



# Eaglecrest High School

## 2017-2018

5100 South Picadilly St.  
Centennial, Colorado 80015  
720.886.1000

***“An Exemplary Learning Community Preparing  
Each and Every Student for College Success”***

### **ADMINISTRATION**

Gwen Hansen-Vigil, Principal  
Jim Roome, Assistant Principal  
Charla Rosenberry, Assistant Principal  
Shane Snyder, Assistant Principal  
TBD - Assistant to the Principal, Activities Director  
Vincent Orlando, Assistant to the Principal, Athletic Director  
John Madden, Assistant to the Principal

***This 2017-2018 Student Handbook Belongs To:***

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

In case of emergency, please notify:

Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

The information in this book was the best available at press time. Watch for additional information and changes.



an sdi innovations company

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2880 U.S. Hwy. 231 S. • Lafayette, IN 47909 • 765.471.8883  
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## **WELCOME**

Welcome to the 2017-2018 school year at Eaglecrest High School, Home of the Raptors! We look forward to the opportunities and challenges we will face together in our pursuit of academic excellence.

Eaglecrest High School's goal is to be an exemplary learning community that prepares each and every student for college success. With that in mind, this student handbook is provided to you so you may organize your daily academic and extracurricular activities.

The expectations, policies, and procedures contained in this handbook are designed to establish a positive school climate and to promote your success at Eaglecrest High School. It is important that you take the time to familiarize yourself with the information provided in this handbook as it provides direction and purpose for the students, staff, and parents within the Raptor community.

We look forward to the 2017-2018 school year with great enthusiasm and wish you a rewarding and productive experience. Sincerely,



Gwen Hansen-Vigil  
Principal

### **FIGHT SONG**

**Stand up, stand up, and cheer for  
Eaglecrest.  
Fight on Raptors show them we're the best!**

**Onward with spirit, pride, and loyalty,  
Red, black, and silver fight for victory.**

**At every battle we will conquer all.  
Raptors will rule the sky.**

**We will show we're better than the rest.  
So, shout out the battle cry for Eaglecrest! Go!**

**Raptors go!**

## **DISTRICT ADMINISTRATORS**

Dr. Harry Bull  
Superintendent

Dr. Scott Siegfried  
Associate Superintendent

Ms. Brooke Gregory  
Assistant Superintendent, Educational Operations

Dr. Judy Skupa  
Assistant Superintendent, Performance Improvement

Ms. Sheila Graham  
Assistant Superintendent, Educational Support Services

Mr. Todd Fukai  
Assistant Superintendent,  
Human Resources

Mr. David Hart  
Chief Financial Officer

Mr. Jason Koenig  
Chief Information Officer

Ms. Sarah Grobbel  
Executive Director, Career and Innovation

Ms. Carla Stearns  
Executive Director, High School Education

Dr. John Kennedy  
Executive Director, Middle School Education

Dr. Tera Helmon  
Executive Director, Elementary Education

Mr. Christopher Smith  
Executive Director, Elementary Education

Ms. Jennifer Perry  
Executive Director, Elementary Education

Mr. Larry Bull  
Director of Athletics & Activities

Dr. Floyd Cobb  
Executive Director, Curriculum & Instruction

Mr. Michael Giles  
Executive Director, Excellence & Equity

Dr. Tony Poole  
Executive Director,  
Student Achievement Services

Ms. Sonja McKenzie  
General Legal Counsel

Ms. Stephanie Davies  
Equity Compliance Officer

## **FACILITIES & HIGH SCHOOLS**

Cherokee Trail High School  
25901 East Arapahoe Road  
Aurora, CO 80016  
720.886.1900 FAX: 720.886.1989

Cherry Creek High School  
9300 East Union Avenue  
Greenwood Village, CO 80111  
720.554.2000 FAX: 720.554.2239

Eaglecrest High School  
5100 South Picadilly Street  
Centennial, CO 80015  
720.886.1000 FAX: 720.886.1097

Educational Services Center  
4700 South Yosemite Street  
Greenwood Village, CO 80111  
303.773.1184 FAX: 303.773.9884

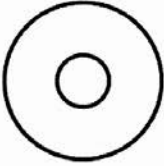
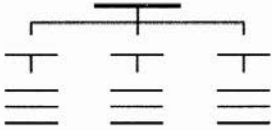
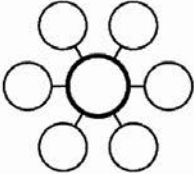
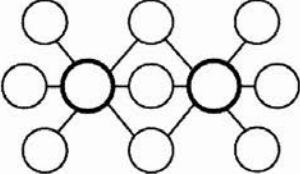
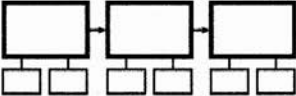
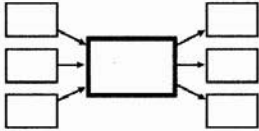
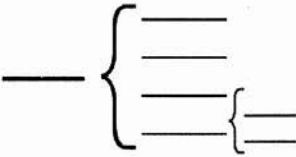
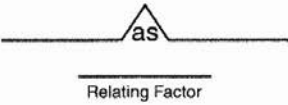
Endeavor Academy High School  
14076 East Briarwood Avenue  
Centennial, CO 80112  
720.886.7200 FAX: 720.886.7288

Grandview High School  
20500 East Arapahoe Road  
Aurora, CO 80016  
720.886.6500 FAX: 720.886.6698

Instructional Support Facility (ISF)  
5416 S. Riviera Way  
Centennial, CO 80015  
720.554.5580 FAX: 720.554.5583

Overland High School/Institute of Science & Technology  
12400 East Jewell Avenue  
Aurora, CO 80012  
720.747.3700 FAX: 720.747.3895

Smoky Hill High School  
16100 E. Smoky Hill Road  
Aurora, CO 80015  
720.886.5300 FAX: 720.886.5408

<p style="text-align: center;"><b>FOR DEFINING IN CONTEXT</b></p>  <p style="text-align: center;">Circle Map</p>	<p style="text-align: center;"><b>FOR CLASSIFYING AND GROUPING</b></p>  <p style="text-align: center;">Tree Map</p>
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July 2017						
S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August 2017						
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20	21	22	23	24	25	26
27	28	29	30	31		

September 2017						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 2017						
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 2017						
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19	20	21	22	23	24	25
26	27	28	29	30		

December 2017						
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17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 2018						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 2018						
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				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March 2018						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

April 2018						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

May 2018						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 2018						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

If, for any reason, the school district must close schools for more than two days, this adopted 2017-18 calendar will be amended by the Board of Education to provide additional school days.

\* Non-contact Day  
(no school)

[ Quarter begins

] Quarter ends

● Back to School Night

☞ Parent Teacher Conferences

COLL College-Readiness Day

SAT PSAT 10<sup>®</sup> and SAT 11<sup>®</sup>  
(no school grades 9 & 12)

REV Review for Exams  
(A & B classes)

EXAM Final Exams  
(modified schedule)

⊕ Exam Makeup Day  
(no school)

GRAD Graduation Day  
12:00pm at DJ Ritchie Center  
(no school)

AP→ AP Testing  
April 30 – May 11  
(regular school days)

