



STUDENT HANDBOOK

2015 - 2016

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Website: www.vantage.adams12.org

**HAND BOOK AND DISTRICT POLICIES ARE AVAILABLE ON THE VPHS WEBSITE
AT www.vantage.adams12.org UNDER THE STUDENT/PARENT RESOURCES TAB
PLEASE REVIEW AND SIGN THIS FORM TO RETURN AT CHECK-IN.**

A copy can be requested at the school.

HANDBOOK EXPECTATIONS

This handbook is designed to familiarize students and families with an overview of Vantage Point High School and our values, rules, regulations, and policies. Please take the time to read it carefully.

It should be understood that the information in this handbook is the reference guide for the successful operation of our program and that students are directed to comply with the outlined expectations in this manual.

We realize that this handbook is not inclusive of every school situation, but we hope that it clarifies most policies of the school and the school district.

If you do not understand or if you need further information about any of the contents, please contact us at your earliest convenience.

Our goal is to provide a positive and meaningful educational experience for all of the students of Vantage Point High School. The contract requires parent and student signature.

STUDENT / PARENT CONTRACT

I, _____, will comply with all rules and regulations, policies and procedures as they pertain to Vantage Point High School and in alignment with the VPHS school of choice contract as well as Adams 12 Five Star Schools superintendent policies.

Furthermore, I understand that failure to comply with said policies may result in losing my student status at Vantage Point, at any point during the year and for a length of time to be determined by the Principal.

I have reviewed the Student/Parent Handbook for 2015/2016 containing updated District Policies and information.

Signature of Student

Date

Signature of Parent

Date

Adams 12 Five Star Schools
1500 E. 128th Avenue
Thornton, Colorado 80241

BOARD OF EDUCATION

2015-2016

Mr. Mark D. Clark President
Mr. Norman L. Jennings Vice President
Mr. Robert M. Willsey Secretary
Ms. Kathy D. Plomer Director
Mr. Brian M. Batz Director

Mr. Chris E. Gdowski Superintendent of Schools

WELCOME

Welcome to Vantage Point High School! We are very happy to have you join our community, and we look forward to a very positive year of growth and a commitment to learning.

The Vantage Point staff is an experienced and dedicated group of individuals who are willing and prepared to address the needs of all students who attend our school. Our hope is that each student will find a way to “connect” with at least one staff member who will serve as a listener, helper, and positive role model.

Vantage Point offers the opportunity for a new start to make positive changes in order to prepare for a successful future. A commitment to take advantage of this opportunity is critical to ongoing enrollment and success.

Our staff looks forward to working with you throughout the 2015-2016 school year. Please contact us if we can be of assistance in any way.

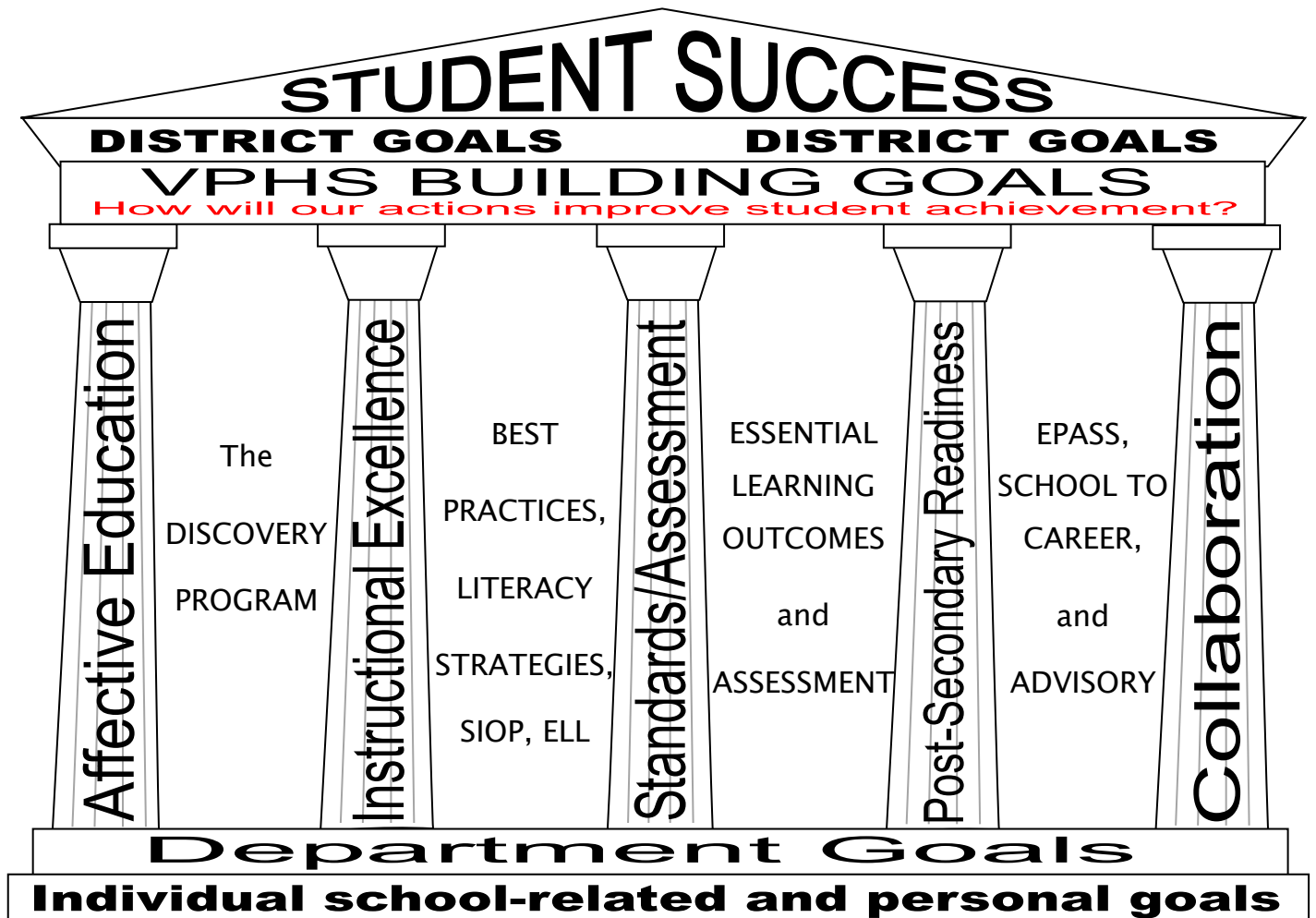
Sincerely,

Alan Hollenbeck
Principal
720-972-5800
Vantage Point High School
Adams 12 Five Star School District

Vantage Point High School

2015-2016

School Improvement Plan



VPHS MISSION

The mission of Vantage Point High School is to develop young people not only academically but also affectively so that they may become productive, healthy, ethical and successful citizens who are prepared for post-secondary education and/or the workforce.

