

CAÑON CITY MIDDLE SCHOOL

Student & Family Handbook

Cañon City Schools

2026-2027



S.O.A.R

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Revised 05/2026

This handbook is updated annually.

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School-Level Policies and Procedures

Welcome to Cañon City Middle School!!

Falcons,

Welcome to Canon City Middle School. We are a 6-8 comprehensive middle school serving just under 400 students. Our students engage in rigorous core content classes and Life Skills classes daily. Our teachers and support staff are energetic and passionate about middle school students and their unique strengths and needs. We support the development of the "Whole Child," which includes academic, social, and emotional growth. We offer support for these areas through our academic schedule, counseling office, extra-curricular sports and clubs, and other unique events and activities. I strongly encourage every student to get involved with as many teams, activities, clubs, and organizations as possible. Middle School is a time for trying new and interesting things. Try them all! Please read all of the information in this handbook carefully. **Students and parents are expected to understand the contents of this handbook.**

Thank you for choosing Canon City Middle School as your place to receive a high-quality education in a safe and welcoming environment. We look forward to the journey ahead.

Falcons S.O.A.R.,

Jesse Oliver - Principal of Canon City Middle School

CCMS Vision Statement

Canon City Middle School will empower ALL Falcons to SOAR towards academic and personal growth in a secure environment.

CCMS Mission Statement

We are Falcons. We strive to show **S**uccess, take **O**wnership for our behaviors, have a positive **A**ttitude, and give **R**espect to all. When we do our best, CCMS will SOAR.

School Culture Day-To-Day Expectations

School Day

The school day for students begins at **7:50 a.m.** and ends at **3:25 p.m.** **Students should not arrive earlier than 7:25 and no later than 7:45 a.m.** Students are allowed to go to the cafeteria to eat breakfast beginning at 7:25 a.m., but may not go to any other part of the building unless prearranged with a staff member, as proper supervision of your child will not be available. Bus students will load at 3:25 p.m. and leave at 3:32 p.m. Students who are not involved with after-school activities should not loiter around the building and be off campus by 3:40 p.m. There are designated pick-up and drop-off points for parents to drop off and pick up their students. Half-day dismissal time will be 11:25 a.m.

School Closing or Delayed Start Due to Bad Weather

If school is canceled or a delayed start is required, the decision will be made as early as possible, the prior evening, and no later than 5:00 AM, if at all possible, as to whether schools will operate. The announcement to close schools will be broadcast on local media, the district website (www.canoncityschools.org), social media, School Status Connect, and via email to all district staff. A message will also be sent out to your phone number on file with the information.

If no report is given, it can be assumed that school will be held on regular sessions. **If a two-hour delay is required, be aware that students must be on campus by 9:50 am, with the first bell ringing at 9:55 am. Parents are asked to not call the school or district office.** Telephone lines must be kept open for emergencies.

Severe Weather Safety Plan

Student safety is our highest priority, especially when severe weather arises unexpectedly. To ensure everyone knows what to expect during weather-related emergencies, our district has created a Severe Weather Safety Plan outlining procedures for sheltering in place, dismissal, transportation, and communication. We encourage all families to review this plan in advance to understand the steps the school and district will take to keep students safe.

You can access the plan online at:

<https://www.canoncityschools.org/departments/safety/severe-weather-safety-plan>

By understanding the plan in advance, families, students, and staff can work together to ensure a calm, coordinated response during inclement weather.

We appreciate your partnership in keeping our schools safe!

Attendance Expectations

The staff and faculty of Cañon City Middle School are strongly committed to providing a quality educational environment in which each individual student can realize his or her full potential. Accordingly, we fully support the intent of mandatory attendance.

ABSENCES WITHOUT PRIOR ARRANGEMENT

Normal excused absences are those resulting from illness of the student or a family emergency. Any other absences **must be** excused through prior arrangement with the office of the principal and with permission of the parents.

1. Parental contact with the office, indicating the reason for the absence and the date(s) on which the absence occurred, is required. A phone call from parents or guardians on the day of the absence, or a note signed by the parent or legal guardian upon the student's return to school, will be sufficient. **Failure to contact the school will result in the student receiving an unexcused absence.**
2. **Medically excused absences when a student is temporarily ill or injured:** If a student provides a doctor's medical note specifically stating that the student was unable to attend school due to injury, illness, medical/dental procedure, or mental health appointment, he or she will be considered excused. **A parent may medically excuse a student up to seven times in a school year for any part of a day's absence without a doctor's note.** After the seventh parent-excused medical absence, the student will be considered excused only with a doctor's note or the school nurse's approval.
3. **A student who misses the first 10 consecutive days of school at the beginning of the year will be dropped from enrollment and have to re-enroll.**
4. **Students have one day for each day of absence, plus an additional day to make up for any missed work.**
5. **Both unexcused and excused absences require missing work to be made up within the allowed time frame as described in bullet 4.**

TRUANCY

Truancy is defined in Board Policy JHB as "absence from or leaving school without the parent's and/or the school's knowledge or permission, a pupil is subject to disciplinary action for truancy."

1. Parent/guardian and student should be aware that the law provides for academic penalties for classes missed due to truancy/unexcused absences (C.R.S.22-33-104).
2. Parent/Guardian and student should be aware that the law states (CRS 22.33.107) that a student is entitled to 4 unexcused absences in a month period, 10 unexcused absences in a year. Failure to comply will result in truancy letters sent to the parent/guardian. If the behavior continues, then the student will be referred to the district Truancy Board, followed by action before the Juvenile Court.

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3. If, at any time, it becomes apparent that a student is truant, the principal or his designee shall attempt to contact the parent or guardian without undue delay and advise them of the situation.
4. Following a confirmed truancy, a parent conference must be conducted prior to readmission of the student (Board Policy JHB).
- 5. Parents will be notified by courtesy letter when a student reaches eight parent excused absences as well as 4 unexcused absences of any kind.**

PRE-ARRANGED ABSENCES

We recognize that, on occasion, a student must be gone from school with their parents. (i.e., vacations which occur when school is in session, doctor's appointments, funerals, etc.)

1. In these situations, the parent or guardian should notify the attendance office in writing at least three (3) days in advance.
2. The attendance office will process the completed application with teacher comments. The completed form will be forwarded to an administrator for approval.
3. In considering the approval of an absence by prior arrangement, the following criteria will be used:
 - Prior attendance record
 - Current academic standing
 - Student discipline record
 - Whether past assignments for excused absences were turned in on time, which is the first day back to school
4. Coordination with other district schools will be a strong consideration.

EXTENDED ABSENCES DUE TO ILLNESS/INJURY

When it becomes known to a parent or guardian that a student will be absent from school in excess of any thirty (30) day period on a continual basis, notification must be given to the principal or designee at the earliest possible date. In many instances, a home tutor can be provided if the absence is for medical reasons and is verified by a doctor's statement.

CHRONIC ABSENCES

The principal or designee utilizing the provision of C.R.S. as a guideline has the authority to determine if the absence of the student shall be classified as excused or unexcused. In those instances where a student is frequently absent, and it becomes apparent in the opinion of the principal that a problem may exist, the school may:

- Inform the parent that a doctor's note is necessary to confirm the necessity for frequent absences and any future absences.

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- Require a parent conference to clarify the reason for the frequent absences, if other than illness, and will require a school contract.
- A meeting may be held to discuss academic implications, regarding what is causing the chronic absences, and how to correct it.
- If the matter is not resolved by a conference, the principal or designee will refer the matter to the School District Attendance Office for investigation and/or legal action before the Juvenile Court.
- Absences that are not excused will become unexcused absences.
- Students on a transfer waiver may face revocation of the transfer.

TARDIES

Tardiness is defined as a student's arrival after the scheduled start time of a class. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy student to uninterrupted learning, penalties shall be imposed for excessive tardiness.

Students are expected to be in their first-hour class before the 7:55 a.m. bell rings. For each class, students are expected to be in their seats ready to work with appropriate materials.

Students who are tardy to a class by more than 30 minutes will result in an unexcused absence.

Unexcused tardies - Students more than 10 minutes late to school or 3 minutes after the start of a period must have a tardy slip from the attendance office to be admitted to class.

Parents will be contacted via School Connect for all unexcused tardies. All other tardies are to be handled by each classroom teacher, according to the following guidelines:

1. Tardies 1-5 – Warning conversation with student, as well as School Status Connect
2. Tardies 6-7 – Teacher will make parent contact
3. Tardy 8 – Office referral

Excused tardies - will be allowed if there is a valid excuse by the parent/legal guardian.

Tardies will be excused for illness, appointments, family emergencies, or extenuating circumstances accepted by the attendance office. Excessive tardiness may result in additional verification being requested by the school administration.

PASSES-Passes may be required for the following:

- **Tardy to school** - report to the attendance office for a tardy pass, after 8:05 a.m..
- **Tardy to class** - report to class without a pass or get a pass from your last teacher. Frequent unexcused tardies may result in disciplinary action. (8 tardies equal 1 all-day absence)
- **Leaving school early** - obtain an early dismissal pass from the attendance clerk after presenting a note from your parent/guardian, or receiving a phone call from a parent/legal guardian indicating the reason for the early dismissal. These will also be considered tardies if a student misses less than 30 minutes of class, and an absence if it is longer than 30 minutes.

Expectations for Student Conduct

We believe that only when children feel safe and have a feeling of belonging will they be able to learn effectively. A good discipline policy has standards and expectations that promote appropriate behavior and emphasize self-control, responsibility, and respect for oneself and others. We exist in a community that must work together to model, learn, and teach appropriate behavior. Students will be expected to be courteous and mannerly in the halls, classrooms, cafeteria, online, and on the grounds at all times. These behaviors will be supported by the behavior matrix.