\*District ACT date is pending\*



## Eaglecrest High School Important Dates 2017-2018

Aug. 1	Junior Check-In, 7:30-10:30 am Senior Check-In, 12:30 - 3:30 pm	Jan. 8	Teacher Work Day– No Students
Aug. 2	Freshman Check-In, 7:30– 11:00 am Sophomore Check-In, 12:30-3:30 pm	Jan. 9	First Day of Second Semester
Aug. 4	Freshman Orientation, 8:00am—12:00 pm	Jan. 15	Martin Luther King—No School
Aug. 9	Make-Up Check-In, 7:30am-10:30 am	Jan. 16	Parent Information Meeting, 6:30pm, Library
Aug. 9 & 10	Freshman Open House, 6:30pm	Jan. 30	Raptor Welcome Night, 6:30pm, Theater
Aug. 14	First Day of School	Feb. 15	Parent Teacher Conferences, 4:00pm
Aug. 25	Raptor Rally, 4:30 pm	Feb.19	Presidents Day—No School
Aug. 30	Back To School Night, 6:30 pm	Feb. 20	Non-Contact Day
Sep. 4	Labor Day– No School	Feb. 23	International Studies Celebration, 6:30pm
Sep. 7	Senior College Night, 6:30 pm, Theater	Feb. 27	ACT Testing
Sep. 12	Parent Information Mtg., 6:30pm, Library	Mar. 9	3rd Quarter Ends
Sep. 14	AVID Family Night, 6:30 pm, Theater	Mar. 13	Parent Information Meeting, 6:30pm, Library
Sep. 20	Parent Teacher Conferences, 4:00pm	Mar. 26-30	Spring Break
Oct. 2-7	HOMEcomings WEEK	Apr. 3 & 4	Senior Parent Meeting, 6:30pm, Theater
Oct. 7	Homecoming Dance, 8:00pm-11:00pm	Apr. 10	SAT
Oct. 13	First Quarter Ends	Apr. 10	NHS Induction Ceremony , 6:30pm, Library
Oct. 14	Junior parent workshop Exploring options after High School	Apr. 11	PSAT/SAT, No School 9th & 12th grades
Oct. 17	College Rediness Day	Apr. 24	Honors Diploma Celebration, 5:00pm
Oct. 23-27	Fall Break	Apr. 25	Spring Art Show, Library
Nov. 14	Parent Information Meeting, 6:30pm, Library	Apr. 26	AVID Celebration, 6:30pm, Theater
Nov. 22	Non-Contact Day	May 2	EHS Recognition Awards 9th-11th, 6:30pm
Nov . 23—24	Thanksgiving Break	May 7-18	AP Testing
Dec. 18	Finals Review Day-Modified Schedule	May 15	Senior Awards Ceremony, 6:30pm, Theater
Dec. 19-21	Final Exams	May 18	Finals Review Day-Modified Schedule
Dec. 22	Non-Contact	May 19	Prom
Dec. 25–Jan. 5	Winter Break	May 21-23	Final Exams
		May 24	Graduation, Ritchie Center, 12:00 pm
		May 25	Non-Contact Day

## EAGLECREST CHANTS

### RAPTOR NATION

Rap-tor Na-tion  
We are Eaglecrest  
EHS....  
EHS...  
(x2)

### COUNTDOWN

Chant Master: Hey Raptors!  
Student Section: Say what?  
Chant Master: Introduce yourselves!  
Student Section: No way!  
Chant Master: Introduce yourselves!  
Student Section: Okay!  
All: 10, 9, 8,7,6 Eaglecrest don't play no tricks  
5,4,3,2,1 Eaglecrest is number one  
Go Raptors  
Go Raptors  
Go Go  
Go Raptors

### WHAT IS A RAPTOR?

Chant Master: Eaglecrest!!!  
Student Section: What?!!!  
Chant Master: I said... Eaglecrest!!!  
Student Section: What?!!  
Chant Master: What is a raptor?!!!  
All: A Raptor is what a Buffalo ain't,  
WHAT a wolf wanna be,  
WHAT a cougar can't,  
WHAT the bears like,  
WHAT the blazers love,  
WHAT you know you can't get enough of  
Whoot x10  
\*Clap twice\*

## STUDENT LEADERSHIP 2017-2018

### STUDENT BODY OFFICERS

#### **President**

Chandler Cook

#### **Vice President**

Abrielle Hurd

#### **President of Marketing**

Malia Jones

#### **President of Community Events**

Alexis Cook

#### **President of School Events**

Bethanie Craft

#### **Student Leadership Secretary**

Sophie Vigil

#### **Student Leadership Advisor/Sponsor:**

Melissa Laferrara/Karen Slusher

### SENIOR CLASS OF 2018 OFFICERS

**Co-Presidents:** Sarah Lind and Camryn Miller

**Senators** Jallena Abraham, Jack Rust, Caleb Sewell, and Sydney Swift

### JUNIOR CLASS OF 2019 OFFICERS

**Co-Presidents:** Caelan Echeverio and Morgan Pointer

**Senators:** Anthony Alessandri, Diane Alonso, Faith Lind, Sarah Marcel, Serene Qudan, and Caroline Wheeler

### SOPHOMORE CLASS OF 2020 OFFICERS

**President:** Dulce Garcia

**Senators:** Jaden Brumage, Taylor Budjai, Dustin Carlson, Rianne Marcel, Leila Morris, Rian Nelson, Haley Peabody, and Alexia Jackson

### FRESHMAN CLASS OF 2021 OFFICERS

**Representatives:** Julia Blethen, Maria Duodu, Carolyn Emereuwa, Sanaa Sodhi, and Andrew Troung



# ACADEMIC POLICIES

## ADVANCED PLACEMENT GRADES

Advanced Placement grades reflect classroom performance for

the entire year. Scores on the Advanced Placement examination reflect test performance only and are not computed into the grade for the course. Grades will not be changed if scores of 4 or 5 are earned on the examination; however, often high scores will earn college credit and advanced standing as determined by the individual college or university.

## FINAL EXAMS

At the end of each semester, three days are devoted to final exams. All students are expected to take final exams.

No early finals will be given. If a student is unable to take the final on the scheduled day or on the planned make-up date he/ she will receive an Incomplete grade.

- At the end of first semester teachers and students should arrange a time to administer the make-up exam to the student.
- At the end of second semester the teacher will give a copy of the make-up final to the Main Office staff. The student needs to call the school to set a time to take the exam. When the student has completed the test, the teacher will grade the exam at their earliest convenience and process a grade change form with the Records Office.

## FINALS SCHEDULE

### 1ST SEMESTER:

#### Tuesday, December 19, 2017

Period 1A 8:20 - 9:50am  
Period 2A 10:05 - 11:35am  
Period 3A 11:50 - 1:20pm

#### Wednesday, December 20, 2017

Period 4A 8:20 - 9:50am  
Period 1B 10:05 - 11:35am  
Period 2B 11:50 - 1:20pm

#### Thursday, December 21, 2017

Period 3B 8:20 - 9:50am  
Period 4B 10:05 - 11:35am

#### Friday, December 22, 2017

Make-up exams by appointment only

No busses

## FINALS SCHEDULE

### 2ND SEMESTER:

#### Monday, May 21, 2018

Period 4B 8:20 - 9:50am  
Period 3B 10:05 - 11:35am  
Period 2B 11:50 - 1:20pm

#### Tuesday, May 22, 2018

Period 1B 8:20 - 9:50am  
Period 4A 10:05 - 11:35am  
Period 3A 10:50 - 1:20pm

#### Wednesday, May 23, 2018

Period 2A 8:20 - 9:50am  
Period 1A 10:05 - 11:35am

#### Friday, May 25, 2018

Make-up exams by appointment only

No busses

## GRADING SCALE

A	90 - 100%	(4 pts)
B	80 - 89%	(3 pts)
C	70 - 79%	(2 pts)
D	60 - 69%	(1 pt)
F	Below 60%	(0 pts)

WP/WF (withdrawn passing grade-withdrawn failing grade)

I Incomplete  
S Satisfactory  
U Unsatisfactory

Historical grade reports will be mailed home at the end of each semester. **At any time throughout the school year, parents and students can check academic progress and attendance history on PowerSchool.** Grades will be updated every three weeks on PowerSchool. Please feel free to contact teachers about academic progress in individual classes and counselor to discuss overall academic achievement. If an Incomplete is given, it is considered an 'F' for eligibility and GPA until the Incomplete is changed to a letter grade. The change must occur within 9 weeks. If not, the grade automatically changes to an 'F' permanently.

## **GRADUATION REQUIREMENTS**

In pursuit of its mission to ensure that all students reach their learning potential, the Board of Education recognizes that high school shall be generally considered as a four-year course of study. Therefore, graduation requirements are based on units of credit earned in grades nine through twelve. A unit of credit is defined as the amount of credit given for the successful completion of a course, which meets the required hours of instruction as defined in state law.

In order to prepare students for a successful post-

secondary educational and work experience, the Board of Education strongly encourages students to participate in a rigorous academic core curriculum consisting of 4 years of English, 4 years of mathematics, 4 years of science, 4 years of social studies, and at least 2 years of a World Language, as recommended by the Colorado Commission on Higher Education for admission to four-year public colleges and universities in Colorado.

