school activity or event, or off district property when the conduct has a nexus to school or any district curricular or non-curricular event:

1. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm, in accordance with federal law.
2. Violation of the Board's policy on student conduct involving drugs and alcohol.
3. Conduct that endangers the health or safety of others.

SUSPENSION AND EXPULSION

In matters involving student misconduct that may or will result in the student's suspension and/or expulsion, the student's parent/guardian shall be notified and involved to the greatest possible extent in the disciplinary procedures. Proportionate disciplinary interventions and consequences shall be imposed to address the student's misconduct and maintain a safe and supportive learning environment for students and staff. The Board and its designee(s) shall consider the following factors in determining whether to suspend or expel a student:

1. the student's age;
2. the student's disciplinary history;
3. the student's eligibility as a student with a disability;
4. the seriousness of the violation committed by the student;
5. the threat posed to any student or staff; and
6. the likelihood that a lesser intervention would properly address the violation.

Students in Third Grade and Higher Grade Levels

The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in third grade and higher levels in that school for not more than five school days on the grounds stated in C.R.S. 22-33-106 (1)(a), (1)(b), (1)(c) or (1)(e) or not more than 10 school days on the grounds stated in C.R.S. 22-33-106 (1)(d) unless expulsion is mandatory under law (see JKD/JKE-E).

For a Student in Preschool, Kindergarten, First Grade, or Second Grade, the Board and its designee(s) also shall determine that failure to remove the student from the school building through suspension and/or expulsion would create a safety threat that otherwise cannot be addressed, and shall document any alternative behavioral and disciplinary interventions that it employs before suspending or expelling the student.

The Board of Education delegates to the principals of the school district or to a person designated in writing by the principal the power to suspend a student in preschool, kindergarten, first grade, or second grade in that school for not more than three school days on the grounds stated in C.R.S. 22-33-106.1 (2), unless the principal or designee determines that a longer period of suspension is necessary to resolve the safety threat or expulsion is mandatory under law (see [JKD/JKE-E](#)).

WELD RE-3J DISCIPLINE MATRIX

Tier 1- Not State Reported (NSR)				
<i>Violation</i>	<i>1st Offense</i>	<i>2nd Offense</i>	<i>3rd Offense</i>	<i>Additional Consequences</i>
Academic Dishonesty	Warning or referral to office	Referral to office	Referral to office	Tier I behaviors which occur more than 3 times could be considered Tier II and be subject to additional disciplinary action(s)
Dress Code Violation				
Excessive Tardiness/ Truancy				
Failure to Attend Detention or In-School Suspension (ISS)				
Disrespectful/ Disruptive Behavior	Parent contact	Parent contact	Parent contact	Remedial Discipline/Safety/ Behavior Support Plan
Internet/Computer Misuse				
Left Class Without Permission				
Physical Confrontation (Fighting)	Possible loss of privileges	Loss of privileges (if applicable)	Loss of privileges (if applicable)	Referral to other agencies for support
Profanity/ Inappropriate or Offensive Language				
Inappropriate Public Display of Affection				
Self-reporting and/or surrendering of a dangerous item	Possible 1-3 Day(s) In School Suspension or Detention	Possible 1-3 Day(s) In School Suspension or Detention	1-3 Day(s) In School Suspension or Detention	
Theft				
Category I Bus Ticket				

Tier 2- State Reported (SR)			
<i>Violation</i>	<i>1st Offense</i>	<i>2nd Offense</i>	<i>3rd Offense</i>
Tobacco Violation (SR-03)	<i>Referral, Parent Contact, and Possible:</i>	<i>Referral, Parent Contact, and Possible:</i>	<i>Referral, Parent Contact, and Possible:</i>
Disobedient or Defiant Behavior (SR-08)			
Vandalism, Destruction of School or Employee Property (SR-10)	1-3 Day(s) Out of School or Bus Suspension	1-5 Day(s) Out of School or Bus Suspension	1-5 Day(s) Out of School or Bus Suspension
Repeated Interference (SR-11)			
Other Violations of Code of Conduct (SR-12)	Remedial Discipline/ Safety/ Behavior Support Plan	Remedial Discipline/ Safety/ Behavior Support Plan	Remedial Discipline/ Safety/ Behavior Support Plan
Category II or III Bus Ticket	Referral to law enforcement and/or outside agencies and resources	Referral to law enforcement and/or outside agencies and resources	Referral to law enforcement and/or outside agencies and resources