...A student's job is to develop self-control, learn to talk about problems, and try different problem-solving alternatives that support learning... We Will Treat Everyone with Honor and Consideration.

At Cañon City Middle School, our students exhibit S.O.A.R.

The Falcon Pledge states:

I am a Falcon, I strive to show Success, take Ownership for my behavior, have a positive Attitude, and give Respect to all. When I do my best, CCMS will S.O.A.R.

Show **Success** in all aspects of school.

Take **Ownership** for your actions and words in all aspects of the educational environment.

Have a positive **Attitude** when attending school and events as a member of CCMS.

Show **Respect** for students, adults, self, and facility.

Students will have the opportunity to earn S.O.A.R cards that can be used at the S.O.A.R. store. Students who earn all four of the S.O.A.R. cards during a quarter will be eligible to participate in the S.O.A.R. trip reward at the end of that quarter. Students who earn any type of suspension will become ineligible for that quarter's S.O.A.R trip.

S.O.A.R. cards are earned by students when they display the specific behaviors without staff prompting. Students can also use S.O.A.R cards to purchase things from the student store, including off-campus passes, and still use the S.O.A.R. cards for the end-of-quarter reward.

General Campus Expectations

STUDENT ID BADGES

Students are required to visibly wear their Student Identification Badges at all times when on campus. A temporary badge will be issued on the first day of school along with a lanyard until new badges are created following Picture Day. Students who leave their badges at home or lose them need to report to the Main Office before school begins in order to receive a temporary badge for that day. Fees for ID badges are as follows: \$1 for a temporary sticker, \$5 for a replacement ID, and \$1 for lanyard replacement.

LOCKERS -Corridor

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Every student will be assigned a corridor locker in which to keep books, supplies, and coats. Lockers will be assigned during registration. Lockers are provided as a convenience to students and represent a security system for belongings, which are only as safe as the people who use them. Each student is responsible for the safekeeping of his/her personal property. Lockers should be locked at all times and **no one should share locker combinations.**

Students are not permitted to share lockers. You are responsible for keeping your locker in an orderly condition and will be held responsible for any undue damage to your locker. Should your locker malfunction or a loss occur, report the problem to the office immediately. Refrain from keeping money, other valuables in your locker or open drinks.

The locker and lock are the property of the school and the administration reserves the right to search lockers if the need arises.

Any mechanical problems concerning lockers should be reported to the custodian. All other problems should be reported to the front office.

BACKPACKS: Backpacks are NOT allowed in the classroom with an exception made for students with special needs. Teachers may use discretion for extracurricular sports bags and other large equipment.

OFF CAMPUS PASSES

Off campus passes are provided to students as an incentive or reward. The passes **must** be signed by a parent. The passes may be used to visit Dairy Queen, Sonic and Wendy's. Students must check out at the office and leave their Chromebook or student ID for pickup when they return. A violation will forfeit future Off Campus pass usage. Off Campus passes are not to be used for the last two weeks of school. When students are not allowed outside due to weather conditions, students will not be allowed to use Off Campus passes. Any food purchased off campus must be consumed by the end of that student's lunch period. Off campus food is not allowed to be brought back into the classroom or hallway.

POSTERS

Any sign, poster or notice directed to the interest of the student body, must be approved and stamped in the Administrative office. Notices pertaining to agencies or activities generally will not be approved. Any poster, sign, or notice posted without the approval stamp will be removed. Only Blue/White Tac or painters tape is allowed on walls, NO OTHER TAPE.

STUDENT EXPENSES

Students will be issued Chromebooks at the beginning of the school year. A \$25 fee is required to cover insurance costs for the computer. A fees list will be available at registration with details of this year's fees.

SCHOOL SUPPLIES:

A school supply list is available on the website ccms.canoncityschools.org or www.canoncityschools.org. A student binder and related materials will be sold as a package at registration. Additional supplies per grade level will be available here.

SCHOOL PICTURES:

The cost of the school pictures will depend on the picture packets chosen by the student.

YEARBOOKS (annuals):

Annuals are pre-sold each year and can be purchased at any time through April 1st.

LOITERING

Unless students are participating in a school sponsored activity, they should not be on school grounds after **3:40 p.m.** Students should leave the school and school grounds promptly after classes or activities are dismissed. CCMS staff members are not available to provide appropriate supervision after 3:40 p.m., so **it is important for parents/students to make arrangements for students to be off school grounds by this time.** The school's primary concern is student safety.

No unnecessary "hanging around" before school, between classes, and after school is allowed. Non-students are not permitted on campus at any time unless they have been registered as official guests in the main office.

SCHOOL GROUNDS

Once a student is on school grounds for the school day, they must stay on school grounds unless they have an Off Campus Pass for lunch use only.

BUS TRANSPORTATION

School bus transportation is a privilege that may be withdrawn for inappropriate behavior. A student is to ride the bus to which he/she is assigned. Any emergency request to ride a bus or a different bus must be requested in writing by the parent/guardian and submitted to the office. Students will be allowed off the bus only at school, home, and locations requested in writing by parents. ***The bus driver is in complete charge of the bus and its occupants at all times. Students riding the bus must comply with the request of the driver.***

BICYCLES, SKATEBOARDS, SCOOTERS and ROLLER SKATES (SHOES) ARE NOT TO BE USED ON CAMPUS AT CAÑON CITY MIDDLE SCHOOL. Students are not allowed to ride these on campus and for the safety of all must walk. Students will be expected to lock bicycles, scooters, and skateboards in designated racks on the school grounds located in the center courtyard.

EVACUATION/SECURE STATUS/LOCKDOWN DRILLS

Drills are held at regular intervals. The signal for a drill is an announcement through the intercom system. When the alarm is sounded, all work should be stopped immediately and people in the school building act according to the procedures for the building, which are posted in all classrooms and discussed by each teacher.

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If a student should accidentally activate a false fire alarm, he/she must report to the office immediately and give the location of the broken box. If a student **deliberately activates** a false fire alarm, it is mandatory that the school reports this individual to the police, under the provisions of the criminal law and procedure. Chapter 38, Article 26, Disorderly Conduct, Section 26-1, which may result in a fine, a jail sentence or both. During an emergency situation or drill, no parent/guardian will be allowed in the building. Call the Central Office for guidance at 719-276-5700.

HEALTH SERVICE AND MEDICATION POLICY

Health Services and Medication Procedures

A health technician is available at each school to assist children who may become ill or injured, as well as to dispense needed medications. A registered nurse is also available by appointment to consult with parents/ guardians regarding health-related concerns. Children who are ill at school may be excluded based on the Infectious Diseases Guidelines in Child Care and School Settings. Contact your health care provider when a recurring health problem is impeding your child's attendance or performance at school.

Please inform the health office of any diagnosed health conditions that may affect your child's performance at school. Per Colorado state law, general vision and hearing screenings are conducted on all new students, those with teacher or parent concerns, and those in grades K, 1, 2, 3, 5, 7, and 9. Individual Health Care Plans may be required from a health care provider for chronic health conditions and some long-term medications.

Colorado law requires all students attending Colorado schools and licensed child care centers to be vaccinated against certain diseases, unless an exemption is filed. If immunizations are incomplete, please see the health office for plans to become compliant. The health office can assist parents/guardians with a plan to become compliant and/ or exemptions via the state website. Per Colorado state law, children who are non-compliant may be excluded from school 30 days following notification of non-compliance.

Some prescription and non-prescription medications can be administered at school when administration cannot reasonably be accomplished outside of school hours. Medications to be given at school should be presented to the health office in the original container with a matching medication authorization form completed by a health care provider and parent/guardian. Medication authorization forms are valid for the current school year. A new authorization form is required each school year and for any changes in medication, dosage, time, or route. Only the required amount of medication needed at school should be sent. Students may not keep medication in their personal possession and may not transport medication into or out of the building.

Some children may be allowed to self-carry and self-administer asthma and anaphylaxis medications in school. There is to be written permission from the Health Care Provider, parent, and Registered Nurse. Typically, this medication is not handled by school personnel, nor is it stored in the school medication storage area.

Protocol comfort medications are available at most schools through the authorization of a local health care provider with prescriptive authority, and the signed permission of the parent/

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guardian via registration. This list may change at any time. These medications can include, but are not limited to;

- Acetaminophen (headaches, pain)
- Sting kill swabs (insect bites)
- Menthol throat lozenge (sore throat or cough)
- Bacitracin topical cream (cuts or abrasions)
- Ibuprofen (pain, headache)
- Calcium Carbonate (stomach upset)
- Burn gel (minor burns)

Update 5/6/2025

The Pulse School Based Health Center (SBHC) is a convenient option for students to access primary care so that students can minimize health related absences. SBHC's are staffed by a multi-disciplinary team of medical and mental health professionals. The Pulse is available to all. Services offered may include;

- Physical exams, including sports physicals
- Immunizations
- Management of chronic conditions such as asthma, allergies, and diabetes
- Acute, minor injury, and illness
- Psychotherapy/Mental Health Services
- Routine laboratory testing and throat cultures
- Prescriptions and medications
- Health and wellness education
- Reproductive health
- Dental treatments
- Referral to community providers and agencies
- Insurance enrollment assistance

The Pulse will require the parent/guardian's signed consent form(s) prior to the minor child accessing services. Unless prohibited by law, parents will be informed about their student's visit to the health center. By law, minors age 12 and over can access some forms of treatment without parental consent. How do school staff "support" students who request information on services from The Pulse, to include minor consent.

1. Provide a copy of informational pamphlet

2. Provide a copy of minor consent law

*Information is also provided to families at the beginning of each school year and is available on the school district website.