## **HONOR ROLL**

The Honor Roll will recognize students with GPA's in the following categories each semester:

4.0-& Above            3.75-3.99            3.5-3.74

## **MINIMUM UNITS OF CREDIT NEEDED TO GRADUATE**

A minimum of 22 units of credit shall be necessary for high school graduation. In addition to the 16.5 required units, all other credits shall be considered as electives and may be selected from the entire curricular offerings. Minimum credit requirements in various areas shall be as follows:

<u>Subject Requirement</u>	<u>Credit Requirement</u>
English*	4.0 units
Mathematics*	3.0 units
Science*	3.0 units
Social Studies* ( including 1 unit of US History and .5 units of Government)	3.0 units
Physical Education **	1.5 units
Health	.5 units
Practical/Fine Arts or Career and Technical Ed.	1.5 units
Minimum Total of Required Units	16.5 units
Minimum Total of Elective Units	5.5 units
<b><u>MINIMUM TOTAL</u></b>	<b><u>22 units</u></b>

Academic Core Subjects:\*

## **CREDITS AND CORE CLASS REQUIREMENT**

9th Grade -7.25 credits, 4 of which are core classes

10th Grade -7 credits, 4 of which are core classes

11th Grade - 6 credits, 4 of which are core classes

12th Grade -5 credits, 4 of which are core classes

In addition to the credit requirements for each class all students will be expected to enroll in a minimum of four academic core units per year. Seniors will be expected to enroll in four academic core units or a minimum of three AP/ IB courses. Any consideration of a waiver of this expectation will be approved on an individual basis by the principal or administrative designee. Academic Waiver Requests must be submitted on form IKF-1-E.

\*\*Student athletes who have completed a season of athletics may be granted a one-time waiver of .5 of the required 1.5 units of physical education. This waiver does not reduce the total number of units required for graduation. Academic/ Physical Education Waiver Requests must be submitted on form IKF-2-E.

## **HONORS DIPLOMA**

The Honors Diploma Program is an individualized program, which provides structure and support for high-achieving students to prepare for college success. The program is designed to provide a well-rounded high school experience including Honors and Advanced Placement courses, extra-curricular activities, community service involvement, and extended learning opportunities. The goal of these components is to provide a variety of learning experiences to challenge and engage students during their high school years.

## **EHS HONOR CORD REQUIREMENTS**

Semesters Required For Honor Cord Eligibility	8 semesters
Cumulative GPA Requirement	Minimum 3.5
GPA within the Department Classes Taken During High School	Minimum 3.5
Other Requirements	TBD by Individual Honor Society

Rationale: Eaglecrest offers honors programs and honor societies for students who excel academically and seek an enriched and challenging learning environment. Graduates who fulfill the requirements are eligible to wear honor cords, which are provided by the school and departments. The requirements for graduating with an honor cord are different for each society, and there is a minimum expectation of academic achievement in order to receive an honor cord for graduation. The GPA requirements are to ensure that all graduates receiving an honor cord are truly the definition of "graduating with academic honors"

Definitions:

- The GPA requirement is a minimum
- The honor society may choose a higher GPA to receive an honor card.
- Eligibility is tabulated after seven semesters of high school: however, no cord will be given to a student who is not in good standing to complete the eighth semester.

### **INDEPENDENT STUDY**

A student wishing to pursue a course of study not available in the regular curriculum should see a counselor for specific information.

NOTE: Independent Study petition applications are due the third week of the first semester for year-long and first semester courses and the third week of the second semester for second semester courses. NCAA does not accept Independent Study courses for college eligibility.

The process involves a content area teacher and requires administration approval.

### **CERTIFICATE PROGRAMS**

#### **SCI-TECH CERTIFICATE PROGRAM**

The Eaglecrest Sci-Tech program is a college preparatory program for students who will pursue degrees in science, technology, engineering, and/or mathematics (STEM). The program requires students to complete an above average course load which allows the student to specialize in an area of academic interest. In order for a student to complete the overall program requirements, he/she must also complete an advanced level capstone project that reflects original thought, demonstrates the application of core concepts, demonstrates an understanding of the relationship between core academic STEM areas, and meets the elevated expectations of faculty advisors and professionals from related STEM industries. Upon completion of the program, Sci-Tech students are well prepared to succeed in a variety of post-secondary educational environments.

#### **JOURNALISM ARTS CERTIFICATE PROGRAM**

The Journalism Arts Certificate is a program unique to Eaglecrest. This program is for students interested in pursuing a career in journalism, photography, public relations, business, graphic design, and more. Honors Diploma students who specialize in this area receive both a Journalism Arts Certificate and an Honors Diploma by completing a minimum of two honors/AP English courses, the journalism elective, and two years in yearbook, Newspaper, or Video Broadcast. Students must also take elective courses specific to gaining knowledge and insight useful in a productions class. At the end of the program, students submit an online portfolio. Students also have the ability to participate in summer workshops, state and national conventions, and state and national contests.

#### **INTERNATIONAL STUDIES PROGRAM**

The International Studies Program is designed for students who wish to add a more global perspective to their high school education. The program is recommended for the highly motivated student who seeks a wide exposure to international themes and cultures while preparing for admission to a competitive college or university program. See your counselor for more information.

## **PASS/FAIL AND AUDIT POLICY**

1. No courses required for graduation may be taken Pass/Fail without administrative review and approval from teacher and counselor.
2. Seniors may take no more than two classes Pass/Fail during any semester.
3. Freshmen, sophomores, and juniors may take one class Pass/Fail during any semester. Students are responsible for understanding NCAA Eligibility regulations regarding courses taken Pass/Fail and the policies of colleges or universities to which they may apply regarding courses taken Pass/Fail. Student athletes are also responsible for understanding the Colorado High School Activities Association regarding courses taken Pass/Fail and eligibility.
4. Requests for Pass/Fail must be approved and on file prior to the fifth week of the first quarter for first semester and year-long courses, and the fifth week of the third quarter for second semester courses. Individual counselors will keep a record on file, and a copy will also be kept in Records.
5. A request to take a course Pass/Fail includes the following:
  - A letter of request to take a course Pass/Fail from the student to the counselor, including a rationale.
  - An accompanying letter from a parent or guardian supporting the student's request.
  - Approval, by signature, from the teacher, counselor and administrator.
6. A request to take a course on an audit basis must be made no later than the end of the first quarter for first semester and year-long courses, and no later than the end of the second week of the third quarter for second semester classes. The request must be approved in writing by the teacher, counselor and an administrator, and must be accompanied by a letter of request from the student, and a supporting letter from a parent or guardian.

## **CONCURRENT ENROLLMENT COURSES**

Approved courses offer college credit through Community College of Aurora, CU Succeed and Arapahoe Community College. A placement test and application are required. Please see the Eaglecrest Course Guide for more information.

## **REPEATING COURSES FOR CREDIT**

When a student is repeating a course for credit, the grade from the most recent course will replace the grade from the previous course, even though the new grade may be lower.

## **SUMMER SCHOOL**

Courses taken for credit after the ninth grade year in an approved summer school program will be recorded on the student's permanent transcript, and grades and credits received will apply toward graduation.

## **VALEDICTORIAN SELECTION CRITERIA**

1. Weighted grades will be used to determine GPA.
2. Grades will be based on an eight semester GPA.
3. A minimum of 26 credits must be earned including elective requirements established by the Cherry Creek School District.
4. All 26 credits must be earned in grade bearing classes.
5. Students must have attended Eaglecrest High School for two consecutive semesters and be at Eaglecrest High School second semester of their senior year.
6. The highest weighted GPA and anyone within .10 of the GPA will be Valedictorian.

# **ACTIVITIES**

## **INVOLVEMENT IS THE KEY TO YOUR ACADEMIC SUCCESS AT EAGLECREST**

As an Eaglecrest Raptor you are encouraged to get involved in the numerous clubs and activities that are available for you to pursue your interests, talents, and passions. Eaglecrest's staff currently sponsors 40 interest and community service clubs which are very active, and there are 25 special membership clubs for students to join as well.

Research indicates that students who feel a connection to their school and who get involved in extracurricular activities will be more successful academically, as well as, socially. Our clubs and activities promote leadership opportunities, school and community service opportunities, and the ability to make new friendships with peers and adults. Skills, knowledge, and traits for success are developed through involvement in clubs that will enhance students' potential for success throughout their four years of high school and beyond. In addition, college and university admission requirements look for individuals who have developed talents, service, skills, and leadership through involvement in extracurricular clubs and activities.

It is truly amazing to see the dedication of our students and staff who get involved and the difference they make in their own lives and the lives of others. Please stop by the Activities Office or go online to the club information page for a complete list of clubs and more details regarding club meeting times, locations, and sponsors.