Tier 3- State Reported (SR)	
Violation	1st, 2nd, or 3rd Offense
Felony Acts (Including but not limited to: Rape or Attempted Rape, Sexual Violence/Battery, 3rd Degree Assault, Robbery, Other) (SR-06, 07, 13, 15, 16)	<p>1-10 Day(s) Out of School Suspension</p> <p><i>Other possible actions include but are not limited to:</i></p> <p>Remedial Discipline/ Safety/ Behavior Support Plan</p> <p>Referral to law enforcement and/or outside agencies and resources</p> <p>Recommendation for Expulsion</p>
Drug Violation (SR-01)	
Alcohol Violation (SR-02)	
1st Degree, 2nd Degree Assault and Vehicular Assault (SR-04)	
Detrimental Behavior Including Habitually Disruptive, Harassment and/or Bullying (SR-09, 18-22)	
Dangerous Weapons (SR-05)	
Threats of Physical Attack (SR-17)	

INSTRUCTIONAL RESOURCES AND MATERIALS

All instructional resources and materials shall be aligned with the district's academic standards and support the district's educational objectives. All textbooks, library materials and other instructional resources and materials shall be available for inspection by students' parents/guardians.

EXEMPTIONS FROM REQUIRED INSTRUCTION

If the religious or closely held personal beliefs and teachings of a student or the student's parent/guardian are contrary to the content of a school subject or to any part of a school activity, the student may be exempt from participation. To receive such an exemption, the parent/guardian must present a written request for exemption to the school principal, stating the conflict involved.

If a student is unable to participate in a physical education class, the student must present to the school principal a statement from a physician or other licensed health care professional stating the reason for the inability to participate.

TEACHING ABOUT CONTROVERSIAL ISSUES AND USE OF CONTROVERSIAL MATERIALS

Controversial issues are defined as those problems, subjects or questions about which there are significant differences of opinion and discussions of which generally create strong feelings among people. Although there may be disagreement over what the facts are and what they mean, subjects usually become controversial issues because of differences in interpretation or the values people use in applying the facts.

Controversial materials are defined as learning resources which are not part of the district's approved learning resources and which are subject to disagreement as to appropriateness because they refer or relate to a controversial issue or present material in a manner which is itself controversial. Examples of such materials include, but are not limited to, those that depict explicit sexual conduct, graphic violence, profanity, drug use, or other socially undesirable behaviors, or materials that are likely to divide the community along racial, ethnic or religious lines.

Films and/or videos rated R, PG-13 or PG shall be considered controversial in accordance with this policy. X rated, NC-17 rated and unrated director's cut of R rated films and videos shall not be used in district schools. PG, PG-13 and R rated films and videos shall be considered controversial at the elementary school level. PG-13 and R rated films and videos shall be considered controversial at the middle school level. R rated films and videos shall be considered controversial at the high school level.

Teachers may use controversial learning materials and discuss controversial issues if they contribute to the attainment of course objectives directly related to Board Adopted academic standards. The educational purpose of teaching about controversial issues or using controversial materials must be student achievement in academic standards rather than reaching conclusions about the validity of a specific point of view.

In teaching about controversial issues, teachers shall work cooperatively with the building principal. Teachers shall obtain approval from the building principal prior to the use of any controversial materials. If a teacher has a question regarding whether an issue or resource is controversial within the meaning of this policy, the teacher shall contact the principal. The principal may instruct the teacher to notify students' parents/guardians and obtain parents/guardians' permission prior to discussing a controversial issue or using controversial materials. Teachers shall inform the principal of controversial issues that arise unexpectedly which cause or are likely to cause concern for students and/or their parents/guardians.

When teaching about controversial issues, teachers may express their personal viewpoints and opinions; however, they also have the obligation to be objective and impartially present the various sides of an issue. Controversial issues are to be presented with good judgment and coordination with the building principal, keeping in mind the maturity of the students.

SCHOOL CLOSURE INFORMATION

Weld Re-3J Online Innovations will follow the same school closures and late start determinations made by the district.

When it is necessary to close school because of emergency reasons, the administration will attempt to make a decision prior to the beginning of the school day. As soon as a decision is made, radio and TV stations KOA, KCNC Channel 4TV, KMGH Channel 7TV and KUSA Channel 9TV will be notified. The notice will be posted on the district website (www.re3j.com) and the snow message line at 303-536-2070.

In addition to these forms for communication, Re3j uses the automated School Messenger system. On days when school has been delayed or canceled you will receive an automated phone message. Click on the links below for more detailed information on weather related School Closures.

