

BROOMFIELD HIGH SCHOOL

2017 - 2018



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

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

Safe to Tell: 1-877-542-SAFE

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

BROOMFIELD HIGH SCHOOL MISSION

Be responsible.

Honor yourself and others.

Strive for excellence.

B H S . . . We Live
It!

**Broomfield High School
DAILY BELL SCHEDULE
2017 – 2018**

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

MONDAY, TUESDAY, FRIDAY (Regular 7 period days)

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

WEDNESDAY (Block Day)

Period	Time	Duration
PLC Time (Late Start)	7:30 - 8:05	35 minutes
1	8:10 - 9:40	90 minutes
3	9:45 - 11:15	90 minutes
Common Lunch	11:20 - 11:50	30 minutes
5	11:55 - 1:25	90 minutes
7	1:30 - 3:00	90 minutes

THURSDAY (Block Day)

Period	Time	Duration
Seminar	7:30 - 8:05	35 minutes
2	8:10 - 9:40	90 minutes
4	9:45 - 11:15	90 minutes
Common Lunch	11:20 - 11:50	30 minutes
6	11:55 - 1:25	90 minutes
Tutor Time	1:30 - 3:00	90 minutes

ADMINISTRATION

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

OFFICE STAFF

Heather Trujillo, Principal's Assistant
Charlene Orvis, Athletic Assistant
Kory Beaver, Treasurer
Eileen Anderson, Registrar
Donna Maestas, Counseling Assistant
TBA, Receptionist
Renae Simmons, Attendance Assistant
Debi DePinto, Attendance Para

COUNSELORS

Gina Malecha, Janice Dempsey, James Greene, and Marissa Zufall

SCHOOL INFORMATION

Building Hours: Daily building hours are Monday through Friday, 7 a.m. to 3:30 p.m. Students are not to be in the building at any other time unless under the direct supervision of a member of the school staff.

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

Electronic Communication: Please make sure we have your current e-mail information in Infinite Campus so that you will receive school communication.

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

Security: For security purposes, cameras have been installed on the exterior of the building. Exterior doors are locked and accessible with student ID's during school hours. Students caught propping doors open will be subject to disciplinary action.

School Closings/Emergencies: In case of severe weather, unforeseen school closings or changes will be announced before 6:30 a.m. (or as soon as the decision is made to close schools) on the BVSD website (www.bvsd.org), and to television channels 2, 4, 7, 8, 9, and 31.

Emergency Drills:

Fire Drills: Each month, an alarm will signify a fire drill. Students are to follow the teacher's instructions for procedures for evacuation.

Multi-hazard Drills: Each semester we will have one lockout drill, one lockdown drill, and one shelter-in-place (tornado) drill. Students are expected to follow the teacher's instructions and procedures.

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

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

Posters and Announcements: All posters placed in the school and announcements to be read must be approved by an administrator.

STUDENT INFORMATION

Student I.D. Cards: Students will be issued a free student ID card, lanyard and case at the beginning of the school year or when they enroll in the school. Students are expected to wear their ID at all times, and must have it visible at all times while on school property. Their ID will be used for gaining access to the building, as a library card, and also to enter school dances and activities. Replacement Costs: ID, Case and Lanyard-\$20.00, ID Only \$15.00, Case only-\$5.00, and Lanyard only \$5.00. To get any replacements, please go to the Main Office.

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

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

Parking: **Only seniors and juniors may purchase a parking pass.** Students will be required to obtain a parking permit allowing them to park in the designated student spaces ONLY (seniors \$30 for the Senior Lot, juniors \$15 for the lot off of Miramonte and Daphne). Parking permits, one per student, will be offered in the fall. Permits are issued to registered student's vehicle ONLY. **Having a permit does not guarantee you a parking spot in the lots.** A campus monitor will randomly check lots. **Cars**

parked in the wrong lot or with no sticker displayed on the front windshield, on the lower left corner on the inside, will be ticketed for a fine of \$25. After the second ticket, the vehicle may be towed at owner's expense. Students are not allowed to park in the south and north faculty parking lots, in the vicinity of the sheds or tennis courts, in fire lanes, or along any painted curb at any time. Students may not park in any dirt lot. Vehicles parked in these areas will be ticketed or towed at the owner's expense. **Students are not allowed to loiter in cars.** Automobile misuse may result in parking privileges being revoked. **The school district does not assume any responsibility for items stolen from or damage done to vehicles in the parking lot.**

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

Fees: Fees are required for students taking certain courses. All fees have been approved by the Board of Education. A list of approved fees is located on the BVSD webpage. First semester fees are invoiced at the end of August, and second semester fees are invoiced at the end of January. **Fees are due by the end of each semester.**

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

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

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

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

ATTENDANCE POLICY

(Attendance Office: 720-561-5381)

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

How to excuse absences:

1. Go to the Broomfield High School website, to the Report Absence form located under the parent tab.
2. Parents can also access the Attendance Office **message** machine 24/7 (720-561-5381). This phone is not answered, but all messages are listened to promptly.
3. **Bring appropriate written documentation for any missed class time for doctor's or dentist's appointments (DOC). BVSD policy states that all single period absences have to have documentation to be excused.**

4. If during the day, your student needs to miss a class, or be released early, please notify the Attendance Office at least **an hour before** so they can write your student a pass to be released from class.