Food Services

Breakfast and lunch are offered daily to all students. Breakfast begins serving at 7:25 a.m. Lunchtime is divided into three (3) distinct periods of time of thirty-five (35) minutes each. Lunch assignments will be made prior to the beginning of school. Students will be supervised in designated areas (usually outside behind the school) for the first 15 minutes of lunch. Students will then enter the dining area for the remainder of the lunch period.

At this time, ALL Canon City School students will receive free school breakfast and lunch in 2025-26 through the Healthy School Meals for All program.

Our menus are available at www.ccsnutrition.org. Sign up to "Go Green" and you will automatically receive an electronic menu each month for your child's school.

Even though meals will be provided for free, we will need families to continue to complete household income information forms in order for our school to receive full access to federal funding to support the new program. These additional funds will go directly back to our schools to help cover the cost of meals, and will also support after school activities and other nutritional programs. Families who qualify may receive discounted school fees, class materials, bus passes, utilities support and more based on this application! As always, all household income information will be kept confidential and protected by law. Immigration, migrant, citizenship or refugee status is not required when completing the form.

The household application will be provided at registration and can be found at www.canoncityschools.org after July. Please be sure to complete the form as part of your back-to-school registration! If you have questions or would like additional support, please reach out to Anna Payne, RD Nutrition Services Supervisor at 719-276-5813 for more information.

Activity Program Participation

CCMS strives to provide a well-rounded activity program for students including sports as well as academic and social enrichments. Students are encouraged to become involved in all of these rewarding activities.

SPORTS SCHOOL PHYSICAL

Students in any of the sports programs will be required to have the following items before they will be allowed to participate:

- Doctor's physical, obtained at the expense of the students, on file with the athletic department.
- Emergency card on file with the athletic department.
- Signed Parent/Athlete agreement

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SPORTS

Students may participate in the following sports:

- Football (**7th and 8th only**)
- Volleyball
- Basketball (Boys & Girls)
- Wrestling
- Cross Country
- Track & Field
- Girls Softball at Harrison School
- Transportation **TO** Harrison School will be provided from CCMS. There is **NO** transportation afterwards.

Tryouts are required in some sports and student athletes will be placed on teams appropriate to each athlete's developmental level.

ATHLETIC PARTICIPATION FEES

There is a \$75.00 athletic participation fee for all sports programs. If your student is on reduced lunch, the fee will be \$50.00 per sport. If your student is on free lunch, the fee will be \$25.00 per sport. There will be a district maximum fee of \$300.

Cañon City Schools maintains Family Maximums for any families who have multiple children attending district schools simultaneously. Such family maximums apply to athletic and activity fees. **It is the responsibility of the respective parents/guardians to track fee expenditures and request fee waiver(s) when they've reached the amount that applies to them. Such requests must take place at the beginning of the given athletic/activity season.** For detailed information regarding maximum fees a given family is subjected to, refer to student handbooks, which can/will be adjusted on an ongoing basis. Such distinctions are set for three thresholds: Full Price, Reduced, and Free.

The family maximum of extracurricular fees paid for CCHS students is \$400/\$300/\$200 per school year.

The family maximum of extracurricular fees paid for middle school students is \$300/\$200/\$100 per school year.

If a family has students in multiple buildings, the family maximum is \$400/\$300/\$200 per school year.

ELIGIBILITY

In order to participate in student activities, CCMS students must be eligible. **Students are ineligible to participate in an activity if they have ANY F's or suspensions (OSS or ATS).** CCMS will maintain a weekly eligibility check for student activities. They are ineligible for the week (Thursday to Thursday). Students who are referred to the office for discipline will be ineligible for the duration of any suspension.

A formal step-by-step procedure will be followed:

- A list will be compiled of all students in each activity at the beginning of each activity season.
- The list will be compiled through Infinite Campus each Thursday.

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- If the poor academic progress and/or inappropriate behavior of a student does not improve, the activity director may remove the student from the activity.

Students not in school on the day of an activity may not participate in that activity. Students who have a medical/professional appointment are excluded. A student may be declared ineligible by the administration for any event(s) because of disciplinary or academic reasons.

CAÑON CITY MIDDLE SCHOOL COURSES DESCRIPTIONS

Core Classes:

Language Arts-Students in each grade level will focus on the Colorado Academic Standards for Reading and Writing. This will include an in-depth study of grammar, composition, and a variety of reading genres. Students will also focus on oral and written communication skills that can be applied in the real world.

Mathematics-Students in each grade level will focus on the Colorado Academic Standards for Math. This will include an in-depth study of mathematical principles presented in a manner that will benefit the student's current level of performance in math skills.

Science-Students in each grade level will focus on the Colorado Academic Standards for Science and learn skills that can be applied in real life. This will include an in-depth study of physical, earth, and life sciences. Students will have the opportunity to engage in various scientific lab experiments throughout the course.

Social Studies-Students in each grade level will focus on the Colorado Academic Standards for Social Studies. This will include an in-depth study of the Western hemisphere in 6th grade, Eastern hemisphere in 7th, and the American Revolution to reconstruction in 8th.

Lab- Gives students the opportunity to engage with materials in a hands-on way. Lab class will take a deeper dive into the academic standards for the specific grade level.

Spanish- Through interactive lessons, students explore basic vocabulary, grammar, and pronunciation, fostering skills in listening, speaking, reading, and writing. Cultural insights and activities enhance understanding and appreciation of Hispanic heritage, making learning both educational and engaging.

LIFE SKILLS COURSES

Physical Education and Weightlifting - Students in each grade level will participate in lifetime and team sports, as well as, focus on physical fitness. Students are required to dress out and bring their own lock during the course. Dress out clothes consist of shorts that come down close to the knees, cotton or nylon sweat pants, tennis shoes, and a shirt that follows dress code. Physical Education attire will also be available for purchase through the school store at CCMS.

Art - Students in each grade level will explore art as a form of communication emphasizing personal expression. Projects will utilize the fundamentals of art, including the elements of art and the principles of design. Students will investigate both 2-and-3 dimensional processes and techniques. Evaluation of projects will consider workmanship, craftsmanship, creativity, and other relevant factors to each individual work. ***There is a required \$5.00 instructional fee for this course.***

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Music - Students in each grade level will be able to participate in band, choir, or general music class. Each class will allow students to explore musical interests and learn fundamental performing skills. Band students will focus on playing skills, music notation, and key aspects of marching performances. Choir students will enrich their imagination, creativity, and self-expression through practicing a variety of vocal concepts. General music students will explore a variety of musical concepts and experiences. There is a supply list for this class.

Band - Students using school-owned instruments will cover the cost of repair for damages for which they are responsible. The student and parent will be asked to sign a form if a school instrument is checked out to the student. Percussion students will be charged for any damage incurred during the school year. This will be after inspecting instruments.

CTE(Career and Tech Ed) - Students will develop a basic understanding of carpentry techniques with both hand and power tools, produce individual works and collaborative production pieces, and gain an understanding of frame construction, fasteners, and basic wood products. At higher grade levels, students will increase and refine their understanding of carpentry techniques with both hand and power tools. Students produce individual works and collaborative production pieces. Students also develop skills in advanced joinery and furniture production. Students will learn about business and employment skills including tax issues, and gain a deeper understanding of vocational skills including producing a resume, cover letter, and participating in a job interview. ***There is a required \$5.00 instructional fee for this course.***

AVID - Achievement Via Individual Determination - is an elective class offered to students who would like to prepare for entrance into college. The curriculum features writing, inquiry, collaboration, reading, note-taking, study-skills and college/career activities. Students will learn study skills, organization, and collaborations. Students will explore career and college opportunities that are available to them while learning about their own drive and interests for the future. This is an application based class however additions can be made after semester starts.

Choices- Students will receive 1 quarter of a choices class that utilizes curriculum reinforcing skills around Social-Emotional Learning, Healthy Choices, and Growth & Development. Growth & Development will be taught during this course for one week only. Parents may Opt-Out their students if requested.

Exceptional Student Services (ESS):

Special Education

6th, 7th, 8th Grades

Canon City Middle School (CCMS) accepts the responsibility for providing a Free Appropriate Public Education (FAPE) for children grades 6-8, who are eligible for special education and related services. In honoring the central tenets of the Individuals with Disabilities Education Act (IDEA) and the Exceptional Children's Education Act (ECEA) statutes, students have access to the general education curriculum and community with appropriate supplemental aides and services. CCMS offers a continuum of services to students with disabilities based on individual educational needs. CCMS will develop an Individual Education Plan (IEP) for students

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identified as having an educational disability. The plan will be formulated through an appropriate legal process in cooperation with parents or legal guardians.

GATE: Gifted and Talented Education

6th, 7th, 8th Grades

Gifted and talented students between the ages of 4-21 show exceptional performance and outstanding abilities or demonstrate potential for in-depth advanced programs. The Cañon City School District is committed to providing an educational program that recognizes the unique abilities and dynamic needs of these students, while promoting adequate yearly progress from their points of entry.

Gifted and talented students are capable of:

- High performance
- Exceptional production
- Exceptional learning behavior

Identification is through a body of evidence which includes:

- Teacher/parent recommendation
- Gifted testing scores in the top 5-8 percentile
- Achievement testing in the top 5-8 percentile
- Academic/Artistic achievement and performance in the top 5 percentile.
- Accomplishments/portfolios

District-wide gifted screenings occur at 2nd and 3rd grade. Student re-evaluations occur at 5th and 8th grades.

GATE resource teachers are available at all levels, K-12. For more information, contact Shyla Christensen at shyla.christiansen@canoncityschools.org.

Student Suspension/Expulsion Process

The Board recognizes its responsibility to give all reasonable support to teachers and administrators as they perform their duty to maintain a safe and desirable environment for learning. Part of a safe environment is the creation of an atmosphere where all are free from the fear of arbitrary or capricious action and the fear of assault and/or battery. To promote this atmosphere, the student/expulsion policy has been adopted.