[RE3J School Closure and Two Hour Delay Information \(ENGLISH\)](#)

[RE3J School Closure and Two Hour Delay Information for Families\(EN ESPANOL\)](#)

Local Weather Stations current conditions link:

[Hoff Elementary Conditions](#)

[Weld Central Jr Sr High Campus Conditions](#)

[Hudson Elementary Conditions](#)

[Lochbuie Elementary Conditions](#)

[Meadow Ridge Elementary Conditions](#)

COMMUNICATION

Weld Re-3J Online Innovations curriculum and instruction is completed 100% online. Students will be supported by Weld Re-3J teachers through email, phone, and video conference sessions on a regular basis but will receive the majority of their direct instruction from the online curriculum platform. Weld Re-3J Online Innovations teachers provide daily lessons and tutoring sessions and individual teacher schedules can be found on the Innovations website.

Parents may be asked to participate in virtual meetings or phone calls with their student(s) and teacher(s) or discuss academic progress or topics related to online learning progress. Parent/guardian support is an integral part of student success. The online curriculums are designed for students to work through at a level of independence appropriate to their grade. Young children will likely require much more intensive support and assistance with all activities, while older students will be able to work more independently with some assistance from parents in regards to submitting assignments, keeping track of progress and grades, and communicating with their teacher(s) when they are struggling.

Families are asked to create a weekly schedule that incorporates adequate time for all subject areas, daily conferencing and communication with their teachers, and independent work outside of the computer program such as reading, writing, or worksheet activities. To-do lists and overdue assignments are also tracked within the online curriculum program and serve as guidelines for families and students in determining whether or not the pace they are maintaining is adequate and the quality of work is aligned to grade-level standards.

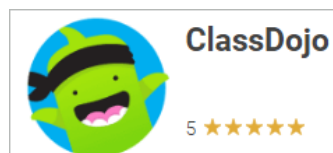
Clear, proactive, intentional two-way communication with staff, families, and our community is essential. Weld Re-3J will provide as-needed communications about what we know and don't know to help keep students, staff, and families stay informed. Staff and families can expect communication through the following outlets:

- Email
- Phone messages
- Text
- Class Dojo (Grades PK-5)
- Remind App (Grades 6-12)
- Weekly Newsletters from Principals

The District utilizes the SchoolMessenger system to deliver messages via phone, email, and text to keep parents and guardians informed. You are encouraged to sign up to receive all forms of messaging, including text messages. You can participate in this free service just by sending a text message of "Yes" to 67587.

School messenger information SMS_Text_Opt-In_Flyer

Communication should come directly from school principals and teachers. For families with students in grades PK-5, we ask families to use the Class Dojo mobile application as a way to get information quickly and easily. For families with students in grades 6-12, we will be using the Remind application.



Download information for [iphone](#) or [android](#).



Account set up and information is available [HERE](#).

Translation Services

Per U.S. Department of Education, schools must communicate information to limited English proficient parents in a language they can understand about any program, service, or activity that is called to the attention of parents who are proficient in English. This includes, but is not limited to, information related to:

- registration and enrollment in school and school programs
- grievance procedures and notices of nondiscrimination
- language assistance programs
- parent handbooks
- report cards
- gifted and talented programs
- student discipline policies and procedures
- magnet and charter schools
- parent-teacher conferences
- requests for parent permission for student participation in school activities
- special education and related services, and
- meetings to discuss special education

For more information about school's legal responsibilities, please visit:

<https://www2.ed.gov/about/offices/list/ocr/docs/dcl-factsheet-lep-parents-201501.pdf> Interpreter services are available for all staff and families through [Heartland Alliance](#).

GRADING PROCEDURES

Students in Grades K-5

Progress report grades will be entered weekly into Infinite Campus on Wednesday by 3:00 p.m. Parents and Innovations students are able to view their grades and progress through Infinite Campus and through their online curriculum platform. Report cards will be issued at the end of each semester grading period. Report cards will be held if fees are not paid. Progress reports will be handed out every two weeks and at midterm.

All Re3-(J) elementary grades 3-5 will be using the following grading scale:

- A-----90-100
- B-----80-89
- C-----70-79
- D-----60-69
- F-----59 and below

All Re3-(J) grades K-2 will be using the following indicators:

- 4 – Independently and consistently applies and generalizes the skill accurately above grade level
- 3 – Independently and consistently (and in writing when appropriate) applies the skill at grade level
- 2 – Is able to apply the skill with assistance, or over generalizes the skill, or applies the skill inconsistently

1 – Is working on the foundational skills that will lead to the ability to demonstrate this skill
NA – No evidence of this skill was collected

Spelling grades will be included in the writing grades, as the two go hand in hand.

Students in Grades 6-12

“Grade to Date” will be entered weekly into Infinite Campus on Wednesday by 3:00 p.m. Parents and Innovations students are able to view their grades and progress through Infinite Campus and through their online curriculum platform. Final Grades “Overall Grade” will be entered on the last day of the Quarter/Semester.