## **FORMING A NEW CLUB**

Because becoming involved and connected to Eaglecrest is so important, there are always opportunities for new clubs to be formed. To start a new club:

1. An Eaglecrest staff member must be willing to sponsor the club.
2. A "New Club Request" form must be filled out by the Eaglecrest staff member and returned to the Activities Office. The Activities Director will then meet with the sponsor and interested students in order to approve the new club.
3. A minimum of ten students must participate in the new club.
4. The club should meet a minimum of 25 hours during the school year.

## **APPROVAL OF PROGRAMS, EVENTS, AND PROJECTS**

The following procedures must be followed in order to put on any school-wide event. All forms must be filled out and returned to the Activities Office at least three weeks prior to an event.

1. The staff member responsible for the event must discuss the event with the Activities Director three weeks prior to the event.
2. If there is a need for security, a Request for Security Form must be filled out by an Eaglecrest staff member. Request for Security forms are available in the Activities Office.
3. A Building Usage Request must be filled out online by an Eaglecrest staff member (please do not ask students to request building space).
4. After the requests have been filled out and submitted to the Activities Office, the Activities Director will advise the sponsor of approval or disapproval of the event.

## **FUNDRAISING**

All fundraising requests must be made through the Activities Office at least two (2) weeks prior to the fundraising event. Please follow the appropriate procedures below:

1. Complete the online fundraising request form.
2. After the fundraising request has been approved by the Activities Director, fill out a Building Usage Request form if use of the building is necessary.
3. Please do not solicit funds directly from staff. An approved flier may be put in staff boxes.
4. If you are selling food, you must first get approval from Food Services and the Activities Director.

## **NON-CURRICULUM RELATED STUDENT ORGANIZATIONS**

Students are permitted to initiate non-curriculum-related organizations. Students may conduct meetings, consistent with Cherry Creek School District Board Policy JJAB, on school premises only during non-instructional time so that meetings do not interfere with the orderly conduct of the educational activities of the school. Meetings of non-curricular student groups must be scheduled, organized, and conducted within the guidelines established by this policy and accompanying regulations. Prior approval must be obtained through the Activities Director for on-curriculum-related organizations and meetings. All necessary information and guidelines are available in the Activities Office.

## **POLICIES REGARDING DISTRIBUTION OF NON-CURRICULAR MATERIALS AND SCHOOL RELATED PUBLICATIONS**

### **Flyers, Ads, and Promotions**

#### **Poster Approval Guidelines**

All posters advertising events/fundraisers/etc. must have the activities approval stamp prior to being displayed anywhere in the building. This includes the hallways, gymnasiums, cafeteria, and classrooms.

#### **Regarding Eaglecrest Sponsored Events**

1. Posters must be neat, professional looking, and have appropriate language.
2. Posters must have proper time, place, location, contact person, and proper spelling.
3. Posters must be removed by the sponsoring group following the event.
4. Posters may not be put on any windows, display cases, or painted walls in stairwells.

#### **Regarding Non-Eaglecrest Sponsored Events**

Any communications not directly related to Eaglecrest sponsored activities must be approved through the Activities Office. Non-school sponsored posters may not be posted in the school without prior approval from the Activities Office.

\*The only non-school sponsored posters that are typically approved are those advertising events of the schools in our feeder area. We do not advertise for private athletic clubs, dance studios, religious institutions, or any other types of private company events.

## **Approved Poster Locations**

Approved locations within the building for displaying posters, flyers, and other advertisements and promotions are as follows:

1. **Do not** tape any posters, flyers, etc. to painted walls or windows.
2. **Do not** cover up other posters or flyers.
3. Can be placed by any of the water fountains
4. On the North side by the Gyms
5. On the South side by the cafeteria and theater
6. On the bulletin boards: 2 on East side, 1 on West side, 1 downstairs at entrance to math hallway, 1 by stairs going down to band/drama room, 1 upstairs on 3rd floor by testing room, 1 on the backside of the art hallway, 1 going downstairs to media center/library, and 1 in the dean/counseling hallway.
7. Posters may be placed in either of the hallways going up the stairs to the 3rd floor on the West side.

# **ATHLETICS**

## **ATHLETIC FEES**

A student is required to pay a \*\$90 (subject to change) participation fee for **each** season of his/her competition. This fee is due prior to the beginning of **each** season.

## **ATHLETIC FORMS**

Athletes must have all forms signed prior to practice. Forms can be obtained online from the EHS home page <http://eaglecrest.cherrycreekschools.org> The necessary forms are located on the "Athletics" site at [eaglecrest.ccsdathletics.org](http://eaglecrest.ccsdathletics.org)

### **Forms Include:**

- CCSD Student-Athlete/Parent Concussion
- Responsibility & Acknowledgement Agreement
- Athletic Registration
- Transportation Awareness/Site Management Consent & Release.
- Participation Agreement
- Athletic Emergency Information
- CCSD Spectator Code of Conduct

All participants must provide clearance from the bookkeeper's office concerning unpaid fines. This information must be returned to the Athletic Office before an athletic clearance sheet is given to the coach.

## **CENTENNIAL LEAGUE SCHOOLS**

Arapahoe	Grandview	Cherokee Trail
Overland	Cherry Creek	Smoky Hill
Eaglecrest	Mullen	

All sports schedules are available at:

[www.centennialleagueco.org](http://www.centennialleagueco.org). Directions to each school are available in the Interscholastic Athletic/Activity Handbook, or online at [www.CHSAA.org](http://www.CHSAA.org).

## **ELIGIBILITY**

Every athlete will have his/her academic performance monitored on a weekly basis during the sport(s) season(s). 'D' or 'F' grades will be pulled from PowerSchool by the Athletics Office. If an athlete has two failing grades on Friday, that athlete will be declared ineligible to represent Eaglecrest High School in any interscholastic competition or scrimmage the following week Monday - Saturday. It is mandatory for an athlete with a 'D' or 'F' to attend Athletic Study Hall. Additional information may be obtained by requesting a copy of the Cherry Creek School District/ CHSAA Handbook from the Athletic Office.

## **GENERAL RULES**

To be eligible to represent Eaglecrest High School in any interscholastic activity (athletic and/or non-athletic), you must:

1. Be considered by your principal as a representative of your school's standards of conduct and sportsmanship and be an undergraduate of your high school (2.5 Carnegie units of credit).
2. Carrying a minimum of five classes. You cannot be failing at the time of participation more than the equivalent of one half Carnegie unit of credit. In all cases, this means not failing more than (1) semester course.
3. Have carried a minimum of 5 classes and not failed more than the equivalent of one half Carnegie unit the previous semester.
4. Have on file a drug/alcohol contract signed by student, parent, and coach.
5. Be cleared as eligible by the Athletic Office.

NOTE: Make-up work shall NOT be permitted after the close of the semester for the purpose of becoming eligible. A grade of incomplete shall be considered the same as a failure when determining eligibility. Scholastic eligibility may be regained by attending summer school. A student attending summer school must be enrolled in classes from the same academic discipline where the student is deficient. Example: If a student failed math during the school year and is a 1/2 credit shy of eligibility, the student must take a math course in summer school as opposed to a physical education class. Scholastic eligibility may be regained after nine weeks if academic/citizenship requirements are met at that time.

**SEASONAL SPORTS**

Eaglecrest offers a comprehensive athletic program. Intra-school athletic competition is available in the following sports:

Fall	
Boys' Cross Country	Girls' Cross Country
Boys' Golf	Girls' Gymnastics
Boys' Soccer	Girls' Field Hockey(Co-op @ SHHS)
Boys' Tennis	Poms
Cheerleading	Softball
Football	Volleyball
Winter	
Boys' Basketball	Girls' Swimming
Cheerleading	Poms
Girls' Basketball	Wrestling
Girl's Wrestling	Ice Hockey
Spring	
Baseball	Girls' Golf
Boys' Lacrosse	Girls' Lacrosse
Boys' Track	Girls' Soccer
Boys' Swimming (Co-op @ SHHS)	Girls' Tennis
	Girls' Track

**ATHLETIC CODE VIOLATIONS**

**(POLICY JJI AND REGULATION JJI-R)**

Students participating in the Cherry Creek School District interscholastic athletic programs will be subject to sanctions for violation of the District's Athletic Code. Consequently, any instance of the following will result in disciplinary action, including, but not limited to, temporary or permanent suspension from interscholastic athletic programs:

1. Use, possession, sale, exchange or distribution of alcohol, tobacco, marijuana, or other illegal drugs, including, but not limited to, anabolic steroids, counterfeit drugs, or drug paraphernalia.
2. Continued willful disobedience or open and persistent defiance of authority.
3. Willful destruction or defacing of school property.
4. Behavior which is detrimental to the welfare, safety or morals of other people or of school personnel.
5. Conviction of any criminal offense in the municipal, county or district courts other than minor traffic violations.