The Board of education shall provide due process of law to students, parents, and school personnel through written procedures consistent with law for the suspension or expulsion of students and the denial of admission.

Students will be subjected to the CCMS approved disciplinary matrix; this matrix emphasizes a progressive style of discipline that will increase in severity for each offense or multiple offenses.

Sexual Harassment

The Board recognizes that sexual harassment can interfere with a student's academic performance and emotional and physical well-being and that preventing and remedying sexual harassment in schools is essential to ensure a nondiscriminatory, safe environment in which students can learn. In addition, sexual harassment is recognized

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as a form of sex discrimination and thus is a violation of the laws that prohibit sex discrimination, as addressed in the Board's policy concerning unlawful discrimination and harassment. (JBB)

Student Social-Emotional Wellness

Students will receive 1 quarter of a Choices class that utilizes curriculum reinforcing skills around Social-Emotional Learning, Healthy Choices, and Growth & Development. Growth & Development will be taught during the months of January-March. Parents may Opt-Out their students if requested.

A universal assessment in the social-emotional/behavioral health domain will be administered annually for grades 6-12. Data outcomes will be used to provide students with additional Social-Emotional/Behavioral Health supports and targeted professional development for staff, etc. Parents may Opt-Out their students if requested.

A universal, school-based suicide prevention program designed for middle and high school students that is endorsed by SAMHSA's National Registry of Evidence-Based Programs and Practices (NREPP) and The Suicide Prevention Resource Center. Through a video and guided discussion lesson, students learn to identify warning signs of suicide and depression in a single class period. At the end of the lesson, students complete a seven-question screening for depression to further encourage help-seeking and connect students at risk with trusted adults. Parents may Opt-Out their students if requested.

In the event of a crisis situation, Canon City Schools reserve the right to provide crisis intervention services to students and staff. These services may be psychoeducational or psychological in nature and be provided within small groups or individual sessions. Our crisis intervention teams may at times be supported by regional mental health agencies crisis response teams. Parents may opt their student(s) out of crisis intervention services through a written request.

Chromebook Care

You are responsible for the Chromebook issued to you.

- Always transport Chromebooks with care by using two hands.
- Never lift the Chromebook by the screen.
- Always place the Chromebook on a flat surface when storing or using it.
- Do not place anything in your case, sleeve, or backpack that will press against the Chromebook cover.
- Do not put pressure or anything heavy on the top of a Chromebook when it is closed.
- Ensure there is nothing on the keyboard before closing the lid (e.g., papers, pens, pencils, earbuds, cardboard).
- Don't open your Chromebook screen past the angle that is needed for reading. It is not good for the hinges.
- Chromebooks must remain free of any writing, drawing, stickers, decoration, and labels - inside and out (except for the silver Sharpie name on the device and charger)

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- Chromebook skins/cases are allowed.
- Chromebooks should never be loaned to another student or individual during the school day or otherwise.
- Students should not handle or carry another student's Chromebook at any time.
- Only use the School District charger for your Chromebook.
- Other chargers might damage your device. Food and liquids must not be on the same surface as the Chromebook at the same time.
- Do not remove the service tag# label from the bottom of the Chromebook.
- Do not remove the keyboard grid or try to fix loose keys.
- Bring the Chromebook to the library for any repair.
- Keep your Chromebook clean by wiping it with a soft, slightly damp cloth. Only use light pressure when cleaning the touchscreen.

Media Center/Library

Students may come to the Media Center during the day with a pass from their classroom teacher. Students are asked to come prepared with the necessary materials to complete their work. Students are expected to work quietly while in the Media Center.

Books are due two weeks after checkout. We do not charge for overdue materials; however, we do ask that library materials be returned on time. The rule of care for all Media Center materials is the same as for texts.

Visitors

All visitors to our campus must report to the front office to obtain a visitor's badge.

State-issued identification is required to obtain a badge, so please bring it with you each time you come on campus. Student visitation will be very limited and for special academic reasons only. If you have a specific request to visit your child's class, you need to give advance notice. During emergency situations or fire drills, no parent/guardian will be allowed in the building. Call the Central Office for further guidance.

Hands-Off Policy

We have a hands-off policy at CCMS, which means there will be no inappropriate contact, including but not limited to kicking, hitting, slapping, pushing, pinching, tripping, or horseplay. Violators may be referred to the office for disciplinary action. Additionally, students are not allowed to exhibit PDA (Public Display of Affection) such as kissing, hand-holding, hugging, etc., and may be referred to the Administration if in violation of this policy.

Grading Practices

Honor Roll

Each quarter, the names of students who have met the requirements for Gold and Silver honor roll will be published. Eligibility:

- Gold Honor Roll requires that a student have a 3.6-4.0 academic grade point average.
- Silver Honor Roll requires that a student have a 3.0-3.59 academic grade point average.

Report Cards and Grading System

Quarterly, in progress, and eligibility grades will be accessible through Infinite Campus throughout the year. Report cards will be mailed at the end of the fourth quarter. The letter grades of **A, B, C, D, and F** are given for each subject.

Midterm Grades

Midway through the grading period, midterms will be accessible through Infinite Campus. These reports are intended to provide parents with current information on their student's academic progress and performance.

STUDENT PROMOTION POLICY

Advancement from one grade to the next at the middle school level shall be determined by the student's successful accumulation of the minimum number of credits for that school year.

Students can earn one credit per semester in each course. Students take courses in the core areas (e.g., math, English/language arts, science, social studies) and in the Life Skills areas (e.g., P.E., band, music, art, and AVID).

Promotions from grade six to seven, seven to eight and eight to nine require the accumulation of credits in the core and exploratory areas prior to the start of the next academic year. Content recovery will be assigned to any student that has not successfully completed the minimum number of credits for the quarter, this may include summer school.

Cell Phone Policy

Prohibited Cell Phone Use: Students in grades PreK – 8 are prohibited from using personal electronic devices on school premises during the designated school day. We rely upon a “No See, No Hear” expectation. The school day includes but is not limited to instructional time, lunch periods, recess, school-sponsored programs, events or activities, or any other time during the designated school day. The student shall stow all personal electronic devices.

[Board Policies](#)

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Students will secure all technology including but not limited to: cell phones, pagers, tablets, laptops, cameras, watches, audio and/or video recorders and players, and all other hand-held electronic communication and data storage devices. **Items must be stored in students lockers from the second bell to the dismissal bell, with the exception of when staff wants students to use cell phones or other technology for instruction** (as long as it is connected to a school device). This must be communicated to the administration via email at least 24 hours before the planned use for instruction directly connected to the curriculum. **Students will be allowed to take cell phones with them when they go off campus for lunch. Students are expected to stow the device in their locker when they return to campus, devices should not be out at lunch if they come back to campus to eat.** Any violations of this expectation may result in the item being confiscated. Any inappropriate use of technology (bullying, sexting, etc.) or excessive violations of this policy will result in loss of privileges at the discretion of the school administration. Confiscated items may be picked up after school by the parents.

CCMS is NOT responsible for any lost or stolen electronic items.

When electronic items are taken away from a student, the following will be used to track and return phones:

1st offense: The student will come to the office to pick it up at the end of the school day.

2nd offense: The student will come to the office to pick it up at the end of the school day and parents will be contacted.

3rd offense: The students' parents will be contacted to come pick up the device — if parents cannot retrieve the device that day, CCMS will hold the device until parents can come to the school.

Any further infractions will require the students to check the device into the main office every day.

Non-Instructional Items

Students will be expected to keep all items that can cause harm or disruption away from school. If a student does bring such an item to school, it will be confiscated. The confiscated item and the student will be sent to an administrator.

Any hazardous items such as smoke bombs, stink bombs, handcuffs, firecrackers, bullets, knives, nunchucks, chains, guns, laser pointers, or other potentially harmful items will be confiscated and not returned. Possession or use of any such items may result in immediate proceedings for suspension or expulsion.

Energy Drinks, Coffee, and Gum

Energy or enhanced drinks contain a high percentage of caffeine. Heavy intake of caffeine by children may lead to many short term side effects such as agitation, difficulty concentrating, and hyperactivity. Studies have also linked excessive caffeine in children to elevated heart rates, hypertension, anxiety, headaches, ulcers, stomach cramps, dehydration and interrupted sleep patterns. **Therefore, students are not allowed to possess or consume canned or bottled energy drinks, enhanced drinks.** Energy drinks or coffee brought onto school grounds will be confiscated. Unopened cans may be picked up in the office by parents. Sodas may only be

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consumed outside or in the cafeteria. Only clear water can be consumed in areas other than the cafeteria. Gum may be chewed in non-carpeted areas only and must be disposed of correctly if impeding the learning environment.

Food

School provided food items from breakfast or lunch must be consumed in the cafeteria. Students may bring a healthy snack from home to eat in class at the teacher's discretion.

Tobacco Policy

In order to promote the general health, welfare, and well-being of students and staff, smoking, chewing or any other use of tobacco products, e-cigarettes, or vapor products, and the possession of tobacco products by students while in or on school properties or under the school's jurisdiction during school hours or while participating in a school-sponsored event is prohibited. The following guidelines are in accordance with Board Policy JIC in the "Student Conduct and Discipline Code". **Vape detectors are in restrooms and locker rooms and policies will be followed if a student is in the restroom when they are detected. Students are not to bring tobacco or e-cigarettes or liquids in any form to school. If a student does have tobacco in his/her possession it will be confiscated and destroyed.**

Drug and Alcohol Policy

Fremont School District RE-1 shall promote a healthy environment for students by providing education, support and decision-making skills in regard to alcohol and controlled substances and their abuse. In order to accomplish this goal, a cooperative effort must be made among the schools, parents, community, law enforcement, and its agencies. It shall be a violation of board policy and considered to be behavior that is detrimental to the welfare, safety, or morals of other students or school personnel for any student to possess, use, sell, distribute or exchange or to be under the influence of alcohol, drugs, or other controlled substances. The unlawful possession or use of alcohol or controlled substances is wrong and harmful to students. ([JICH](#))

PROCEDURES

If a teacher suspects a student of coming to school under the influence of a drug or alcohol, that teacher should notify an administrator immediately.