VPHS VISION

As we operate in a collaborative and deliberate manner, our guiding principle is that all students can and should achieve.

Most of our students are at risk of not graduating from high school; therefore, we offer individualized instruction through a comprehensive curriculum which is rigorously academic, while addressing social and emotional skills. Our classes include students of mixed age, grade, and ability levels as well as diverse backgrounds, experiences, and life stories. This complex learning structure requires teachers to not only differentiate, but also to provide data-driven and purposeful instruction while developing meaningful relationships as students discover who they are in a safe environment that creates a sense of community and belonging.

Our core strategies which support our mission and vision are:

- Comprehensive affective educational curriculum
- Proactive intervention (academic and affective)
- Skill remediation
- Creative thinking/problem solving skills across all curricular areas
- Standards-based curriculum, instruction, and assessment
- Alternating block scheduling:
 - earn credits more quickly
 - quarter system and condensed daily schedule promote “short term” successes
- Strict attendance/discipline policies
- Continuum of support systems for students
- School of Choice
- Smaller school community

VPHS VALUES

Focus on Learning
Support Each Other

Mutual Respect
Appropriately Confront

Vantage Point High School

2015– 2016 Calendar

August 19, 2015	Check-In Day For All Students	
August 20, 2015	Quarter 1 First Day of Classes	
September 7, 2015	Labor Day	No School for Students
September 24, 2015	Open House/Fall Conferences	
October 16, 2015	VPHS Teacher Work Day	No School for Students
October 19, 2015	Quarter 2 First Day of Classes	
November 11, 2015	Veteran’s Day	No School for Students
November 23-27, 2015	Thanksgiving Break	No School for Students
December 18, 2015	Teacher Work Day	No School for Students
December 21 – January 3, 2016	Winter Break	No School for Students
January 4, 2016	In-Common Release Day	No School for Students
January 5, 2016	Quarter 3 First Day of Classes	
January 18, 2016	Martin Luther King Day	No School for Students
February 11, 2016	Open House/Spring Conferences	
February 12, 2016	District In-Service Day	No School for Students
February 15, 2016	Presidents’ Day	No School for Students
March 11, 2016	VPHS Teacher Work Day	No School for Students
March 14, 2016	Quarter 4 First Day of Classes	
April 4-8, 2016	Spring Break	No School for Students
April 11, 2016	In-Common Release Day	No School for Students
April 19, 2016	State ACT Testing Day	12:00 Dismissal
May 12, 2016	VPHS Graduation	No School for Students
May 26, 2016	Last Day of Classes	
May 27, 2016	Teacher Work Day	No School for Students

****Bold items are special dates/information related to VPHS.**

Calendar is subject to change. Calendar will be updated monthly on the VPHS web page.

CLASS SCHEDULE

Vantage Point High School offers a variety of classes with an opportunity for each student to enroll in eight (8) classes per quarter. The school starting time is 8:00 a.m. with dismissal at 1:35 p.m. Our class schedule is periods 1-4 meet on Black days and periods 5-8 meet on Silver days. Black/Silver calendar will be posted on the VPHS web page.

DAILY SCHEDULE

BLACK SCHEDULE

Period 1	8:00 – 9:15
Period 2	9:20 – 10:40
Period 3	10:50 – 12:10
Period 4	12:15 – 1:35

SILVER SCHEDULE

Period 5	8:00 – 9:15
Period 6	9:20– 10:40
Period 7	10:50 -12:10
Period 8	12:15 -1:35

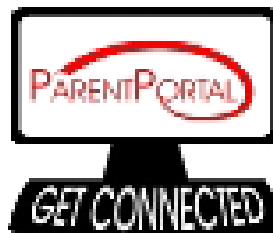
ADVISORY SCHEDULE

Counts as a mandatory attendance day or lose classes for day.

Period 1/5	8:00 – 9:05
Period 2/6	9:10 – 10:15
Advisory	10:20 – 11:10
Period 3/7	11:20 – 12:25
Period 4/8	12:30 – 1:35



**WELCOME TO THE ADAMS 12 FIVE STAR SCHOOLS
INFINITE CAMPUS PARENT PORTAL
LIVE ON-LINE ACCESS**



Here you will find instant access to accurate, current and confidential information about your child(ren)'s attendance, grades, class assignment and more.

Please visit our website at www.vantage.adams12.org and click on the Parent Portal link for procedures, obtain access or to login.

**ASSIGNMENTS
ATTENDANCE
GRADES
AND MUCH MORE!**

VANTAGE POINT HIGH SCHOOL CONTRACT AGREEMENT

Vantage Point is an alternative high school program serving an important group of students. Our school vision and mission is to serve students in a setting that stretches the boundaries of support as well as limits. Because of the critical need to be a unified program, the school expectations and climate are believed to establish specific benefits to our overall goal of increased student achievement and success. As a result, MUTUAL RESPECT, UNITY, POSITIVE PEER PRESSURE, IMAGE IN THE COMMUNITY, SCHOOL DISCIPLINE, SUPPORT SYSTEMS, SAFETY, ATTENDANCE, and a FOCUS ON LEARNING are all of increased importance.