**DISCIPLINARY PROCEDURES AND ATHLETIC SANCTIONS**

Students determined to be in violation of any of the foregoing conduct violations shall be subject to appropriate athletic disciplinary sanctions. The determination to impose sanctions and the nature of the sanctions imposed shall be made by the principal or his or her designee. Any student athlete alleged to have

violated the Athletic Code will be given notice and due process in accordance with policy JJI and its accompanying regulation, JJI-R. Sanctions which may be imposed include, but are not limited to, the following, depending on severity and circumstances:

1. Referral to the appropriate coach for disciplinary action.
2. Placement on probation for a number of days and/or upon such conditions as may be determined to be appropriate.
3. Suspension from participation in a specific number of athletic events. Such sanctions may include a minimum of the following:
  - a. First offense: One week and one competition suspension.
  - b. Second offense: Two weeks and two competition suspensions.
  - c. Third offense and/or continuing offenses: Possible suspension from all interscholastic athletics for one full year from the date of the infraction.

4. Suspension from the athletic team for the remainder of the season.
5. Denial of the opportunity to obtain school awards in the sport in which the student was participating when the violation of rules occurred (athletic awards require not only participation, but also completion of the season in good standing).
6. Suspension from athletic competition for the remainder of the school year and/or extending into succeeding school years.

## **ATTENDANCE POLICIES**

Students who attend school regularly and punctually learn more and enjoy a more successful academic experience than those who do not. At Eaglecrest, consistent attendance and promptness are an expectation. If a student is unable to attend school because of an illness or doctor's appointment, a parent or legal guardian must do the following:

Call the Attendance Office if your child is going to be absent from school due to illness or a doctor's appointment. For last names ending in A-K please call 720.886.1259, for last names ending in L-Z call 720.886.1261. Your timely contact is essential in our response to unexcused absences.

It will be important for Eaglecrest to have accurate contact information that will allow us to reach a parent/guardian during the school day. To update or provide additional phone numbers, you must update your information online at [www.my.cherrycreekschools.org](http://www.my.cherrycreekschools.org). Parents/guardians will be required to excuse their child's absence(s) prior to or immediately following the absence(s). Students who return to Eaglecrest High School without the required parent/guardian excuse will be sent to the Deans' office for the appropriate consequence.

### **EXCUSED ABSENCES**

Legally excused absences are defined by state law and by Cherry Creek School District Policy. A summary outlining excused absences is as follows:

1. A student who is temporarily ill, injured, or whose absence is approved by the administrator of the school of attendance.
2. A student who is absent for an extended period due to physical, mental, or emotional disability.
3. A student to whom a current age and school certificate work permit has been issued pursuant to the "Colorado Youth Employment Opportunity Act of 1971."
4. A student who is in the custody of the court or law enforcement authorities.
5. A student who is pursuing a work-study program under the supervision of a public school.
6. A student who is being instructed at home or under an established system of home study approved by the State Board of Education.

NOTE: According to Colorado State Law Eaglecrest High School can only accept absences that meet the above criteria.

### **TARDY POLICY**

It is important that all students establish punctual attendance in each class in order to ensure the maximum learning opportunity each period of each day. In addition to the disruptive nature, students arriving tardy increase the detrimental effect upon the rights of non-tardy students to an uninterrupted learning environment. Any student arriving tardy to class will receive a 30-minute study-hall from a tardy station.

## **COMPUTER ETHICS**

### **GUIDELINES**

Because electronic information is so volatile and easily reproduced, respect for the work of others is especially important in computer environments. Likewise, respect for and care of computer equipment is essential to provide working access for all. Plagiarism, invasion of privacy, unauthorized access, copyright violations, damaging, modifying or attempting to modify computer files, systems, records or facilities are grounds for disciplinary action and possible legal action.

### **GENERAL INFORMATION**

Access to electronic network resources is available to students and staff through the use of the Cherry Creek School District Network (CCSD Net). CCSD Net is a Wide Area Network that connects all Cherry Creek Schools and provides access to electronic networked resources including the internet. Access to CCSD Net offers a vast array of educational resources to both students and staff. The goal in providing this service is to promote educational excellence and student achievement in the schools by facilitating resource sharing, innovation, and communication.

The smooth operation of the network relies upon the proper conduct of the users who must adhere to strict guidelines. Basic guidelines are provided here to increase awareness of the responsibilities users assume. If a user violates any of these provisions, his/her account will be terminated and future access may be denied. Possible disciplinary action may result. If possible criminal activity is discovered, the proper authorities will be notified. Disciplinary action for students will be in accordance with existing discipline policies and may include suspension and/or expulsion. Marking "Yes" on the Internet and Network Resources and Acceptable Use Waiver during online check-in indicates the student and parent/guardian completing check-in have read the terms and conditions carefully, understand(s) their significance, and agrees to fully comply with them.



## **NETWORK INFORMATION AND ETIQUETTE**

Access to network resources, including the Internet, is a privilege requiring student and parent signatures on an Acceptable Use Agreement and provided under the following terms:

### **USAGE REGULATION**

1. Use of CCSD Net must be in support of the educational objectives of the Cherry Creek School District. Transmission of any material in violation of any federal or state law or regulation is prohibited. Use for commercial activities is prohibited unless prior written consent from the Cherry Creek School District has been granted.
2. Cherry Creek School District does not represent or warrant that the functions of the system will meet any specific requirements or that it will be error free or uninterrupted; nor shall it be liable for any direct or indirect, incidental, or consequential damages (including lost data and information) sustained or incurred in connection with the use, operation or inability to use the system.
3. It is acknowledged that not all student access to the internet can or will be supervised, however any action by a user that is determined by Cherry Creek School District to constitute an inappropriate use of CCSD Net or to improperly restrict or inhibit other members from using CCSD Net is strictly prohibited and may result in termination of privileges and/or disciplinary action. The user specifically agrees not to access, submit, publish, display or print over CCSD Net any defamatory, inaccurate, abusive, obscene, profane, sexually oriented, threatening, racially offensive or illegal material. The user further agrees to use CCSD Net in accordance with all copyright laws. Copying, saving or redistributing copyrighted material is not allowed and users should assume material is copyrighted unless explicitly noted.
4. Cherry Creek School District does not and cannot control internet content or access thereto, some of which may be deemed offensive by some, therefore the school district shall not be responsible for any material or information accessed on the internet by any user and shall not be responsible for the impact or effect of the information on the user. Use of any information obtained via CCSD Net is at your own risk. Cherry Creek School District specifically denies any responsibility for the accuracy or quality of information obtained through CCSD Net, and it exercises no control whatsoever over the content of the information residing on or passing through the system. Products or services may not be purchased through CCSD Net. Files stored on district servers, electronic mail and use of CCSD Net are not private, and may be subject to inspection and/or monitoring.
5. Vandalism shall result in cancellation of privileges. Vandalism includes any malicious attempt to harm, destroy or alter data on CCSD Net. Any attempt to access restricted data will result in termination of privileges and/or disciplinary action. CCSD Net administrators reserve the right to monitor any and all activity on the system.

### **BUILDING TECHNOLOGY POLICY**

Eaglecrest High School ID's are required for computer use. The use of the internet at EHS is for the support of curricular goals and objectives. This does not include playing games, downloading music or participating in chat rooms. Violation of district or school rules may result in loss of computer use privileges.

## **COUNSELING**

The mission of the Eaglecrest High School Counselors is to prepare each and every student to be college/career ready. The counseling office is committed to promoting and enhancing the academic achievement and personal growth of every student. Our focus is to support every student's potential in the following three domains:

- academic development
- college/career development
- personal/social development

### **SCHEDULE REPAIRS**

The master schedule is designed based on the requests students make during registration. In the event that a requested course is full or conflicts with another course, alternate requests will be used. Changes will not be made to schedules unless one of the following repairs are needed:

1. An incomplete schedule resulting from the closure of a requested course.
2. A schedule that does not include a sufficient number of credits.

**Freshmen** must have 8 (first semester)

**Sophomores** must have 7

**Juniors** must have 6

**Seniors** must have 5

3. A schedule that does not include sufficient core classes (4 academic classes or 3 AP courses).
4. A schedule that places the student in the wrong level of a course.
5. A schedule that doesn't include a course(s) required for graduation (senior only).