A school administrator will immediately call the student to the office. If there is a strong indication that drugs or alcohol have been or are in use, the school nurse will be called in for verification.

Should the nurse verify the presence of drugs or alcohol, the parents of the student would be contacted and requested to come to school immediately.

Drug and/or alcohol testing may be requested before the student returns to school. From this point on, students determined to be under the influence of drugs or alcohol will be dealt with according to written board policy.

If a teacher suspects a student of being a seller, pusher, or distributor of drugs or alcohol, that teacher should notify an administrator immediately. The administrator will then deal with the student according to the written board policy.

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When evidence shows a student being a seller, pusher, or distributor of drugs on any school campus or school function in School District Fremont Re-1, may recommend:

- Immediate notification of parents and Law Enforcement Officials.
- Student will be immediately suspended from school for five (5) days or until the next meeting of the Board of Education and may be recommended for expulsion.
- The following consequences will be implemented for students in possession of or using drugs on campus or at a school activity:
- Students violating this policy shall be subject to disciplinary action, which may include suspension and/or expulsion from school and referral for prosecution.
- Students who violate this policy can be expelled out-of-school for 45 school days. A parent of such child must complete an application for placement in an appropriate alternative school program if available.
- Conference with parents, law enforcement officials, and an administrator.
- Recommend referral to proper legal and medical authorities to obtain professional help as needed in drug education.

Students may come forward without fearing any disciplinary action and ask for assistance if he/she has a drug problem. Proper steps with parents, legal and medical authorities are then taken to provide the help needed.

Searches

Search of School Property

All school property (lockers, desks, etc.) assigned to students is the property of Cañon City Schools. The student is given a temporary right to use the property, and this right may be revoked at any time.

School property will not be used to store any contraband or other prohibited materials, objects, etc. that are in violation of school rules. **The school principal or designee may at their discretion authorize the search of any school property without the permission of the student or the presence of the student.** The school principal or designee may remove from lockers any articles that are prohibited at school or could be used to interfere with or disrupt the educational process.

Search of Student's Person/Possessions

No person attending a school-sponsored event may conceal on his/her person, or in a purse, handbag, etc., any weapon, narcotic, dangerous drug, alcohol, or any other substance or object that is in violation of local or state ordinances or school rules. The principal or designee may authorize the search of a student's person or personal property and seize illegal or harmful items in the student's possession. There must be a reasonable suspicion to believe the student is in possession of an item, the possession of which constitutes a crime or a school rule violation.

Procedures regarding searches are as follows:

- Search must be done in a manner that avoids humiliation to the student. Search shall be done by an administrator and at least one other authorized person.
- Under no circumstances shall a strip search be conducted.

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School authorities may seize illegal items or other substances reasonably determined to be a threat to the safety or security of others. **NOTE:** Refusal to submit to a search, when reasonable suspicion exists, may result in discipline.

SCHOOL DISTRICT FREMONT RE-1 CAÑON CITY SCHOOLS DOES NOT DISCRIMINATE IN ANY OF ITS PROGRAMS, ACTIVITIES, OR EMPLOYMENT WITH REGARD TO SEX, DISABILITY, RACE OR NATIONAL ORIGIN.

Title IX, Section 504 and Americans with Disabilities Act Coordinator

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, School District Fremont RE-1 does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law.

Complaint procedures have been established for students, parents, employees and members of the public.

The following person(s) have been identified as the compliance officer for the district employees and members of the public:

Director of Human Resources 101 N. 14th Cañon City, CO 81212 719-276-5700
jamie.davis@canoncityschools.org

The following person(s) have been identified as the compliance officer for the district students and parents:

Director of Special Services 101 N. 14th Cañon City, CO 81212 719-276-5700
tim.renn@canoncityschools.org Complaints may be filed verbally, in writing or anonymously.

If you wish to file a complaint using the district complaint form, please visit the Human Resources link at www.canoncityschools.org to access the form or see policy AC-E-2.

Dress Code

Student Attire

Student K-8 Handbook Dress Code: Reference District File [JICA](#)

A safe and disciplined learning environment is essential to a quality educational program. Standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. Building Administrators will be

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sensible in their approach to handling the school dress code and will enforce it equally among the entire student population. Consequences handed out for dress code violations will be sensible, consistent, and fair.

The following items are deemed disruptive to the middle school classroom environment or to the maintenance of a safe and orderly school and are not acceptable in middle school buildings, on school grounds during the instructional day, and may be enforced after school hours at events:

- Shorts, dresses, skirts, or other similar clothing that does not cover all private parts of the body.
- Sunglasses and/or hats worn inside the building
- Sheer, tight, or low-cut clothing (e.g., midribs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh, or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body, including, but not limited to, the stomach, buttocks, back, and breasts (the 4B's)
- Tank tops or similar clothing with straps or large armholes that expose undergarments or traditionally private parts of the body.
- Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
 - Refer to drugs, tobacco, alcohol, weapons, or of a sexual nature
 - By virtue of color, arrangement, trademark, or other attribute, denote membership in gangs which advocate drug use, violence, or disruptive behavior
 - Are obscene, profane, vulgar, lewd, or legally libelous that threaten the safety or welfare of any person
 - Promote any activity prohibited by the student code of conduct or otherwise disrupt the teaching-learning process

Parents are expected to support this policy and review the expectations with their child(ren). In the event that a student's parents cannot be reached, the school will provide something to wear.

Consequences:

1st Offense: With an adult present, the student will call home to have a parent bring school-appropriate clothing. If clothing is not available, the student will be provided with clothing from Lost and Found.

2nd Offense: With an adult present, the student will call home to have a parent bring school-appropriate clothing. If not available, students will be placed in ATS for the remainder of the day or until clothes arrive.

Additional Offenses: Will result in an office referral for noncompliance, and appropriate additional disciplinary action will be administered.

Note: The building administration has the responsibility and authority to impose reasonable regulations concerning student dress and cleanliness. CCMS dress regulations comply with board policy JICA “Dress Code,” as outlined in the “Student Conduct and Discipline Code.”

Public Concern and Complaints

There may come a time when you experience frustration with our school or school staff. If/when this happens, we can best support the situation by working together and following the protocol identified by our Board of Education. Please click here to learn more about Board of Education Policy KE and KE-R should have this need.

Partnering to Address Your Concerns

We understand that concerns can arise during your child's educational journey, and the best way to address concerns is by working together.

To ensure we handle concerns efficiently, we kindly ask parents and guardians to follow the problem-solving process.

1. **Start with your child's teacher.** They work closely with your child and can provide helpful insight into academic progress, behavior, or any other concerns.
2. **If the issue isn't resolved, contact the Building Administrator.** They can provide additional support and guidance.
3. **If you still have concerns, reach out to the Superintendent's office.** You can schedule an appointment with the Superintendent by calling the Administrative Assistant at **719-276-5704**.
4. If you remain unsatisfied **after** following steps 1-3, you may seek to address the Board of Education: <https://www.canoncityschools.org/board-of-education/index>

To learn more about Board of Education Policy KE and KE-R regarding public concerns and complaints:

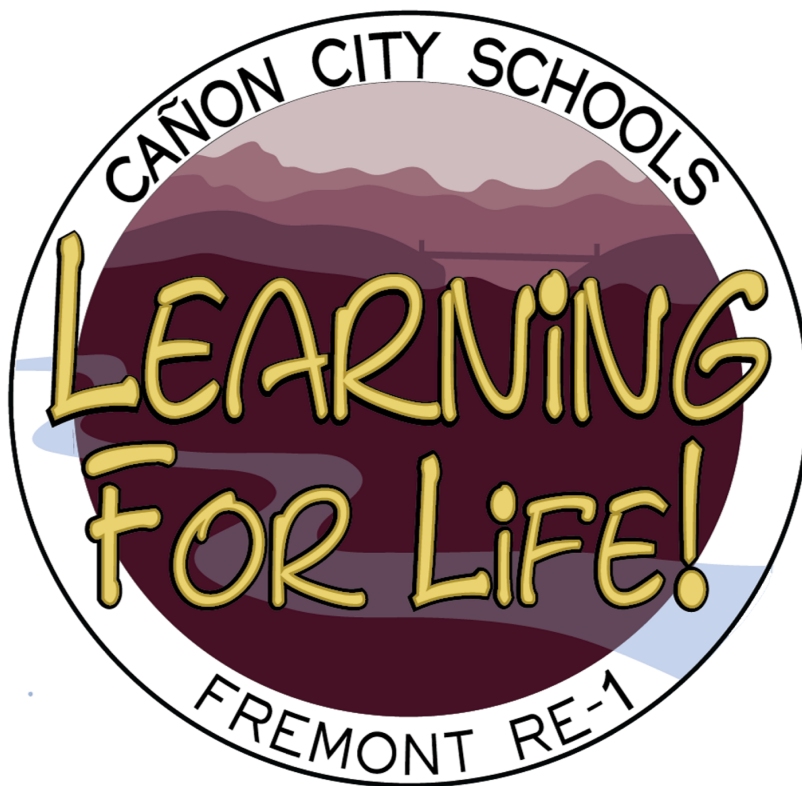
[Policy: KE](#)

[Policy: KE-R](#)

We appreciate your partnership in ensuring a positive school experience for all students!