The following absences are defined as excused:

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

Unexcused (UNX) absences include:

- **single period absences without documentation**
- Truancy (TRU)
- working (non-school involved)
- unauthorized student activities

Parent or Guardian Responsibility for School Attendance:

1. To recognize that any absence, regardless of cause, has a detrimental influence on student achievement.
2. To contact the school regarding student attendance by calling the Attendance Office **within 48 hours of an absence**, or by providing appropriate documentation for appointments.
3. To monitor your student's attendance and be aware of any missed work.
4. To contact the school and request a conference with the appropriate administrator upon notification from the school of an attendance concern.

Student Responsibility for School Attendance:

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

Tardiness: Students are expected to be on time to all classes. **Five minutes late to class constitutes an unexcused absence.**

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

Makeup Work: Students who have been absent are responsible for makeup work with their

teachers and to adhere to the BVSD Standard Base Grading philosophy. **Long-term assignments are due upon return to class.**

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

Senior Ditch Day: Unauthorized student activities such as ditch day and similar activities are not sponsored by the school or district and excuses will not be accepted.

RULES OF STUDENT CONDUCT

Broomfield High School will be in compliance with Colorado Statutes: CRS 22-33-106 and BVSD Policy: JFC. The State of Colorado deems the following as areas that may receive disciplinary action:

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

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

Rules of Student Conduct:

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

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

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

Information concerning student expectations and responsibilities are detailed below. All students and parents are responsible for knowing and understanding this information. The following acts of misconduct by students may be subject to work detail, parent conferences, in-school suspension, suspension from school, and, if the situation warrants, an extended suspension from school and/or recommendation for expulsion from school for the remainder of the semester and/or school year.

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

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

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

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

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

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

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

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

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

FIGHTING: Direct or indirect involvement in a fight on school grounds or at school-sponsored

activities is forbidden. Fights originating on school grounds and those taking place off campus are subject to the same sanctions.

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

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

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

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

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

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

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

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

LOITERING: Broomfield City Ordinance (9-32-010) prohibits loitering in or about a school building or grounds or within 100 feet of school grounds. This is to include the occupancy of cars during school or at school events.

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

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

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

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

Bicycles/Skateboards/Longboards should be locked up with a secure system in the racks provided. The school is not responsible for the loss, theft, or damage of boards/bicycles.

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

THEFT/REPORTING A LOSS OR THEFT: Students are reminded to secure bicycles, automobiles, valuables, and their lockers. **The school is not responsible for lost or stolen items.** Students who lose or have reason to believe their personal property has been stolen/vandalized are advised to make a report with the SRO. Filing this report will assist the school and the police, should their involvement be warranted, in retrieving the lost or damaged property.

TOBACCO USE: Smoking, possession of, or any other use or display of tobacco, including chewing, is not permitted on school grounds or at school events. Items used for smoking, including e-cigarettes, vapor pens or chewing, will be confiscated. For more details see BVSD Policy JFCG. Smoking is considered a disruption to the school program and is therefore prohibited. There are several support tools for tobacco cessation available for students to quit their tobacco habit. More information may be obtained in the Counseling Office.

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

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

CONSEQUENCES FOR UNACCEPTABLE CONDUCT

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

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

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

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

DISCIPLINE REFERRAL - A conference between the student and administrator. The purpose of this

conference is to discuss inappropriate behavior and possible consequences. A disciplinary referral results from repeated offenses or actions that are serious in nature.

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

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

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

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

LEGAL ACTION - Contact with the Police Department.

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

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

BOULDER VALLEY INTERNET USER POLICIES

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

The smooth operation of the BVSD technology resources relies upon the proper conduct of the users who must adhere to strict guidelines. Guidelines are provided so that students and parents are aware of the responsibilities they acquire by signing their name to the legally binding Internet application. **If a BVSD user violates any of the provisions, his or her account with BVSD technology resources will be suspended or terminated and future access could be denied.**

The use of a student account must be in the support of education and research and consistent with the educational objectives of the Boulder Valley School District. Please remember that the use of the BVSD technology resources is a privilege, not a right, and inappropriate use will result in

suspension or cancellation of privileges. When using their account, students must abide by the guidelines provided with their Internet contract.