## **TRANSCRIPTS/WEIGHTED GRADES**

The Cherry Creek School District transcript reflects both weighted and unweighted grade point averages. Weighted grades are given in those courses designated as either Honors or Advanced Placement. The difference between weighted and unweighted grades in terms of grade point value is as follows:

<u>Unweighted</u>		<u>Weighted</u>	
A	4 grade points	A	5 grade points
B	3 grade points	B	4 grade points
C	2 grade points	C	3 grade points
D	1 grade point	D	1 grade point
F	0 grade point	F	0 grade point

To request official school transcripts, complete a Transcript Request Form in the College and Career Center. There is a charge of \$5 for each transcript request. Unofficial transcripts can be obtained in the Records office free of charge.

## **ACT TEST DATES AND REGISTRATION DEADLINES**

<u>Test Date</u>	<u>Registration Deadline</u>
September 9, 2017	August 4, 2017
October 28, 2017	September 22, 2017
December 9, 2017	November 3, 2017
February 10, 2018	January 12, 2017
April 14, 2018	March 9, 2017
June 9, 2018	May 5, 2018
July 14, 2018	June 15, 2018

## **PSAT**

<u>Test Date</u>	<u>Registration Deadline</u>
October 11, 2017	October 2, 2017 or until supplies last

All ACT tests are given at Eaglecrest. Registration information for ACT & SAT I or SAT Subject exams are available in the EHS College and Career Center or online at [www.act.org](http://www.act.org) and [www.collegeboard.com](http://www.collegeboard.com), respectively.

## **2017 AP EXAM DATES**

May 7-11, May 14-18

# **GENERAL EXPECTATIONS**

## **EAGLECREST HIGH SCHOOL POSITIVE BEHAVIOR, CONDUCT, AND DISCIPLINE**

Eaglecrest High School seeks to maintain an environment that is conducive to learning, protective of the safety and welfare of students and staff, and free from unnecessary disruption. Students are expected to pursue the educational program and to behave in such a way that their presence does not detract from their own education or the education of others. Students shall treat teachers, administrators, district employees, visitors and fellow students with dignity and respect, and shall behave in such a manner that their presence does not detract from a productive educational environment. The following guidelines are designed to ensure a positive environment. Students are expected to:

- **R**espect: Respect one another as they wish to be respected
- **A**chievement: Achieve to the best of their ability
- **P**ride: Take pride in themselves and their surroundings
- **T**eamwork: Work cooperatively with others
- **O**pportunity: Take advantage of all educational opportunities
- **R**esponsibility: Act responsibly at all times

Students are encouraged to seek out teachers, counselors, administrators, deans or staff members to help them with academic achievement, concerns or any situation that warrants problem solving.

Any student who cannot maintain his/her behavior and causes a disruption in the classroom, on school grounds, on school vehicles, or at school activities or events shall meet with the student's dean to develop a remedial discipline plan.

Disorderly student behavior will be addressed in a manner that allows others to learn in an atmosphere that is safe, conducive to the learning process, and free from unnecessary disruptions.

Any deviation from acceptable school behavior, which is serious enough to warrant disciplinary action, may result in a student's suspension and/or expulsion from classes in accordance with School Board Policies.

## **ACADEMIC INTEGRITY**

Plagiarism and cheating will result in failure of the assignment and possibly failure of an entire course of work. In addition, the student will receive disciplinary consequences. All incidents will be reported to parents, and disciplinary consequences will be assigned. Please refer to the Cherry Creek School District Discipline Policies.

## **BICYCLES**

Bicycles must be parked and locked in the bike racks in front of the Administration area or on the east side of the building only. They may not be stored inside the school building. Students are not to ride bicycles on pedestrian walkways.

## **BUS RULES**

Students are only permitted to ride the bus as designated by the Cherry Creek School District Department of Transportation. The following rules, developed by the District Transportation Department, are enforced on all District vehicles to assure the safety of students:

1. You **must** have your Eaglecrest student ID to ride a district school bus.
2. Follow the bus driver's directions the first time they are given.
3. Be in your seat whenever the bus door is closed.
4. Keep hands, feet, books, and objects to yourself.
5. No fighting and/or horseplay.
6. No weapons or facsimiles, including laser pointers and pens.
7. No swearing, rude gestures, cruel teasing or put downs.
8. Use classroom voices on the bus.
9. Do not throw anything off the bus or have any part of your body outside of the bus.
10. Do not smoke, chew tobacco, eat or drink while on the bus.
11. Do not bring anything alive or dangerous (e.g., glass containers, sharp objects) on the bus.
12. No skateboards or roller blades allowed on the bus.

INFRACTIONS OF THE RULES WILL RESULT IN DISCIPLINARY ACTIONS WHICH MAY INCLUDE SUSPENSION OF BUS PRIVILEGES.

District procedures require the administrator or designees to take appropriate disciplinary action (ranging from assigned seating to suspension of bus privileges) depending on the seriousness of the problem. Students are expected to behave appropriately at bus stops as well as on the bus. Students who are picked up or dropped off at other district schools must stay in the designated area and follow all school rules. For questions about bus rules or disciplinary procedures, please contact a dean or the District Transportation Department at 720.886.7400.

## **SKATEBOARDS AND IN-LINE SKATES**

Skateboards and in-line skates are not permitted in classrooms and must be kept in lockers during the school day any seen in the hallways will be taken and kept in the Security Office until the end of the day. Skateboarding and skating is prohibited on school grounds.

## **ELECTRONIC DEVICES AND CELL PHONES**

Electronic devices/cell phones create a disruption to the learning environment at Eaglecrest High School. Use of cell phones /electronic devices is not allowed in any classroom or educational setting. If an electronic device/cell phone is seen or heard, it will be confiscated. The policy for dealing with the exposure and/or use of cell phones and electronic devices are as follows:

1st Incident: When an electronic device/cell phone is confiscated, student can pick up the electronic device/ cell phone in the Dean's Office. He/she will be assigned a 30 minute academic study period.

2nd Incident: When an electronic device/cell phone is confiscated, parent can pick up the electronic device/cell phone in the Dean's Office. The student will be assigned a 99 minute academic study period.

3rd Incident: When an electronic device/cell phone is confiscated, student can pick up the electronic device/cell phone in the Dean's Office. He/ she will be assigned a Saturday School.

4th incident: When an electronic device/cell phone is confiscated, student can pick up the electronic device/ cell phone in the Dean's office. He/ she will be assigned a ISS (AAIC).

**NOTE: Eaglecrest High School is not responsible for cell phones/electronic devices that are stolen or lost.**

## **CLOSED CAMPUS**

The campus is closed to freshmen and sophomore students. Freshmen and sophomores will be given the appropriate disciplinary consequences for violating this rule. Juniors and seniors are permitted to leave campus during their resource/ study periods. It is a student's responsibility to return to campus on time for their next scheduled class or obligation.

## **HALLWAY BEHAVIOR**

Students must respect the rights of others. Running, shouting, and public displays of affection are unacceptable behaviors. All academic hallways are off limits during class time. Food or drink may only be consumed in the dining halls. Any open food or drink items will be confiscated and disposed of if found in the hallways or classrooms. Sports equipment and balls will not be permitted in any hallway.

## **LOCKERS**

Lockers are an option made available for student use for the school year. Students accepting usage of the lockers must also accept the related responsibilities, including keeping the assigned locker clean both inside and out, and paying for any damage to the locker. Student will be issued a \$25.00 fine if the locker is not clean out at the end of the year. Lockers are school property and under the control of the Cherry Creek School District. Eaglecrest High School assumes no responsibility for lost or stolen property or money kept in lockers and reserves the right, consistent with state law, to search lockers when necessary to ensure safety and enforce school and District policies.

## **TRESPASSING**

During school hours, students are not permitted on private property in the surrounding community without permission. Any student found on private property (including educational institutions) without permission may receive a trespassing violation and/or consequences from the dean.

## **LOITERING**

Students are not permitted to loiter in the hallways, back/front parking lots, on athletic fields, perimeters of campus or in cars. Loitering within 1000 yards of the school is not permitted. This area includes the surrounding neighborhoods immediately adjacent to Eaglecrest High School. Any questions regarding appropriate areas should be directed to the deans or security. Students are expected to be on campus only during the time periods designated within their academic/extracurricular activities schedule. Students found loitering in undesignated areas will be assigned disciplinary consequences.