District-Level Policies and Procedures

District Vision



District Mission

The Cañon City School District is future-focused, providing innovative educational opportunities to successfully prepare all students to meet any challenge they may face.

Core Beliefs

CAÑON CITY SCHOOLS

OUR CORE BELIEFS

1

CORE BELIEF ONE

We meet the social-emotional needs of all students, putting Maslow's Hierarchy before Bloom's Taxonomy.

2

CORE BELIEF TWO

We believe learning growth is what matters most, that it requires risk-taking, and the work we do has the greatest impact on growth outcomes.

3

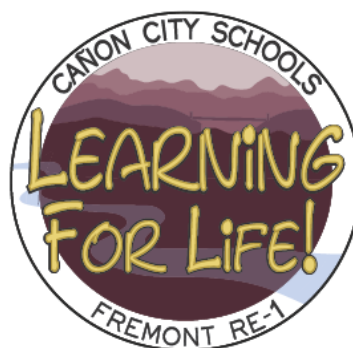
CORE BELIEF THREE

We're future focused, believing the development of certain *Skills and Traits* will prepare students for ever-changing careers.

4

CORE BELIEF FOUR

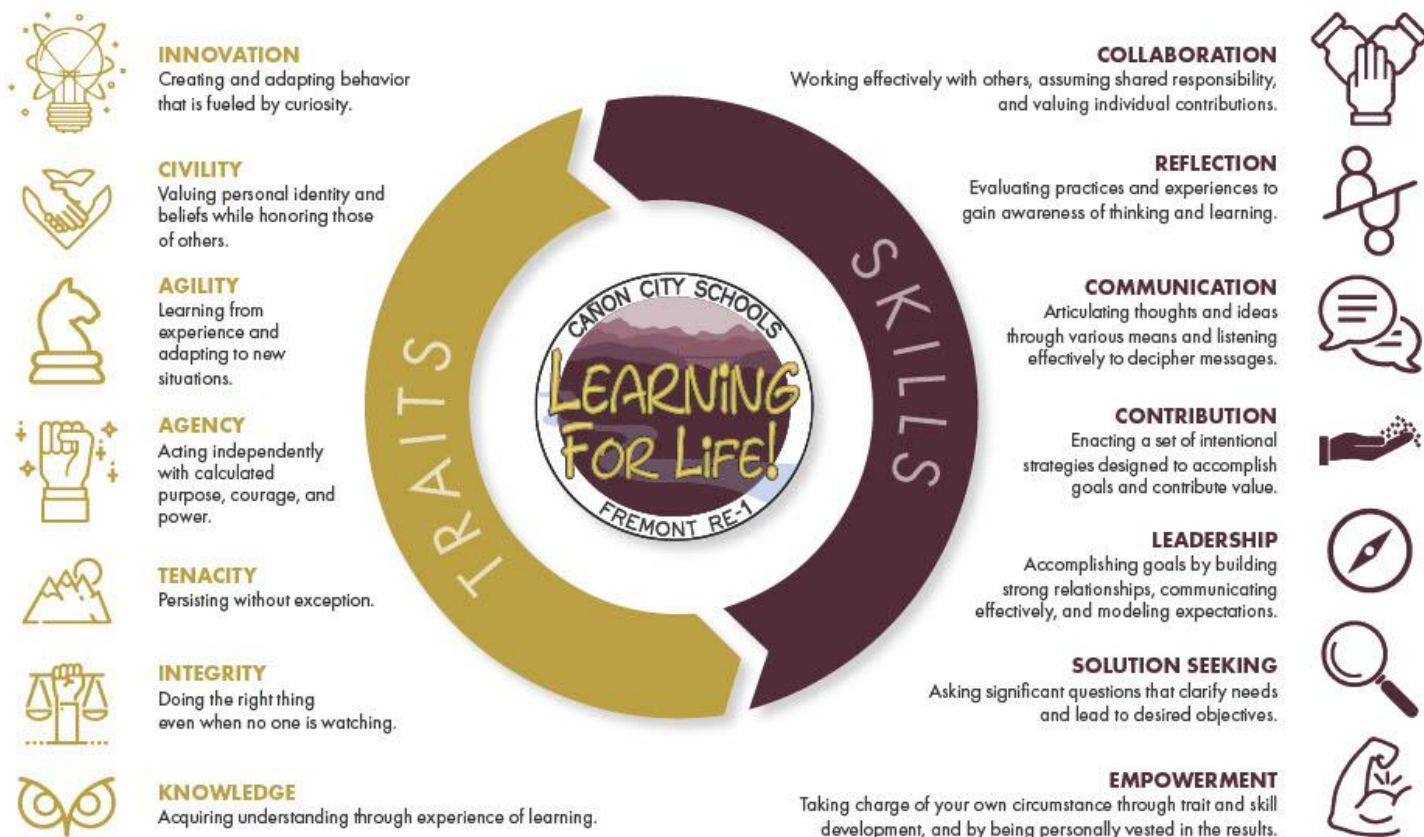
We emphasize what is good for kids over the needs and comfort of staff.



Graduate Profile

CAÑON CITY SCHOOLS

SELF | STUDENT EMPOWERED LEARNING FRAMEWORK



Board Policies

[Section A - Foundations and Basic Commitments](#)

[Section B - School Board Governance and Operations](#)

[Section C - General School Administration](#)

[Section D - Fiscal Management](#)

[Section E - Support Services](#)

[Section F - Facilities Planning and Development](#)

[Section G - Personnel](#)

[Section H - Negotiations](#)

[Section I - Instruction](#)

[Section J - Students](#)

[Section K - School-Community-Home Relations](#)

[Section L - Education Agency Relations](#)

Policy AC: Nondiscrimination/Equal Opportunity

Notice of Public

In compliance with Titles VI & VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination in Employment Act of 1967, the Americans with Disabilities Act, the Genetic Information Nondiscrimination Act of 2008, and Colorado law, School District Fremont RE-1 does not unlawfully discriminate against otherwise qualified students, employees, applicants for employment, or members of the public on the basis of disability, race, creed, color, sex, sexual orientation, gender identity, gender expression, marital status, national origin, religion, ancestry, family composition, or need for special education services. Discrimination against employees and applicants for employment based on age, genetic information, and conditions related to pregnancy or childbirth is also prohibited in accordance with state and/or federal law. Harassment, if it rises to the level described in state law, is a prohibited form of discrimination.

Complaint procedures have been established for students, parents, employees, and members of the public as follows:

- SOP AC-C-1: Students (Coming Spring 2026)
- SOP AC-C-2: Employees and Applicants for Employment (Coming Spring 2026)
- SOP AC-C-3: Members of the Public (Coming Spring 2026)

The following person(s) have been identified as the compliance officer for the district employees and members of the public:

Director of Human Resources

101 N. 14th St.
Cañon City, CO
81212
719-276-5700
jamie.davis@Cañoncityschools.org

The following person(s) have been identified as the compliance officer for the district students and parents:

Director of Special
Services 101 N. 14th
Cañon City, CO
81212
719-276-5700
tim.renn@Cañoncityschools.org

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Complaints may be filed verbally, in writing or anonymously. If you wish to file a complaint using the district complaint form, please visit the Human Resources link at www.Cañoncitieschools.org to access the form or see policy AC-E-2.

Outside agencies

In addition to, or as an alternative to, filing a complaint in accordance with the applicable complaint procedures noted above, a person may file a discrimination complaint with U.S. Department of Education, Office for Civil Rights (OCR); the Federal Office of Equal Employment Opportunity Commission (EEOC); or the Colorado Civil Rights Division (CCRD). The addresses of these agencies are listed below.

Denver Office for Civil Rights (OCR), U.S. Department of Education, 1244 Speer Blvd., Suite 310, Denver, CO 80204-3582. Telephone: 303-844-5695. Fax: 303-844-4303. TTY: 800-877-8339. Email: OCR.Denver@ed.gov.

Federal Office of Equal Employment Opportunity Commission (EEOC), 950 17th Avenue, Suite 300, Denver, CO 80202. Telephone: 800-669-4000. Fax: 303-866-1085. TTY: 800-669-6820. ASL Video Phone: 844-234-5122. Website: <https://publicportal.eeoc.gov/portal>.

Colorado Civil Rights Division (CCRD), 1560 Broadway, Suite 825, Denver, CO 80202. Telephone: 303-894-2997 or 800-886-7675. Fax: 303-894-2683. Email: DORA_CCRD@state.co.us (general inquiries), DORA_CCRDIntake@state.co.us (intake unit).

Animals on School and District Property

Policy EJ

Cañon City School District is committed to providing a high-quality educational program and workplace for all students and staff in a safe and healthy environment. Consistent with this commitment, it is the policy of Cañon City Schools that live animals are prohibited on any Cañon City School Campus or District Property, with few exceptions. Exemptions to this policy include the following:

- 1) Fish in an aquarium
- 2) If the inclusion of an animal(s) in a given lesson/classroom is directly aligned to a specific educational objective, and is approved by the applicable administrator*
- 3) Service animals**

Permitted Animal On Campus

If an animal is permitted on a school campus or district property, the use of the animal must not jeopardize the health and/or safety of students or staff. Further, at no time will animals which are considered dangerous be brought on a school campus or district property. The building administrator has the authority to determine if the purpose of the animal's presence is educational and appropriate. If approved, the individual requesting the animal to be brought

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on to a school campus or district property is responsible for ensuring the animal is properly restrained at all times.