VANTAGE POINT IS A CLOSED CAMPUS

STUDENTS WILL BE REQUIRED TO CHECK OUT IN THE MAIN OFFICE IF LEAVING DURING SCHOOL HOURS. ANY STUDENT LEAVING CAMPUS DURING SCHOOL HOURS WITHOUT PERMISSION WILL BE REQUIRED TO RETURN WITH A PARENT.

Since Vantage Point High School is a school program of choice, it is understood that multiple agreements/acceptance of policies are recognized at the onset in order to maximize student success.

GRADUATION REQUIREMENTS

All students who are enrolled in Adams 12 Five Star Schools are required to earn 23 credits to graduate.

Other policies applying to our program include:

A grading system A, B, C or F. No grades of D are assigned.

(69.5% or above = Passing, 69.4% or below = Failing)

All of the above requirements may be modified for students on Individual Education Plans (IEP's) based upon their special needs.

ATTENDANCE

Regular attendance at Vantage Point is critical to academic success. Students who are not in class will not succeed. The District 12 attendance policy speaks to excessive unexcused and excused absences.

The staff at Vantage Point has established an attendance policy as follows:

- Student gets **3 Absences** / Block classes – **6 Absences**. Parents are encouraged to verify student absences.
- Any additional Absences will be considered excessive and the student will lose that class resulting in an F for the quarter.
(Students may appeal to Vantage Point High School administration if they feel additional absences were due to extenuating circumstances).
- 3 tardies = 1 Unexcused Absence. A tardy will be marked up to the first 5 minutes of class. More than 5 minutes late in any class will be marked as an unexcused absence.
- Students 18 years and older can request a waiver to excuse themselves, but must meet with the Principal and parents to understand policy and sign a waiver. If the waiver is not signed, the student may NOT excuse themselves or sign out of school without permission of a parent or guardian.

*PLEASE NOTE: Excused (EXC) absences are those verified by a Dr.'s note, a funeral notice, court appearances, suspensions and principal verified extenuating circumstances. Parents are encouraged to verify absences; however, excused (EXC) and unexcused (UNX) absences all count towards the 3 absence limit.

LOST CLASSES

Any student who exceeds the terms of the attendance policy will lose the class or classes and receive a letter grade of an F and be awarded no credit. Once a class is "lost", the student will be required to attend the Refocus Program. If the student passes the class in the Refocus Program, then the F for the lost class will be changed to NG (no grade). Credit will be awarded in the class passed in the Refocus Program.

We encourage parents to discuss attendance expectations with your child and to use Infinite Campus or call the school to monitor attendance progress. Teachers will contact parents with attendance concerns.

REFOCUS POLICY

A successful quarter is one in which a student passes a minimum of six (6) classes. Parents will be notified by the office staff when students are on Refocus.

If there are questions regarding your status as a student at Vantage Point, or if you would like assistance in exploring other options in education, you may contact the Diagnostic Center Coordinator or Principal.

If you choose not to comply with the Refocus plan and to return to a traditional Adams 12 district high school, then Vantage Point High School **will no longer be an option.**

VANTAGE POINT WARRIOR DAYS

Warrior days will be offered once per quarter on scheduled Saturdays. Warrior days allow VPHS students to earn one day back of their 3 allowable absences. Warrior days are NOT offered to students after they have exceeded all allowable absences.

DISCOVERY PROGRAM

The *Discovery Program* is a concrete, skills-based curriculum that has the power to create positive change in students. Through *Discovery*, students learn and master the positive social skills necessary to be successful in school and in life. *The Discovery Program* was designed in 1990 by Eric Larsen, an alternative high school teacher in Poudre School District in Fort Collins, Colorado. The program teaches positive social skills to students struggling with academic, attendance, and attitude problems. The curriculum includes social skills, management strategies, culture development, and experiential activities. All students who enroll in Vantage Point High School are required to participate **and pass** the *Discovery Program* as part of their entry into the Vantage Point High School culture. The objectives of the program are as follows:

- To develop a strong sense of community and a support system for all students.
- To teach, practice, and give feedback on specific positive social skills.
- To reinforce the culture of the classroom/school and ensure that all students realize what is expected of them and what they can expect from the staff.
- To self-explore, self-evaluate and gain insight into one's choices and outcomes.

STUDENT SUCCESS

Students are required to pass all course components of the Vantage Point High School *Discovery Program*. When a student completes the *Discovery Program*, he/she will graduate from *Discovery* and be promoted into the Vantage Point High School schedule the following quarter.

There are **3 ways** students may fail the *Discovery Program*: **1)** When students go over in attendance. **2)** When students do not pass all of their classes. **3)** When students are not demonstrating their skills. For example, a student who continues to be disruptive in class (or in multiple classes) would fail *Discovery* for not demonstrating the **Attending Skill** known as ***Being in the Moment*** or for not ***participating (one of the 6 P's)*** in his/her education. Failure to pass any component of *Discovery* will require the student to re-take *Discovery* the following quarter.

Students will have two opportunities to pass *Discovery*. If they do not successfully complete *Discovery* after the second time, they will need to seek another educational option other than VPHS.

CREDIT

Students will **earn 2.0 credits** for completing the *Discovery Program*. An **additional .25 credit** may be granted if the parent(s)/guardian(s) participate in the parent component of the *Discovery Program* and the student completes the necessary academic requirements associated with the parent participation.

ATTENDANCE

A student may have a total of **four (4) absences** for the quarter. **We will not distinguish between excused or unexcused absences.** The fifth (5th) absence will result in **not** completing the *Discovery Program* and having to re-take *Discovery* the following quarter. The excuse waiver that allows 18 year olds to call in their own absences does **NOT** apply to the *Discovery Program*. When a student completes the *Discovery Program*, he/she will graduate from *Discovery* and be promoted into the Vantage Point High School schedule the following quarter. All aspects of the Vantage Point High School contract agreement will apply.

DISCOVERY WARRIOR DAYS

Warrior days will be offered once per quarter on scheduled Saturdays. Warrior days allow *Discovery* students to earn one day back of their 4 allowable absences. Warrior days are NOT offered to students after they have exceeded all allowable absences.