## **PARKING**

Only juniors and seniors are allowed to park on campus. All EHS student fines need to be paid in full. Student vehicles must be registered for authorized parking on campus. Non-registered vehicles parking on campus or cars in areas other than those designated as student parking are subject to ticketing and towing at owner's expense. Driving and parking on campus is a privilege, not a right. This privilege can be revoked if the student fails to operate the vehicle in accordance with state law and school rules. The privilege of parking on EHS school property is extended in exchange for granting consent to the school administration to search the vehicle without warning when the administration has reason to believe that the items contained in the vehicle threaten the general safety of students. To park a vehicle on school property, consent must be given to seize items, which are potentially dangerous in order to protect the common good.

Parking permits may be purchased in the Security Office for \$50 per student. Even though a student pays a parking fee, the school is not responsible for loss or damage that may occur in the parking lot. The parking fee only allows the student to park on campus. Please read and review the following EHS Parking Policies and Consequences for the 2017-2018 school year. The policies and consequences outlined will be strictly enforced by the EHS Security Team.

1. Students who park on the EHS campus must have a valid EHS parking permit.
2. Students must park in the designated student parking spaces ONLY. There is no student parking in the faculty parking area, students found parking in the staff lot will be assessed a \$30 fine. Student parking is located in the Northwest lot in front of the building and in the back parking lot.
3. Students are not allowed to park in the handicapped spaces or fire lanes.
4. A \$15 fine will be assessed if the permit is not returned at the end of the school year. The same parking permits will not be used the following school year.
5. Students interested in a parking at Eaglecrest High School need to have a valid driver's license, current registration and current proof of insurance to fill out an application form and return it to EHS Security. Students will also need to attend a meeting or view a 10-minute parking video.
6. The following parking policy will be enforced for those students who do not have a parking permit and park illegally:
  - 1st offense - Car will be ticketed and a \$30 fine will be assessed to the student.
  - 2nd offense - Car will be ticketed, a \$30 fine will be assessed, and the student's name forwarded to the deans.
  - 3rd offense - Car may be towed at the owner's expense.

The following parking policy will be enforced for those students with a valid parking permit who park illegally or do not abide by the above stated rules.

- 1st offense - Car will be ticketed and a \$30 fine will be assessed to the student.
- 2nd offense - Car will be ticketed and an additional \$30 fine will be assessed.
- 3rd offense - Car will be ticketed, a \$30 fine will be assessed, and the student's name will be forwarded to the deans.
- Additional offenses - Car may be towed at owner's expense.

Students may not park in reserved parking spaces at any time. Student vehicles will continue to be ticketed, and fines assessed, and the vehicle may be towed at the owner's expense for any infraction as noted above. For any questions or concerns, please contact the EHS Security office at 720.886.1043.

We greatly appreciate your understanding and cooperation.

## **STANDARDS OF DRESS**

Students are expected to dress appropriately for all school activities and to maintain a high standard of dress, i.e. business or educational attire. The following general standards will be in effect:

1. Hats (including head coverings) are not allowed to be visible in the building.
2. A reasonable cleanliness of person and wearing apparel is expected as a matter of health and aesthetics.
3. To avoid injury and disease, shoes, sandals or boots must be worn in the building.
4. Beachwear is inappropriate attire for school and school activities. A decent coverage of the body is expected. Sheer or see-through clothing is prohibited. Undergarments should be covered by clothing (e.g. sports bras, bra straps, boxers).
5. Dress that is dangerous or so distracting that it interferes with the teaching/learning process will not be worn.
6. Wearing apparel that endangers the student while he/she is participating in classroom activities, such as pottery or science labs, will not be worn.
7. Any accessories such as chains, spikes or jewelry that could be detrimental to the safety and/or welfare of students, faculty, staff or other persons will not be permitted.
8. Students will be asked to modify any patterns of dress that might jeopardize their safety and welfare (e.g. any apparel which might signal affiliation with an unauthorized group).
9. Students will be asked to modify clothing that depicts or promotes tobacco, alcohol or drugs through its dominant logo or message. They will also be asked to modify clothing that promotes sexual or racial harassment or presents images or ideas that might be interpreted as such.
10. Areas of the body traditionally covered by clothing must be covered.

Regular classroom grades will not be affected by dress code violations. Disciplinary action for violation of all standards is listed below:

<u>1st Offense:</u>	warning from dean, parent notification, and student must change clothing.
<u>2nd Offense:</u>	warning from dean, parent notification, student must change clothing, and 30 minutes of detention will be served by the student.
<u>3rd Offense:</u>	warning from dean, student must change clothing, 99 minutes of detention will be served, parent will meet with a dean.
<u>4th Offense:</u>	Saturday School and parent will meet with a dean.
<u>5th offense:</u>	Full day in ISS (AAIC)

## **GENERAL INFORMATION**

### **HEALTH CLINIC**

A registered nurse is on duty during the school day. Services relating to general health problems, acute illness, and emergency first aid are available to all students and employees. Students who become ill during the school day should report to the nurse. The nurse will evaluate the nature of the problem and assist the student in contacting parents/guardian for transportation home if the nurse determines this is the best course of action for the student.

In the event of a medical emergency, all decisions as to treatment, destination, and hospitals will be made by the Emergency Response Team. It is critical that parents/guardian provide accurate contact information through the district check-in forms process as this is the only means the clinic has to locate parents contact information during a medical emergency. Any changes to contact information must be submitted by the parents via the online system.

### **MEDICATION**

High School students have the privilege of taking their own medications during the school day.

1. Students carrying their own medication may bring a one day supply with them each day. Medications must be carried in the original packaging that identifies the content, dose and frequency it may be taken. Prescription medication must be in a pharmacy container that includes the name of the medication, dose, time and student's name. Under no circumstances should students share their medication with other students. They will be subject to disciplinary action if they do so.
2. Clinic administration of medication provides for accountability that regular doses are received or allow students who regularly use medication to store it at school so it is available. A permission form must be completed and signed by the parent (and physician if it is a prescription medication) before the nurse may administer medication to a student. Homeopathic medications are treated as a prescription medication and may require a review from the CCSD Medical Advisory Board before the nurse can administer them.
3. To be given occasional over-the-counter (OTC) medication in the clinic, the OTC form found on the district check-in forms must be completed and submitted online. We strongly encourage students to bring their own OTC medications (while following the district guidelines). This minimizes interruptions to valuable class instructional time.

## **HOMEWORK REQUESTS**

Arrangements to collect homework assignments can be made when a student is absent for 3 or more days. Contact the Counseling Office at 720.886.1175. Parents will be asked for an email address as much of the work can be sent electronically. Any hardcopy homework collected will be available in the Counseling Office for pick up the afternoon of the following school day. Parents are asked to make their own arrangements to pick up books from their student's locker. Students are expected to complete assignments before returning to school.

## **I.D. CARDS/ELECTRONIC ID CARDS**

All students are required to carry a Student Identification Card/Activity Card with them while in the building. The I.D. card will be required to receive the following services:

1. Checking out books in the Library, checking out materials and using computers.
2. Using computers in the Media Productions Center.
3. Admission to all regular athletic events.
4. Reduction for cost of tickets to athletic events away from Eaglecrest.
5. Picking up a yearbook.
6. Voting in school elections.
7. Attending dances.
8. Other identified school events.
9. Accessing district transportation services (all students must present their student I.D. to ride a CCSD bus).

All students must produce/surrender the identification card when requested by any faculty, staff or security personnel. Failure to carry an identification card or refusal to produce the identification card or to surrender the card will result in disciplinary action. The cost of replacement I.D. cards will be \$5, due to the Bookkeeper. Replacement I.D. cards may be obtained in the Security Office.

## **LOST AND FOUND**

Lost and Found items including ID cards, wallets, keys, jewelry etc. are taken to the security office located at the main entrance of the school. Unclaimed items will be donated after 2 weeks. This will also include items found in lockers of withdrawn students and at the end of the school year after locker clean out.

## **POWERSCHOOL**

PowerSchool is a real-time web based student information system. Parents and students have access to grades, attendance records and other school-related information. PowerSchool is available online at [my.cherrycreekschools.org](http://my.cherrycreekschools.org). Students and parents can receive their personalized login information from the Media Productions Center (MPC). A valid picture ID is required.