Animals may cause an allergic reaction or otherwise impair the health of students or staff, and no animal may be brought into a school, office, building, or commons area that may negatively impact the health of any student or staff member. Accordingly, if/when an animal is approved to be brought into a classroom, a note will be sent home in advance with the students of that class notifying the parents that an animal will be present. It is up to the parents to notify the teacher or principal if their student is allergic to the animal. Upon such notice, the principal will confer with the teacher and determine what options are available, including not having the animal in the classroom. The school will not reveal the name of the student with allergy issues to parents of students.

Emotional Support Animals/Dogs

Americans With Disabilities cites that emotional support dogs or animals do not have the training to do specific tasks in assisting a person with disability or impairment, unlike service animals. Hence, these pets are not allowed to accompany their owner on school campus or district property unless under the provisions stated in this policy.

Service Dogs

Cañon City Schools does not permit discrimination against individuals with disabilities, including those who require the assistance of a service dog. If a service dog is brought onto a school campus or district property, the building administrator is to be notified immediately. The building administrator or designee shall be responsible for reviewing the requests for the use of a trained service dog.

A service dog is not a pet, but is a dog that has been trained and licensed to perform some of the functions and tasks that individuals with disabilities cannot perform themselves. The ADA states that in situations where it is not obvious that the dog is a service animal, staff may ask only two specific questions:

- 1) Is the dog a service animal required because of a disability?
- 2) What work or task has the dog been trained to perform?

Staff are not allowed to request any documentation for the dog, require that the dog demonstrate its task, or inquire about the nature of the person's disability. The ADA does require that service animals be under the control of the handler at all times. The service animal must be harnessed, leashed, or tethered while on a school campus or district property unless these devices interfere with the service animal's work. Under control also means that a service animal should not be allowed to bark repeatedly in a school building or other quiet place. If a service animal is out of control and the handler does not take effective action to control it, staff may request that the animal be removed from the premises.

Accommodation for an employee or student seeking to bring a service dog to school/work will

be accommodated according to ADA requirements.

Assessments

Social-Emotional Health of Students

A universal assessment in the social-emotional/behavioral health domain will be administered to all secondary students (grades 6-12). Data outcomes are used to provide students with additional social-emotional/behavioral health supports and targeted professional development for staff.

Addressing Concerns

Partnering With You to Address Your Concerns

We understand that concerns can arise during your child's educational journey, and the best way to address them is to work together.

To ensure we handle concerns efficiently, we kindly ask parents and guardians to follow the problem-solving process.

1. **Start with your child's teacher.** They work closely with your child and can provide helpful insight into academic progress, behavior, or any other concerns.
2. **If the issue isn't resolved, contact your child's Building Administration.** They can provide additional support and guidance.
3. **If you still have concerns, reach out to the Superintendent's office.** You can schedule an appointment with the Superintendent by calling the Administrative Assistant at 719-276-5704.
4. If you remain unsatisfied after following steps 1-3, you may seek to address the Board of Education by contacting the Board's Administrative Assistant at 719-276-5704.

To learn more about Board of Education Policy KE and KE-R regarding public concerns and complaints:

[Policy: KE](#)

[Policy: KE-R](#)

We appreciate your partnership in ensuring a positive school experience for your student and for all students!

2026-2027 District Calendar

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Cañon City Schools - 26.27 Calendar

Approved 2/9/26
updated 3/23/26

AUGUST

S	M	T	W	T	F	S
		28	29	30	31	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

28-30	ONSITE REGISTRATION
11	GRADES 6 & 9 - HALF DAY ORIENTATION
12	FIRST DAY OF SCHOOL (HALF DAY ELEMENTARY/FULL DAY GRADES 6-9)
13	ALL K-12 REPORT (FULL DAY)
TBD	First Day - McKinley Preschool

No School
No School - staff report
Start Quarter
End Quarter
End of Trimester

SEPTEMBER

S	M	T	W	T	F	S
30	31	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			

7	LABOR DAY - HOLIDAY
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OCTOBER

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

1	OCTOBER COUNT
14	END OF 1ST QUARTER
15	Staff Report
15-16	FALL BREAK
19	START OF QUARTER 2

NOVEMBER

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

6	END 1ST TRIMESTER (no school elementary/1/2 day Secondary)
13	VETERANS DAY Observed
23-27	THANKSGIVING HOLIDAY

DECEMBER

S	M	T	W	T	F	S
29	30	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		

10	Capstone Grading Day
21-4	CHRISTMAS HOLIDAY

JANUARY

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

1	END OF 2ND QUARTER
4	Staff Report
5	START OF 3RD QUARTER
14	Career Pathway Day @ CCHS
18	MARTIN LUTHER KING, JR. DAY

FEBRUARY

S	M	T	W	T	F	S
31	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

15	PRESIDENTS' DAY
19	END 2nd TRIMESTER (no school elementary/1/2 day Secondary)

MARCH

S	M	T	W	T	F	S
28	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			

11	END OF 3rd QUARTER
17	Staff Report
15-19	SPRING BREAK
22	START OF 4TH QUARTER

APRIL

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	1

	CMAS Testing Window (4/6-24)
20-21	KINDERGARTEN ROUNDUP

MAY

S	M	T	W	T	F	S
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					

6	KINDER BUDDY DAY
12	CCHS GRADUATION
20	LAST DAY - END 3rd TRIMESTER/4TH QUARTER (1/2 Day Students)
21	Flex Snow Day (determined by 4/30)
31	MEMORIAL DAY

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Attendance / Absenteeism / Truancy

Cañon City Schools Attendance Policy JH and JHB

One criterion of a student's success in school is regular and punctual attendance. Regular attendance is of utmost importance for school interest, social adjustment, and scholastic achievement. Frequent absences may lead to poor academic work, a lack of social development, and academic failure.

No single factor may interfere with a student's progress more quickly than frequent tardiness or absence. According to state law, every parent must ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school.

Excessive absences seriously disrupt continuity in the learning process and social adaptation. In most situations, missed instruction cannot be recovered and can lead to learning gaps and lower academic scores. Students who attend regularly achieve higher grades, enjoy school more, and are more employable. For at least these reasons, the board believes that a student must satisfy two basic requirements to earn full class credit:

1. Satisfy all academic requirements and
2. Exhibit good attendance habits as stated in this policy.

Upon returning to school, students have a maximum of two weeks to submit a doctor's note to excuse an absence. If the two-week period passes without a doctor's note being submitted, the absence will remain unexcused. Additionally, the school must be notified within two weeks of any absence for which a parent intends to use their parent-excused absence. If a parent does not notify the school that they are requesting the school use their parent-excused absence within two weeks of the absence, the absence will remain unexcused.

Communication is paramount. If your student is absent for ANY reason, please call the school to report the absence.

Cañon Exploratory School: (719) 276-5700

Cañon City High School: (719) 276-5870

Cañon City Middle School: (719) 276-5740

Harrison School: (719) 276-5970

Lincoln School of Science and Technology: (719) 276-5830

McKinley Elementary School: (719) 276-6010

Mountain View Core Knowledge School: (719) 275-1980

Washington Elementary School: (719) 276-6090

Excused Absences

The following may be considered excused absences:

1. A student who is temporarily ill or injured. If a student provides a doctor's medical note specifically stating that the student was unable to attend school due to injury, illness, medical/dental procedure, or mental health appointment, they will be considered excused. A parent may excuse a student up to seven times during the school year for any absence from any part of the day (no matter the duration), without a doctor's note. After reaching the seventh parent-excused absence, the student will be considered excused only with a doctor's note or from the school nurse.
2. The principal may approve prearranged absences for appointments or circumstances that cannot be addressed outside of school hours.
3. A student who is absent for an extended period due to a physical disability, a mental or behavioral health disorder, or recovery from surgery. A doctor's note must be provided to the school.
4. A student pursuing a work-study program under the supervision of the school.
5. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
6. A student who is suspended or expelled.
7. If a student is in an out-of-home placement (as defined by C.R.S. 22-32-138(1)), absences due to court appearances and participation in court-ordered activities will be excused. The student's assigned social worker must verify that the student's absence was due to a court appearance or a court-ordered activity. As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical, court, or law enforcement sources.
8. Bereavement. A student who has suffered the loss of an immediate family member living in the home may be administratively excused for up to five days.
9. A student who is absent due to an appointment with a licensed professional (including medical, mental health, or counseling services) or engagement in another activity related to the student experiencing harassment, intimidation, or discrimination. Such absences shall be excused upon verification from the student's parent/guardian or appropriate professional, as required by law. A formal harassment complaint must be made to the school prior to the appointment with the professional being excused; however, the professional must be excused from the appointment.

NOTE: As applicable, the district may require suitable proof regarding the above exceptions, including written statements from medical, court, or law enforcement sources.

Unexcused Absences/Truancy

Unexcused Absences

An unexcused absence is defined as an absence that is not covered by one of the foregoing exceptions, or if the student leaves school or a class without permission from the teacher or administrator in charge. Each unexcused absence will be entered on the student's record. The parents or guardians of the student who receives an unexcused absence will be notified by the school, either orally or in writing.

To reduce truancy, parents/guardians of all students shall be notified in writing at the beginning of each school year of their obligation to ensure that all children of compulsory attendance age attend school. Parents/guardians shall be required to acknowledge in writing their awareness of their obligations and to furnish the school with a telephone number or other means of contacting them during the school day.

The school shall establish a system to monitor individual unexcused absences, including communication with the District Truancy Specialist. When a student fails to report on a regularly scheduled school day and school personnel have received no indication that the parent/guardian is aware of the absence, school personnel or volunteers under the direction of school personnel shall make a reasonable effort to notify the parent by telephone.

If a parent cannot be reached for three consecutive days and there is no communication from the student's home, the school may notify the School Resource Officer and the District Truancy Specialist to request a welfare check of that student.