THIS POLICY AGREEMENT IS TO BE REVIEWED AND SIGNED BY EACH APPLYING STUDENT AND PARENT PRIOR TO INTERVIEW FOR ACCEPTANCE TO VANTAGE POINT HIGH SCHOOL. SIGNING THIS FORM INDICATES KNOWLEDGE AND ACCEPTANCE OF THE POLICIES AND RESULTING CONSEQUENCES FOR NON-COMPLIANCE AS OUTLINED HERE AND DESCRIBED IN THE STUDENT/PARENT HANDBOOK.

Skills for Everyone that Form the Foundation of a Successful Life

The 6 P's

Prompt	Early IS on time
Prepared	Be ready mentally, emotionally, and physically to participate and Learn .
Polite	Treat everyone with dignity and mutual respect.
Positive Mental Attitude (PMA)	Expect a good outcome. Use your words. Manage your anger. Actively work to solve problems.
Participate	Education is Your responsibility. Own it! Step into the Circle. Be part of the process.
Produce	TCB --- Take Care of Business.

USE YOUR ATTENDING SKILLS

Be in the Moment	Be engaged in Your Learning.
Use Appropriate Body Language	Keep your head up, facing the speaker. No heads on desks. Show you are attentive!
Use Appropriate Eye Contact	Make eye-to-eye contact. Shake hands and look each other in the eye as a sign of respect.
Use Appropriate Feedback	Show you understand and are engaged. Smile. Nod. No blank states at the wall.
Question!	Ask questions to clarify or validate. Put your hand in the air and be recognized! It's your responsibility to make sure you understand what the teacher wants from you.

BUILDING RELATIONSHIPS BY RESPECTING YOURSELF

THREE REDIRECTS

A redirect is an opportunity for you, the student, to own your behavior as teachers appropriately confront you about your behavior in a respectful way. Our values are Mutual Respect, Appropriately Confront, Support Each Other, and Focus on Learning. As a staff, we believe that this technique will accomplish ALL four of our values at VPHS and give you needed life skills.

PROCESS

1. The teacher will ask you in a friendly, respectful tone if you are using your appropriate attending skills? We will not argue or engage in disrespectful tones or behaviors. This counts as the FIRST REDIRECT. We expect you to own your behavior and respond that you were not using your skills. We will ask if you can fix it. Of course, you will say yes. We will Thank You and move on.
2. The teacher will make a direct statement regarding your continued behavior and lack of attending skills. The teacher will again follow the above procedure. This counts as your SECOND REDIRECT.
3. The teacher will ask you to step outside the room and tell you this is your THIRD REDIRECT. The two of you will respectfully discuss your behavior and expectations. You will be asked if you can comply and told that if the behavior which is disruptive continues you will automatically be sent to see an Administrator and WILL receive an absence for that period.
4. The student will be sent home with a requirement to return with a problem solving sheet and participate in a conference with the teacher including a parent.

At anytime if your behavior becomes disruptive and you are not cooperating with the teacher respectfully – if you choose to use profanity or to not manage your anger appropriately, the teacher may remove you from the class without using the three redirects.

Our HOPE is that you will begin to OWN your behavior. Learn how to problem solve as an adult in a mutually respectful and dignified manner EVEN if there are conflicts and consequences involved due to your choices.

GENERAL INFORMATION 2015-2016

Absence Make-up Work and Tests

It is the student's responsibility to contact the teacher to receive missed work.

1. During an excused absence:
 - Students shall be allowed to make-up work missed during excused absences for full credit.
 - Students will be given the same number of days they were absent plus one additional day to make up those assignments that were assigned on the day of the absence. The make-up period begins on the next school day following and absence.
 - Individual teachers may grant extra time for make-up in hardship cases.
 - Projects that are assigned prior to a student's absence are to be turned-in on the due date or upon the student's return date to school, unless prior arrangement has been made with that specific teacher.
2. During a truancy (unexcused absence):
 - Students with unexcused absences shall **NOT** receive credit for class work missed. However, they will be held responsible for the content and the completion of class work covered during their unexcused absence.
3. During an out-of school suspension:
 - Students will be allowed to make-up work during an out-of-school suspension per Board Policy 5145, which relates to out-of-school suspension, gives students certain opportunities for make-up work.

Community Use Of District-Owned Facilities

The Community Use Program is an integral link between schools, citizens of the District, and the communities served by Adams 12 Five Star Schools. The Community Use Program will encourage the accessibility of District facilities by students, their families, and the community, and thereby increase opportunities for these individuals and groups to be involved in the school environment. District facilities are only subject to such accessibility and increased opportunities, however, when they are not being used for District programs as set forth below.

Individual Rights & Responsibilities

Vantage Point High School follows the Adams 12 Five Star Schools District Policy. Please refer to Superintendent Policy Code 8900.

Emergency Information

Vantage Point High School has a security and camera system throughout the building. We comply and exceed the district's mandates for security and emergency drills. If you have any questions, please contact an administrator. If you have information that is important to the safety of our students or school, please contact the school administrator. In rare instances, the Superintendent and/or Principal will need to close Vantage Point High School on an emergency basis for a variety of reasons, such as inclement weather and power failure. If an emergency occurs while school is in session, students are to remain with the teacher in the classroom until official dismissal has been given by one of the school administrators. No student will be allowed to go home without permission of both the parent/guardian and school administration. Emergency school closure information will be sent to the following media outlets:

Radio: KOA/KOAQ KHOW KBPI/KNUS KOSI KOOL KYGO

Website: www.adams12.org

T.V.: KMGH—7 KUSA—9 KCNC—4

Fire, Lockdown and Tornado Drills

Each room is equipped with instructions for evacuation during a fire drill. The students should acquaint themselves with these directions as soon as possible. The teacher is responsible for giving complete directions to be followed during the drill. Tornado drills will be held in the fall and spring of each year. These drills must be taken seriously and all instruction carefully followed. If dangerous weather ever causes us to have to take cover, we would request the cooperation of the parent/guardian in such a situation. Any parent/guardian stopping at the school during that time must come to the Main Office, and we will make every effort to locate her/his student.