## **MESSAGES AND GIFTS**

Only emergency messages will be delivered to a student. An emergency is an accident, illness, or serious family problem. If information about transportation, doctor appointments, house keys, etc. is not available before your child leaves for school, please instruct them to check with you during the day for an update. We cannot accept deliveries for students. Items, such as flowers, balloons, stuffed animals, cookie bouquets, etc. should be sent to the student's home, not the school. The Main Office staff will not sign for or accept these items. Forgotten items delivered by parents will be kept in the Main Office until the student picks them up.

## **SCHOOL CLOSURE**

When early morning weather and road conditions are deemed hazardous, especially for school bus transportation, the district will announce closure of schools on local radio and television stations or you may call the District Weather Line at 720.554.4701. All activities scheduled in district facilities will be cancelled. In-district sports events and team practices will be postponed. If a league event is scheduled in the district, the event will be postponed. If the event is scheduled to be played in another district, the host district determines whether it is postponed.

## **DELAYED START**

When early morning conditions are not deemed serious enough to close school, but are likely to cause delays, school bus pick up times and school start times may be delayed. This information is available on the District Weather Line at 720.554.4701. The delayed start schedule for schools is as follows:

High Schools: Bus pick up and school starting times will be delayed by 60 minutes.

Vocational runs: Delayed 60 minutes.

## **LATE DISMISSAL**

In case of dangerous weather warnings or other emergency situations, a school may hold students past their dismissal time for safety reasons.

## **EARLY DISMISSAL**

If serious storm conditions or other emergency situations develop during the day, the district will monitor the situations and advise affected schools and the Transportation Service as soon as possible of a decision to dismiss school early. Parents are encouraged to stay tuned to local radio and television stations or watch the EHS website for updated information. Please be sure contact information is up-to-date in the event of any ConnectEd messages.

# **SAFETY INFORMATION**

## **EVACUATION DRILLS**

Evacuation drill procedures are posted in each classroom and throughout the building. Students are to exit the building in a quiet, orderly manner. Upon leaving the building, students are to remain with their class and proceed to the designated area. Students should return to the building in the same manner and route in which they left. Falsifying information or sounding alarms is a serious offense and will result in suspension from school and legal action.

## **SCHOOL SAFETY-CODES & CONDITIONS**

### Normal Conditions

- Normal awareness and security
- Normal supervision and entrances
- Normal educational programs
- Normal dismissal
- Code Green

### Security Alert Conditions

- Increased awareness and security
- Increased supervision of entrance
- Normal dismissal
- Police on-site to provide additional support and communications, as appropriate

### Secure Perimeter Conditions

- All students and staff outside building returned to building
- All exterior doors closed and locked
- Access in/out of building controlled by staff and/or public safety officers and limited to authorized individuals
- Normal educational programs continued, as possible
- Police on-site to provide additional support and communications, as appropriate
- Controlled dismissal
- Code Yellow

### Lockdown Condition

- No student, parent or staff access in/out of building -NO EXCEPTIONS
- All students and staff outside building - taken to a safe location
- All exterior doors closed and locked
- All interior doors closed and locked
- Students and staff in individual classrooms or centralized locations, as appropriate.
- Normal educational programs suspended
- Police on-site to provide additional support and communications, as appropriate
- No dismissal
- Code Red

## **INCLEMENT WEATHER**

Should inclement weather or emergency situations result in the closing of district schools, or in an adjustment to school start or dismissal times, the information will be conveyed to local radio and television stations. Make sure all contact information is accurate in the event of a ConnectEd message. Please refer to School Closure for additional information.

## **SNOW DAYS/STORM SCHEDULE**

If an emergency situation should result in closing of schools in the district or an adjustment of start or dismissal times, announcements will be made by radio and television stations no later than 6:00am. The same information can be found on the southeast area hotline at 720.554.4701 and the Cherry Creek website at [www.cherrycreekschools.org](http://www.cherrycreekschools.org)

## **SCHOOL RESOURCE OFFICER**

As a result of a joint project with the Arapahoe County Sheriff's Office, two School Resource Officers have been assigned to work with the faculty, staff and community members to ensure a safe school environment. The officers are available during the school day to answer questions and to work with students in matters that may require police intervention.

## **SHELTER IN PLACE DRILLS**

Shelter in place drill procedures are posted in each classroom. In the event of a drill or actual severe weather, proceed in an orderly manner to the designated area. Remember to keep heads down, knees drawn up with the back of the head covered with hands.

## **VIDEO SURVEILLANCE CAMERAS**

USE OF VIDEO CAMERAS TO MONITOR STUDENT BEHAVIOR POLICY (JICA). The board of Education recognizes the district's continuing responsibility to maintain and improve discipline and to promote the health, welfare, and safety of its staff and students. After having weighed carefully and balanced the rights of privacy of students with the District's duty to promote discipline health, welfare and safety of staff and students, the Board supports the use of video cameras on its transportation vehicles and in district schools. Video camera may be used to monitor student behavior in school facilities, [on school property,] and on school vehicles transporting students to and from school. Students in violation of conduct rules shall be subject to disciplinary action in accordance with established board policy and regulations governing student conduct and discipline. The District shall comply with all applicable state and federal laws related to video recordings when such recordings are considered for retention as part of the student's behavioral record as determined by the district and in accordance with law. Video surveillance shall be used only to promote the order, safety and security of students, staff and property. Proposed: January 11, 1999 Adopted: February, 8 1999 Effective: February 8, 1999 Legal Refs: 20 U.S.C. 1232g (Family Educational Rights and Privacy Act of 1974) 42 U.S.C. 1201 et seq. Americans with Disabilities Act 34 C.F.R. 99.1 et seq. (regulations)

## **VISITORS**

The main entrance of the school is located at the south end of the building. Visitors may park in any available spot at the south end of the parking lot. Security personnel will be available at the office located just inside the entrance to check in visitors. Please remember that you will be asked to provide a driver's license or picture I.D. when you sign in.

# **STUDENT DISCIPLINE**

## **DEANS**

Eaglecrest High School's deans provide a service to the students, parents, and the community. They work with students on an individual basis to ensure consistent and appropriate behavior and attendance.

## **DISTRICT DISCIPLINE POLICIES**

District policies are posted on the Cherry Creek Schools website at: [www.cherrycreekschools.org](http://www.cherrycreekschools.org). For a specific District Board of Education Policy visit the district site and under quick links select Board of Education. Complete copies of any district policies are available upon request or can be accessed via the CCSD website. Look for the District publication during the summer to keep as a reference and guide.

As a safe learning community, we hold our students accountable to a high standard of student conduct. Appropriate consequences including, but not limited to, suspension and/ or expulsion will be enforced for every student committing any of the following infractions:

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property of value.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Commission of any act which if committed by an adult would be robbery or assault as defined by state law. Expulsion shall be mandatory in accordance with state law except for commission of third degree assault.
4. Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of students or staff.
5. Violation of District policy or building regulations.
6. Violation of the District's policy on dangerous weapons in the schools. Expulsion shall be mandatory for carrying, bringing, using, or possessing a dangerous weapon without the authorization of the school or school district, in accordance with state law.
7. Violation of the District's alcohol use/drug abuse policy. Expulsion shall be mandatory for sale of drugs or controlled substances, in accordance with state law.
8. Violation of the District's policy on smoking and use of tobacco.
9. Violation of the District's policy on sexual harassment.
10. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.



11. Directing profanity, vulgar language, obscene gestures toward other students, school personnel, or visitors to the school.
12. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence.
13. 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.
14. Lying or giving false information either verbally or in writing to a school employee.
15. Scholastic dishonesty which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person, in preparing written work.
16. Continued willful disobedience or open and persistent defiance of proper authority, including deliberate refusal to obey a member of the school staff.
17. Repeated interference with the school's ability to provide educational opportunities to other students.
18. Behavior on or off school property which is detrimental to the welfare, safety, or morals of other students or school personnel.

### **NOTIFICATION OF NONDISCRIMINATION**

Cherry Creek School District No. 5 ("District") does not discriminate on the basis of race, color, national origin, sex, age, sexual orientation, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Eaglecrest High School does not discriminate in enrollment or access to any of its available programs. The lack of English language skills shall not be a barrier to admission or participation in District activities and programs. The District also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator, Ms. Kathy Vining, District Compliance Officer, Educational Services Center, 4700 S. Yosemite St., Greenwood Village, CO 80111, telephone

720.554.4471, or directly to the U.S. Department of Education, Office for Civil Rights, Region VIII, Federal Office Building North, 1244 Speer Blvd., Suite 310, Denver, CO 80204.