NONDISCRIMINATION/EQUAL OPPORTUNITY TO STUDENTS, PARENTS AND EMPLOYEES

The Board of Education is committed to providing a safe learning and working environment where all members of the school community are treated with dignity and respect. No, otherwise qualified, student shall be excluded from participation in, be denied the benefits of, or be subject to discrimination or harassment under any district program or activity on the basis of disability, race, creed, color, sex (which includes marital status), sexual orientation, gender identity/expression, national origin, religion, ancestry, need for special education services or physical characteristics.

Any student who believes he or she has been a victim of unlawful discrimination or harassment as defined in Board policy, or witnessed such unlawful discrimination or harassment, is encouraged to immediately report it to an administrator, counselor, teacher or the district's compliance officer as set forth in BVSD Regulation AC-R, JB, JBB.

DISABILITIES/ACCOMMODATIONS

If your student needs accommodations, please notify the 504/ADA Liaison, Nick Barnes, at 720-561-5379.

ACADEMIC INFORMATION

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

1. 220 units of credit, including completion of subject area requirements. A minimum of 100 credits must be earned in grades 11-12.
2. Eight semesters of attendance beyond the eighth grade, unless student qualifies for early graduation (see counselor for details).
3. Students may earn five credits for Community service. Independent study and Community service must be approved prior to beginning coursework.

Units of Credit	
Language Arts	40
U. S. Government	5
World Geography	5
World History	10
U. S. History	10

Mathematics	20
Science	20
Physical Education	15
Health	5
Fine Arts	5
Practical Experience	5
World Languages (thru Level 2)	10
Electives	70-80
Money Management Course	
Total Needed for Graduation	220

Grading Scale:

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

Registration: Students register each spring for the courses they plan to take the following year. New students will register with a counselor in the Counseling Office. Course catalog is online. **Students and parents are strongly encouraged to formulate course requests together as course changes and drops are restricted.**

Check-in: The check in progress will occur the last week of May for the upcoming school year. Students will receive confirmation of their course requests, take school pictures and finish other required paperwork based on grade. Counselors will be available during this time to assist students. Actual schedules will be available online through IC prior to the first day of class. No schedule changes are allowed but students who have a full schedule may be allowed to drop courses according to the guidelines below. A full schedule for freshmen and sophomores is six courses each semester, juniors and seniors is five courses each semester.

Schedule Changes: Schedule changes may be made through counseling or administration. Schedule changes are made for reasons of 1) class conflicts, 2) failing a prerequisite, 3) change in program, 4) school error, or 5) incomplete schedules. **The last day to add a class is 8/26/16 for first semester. All second semester schedule changes are to be completed prior to winter break.**

Dropped Classes: To drop a class, a drop form must be completed and approved by the counselor, teacher, parent, and administrator before the drop is effective and before students may discontinue attending class. Students are allowed to drop a class during the first 15 days of a semester with no grade reported or to drop a class in the 16th through the 30th day of the semester and receive a grade of "WP" (withdraw passing) or "WF" (withdraw failing). Students who drop the class after the 30th day will receive an "F," regardless of the quality of the student's work. In extremely extenuating circumstances, the building administrator or designee, in consultation with other professionals with knowledge of the student's situation, may also exempt a student from the practice of assigning an "F" for a class dropped after the 30th day, regardless of the quality of the student's work.

- 15th day first semester 9/8/17
- 30th day first semester 10/2/17
- 15th day second semester 1/30/18

Guidance and Counseling: Guidance services are available to every student. Students receive guidance counseling for individual, career and academic plans at each grade level. Students needing assistance can access a counselor at the Response Desk or arrange for a private appointment.

Post-Secondary/Concurrent Enrollment Options: See Counselors for more information.

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

Progress Reports: Progress Reports will be communicated to parents four times per semester through Infinite Campus. These reports describe progress by the student.

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

Eagle Tutoring Center: Tutoring is available for students during the day from 2nd period through 7th period in Room 722.

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

State Standardized Testing: In the spring, all freshmen and sophomores are required to participate in. Every effort should be made for students to be in attendance during these test days. Juniors are required to take the state SAT testing in the spring. Makeups are time-consuming and difficult to schedule, and additional class time will be missed. Please try not to schedule doctor/dental appointments during these times.

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

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

BVSD 360: Is a freshman orientation and transition program that works closely with Freshman

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

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

Eagles N.e.s.t.: (New Experiences for Student Transfers) is a club founded by students who understand that changing school is very hard. N.E.S.T leaders want to make the transition to Broomfield High as easy as possible for new students. How does it work? Current students meet with new students during their orientation and then weekly during common lunch (Room 723). During lunch, students chat and make connections to other students, play games and get information about school and local events. All new students are welcome!