Lockdown drills will be held at least once each trimester. These drills must be taken seriously and all instruction of their teachers followed carefully. The safety of students and staff is foremost and can only be accomplished with everyone's full cooperation. Please, No talking during drills, students must maintain zero (0) voice level and walk safely and quickly. Should students not maintain protocol during a drill, a suspension may be warranted.

Internet User Agreement

The Internet User Agreement is signed jointly with a student's parent/guardian. Parents should discuss with their students the responsibilities, obligations, accountability, and commitment involved in signing the conditions of the Internet User Agreement signed at check-in and school's responsibility to enforce the agreement. Students will need their I.D. card to verify internet permission before working on the Web.

Students who have failed to use the Internet appropriately by following the Internet User Agreement can forfeit the usage of the Internet for up to the end of the school year.

Exhibit C

Adams 12 Five Star Schools

Media Waiver/Internet Publishing

There may be times during the school year when different media groups (newspapers, television, university, school production class, district public relations, etc.) will cover activities at the various Adams 12 Five Star Schools with articles, video or still photography that may be published. In addition, schools or the district may want to include school-oriented articles, video or photography on their own Web sites. If parents **DO NOT** want their child(ren) to be photographed or videotaped for news media or school publicity purposes, please request an "opt-out media form" from your child's school. Simply complete that form and return it to your school's front office so the school has a record of your request that your child(ren) are not to be photographed or videotaped by news media or for school district publicity. District photographers will make every reasonable effort to identify the primary subjects in photographs and to not publish photos containing students on the opt-out list. This form will be good for the current school year. This policy relates to classroom activities or school events that are not already open to the public. Public events such as sporting events, theatre productions, etc. are considered open to the public and photographers and videographers are not included in this policy.

06/2006

Transportation Superintendent Policy 3600

Riding on the Bus

- Obey the directions of the driver
 - Did you know it's a state regulation, when crossing railroad tracks, and upon signal from the driver, all passengers are to be quiet and remain quiet until all railroad tracks are crossed. Students need to remember not to damage district vehicles. Students and their parents are financially responsible for the damages they cause on the district vehicles, so writing on and damaging seats or walls of the bus is unacceptable and it could be expensive!
 - No exiting through windows, emergency hatches or emergency door without permission
 - Flame or spark-producing devices are not allowed on the school bus
 - Due to limited bus capacity, a student may not ride another bus to and/or from school without prior permission. A written notice from a parent/guardian of both parties is required 24 hours prior to the change and approved by an Administrator
- The following items may NOT be transported on the bus:
- Animal/pets, living or otherwise.
 - LARGE ITEMS (i.e., band instruments, science projects. "Rule of Thumb"—items that protrude into aisle, extend above the seat back, or occupy the space of another student cannot be transported.
 - NO SKATEBOARDS, SCOOTERS, OR ROLLER BLADES may be transported at any time.

It is important to know and understand all the rules of the bus, and the consequences of not following those rules. Please speak with your children about what these rules mean. Office Hours 4:45am-6:00pm, 720-972-4300.

Student Transportation

Students driving to school must register their vehicle and obtain a parking permit in order to park in the student parking lot.

Bicycles brought to school must be locked to the racks and not other bicycles. The bicycles should be registered with the local Police Department, but this is a decision of the student and her/his family. The school does not assume liability for bicycles. Bicycles are to be **walked** on school grounds, this includes the track. Students may ride skateboards/scooters to and from school for transportation only.

Rollerblades, Skateboards and Scooters must not be ridden on school grounds, including the black top and track at any time.

CURRICULUM

The curriculum at Vantage Point High School includes the basic courses of instruction available at other District Twelve high schools that grant credit toward a high school diploma. Required classes supplemented by a wide variety of appropriate electives address student needs in the mental, physical, social and emotional domains. It is our goal for students to be self-motivated learners, to be aware of self and others, and to live a healthy life-style in a larger community. PLEASE NOTE: Vantage Point curriculum may not include courses required to be admitted to some colleges/universities. It is a student's responsibility to see a guidance counselor regarding post secondary educational options and necessary requirements.

VPHS GRADUATION REQUIREMENTS

English	4 credits	Mathematics	3 credits
U.S. Government	.5 credit	Science	3 credits
Social Studies	1.5 credits	Fine/Practical Arts	2 credits
American History	1 credit	Physical Education	2 credits
Electives	6 credits	Health	.5 credit

Graduation Requirements 2015-2016:

- All graduating seniors are expected to have their classes and Epass classes complete by 2:00 pm on May 5th, 2016 (there are no exceptions to this deadline).
- Graduates must complete and score proficient on the MAPS test to be eligible to graduate.
- Graduating seniors will not be allowed to enroll into a Epass class after the date of April 22nd
- In order to be considered a graduating senior, you must enter with the following credits:
 - First Quarter: student must be within 9 credits of graduating
 - Second Quarter : student must be within 7 credits of graduating
 - Third Quarter: student must be within 5 credits of graduating
 - Fourth Quarter: student must be within 3 credits of graduating

OTHER CREDIT INFORMATION

Students must earn 23 credits to graduate and to participate in the graduation ceremony. Students who pass all 8 classes every quarter will earn 8 credits per year at Vantage Point High School.

GROUP/HEALTH CLASSES

The Vantage Point curriculum includes academic and group classes. Topics covered in various groups include conflict resolution, leadership, anger management, drug and alcohol issues, relationships, parenting, health and sex education, dealing with loss, and successful transitions.

PE GUIDELINES AND PROCEDURES

- P.E. uniforms will be required for all gym classes. If you are not prepared for class with your P.E. uniform, on the 4th offense you will be sent to the office.
- Locker rooms are for you to change into your gym clothes as well as to lock up your belongings.
- Lockers and locks are the property of the school and you are responsible for taking care of the lock and locker.
- If you choose to use your own lock, you will need to provide the combination to your P.E. teacher.
- Anyone found vandalizing the locker rooms will be reported.
- Vantage Point is not responsible for personal belongings left in the lockers during class.
- Anything left in the lockers at the end of the quarter will be put in the lost and found.
- Vantage Point is not responsible for items that are stolen from the locker room.