The following items are Required for Grading:

1. Discussions: Graded on substance & feedback may/may not be provided (if feedback provided & requires a response, student is responsible for responding within 24 to 48 hrs)
2. Journals: Graded on substance & feedback may/may not be provided (if feedback provided requires a response, student is responsible for responding within 24 to 48 hrs)
3. Practice/Check Ups: Graded on substance & feedback may/may not be provided (if feedback provided requires a response, student is responsible for responding within 24 to 48 hrs)
4. Projects: If required, will be Graded on substance & feedback may/may not be provided (if feedback provided requires a response, student is responsible for responding within 24 to 48 hrs)
5. Quizzes: Students will have 3 chances total to pass. If not passed for a third time, students will receive the grade earned and move forward.
 - a. After the second failed attempt, item will lock
 - b. Students must provide Study Evidence before attempting a third and final time.
6. Computer Scored Tests:
 - a. May only be opened if the student has completed /or given a grade for all previous unit lessons.
 - b. Because a Computer Scored Test is considered a Unit Test, Students are **NOT** allowed to retake.
7. Virtual Check Ins:
 - a. Students will be required to attend a scheduled virtual 5-10 minute check in with the instructor twice a month.

Acceptable forms of Study Evidence:

- Completed Study Guides
- Completed Reading Guides
- Key Terms with Definitions
- Notes
- Assigned Tutorial Lessons

Report cards will be issued at the end of each semester grading period. Report cards will be held if fees are not paid. Progress reports will be handed out every two weeks and at midterm.

GRADE POINT AVERAGE (GPA) DISTINCTIONS

Letter grades and grade point averages for individual classes will be computed using the following numerical scale.

Percentage	Regular Course	Honors	AP and/or Concurrent
90 – 100 = A	4.0 = A	4.5 = A	5.0 = A
80 – 89 = B	3.0 = B	3.5 = B	4.0 = B
70 – 79 = C	2.0 = C	2.5 = C	3.0 = C
69 – 60 = D	1.0 = D	1.5 = D	2.0 = D
59 – 00 = F	0.0 = F	0.0 = F	0.0 = F

RETENTION

A recommendation for possible retention shall be made by the teacher to the building principal through a body of evidence that includes:

1. The inability of a student to successfully progress, despite numerous interventions, is well documented over time through methods such as:
 - a. Student achievement measures (formative assessments, benchmark assessments, summative assessments, state assessments)
 - b. Attendance records
 - c. Previous school records
 - d. Educator observation
 - e. Special programs consultation

Progress reports and other documentation that indicate continuous communication with parents/guardians regarding student progress

Elementary and Middle School Retention Procedures

1. The elementary and middle schools will adopt a decision making model that will provide an objective standard to aid the school professionals in determining whether a student would benefit from grade retention. This standard will help ensure that the decision will be made in accordance with the intent of district policy and in accordance with the timelines delineated in these procedures.

By the first week of December, teachers will make the building principal aware of any student(s) that they are considering for retention. The student must be referred to the building support team for interventions by this time.

2. After notifying the principal of the possibility of retention and prior to the end of first semester, teachers will make arrangements with the parents/guardians of the student to discuss the educational alternatives for the student and the potential recommendation for retention.
3. Before the end of the third quarter, the progress of the student should be reviewed again with the building support team, including parents. If there is reason for further consideration of retention, discussion of available alternatives for the child, including retention, should be reviewed. Additional assessments, including a published assessment designed for consideration of retention, should be considered and completed as appropriate.
4. No later than 20 school days prior to the end of the school year or immediately following spring benchmark assessments if completed within the last 20 school days, a conference will be scheduled

involving the parents/guardians and teacher(s) of the student and the building principal for the purpose of making a final decision regarding the retention of the student.

5. The teacher(s) and/or principal shall document in writing all decisions made at meetings with parents/guardians regarding the retention of a student.
6. No conditional retentions or promotions will be made.
7. Middle school students will not be retained for reasons of behavior or conduct.
8. Maximum emphasis should be placed on conferencing with parents/guardians about possible retention of a student. It is important that parents/guardians have an understanding of the student's educational problems and the possibility of retention.
9. The final decision regarding retention of a student rests with the school's principal.
10. The principal will arrange a conference with the receiving teacher(s) to discuss in detail the needs of the retained student. This conference will be held prior to the beginning of the following school year.

GRADUATION REQUIREMENTS

Students graduating from Weld Re-3J Online Innovations will receive a Weld Re-3J Online Innovations diploma. All students must meet Colorado Graduation Requirements.

Each student will take seven classes during each of the eight semesters in which they are enrolled, for a total of 28 possible credits (.5 credits per class per semester). All students must have a full schedule. Failed classes will need to be made up either during Credit Recovery or Summer School, outside of the regular school day.