Tutor Time: Tutor Time is an opportunity for students to get additional academic assistance outside of the regular classroom setting. Tutor Time is part of our academic day. Teachers may require students to attend. Students who are attending Tutor Time are to be in classrooms or other educational settings. Students not engaged in academic endeavors are to be off campus. Please do not schedule appointments during Tutor Time. The school day is from 7:30am-3:00pm Monday through Friday.

1:WEB: Broomfield High School is part of a program through the Boulder Valley School District that blends cutting-edge technology with first-class instruction and collaboration. Each freshman, sophomore and junior student at Broomfield will receive a Chromebook to expand and enrich their educational experience! Current students of classes of 2019 & 2020 were part of the pilot program, therefore “grandfathered in” and do not have to pay the Annual Fee. All new sophomore and junior students and the Class of 2021 will pay the Annual fee of \$45.

STUDENT RECOGNITION PROGRAMS

Graduation Honors: High academic achieving students shall be recognized and awarded summa, magna, and cum laude honors. To earn such honors, students will be selected based on their cumulative weighted GPA after seven semesters.

The GPA criteria for the Class of 2018 and 2019 will be:

Summa cum laude – 4.500 and above
Magna cum laude – 4.200 to 4.499
Cum laude – 3.900 to 4.199

The criteria for the Class of 2020 will be:

Summa cum laude – 4.600 and above
Magna cum laude – 4.300 to 4.599
Cum laude – 4.00 to 4.299

The GPA criteria for the Class of 2021 will be reviewed and determined after the first semester and communicated with parents. Students must have completed 50 Broomfield High School credits to be considered for Graduation Honors.

Roll of Honor/Academic Letters: Class of 2018, 2019 with 3.9 and above and Classes of 2020 with 4.0 and above GPA or GPA for a semester in five or more classes will receive an academic letter or an Honor Roll Pin to wear on a previously received school letter. Bars and letters will be given for honors earned at Broomfield High and not for academic achievement prior to attending BHS.

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

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

National Honor Society: Members in the Society are chosen on the basis of leadership, character, scholarship, and service. Membership in NHS has become recognized nationally as one of the highest honors that can be bestowed upon a student. **Any student who holds an accumulated grade point average of 3.9 for class of 2018 and 2019 or a 4.0 for class of 2020** after completing three semesters of high school is eligible to be considered for membership in the Broomfield Chapter of the National Honor Society. Weighed equally with strong academic performance is service to community and/or school, evidence of leadership activities and excellent personal character. The group seeks members of notable abilities who also choose to "make a difference" in their school and larger community. **The member must sustain his/her entrance qualifications until graduation, where special recognition is given.**

GRADUATION 2017

1. **May 4, 2018:** Seniors in danger of not graduating because of failing grades must turn in progress reports. If still failing, he/she may not walk in the commencement ceremony.
2. The last day to turn in proof of successful completion of approved credit retrieval and online courses will be determined by BVSD Online Learning.
3. Graduating seniors must be currently enrolled in Broomfield High School and meet all Boulder Valley School District requirements.
4. Students who do not have 150 credits at the beginning of the school year will not be considered a candidate for graduation.
5. Students must earn at least 50 BVSD credits in order to receive a BVSD diploma.
6. All graduation honors will be determined at the conclusion of a student's seventh semester.

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

ATHLETICS/ACTIVITIES

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

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

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

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

Athletic and activities eligibility guidelines are in accordance with Colorado High School Activity Association rules. All students involved in athletics and activities at Broomfield High School must be taking and attending at least five classes and failing no more than one class. Failure to do so results in the students being ineligible for the next week's contests. Additionally, if a student is failing the same class two consecutive weeks, he/she will be ineligible for the following week's contests.

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

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

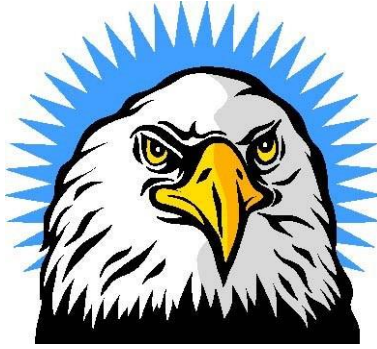
Parents and students should know that not all courses that BHS offers are accepted by the NCAA Eligibility Center. More information is also available on www.eligibilitycenter.org.

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

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

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

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



BROOMFIELD FIGHT SONG

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

Fight Broomfield down the field,
Broomfield must win.

Fight on to victory,
Eagles in blue and white, Fight,
To guard our honor high,
never give in.

Shoulder to shoulder we will
fight! fight!

Go, fight, win!