BOOKS / EQUIPMENT / FINES / UNPAID FEES

Damaged or lost books and school equipment in the custody of students will be paid for as loss/damage occurs. In the event the item is recovered, the monies will be returned to the student. Students will NOT participate in the graduation ceremony until all district/building fines and fees are paid in full. This includes any unpaid fines or fees from prior schools/programs.

STUDENT FEES

Fees for the current school year are listed below. The general fees apply to all students and the class fees apply to students enrolled in the class listed. Class fees are applied each quarter. Students may not enroll in a class with a fee if fees from previous years are not paid. Please make checks payable to Vantage Point High School or pay on-line through PayForIt.net. All students are billed monthly from the district. **The PE uniform is a new fee this year and a uniform will be required for all gym classes.**

GENERAL FEES

\$30 .00	TEXT BOOK AND INSTRUCTIONAL FEE
\$10.00	TECHNOLOGY FEE

CLASS FEES

\$10.00/qtr.	MIXED MEDIA
\$10.00/qtr.	PRINT MAKING
\$10.00/qtr.	POTTERY
\$10.00/qtr.	SCULPTURE
\$5.00	PE SHIRT
\$7.00	PE SHORTS
\$12.00	PE UNIFORM

Classes requiring fees will implement the following refund policy in the event that a student loses, withdraws, or takes "time-out" from that class within the first three (3) weeks:

Week 1	100% refund of fee
Week 2	75% refund of fee
Week 3	50% refund of fee

AFTER WEEK 3, NO REFUND WILL BE GIVEN.

COUNSELING AND GUIDANCE

Your counselor is interested in helping you in anyway he/she can. They will listen to your concerns and guide you in making decisions regarding school, classes, home, or relationships involving other students. If you are having a problem with another student, your counselor encourages you to come to his/her office to discuss and seek resolution to the problem. Students must have written permission, signed in advance by the counselor, to be out of class or students need to have a pass specifically to the counselor's office.

POST-SECONDARY ADVISOR

The post-secondary advisor is here to support the school's mission to ensure that every student graduates high school prepared to pursue post-secondary education and/or the workforce. Students will be assisted in developing an appropriate post-secondary plan and will understand their choices for post-secondary education and career training. The post-secondary advisor will provide relevant information to students, parents/guardians, teachers, and administrators about career and educational services available in the local community and beyond. The post-secondary advisor coordinates a variety of events and programs throughout the school year for students and parents/guardians (e.g. classroom presentations, college and financial aid information nights, college visits, field trips, etc.) for the purpose of supporting a smooth transition from high school to post-secondary training and/or employment. Students and parents/guardians are encouraged to contact and/or meet with the post-secondary advisor to discuss future plans and options.

COLLEGE ADMISSION

The Colorado Commission on Higher Education has established entrance requirements for Colorado 4 year colleges.

- 4 years of English
- 4 years of Math (CMIC 1 or higher)
- 3 years of Natural Science (2 lab)
- 3 years of Social Studies (1 year American History)
- 1 year of Foreign Language

Please consult with a VPHS Counselor for specific information regarding college.

POST SECONDARY OPTIONS

1. Any pupil who is enrolled in the 11th or 12th grade of a school district and who is deemed by the pupil's parents or legal guardian to be in need of course work at a higher academic level than that available at the pupils school or is deemed by the high school to be in need of a different environment is eligible to apply to an institution of higher education.
2. Student is limited to two courses per academic term.
3. A principal may override the choice of a specific course because it is not rigorous enough or your high school does offer the equivalent course.
4. Students interested in participating should contact the high school principal at least two months prior to the enrollment date. Please inform in writing where students can obtain an application.
5. Courses taken shall count for credit towards graduation requirements. When a student is enrolling to obtain college credit only, all tuition will be paid by the student.
6. Courses cannot be applied to meet, or exceed graduation requirements.
7. Dual enrollment and/or summer school credit recovery options are available at the parent's expense. Please see a counselor for information.

CREDIT OUTSIDE OF SCHOOL

Students have options to earn high school credit outside of normal school hours by participating in one of our concurrent course offerings. In order to take advantage of these programs, the student must be in good standing (not on contract or ANY classes refocused) with VPHS. All programs must be approved through the counselor and administration. These programs include:

EPASS (Credits to be determined by counselor)-Hybrid online classes which students work on for credit recovery or credit advancement. If a student is planning on a joining the Military, please check with a recruiter to verify credit approval for online course work. A student can earn 3 credits .

HIRE- Education Hire-Education gives elective credit to students who hold a part-time job while attending Vantage Point. Students must work a minimum of 62.5 hours to earn .25 credits. Quarterly on-site evaluations are completed by the HIRE education coordinator. A student may not count more than 2.0 credits from HIRE Education towards the graduation credit requirements. A signed contract is required BEFORE a student may begin accumulating hours and earning credit.

REPORT CARDS/MID-TERM PROGRESS REPORTS

Students and parents are given notification of academic progress eight (8) times per year. Report cards are mailed home approximately two weeks following the completion of each quarter. Mid-term progress is shared with students in classes and mailed home at approximately 4 ½ to 5 weeks into each quarter. Individual/Class Progress Reports are updated weekly in Infinite Campus. It is the student's responsibility to be aware of academic progress, attendance and missing assignments on a regular basis. Parents are welcome to logon to Infinite Campus at any time to view an update on their student's progress, where all grades are updated weekly.

In addition, it has been demonstrated that successful students have regular interaction and dialogue with their parents about school progress. We encourage parents and students to work together to include this important component for success.

GRADE NOTIFICATION POLICY

1. Responses to parent phone calls/emails within 24-48 hours.
2. Update student progress in Infinite Campus.
3. Teachers notify parents when child's grade drops to an F with sufficient time to correct.
4. Teachers notify parents and student if student is not working up to potential with sufficient time to correct.