26 Credits are Required for Graduation

Language Arts: 4.0 Credits	English I – 1.0 (9 th) English II – 1.0 (10 th) American Lit – 1.0 (11 th) See Language Arts category for 12 th grade course offerings – (1.0)
Social Studies: 4.0 Credits	Foundations of Social Studies – 1.0 (9 th), World History - 1.0 (10 th) U.S. History- 1.0 (11 th), Civics -.5(12 th), and *Economics-.5 (12 th)
Math 3.0 Credits	Algebra I - 1.0 (9 th) Geometry - 1.0 (10 th) See Career Pathway Course Guide for course offerings
Science: 3.0 Credits	Physical Science/CP Physical Science – 1.0 (9 th) General Biology/CP General Biology – 1.0 (10 th) See Science category for 11 th and 12 th grade course offerings.

P.E. and Health: 2.0 Credits	Physical Education I/Health – 1.0 (9 th) See P.E. category for 10 th , 11 th and 12 th grade course offerings. <i>Note: Two seasons of participation in an athletic activity may result in a waiver of one-half (½) credit of physical education up to a maximum waiver of 1.0 credit.</i>
Electives: 10.0 Credits	Any course in addition to the required courses or courses marked “Elective Credit” are elective courses.

**Required Graduation Credit Requirements are subject to change.*

All graduating seniors must have a completed Individual Career and Academic Plan that has been approved by a school counselor prior to graduation.

Students must also show College and Career Readiness in both Math and English under [Colorado Graduation Guidelines](#).

CREDIT RECOVERY & SUMMER SCHOOL

Credit Recovery and Summer School classes are available for high school students, grades 9-12. Because a student is making up credit lost at our high school, the credit needs to be made up through our district’s credit recovery program. Students who enter Weld Central High School from other schools who require less credit may be required to take courses to achieve twenty-six credits for graduation. Transfer students will not be subject to the fees for making up courses.

Summer School Sessions are held at Weld Central High School as well as online.

We will continue to utilize a proficiency-based online curriculum for Credit Recovery and Summer School course offerings. Almost all regular core courses are offered for Credit Recovery and Summer School, in addition to select electives. We realize that many of these courses will not take the equivalent amount of time to pass during the summer or after school. We believe that since a student has taken the course during the regular school year that Credit Recovery should be faster than regular semester classes. Please understand that this program is not intended to work toward early graduation but to recover credits.

Students taking credit recovery and summer school courses will pay a fee per class prior to being enrolled in the class. This will be charged to student accounts. Programming options and fees for Credit Recovery and Summer School are subject to change.

STUDENT RECORDS

The Family Educational Rights and Privacy Act (FERPA) offers parents and students over 18 years of age (“eligible students”) certain rights with respect to the student’s education records. Requests to inspect and review a student's educational records should be submitted to the school principal in writing. The principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected. Parents or eligible students have the right to request amendment of the records under certain conditions. Parents or eligible children have 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 address is available at the administration office as is the full policy and procedure for inspecting and reviewing student records.

INTERVENTION AND ENRICHMENT

Weld Re-3J Online Innovations offers some supplementary curriculum and online pathways for students in need of intervention, traditional core content instruction, and enrichment. Innovations teachers work collaboratively alongside special education teachers, school counselors and school psychologists, interventionists, English Language Development teachers, and Gifted and Talented liaisons.

Individualized and intensive support cannot be provided in an online learning environment. Support and enrichment opportunities for Innovations students are provided through a consultative approach rather than direct instruction. Modifications and accommodations as listed in their formal student plans (ex. IEP, 504, ALP) will need to be adjusted to fit the specific circumstances of an online program. If you have questions about support your child would receive in the Weld Re-3J Innovations program, please contact Benjamin Palmer, Executive Director of Early Childhood and Special Education at 303-536-2006 or benjaminpalmer@re3j.com

All elementary level K-12 Innovations students are welcomed to participate in before/after school clubs and extracurricular activities offered to in-person students. Middle and high school K-12 Innovations students will be allowed to participate in Weld Central Middle School and Weld Central High School activities such as sports, clubs, performances, etc. in accordance with CHSAA eligibility rules, unless otherwise specified for individual students.

SUPPORT SERVICES

Special Education

The Weld County RE-3J District Special Education Consortium is committed to the basic premise that the purpose of a public school education is to help each student, including those with disabilities, develop to the limit of his/her own capacity in order that he/she may have a useful life lived in dignity and freedom. Our goal is to provide full educational opportunities to all children with disabilities. Each student with a disability shall be offered an individual education program to meet his/her needs.