INTERVENTION

Any student that is failing a class is required to go to intervention. Intervention will be held weekly and the student will need to plan to stay after school to meet with the teacher of any class that has a failing grade.

BEHAVIORAL EXPECTATIONS

FOCUS ON LEARNING
MUTUAL RESPECT
SUPPORT EACH OTHER
APPROPRIATELY CONFRONT

Appropriate behavior, cooperation, and mutual respect are important concepts in the successful operation of Vantage Point High School. Each member of the Vantage Point community is expected to follow these expectations in order to create a positive climate for learning. Students are encouraged to appropriately confront individuals who jeopardize our success. If you are appropriately confronted by another student or staff member, please remember that this is an operational standard of our program and accept it as a constructive attempt to remind you of expectations.

Vantage Point's operational philosophy is that of mutual respect between all staff and students. Specific behavioral expectations such as no physical fighting or intimidations, name-calling, stealing, or swearing will be enforced for the purpose of providing a safe and positive learning atmosphere. Students need to respect the property of others and the school.

Conflicts are to be resolved through mature and responsible discussion with third party mediation when necessary. Conflicts between a staff member and student should be taken to the staff member involved or the principal. Student conflicts can be mediated by the Dean, administration, or any other willing staff member.

DISCIPLINARY GUIDELINES

Students are reminded that Vantage Point High School provides them with the opportunity for a new start and the chance to make the necessary changes to become successful. Enrollment numbers at Vantage Point High School are limited. Students who do not take advantage of this opportunity may be taking the space of another student who may benefit from the Vantage Point program. It should be understood that students who fight and are uncooperative, disrespectful, and do not attend will not be welcome for continued enrollment.

When infractions of school board policies, building rules, and/or classroom expectations occur, the following will be followed:

1. Flagrant infractions may result in immediate suspension or deduction of absences (1 to 5 days) from school. They may all lead to recommendation for expulsion. These infractions include:
 - a. Defiance of authority
 - b. Fighting
 - c. Substance abuse
 - d. Verbal abuse of a staff member
 - e. Weapons
 - f. Violation of Safe Schools Policy

2. For flagrant, habitual incidents, the following procedures /steps will be followed:

Students may be placed on the District Remedial Discipline Plan which may result in a district hearing to consider expulsion. This includes flagrant gang affiliation against building or district policy.

In the case of serious disciplinary infractions, see the Suspension/Expulsion policy. Multiple day suspensions and/or expulsion proceeding may occur immediately. Student due process will be utilized during these proceedings.

DUE PROCESS

The staff at Vantage Point High School will utilize due process when it is necessary to discipline, suspend, expel, or exclude a student from school. The components of due process include the following:

1. Students and parents will be made aware of appropriate school rules and policies.
2. Students and parents, when possible, should be informed of charges/violations against him/her.
3. Students will have the right to respond to the charges.
4. A decision will be made based upon the facts and statements of witnesses when available.
5. No retaliation can occur against students or family members who voice concerns or file grievances.
6. Students, families, and community members can be heard by the Board of Education when the internal hearing procedures have been exhausted.

Please refer to Superintendent Policy 5010 for further information.

SUSPENSION/EXPULSION

The principal or designee is delegated the authority to suspend a student for at least five school days and up to ten days. Prior to suspension, a student shall be entitled to informal due process.

When a student's continued presence endangers persons or property or threatens to disrupt the academic process, he/she may be suspended immediately. The school will attempt to notify the parent/guardian by telephone or registered mail and a hearing will be held at a later time.

STUDENT SEARCH AND SEIZURE

Vantage Point High School follows the Adams 12 Five Star Schools District Policy.

Whenever possible, necessary searches at any school related function shall be conducted by a school administrator.

"Contraband" consists of all substances or materials prohibited by school policy or state law including, but not limited to, drugs, drug paraphernalia, alcoholic beverages, guns, knives, other weapons and incendiary devices.

"Reasonable suspicion" should be based on facts obtained from a reliable informant or through personal observation or experience causing the school official to believe, based on his/her own experience, that search of a particular person, place or thing would lead to discovery of an item listed above.

Students may be referred to law enforcement after student search and seizure.

VPHS CANINE SEARCHES

Vantage Point is routinely inspected by detection contraband canines for prohibited items in order to provide a safe learning environment for students and staff. If substances are found, appropriate disciplinary actions will be taken and student may be referred to law enforcement per the superintendent policy.

TOBACCO USE

The use or possession of any tobacco product including mechanical or electronic cigarettes is prohibited within school zone or at any school sponsored activity. The Vantage Point discipline policy will be enforced, as well as a referral to law enforcement.

DRUG/ALCOHOL POLICY

Vantage Point High School follows the Adams 12 Five Star Schools District Policy.

RETURN TO A TRADITIONAL HIGH SCHOOL

Students who enroll at Vantage Point should have a successful quarter (pass 6 of 8 classes) if they wish to return to a traditional high school in Adams 12 the following semester with good standing. Traditional high schools do have the right to refuse transfers until the end of the academic year. For students unsuccessful at Vantage Point, a return to a traditional high school would require a meeting to determine the appropriate high school setting and signed agreement made to not return to Vantage Point.

TRESPASSING

When a student enters Vantage Point High School, this school becomes his/her home school. Once students enroll at Vantage Point, they are not to be on or near the grounds of any other school without direct permission from the principal. If on other school grounds without permission, police will be called and individuals may be cited for trespassing. Students found on other school grounds without permission will be suspended for 2 days.

SAFE SCHOOLS POLICY/GANG AND OTHER INTIMIDATING BEHAVIOR

Vantage Point High School operates upon a philosophy of mutual respect and acceptance of opinions and differences. We do, however, support and comply with the SAFE SCHOOLS POLICY (Code: 5140) prohibiting behavior, apparel, accessories, and symbols that are likely to interfere with the safety and security of staff and students who attend Vantage Point. A condition of enrollment is to comply with district policy and understand that failure to do so will result in loss of enrollment privileges at this school and could result in expulsion proceedings.