Students with disabilities, 3 to 21, residing within the Weld County Special Education Consortium jurisdiction shall have available to them a free appropriate public education provided in conformity with an individualized education plan. Programs may include regular and special instructional and related services to meet individual education needs. The school board reserves the right of final determination of placement in these programs.

English Language Development (ELD)

In Re-3J, as part of our commitment to high expectations, rigorous instruction, and quality teaching, our English Language Acquisition program components include:

- Identifying and screening students whose dominant language may not be English
- Assessing and monitoring student's English language acquisition using the WIDA Access Placement Test (W-APT) and the WIDA ACCESS assessment
- Providing all students with [sheltered instruction](#) opportunities and;

- Providing non English proficient (NEP) and limited English proficient (LEP) students with supplemental specialized language instruction programs

Local Education Agencies (LEA's) are required to provide informed parental notification as to why their child is in need of placement in a specialized language instruction program. Parents have the right to refuse these services at any time. For more information about ELD programming at your student's school, contact your school's administrator or ELD Teacher.

Multi-Tiered Systems of Supports (MTSS)

Introduction A Multi-Tiered System of Supports (MTSS) is a systemic, continuous-improvement framework in which data-based problem solving and decision-making is practiced across all levels of the educational system for supporting students. The framework of MTSS is a "way of doing business," which utilizes high quality evidence-based instruction, intervention, and assessment practices to ensure that every student receives the appropriate level of support to be successful. A Multi-Tiered System of Supports helps schools and districts to organize resources through alignment of academic standards and behavioral expectations, implemented with fidelity and sustained over time, in order to enable every child to successfully reach his/her fullest potential.

Gifted and Talented

In Re-3J we hope to ensure students who are Gifted and Talented are provided the necessary support, programming, and advocacy needed to meet their full potential.

The Exceptional Children's Educational Act (ECEA) requires all school districts in Colorado to identify and serve students between ages five and twenty-one whose aptitude or competence in abilities, talents, and potential for accomplishment are exceptionally or developmentally advanced. For more information on our identification and programming processes and options, contact your schools Gifted and Talented Liaison or principal.

Counseling/Mental Health Services

Mental Health providers such as school psychologists, counselors, and social workers are available in every building to provide crisis and trauma support, as well as, some individualized counseling. The district's ability to provide regular, ongoing mental or social/emotional well-being is limited. For more information on local resources or additional support please speak with your school principal or school's mental health provider.

IMMUNIZATIONS

Colorado law ([Board of Health rule 6 CCR 1009-2](#)) requires all students attending Colorado schools, ***including those attending online***, to be vaccinated against certain diseases, unless an exemption is filed. The minimum number and spacing of doses is set forth in the Advisory Committee on Immunization Practices (ACIP) [Child](#) and [Adolescent](#) Immunization Schedules. Meeting the initial vaccine requirements does not excuse a student from meeting additional requirements. In addition to the vaccines required for school entry, there are several vaccines recommended by the ACIP that provide protection against other diseases. These include Meningococcal, Hepatitis A, Rotavirus, Human papillomavirus and Influenza. Below are the vaccines required for students attending Colorado schools. More information is available here: [School Required Immunizations](#).

Vaccines required to enter school (K-12)

- Hepatitis B.
- Diphtheria, tetanus, pertussis (DTaP).*
- Inactivated poliovirus (IPV).*
- Measles, mumps, rubella (MMR).*
- Varicella (chicken pox).*
- Tetanus, diphtheria, pertussis (Tdap).**

*Students 4 through 6 years of age are required to have their final doses of DTaP, IPV, MMR and Varicella prior to kindergarten entry.

**Students are required to have Tdap prior to entry into 6th grade. One dose of Tdap is required for 6th through 12th grades.

SCHOOL ACTIVITIES AND CLUBS

Extracurricular and Interscholastic Activities

Students enrolled in Weld Central Innovations, may participate on an equal basis in any extracurricular or interscholastic activity offered by a public school.

Student Clubs

Online school doesn't mean students are disconnected. Weld Central Innovations believes that social interaction and engagement are essential to online learning. That is why we provide a variety of social opportunities for students to participate in outside activities. Each club shall have a faculty or staff member appointed as the advisor. The advisor must attend every meeting of the organization. All clubs shall comply with applicable school policies and procedures.

INTERNET SAFETY

Weld Re-3J Online Innovations students must use their district email & Apex Messaging in all of their communications and online work. Students are responsible for appropriate behavior on the internet. Unauthorized access to the system or any action that destroys the data of others or interferes with their usage of the system will be considered an act of vandalism and result in disciplinary action. Individuals who abuse the system or in any way or harass other students or vandalize any equipment may also lose their computer privileges and/or be held financially liable for necessary repairs, replacement, or restoration of data or equipment.

SCHOOL SAFETY

Procedures for Safe, Confidential Reporting of Security and Safety Concerns

Adult Conduct: Weld Re-3J expects parents and guardians to model professionalism and respect, and refrain from disrupting teaching or school-support operations. Such behavior can create an unsafe, unproductive or threatening environment for our students and staff members.

Parents or families who violate this policy may be issued a warning about their behavior and/or barred from entering school grounds. Our goal is to help prevent conflicts by working together to maintain a positive and productive environment for our students and staff members. Read the Weld County School District Re-3J [Administrative Board Policy K-12 \(KFA\) Public Conduct on District Property](#) for more information.

Student Conduct: Student safety is a top priority and responsible conduct in every school is required to maintain a safe educational environment. Student safety policies and procedures apply when students are on school grounds, in district-approved vehicles, at designated school bus stops or at school-sponsored events.

Anonymous Reporting

Safe2Tell Colorado is a way to anonymously report anything that concerns or threatens you, your friends, your family, or your community.

Overview of the operations of Safe2Tell Colorado bystander tip-line:

- Students, parents, teachers, community members can call a toll-free anonymous tip-line: 1-877-542-SAFE - and give a trained professional call taker their concern in an anonymous online web report, or upload their concern anonymously through a mobile app.

The Safe2Tell Colorado mobile app for reporting threatening behaviors and safety concerns in Colorado is available for students, parents and community members on the [Apple App Store](#) for iPhones/iPads and [Google Play](#) for Android devices. The Safe2Tell Colorado mobile app is password protected, allows reporters to upload videos or photos, and features two-way dialogue functionality with the reporter and dispatcher for additional information.



- Calls, web and mobile app reports are answered 24 hours/day, 7 days/week, 365 days/year at the Colorado Information Analysis Center (CIAC) at 1-877-509-2422

- The caller is given a code number and password to preserve their anonymity.
- Caller ID, web tracking and other means of identifying the reporter are not used.
- Information is forwarded to a team of proper officials, whether it's the school, law enforcement, or both, who will respond to the concern or threat.
- All valid information received through Safe2Tell Colorado is forwarded for investigation, to law enforcement, schools, or both, as the severity of the

situation dictates.

- Safe2Tell Colorado tracks the outcome of all forwarded tips through required disposition reporting.



STUDENT DEVICES (INNOVATIONS)

HIGH SCHOOL CHROMEBOOKS

Students entering or staying at the High School will continue to hold on to their Chromebook.

MIDDLE SCHOOL CHROMEBOOKS

Students entering or staying at the Middle School will continue to hold on to their Chromebook.

ELEMENTARY CHROMEBOOKS AND IPADS

All elementary Innovations students need to return their district issued devices and chargers by the last day of school, (or sooner if the device is no longer needed). The devices can be returned to the front office of their home school or they can make an appointment with the tech department to return the device, if needed at <https://online.re3j.com/support/>. Any elementary students continuing with Innovations next year that need a device will be able to schedule a time to pick up the device prior to the start of the school year.

**Please note: All Chromebooks have a 4-year life cycle before they are replaced. Students issued a device will hold onto that device for 4 years and are expected to take care of the Chromebooks according to the Student Acceptable Use Policy (<https://drive.google.com/file/d/1rMmMLGhH6xGwSA6iM-eezkDYHSMW9EU9/view>). The life-cycle plan for individual issue starts in 5th grade – with a device refresh (meaning issued a new device) in 9th grade. At the end of high school, students will be given the opportunity to purchase the device.*

DEVICE ISSUES

STUDENTS

Students experiencing issues with their Chromebook/iPad over the summer may reach out to the Technology Department by going to online.re3j.com/support and filling out the contact form – the Tech Department will schedule a time to meet if we are not able to resolve the issue remotely.

Student Responsible Use Guidelines For Technology, Access and Digital Communication

The Weld County School District Re-3J offers students access to computers and the Internet to support the District vision and mission. In order to provide open access to the resources, tools and equipment we believe are essential to teaching and learning, it is important that users understand their responsibilities and conduct themselves as responsible learners at all times. Listed below are guidelines that outline responsible use.

I will:

- Keep private information private. (My password and identity are mine and not to be shared.)
- Treat others with respect, both online and offline.
- Report anyone who tries to use the computer to hurt or harass me or others to a teacher or another staff member.
- Strive to be a responsible digital citizen.
- Encourage others to be good digital citizens.
- Have appropriate conversations in all my interactions with others.
- Tell adults when someone makes me uncomfortable.
- Use computers, the District network, and District accounts for school-related purposes.
- Credit my sources when I am using other people's information, images or other material.
- Respect the work of other students and not try to copy, damage, or delete their work.
- Follow District policies, rules, and regulations.
- Ask for permission before connecting my own devices to the District network.
- Take care of District computer equipment.