Vantage Point High School

Discipline Protocols

Disciplinary Referrals do not replace Classroom Management/Redirects by teacher; these protocols are designed to assist in reinforcing and supporting each Teacher in maintaining their own classroom management as well as enforce Building/District Policies while providing structure and safety conducive to an effective educational environment.

Minor Infractions: Disciplinary Referrals

Cell Phone Usage is NOT allowed at Vantage Point High School. Students may not possess cell phones at any time during school hours.

First Offense: Cell phone will be collected and the student can pick it up at the end of the school day.

Second Offense: Cell phone will be collected and the parent will need to come in to pick up the phone.

Third Offense: This will be considered defiance of authority and shall result in a minimum of a one day suspension.

Hallways and Classroom Policy for Electronic Usage

Electronics (Ear phones, iPods, headphones, etc....)

Infractions will be addressed through the Redirect Policy

1. Student will be asked to put away the device as their 1st redirect.
2. Student may be given 2 more redirects before being sent to the office.
3. If the behavior becomes a pattern or is disruptive, teachers will use discretion and the student may be sent to the office and will receive an absence in the class.
4. Problem Solving – Conference with dean, counselor, and teacher will occur prior to student returning to class.
5. Habitually Defiant Behavior (if behavior continues it is considered defiance and requires a Parent, Student, Administrator meeting before returning to school)
6. Disruptive Behavior policy includes a Remedial Discipline Plan (RDP) which may lead to recommended expulsion.

No usage in the classroom unless authorized by the teacher for educational purposes.

Dress Code - Clean and Covered Follow Superintendent's Policy (see attached)

1. Student can change clothing (shirt inside out, wear another shirt, cover up) or call parent to bring clothing and this will result in an unexcused (UNX) absence if student is out of class.
2. Go home and change – with an unexcused (UNX) absence until return
3. Problem Solving – Conference with dean and counselor will occur prior to student returning to class.
4. Habitually Defiant Behavior (if behavior continues it is considered defiance and requires a Parent, Student, Administrator meeting before returning to school)
5. Disruptive Behavior policy includes Remedial Discipline Plan (RDP) which may lead to recommended expulsion.
6. Clothing made of lace is not acceptable attire and must be appropriate with dress code.

Running in the Halls, Horseplay, or Other Physical Activity which may be a Safety Hazard

1. Redirect Policy will be used to correct behavior. If the student does not correct behavior, a parent phone call will be made.
2. Problem Solving – Conference with dean and counselor will occur prior to student returning to class.
3. Habitually Defiant Behavior (if behavior continues it is considered defiance and requires a Parent, Student, Administrator meeting before returning to school)
4. Disruptive Behavior policy includes Remedial Discipline Plan (RDP) which may lead to recommended expulsion.

Hall Pass – misuse

1. Misuse of hall pass will result in an unexcused (UNX) absence and a Discipline Referral.
2. Continued defiance will be considered Habitually Defiant Behavior and a Remedial Discipline Plan (RDP) may follow.

ID Badges – STUDENTS MUST VISIBLY WEAR SCHOOL ISSUED ID AT ALL TIMES ON A LANYARD WHILE IN THE BUILDING DURING SCHOOL HOURS.

ID must be kept in the same condition that it was issued. Students will NOT be allowed in class without an ID.

ID replacement \$5

1. Issue temporary ID. If temporary ID not returned, fine \$5
2. Warning and parent phone call – issue temporary ID
3. Go home and get ID, parent call, unexcused (UNX) absence until return

Profanity

1. Utilize redirect policy
2. If a pattern of profanity is established then the following will occur:
 - a. Direct discipline referral
 - b. 1st conference with parent
 - c. Remedial Discipline Plan (RDP)
3. Any staff directed profanity = showstopper = automatic suspension = 1 – 5 days.

Any profanity directed at or towards a staff member will result in an automatic 2 day suspension.

Gang Affiliation at School

WE ARE ENFORCING THE SUPERINTENDENT POLICY FOR GANG AFFILIATION AT SCHOOL.

No bandanas or bandana clothing allowed

No heavy eye makeup

Hair – no juggolo's or juggelette's

No large medallions including crowns and hatchet man

No rosary beads

No numbers such as 12, 13, 14, 19, 88 or any other associated with gangs

No professional jerseys or any clothing displaying a number (District Policy 5060)

Nothing associated with ICP or psychopathic groups

Anything identified as gang related will be addressed

Expellable Offenses, Habitually Disruptive Behavior, Sexual Harassment

Principal will follow the District Policies and Procedures for all *possible* Expellable Offenses, Habitually Disruptive Behavior, and Sexual Harassment for staff and students.

Suicide Prevention

Protecting the health and well-being of all students is of utmost importance to the Adams 12 Five Star School District. Superintendent Policy 5520 addresses suicide assessments as a priority to protect all students.

Adams 12 will treat all threats or attempted suicides as serious regardless of the degree of lethality involved. When a student threatens or attempts suicide, the Adams 12 personnel will follow Superintendent Policy and respond accordingly.

The following steps have been taken to help protect all students:

1. Students will learn about recognizing and responding to warning signs of suicide in friends, using coping skills, using support systems, and seeking help for themselves and friends.
2. When a student is identified as being at risk, he or she will be assessed by a District mental health professional that will work with the student and help connect the student to appropriate local resources.
3. Students will have access to national resources which they can contact for additional support, such as:

- **The National Suicide Prevention Lifeline –**

1.800.273.8255 (TALK),

www.suicidepreventionlifeline.org

- **The Trevor Lifeline – 1.866.488.7386**

www.thetrevorproject.org

4. All students will be expected to help create a school culture of respect and support in which students feel comfortable seeking help for themselves or friends. Students are encouraged to tell any staff member if they, or a friend, are feeling suicidal or in need of help.
5. Students should also know that because of the health and safety impacts of these matters, the confidentiality and privacy rights of individuals will be respected but concerns are secondary to seeking help for students in crisis.
6. For a more detailed review of District processes, please see the District's full suicide prevention guidelines document.