I will not:

- Read another student's private communications without permission.
- Use improper language or pictures.
- Use communication tools to spread lies, rumors, or other harmful content about others.
- Access or attempt to access anyone else's account(s).
- Pretend to be someone else online.
- Give out my full name, password, address or any other personal information.
- Give out the full names and addresses of others.
- Electronically communicate with anyone who asks me not to.
- Look for, read, view, or copy inappropriate pictures or information.
- Load my own software or apps onto the District network to use at school, unless I have received permission.
- Try to get access to or make the computer or network do things not approved by my school and the District.

I understand:

- That sometimes my computer work may be lost, and I should be careful to backup important work.
- That some things I read on the Internet may not be true.
- That the computers and network belong to the District and that using them is a privilege, not a right.
- That the computers, network and printers may not work everyday.
- That it is my responsibility to make sure that the devices I use on the District network are approved.
- That the things that I do using a school computer or network are not private and that my teachers and District staff may review my work and activities at any time.
- That it is my responsibility to read and abide by the terms and conditions of District Policies [J-18 \(JIC\)](#) and [J-63 \(JS\)](#), guidelines, exhibits, and handbooks, including all subsequent revisions.

Optional Insurance and Repair for Student Chromebooks/Ipads for the 2022-2023 School Year

What is it?

The Optional Insurance and Repair program is designed to help offset the costs for families of a lost or damaged iPad or Chromebook. School Board policy J-63 clarifies that student use of the Internet, electronic communications and district technology devices is a privilege, not a right. Failure to follow the use procedures contained in the policy shall result in the loss of the privilege to use these tools and restitution for costs associated with damages. The costs for a damaged or replacement iPad or Chromebook can be expensive. Optional insurance is our way of helping offset unforeseen expenses for families. This program is optional, but can provide significant savings in the event of accidental damage or loss.

How much does it cost?

The insurance program is an optional, annual, non-refundable \$30/year payment per participant. This fee may be reduced or waived for students eligible for a free or reduced price lunch under the federal poverty income guidelines and homeless students as defined by McKinney-Vento. It is not proratable for partial semesters. Students who newly enroll in the district during the second semester will have the option to participate in that school year's coverage at the rate of \$15. The amount of the premium may change from year to year based on data from the previous year's damage rates.

What does it cover?	What does it NOT cover?
<ul style="list-style-type: none">• A first incident of accidental damage at no charge.• A second incident of accidental damage<ul style="list-style-type: none">○ Keyboard case only \$25	<ul style="list-style-type: none">• Loss of cables or chargers.• Replacement of damaged chargers.• Intentional damage.• Damage that occurs when the iPad is

<ul style="list-style-type: none"> ○ iPad (with or w/o case) \$50 ● A third incident of accidental damage <ul style="list-style-type: none"> ○ Keyboard case only \$50 ○ iPad (with or w/o case) \$100. ● Exchange of district-issued non-working lightning cable. ● One incident of loss at a cost of \$250. A police report may be required for loss claims. 	<ul style="list-style-type: none"> out of the district-issued case. ● Loss as a result of willful negligence. ● Any damage beyond the third incident.
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To opt in, full payment of the fee must be completed during the insurance opt-in window from September 1 to September 30 (or within the first 30 days of enrollment for students who arrive after September 30).

If you choose to not participate in this program, you will be responsible for the full cost of replacement or repair.

Estimated Repair or Replacement Costs:

- Replacement cost for District provided Chromebook AC Charger is \$35
- Replacement cost for District provided Chromebook is \$275 (variable)
- Replacement cost for District provided Chromebook motherboard is \$250
- Replacement cost for District provided Chromebook IOboard is \$20
- Replacement cost for District provided Chromebook keyboard is \$15
- Replacement cost for District provided Chromebook screen \$99
- Replacement cost for District provided Chromebook Battery \$100
- Replacement cost for District provided Chromebook touchpad \$80
- Replacement cost for District provided Chromebook Bezzle \$10

INTERSCHOLASTIC ACTIVITIES AND ELIGIBILITY

[Please refer to the Athletic/Activity Handbook.](#)

For more information, visit our website at:

https://re3j.com/departments/weld_re-3j_k-12_innovations or our home learning page at:

https://sites.google.com/re3j.com/k-12innovations/home_1

Signature Page

I acknowledge receipt of this student/parent handbook and have read, understand, and accept its contents and all expectations.

Parent/Guardian Signature (electronically collected)