Schools notify parents of attendance concerns electronically after 3, 6, and 10 unexcused absences, and when a parent has exhausted all 7 parent-excused absences. Optional electronic notifications are sent after 4 unexcused absences within a 30-day period. Families without means of electronic communication will receive notices by mail. All notifications to guardians about an intent to file a truancy court case are sent by mail. Attendance and truancy notifications are recorded in the district's student information system.

The maximum number of unexcused absences a student may incur before judicial proceedings may be initiated to enforce compulsory attendance is 4 in 30 days or 10 within a school year. CRS 22-33-107(3)(a) This is also the definition of "habitual truancy." CRS 22-33-107(3.5)

School Attendance Improvement Plan (SAIP)

A School Attendance Improvement Plan shall be developed for a student at risk of being declared habitually truant, with the goal of assisting the child in remaining in school. When practicable, the child's parent, guardian, or legal custodian shall participate with district personnel during the development of the SAIP. Appropriate school personnel shall make all reasonable efforts to meet with the parent, guardian, or legal custodian to review and evaluate the reasons for the child's truancy, identify barriers to attendance, and take action to address those barriers.

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Once an SAIP is in place, it will be evaluated for effectiveness every four to six weeks. Ineffective SAIPs may result in a referral to the Truancy Review Board by the principal or designee.

Consequences

In accordance with the law, the district may impose consequences that relate directly to classes missed while unexcused. Consequences may include a warning, school detention, or in-school suspension.

The administration will develop regulations to implement appropriate consequences.

Students and parents or guardians may petition the superintendent of schools for exceptions to this policy or the accompanying regulations, provided that no exception will be sustained if the student fails to abide by all requirements imposed by this policy as conditions for granting any such exception.

Truancy

For truancy, one full day of unexcused absence at the secondary level equals the number of unexcused absent blocks/periods within the day (e.g., under CCHS's 5-block day, five unexcused absences over five individual blocks equals one unexcused day). At the elementary level, one full day of unexcused absences equals the number of unexcused mornings/afternoons combined.

Any student who has been absent from class for:

1. 15 consecutive school days or more in any one school year,
2. For a fully online student who has failed the Credit Recovery program, failure of Credit Recovery equates to disenrollment, or
3. Absences that total more than 85% of the student's total classes at any time after 50% of a quarter is complete for any consecutive period of 20 days or more.

The above criteria will be excepted for reasons of expulsion, excused long-term illness or death, any other reason is considered a "dropout" and shall be reported to the Department of Education by the school district. However, if the student is in attendance at the end of the school year or is enrolled in another school, a home study course, or an online program, such a student is not considered a dropout and shall not be reported.

Chronic Absenteeism

Excessive absenteeism can negatively impact the student's academic success. For this reason, a student who has 18 total absences in a school year, whether excused or unexcused, may be identified as "chronically absent" by the principal or designee. Absences due to suspension or expulsion will not be counted in the total number of absences considered for purposes of identifying a student as "chronically absent."

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NOTE: Research indicates that an absenteeism rate of 10 percent increases the likelihood that a student will struggle academically and potentially drop out of school. C.R.S. 22-32-109 (1)(n)(l)).

If a student is identified as "chronically absent," the principal or designee will develop a plan to improve the student's attendance. The plan will include best practices and research-based strategies to address the reasons for the student's chronic absenteeism, including but not limited to prearranged and extra instruction, such as work sessions, Friday or Saturday sessions, or credit recovery. When practicable, the student's parent/guardian shall participate in the development of the plan.

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

Parents will be notified when a student reaches 3, 6, and 10 unexcused absences.

Make-up Work

For excused absences, make-up work for full credit will be allowed, including absences resulting from school suspension. It is the student's responsibility to acquire any make-up assignments permitted upon return to class. There will be a minimum of one day allowed for make-up work for each day of absence. For unexcused absences, make-up work will be allowed to provide the student an opportunity to keep up with the class and an incentive to attend school. This work may receive full or partial credit to the extent possible as determined by the assigning teacher or building administrator.

Unless otherwise permitted by the building administrator, make-up work will not be provided during a student's expulsion. Rather, the district will offer alternative education services to the expelled student per state law. The district will determine the amount of credit the expelled student will receive for work completed during any alternative education program.

Tardiness

Tardiness is defined as a student's appearance in a class without a proper excuse after the scheduled start time. Students missing more than 50% of a period in which attendance is calculated arriving more than 30 minutes late to a class shall be marked absent. Because of the disruptive nature of tardiness and its detrimental effect on the non-tardy student's right to uninterrupted learning, appropriate consequences may be imposed for excessive tardiness.

Six unexcused tardies shall equal one full-day unexcused absence. Parents or guardians will be notified each year of all consequences regarding tardiness.

Students who leave a class with less than 50% of the period remaining less than 30 minutes before it ends will be deemed tardy. In unavoidable circumstances, a student detained by another teacher or administrator will not be considered tardy, provided the teacher or administrator issues a pass for the student to enter the next class. Teachers will honor passes presented in accordance with this policy.

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Because secondary schools track attendance by individual class periods, the 50% rule applies to each class. For example, if a class period is 60 minutes long, a student arriving more than 30 minutes late or leaving with more than 30 minutes remaining in the period will be marked absent for that period rather than tardy.

Elementary schools calculate attendance based on two sessions of time: Morning (AM) and afternoon (PM). The 50% rule applies to the entire block. If a student misses less than 50% of the morning or afternoon session, they are flagged as tardy. If they miss more than 50% of that session, they are marked absent. For example, if an AM session is 200 minutes, a student arriving more than 100 minutes late or leaving with more than 100 minutes remaining will be marked absent for the AM session rather than tardy.

The provisions of this policy apply to all students in the district, including those above and below the age for compulsory attendance as required by law.

Extenuating Circumstances

If a student experiences extenuating circumstances that make school attendance impossible, the student's parents/guardians must inform the principal. Failure to do so can result in loss of credit or a Truancy Review Board referral. Final approval of all absences lies with the principal and will be assigned individually.

The provisions of this policy apply to all district students, including those above and below the age for compulsory attendance as required by law.

High School Students Only

Non-Aligned School Starts and Consecutive Absence Policy

A student who starts a course more than 15 school days after a quarter's start will not be able to earn more than .25 credits for that quarter unless they provide a transcript from another school showing a passing grade in a similar course. A student who starts a course more than 30 school days after a quarter's start will not be able to earn any credit for that quarter unless they provide a transcript from another school showing a passing grade in a similar course. A student who is unexcused from a course for more than 15 school days will be dropped from the course.

Any high school student who exceeds 8 unexcused absences or whose absences exceed 30% of the total classes (after the first quarter only) will lose privileges to attend or participate in extracurricular events. Parents will be notified once the ban is in effect. Students must attend 10 consecutive days of school to be removed from the ban.

Student Investigations

Standards of Evidence in School Investigations

When school administrators investigate reports of misconduct or determine whether a violation of school rules has occurred, they review the available information using established standards of evidence.

Preponderance of the Evidence (Most Common Standard)

Cañon City Schools uses the “preponderance of the evidence” standard in most student investigations. This means administrators determine whether it is more likely than not that the reported conduct occurred. In other words, after considering all available information, administrators decide whether the evidence supports the conclusion that a violation was more likely to have occurred than not.

Other Standards of Evidence

In certain circumstances, different legal or administrative proceedings may require higher standards of evidence:

Clear and Convincing Evidence: Requires evidence showing that an allegation is highly probable to be true.

Beyond a Reasonable Doubt: The highest standard of proof, typically used only in criminal court proceedings and not in school disciplinary investigations.

School administrators apply the appropriate standard of evidence required by district policy and applicable law when making decisions related to student conduct and discipline.

Behavior Matrices

[Elementary School Behavior Matrix](#)

[Middle School Behavior Matrix](#)

[High School Behavior Matrix](#)

Colorado Governmental Immunity Act

Public school districts in Colorado are covered under a state statute called The Colorado Governmental Immunity Act. This statute limits the liability of governmental entities like public school districts.

For more information, visit <https://osc.colorado.gov/sorm/liability-claims/cgia-summary>.

Emergency Planning: Severe Weather

Severe Weather Safety Plan

Student safety is our highest priority, especially when severe weather arises unexpectedly.

To ensure everyone knows what to expect during weather-related emergencies, our district has created a **Severe Weather Safety Plan** outlining procedures for shelter-in-place, dismissal, transportation, and communication.

We encourage all families to review this plan in advance to understand the steps the school and district will take to keep students safe.

You can access the plan online at:

<https://www.Cañoncitieschools.org/departments/safety/severe-weather-safety-plan>

By understanding the plan in advance, families, students, and staff can work together to ensure a calm, coordinated response during inclement weather.

We appreciate your partnership in keeping our schools safe!

Gifted and Talented Education

Vision Statement

Gifted and talented students in Cañon City Schools will be lifelong, engaged learners who contribute to society in meaningful and compassionate ways through achievement of their post-secondary goals.

Mission Statement

Identify and nurture the development of exceptional academic and specific talent abilities so that all gifted students demonstrate growth in social-emotional awareness, critical-thinking, creativity, communication, and leadership skills.

Definition

The Exceptional Children's Educational Act (ECEA) defines "gifted" children as:

Those persons between the ages of four and twenty-one whose aptitude or competence in abilities, talents, and potential for accomplishment in one or more domains are so exceptional or developmentally advanced that they require special provisions to meet their educational programming needs. Gifted children are hereafter referred to as gifted students. Children under five who are gifted may also be provided with early childhood special educational services.

Gifted students include gifted students with disabilities (i.e., twice exceptional) and students with exceptional abilities or potential from all socio-economic, ethnic, and cultural populations. Gifted students are capable of high performance, exceptional production, or exceptional learning behavior by virtue of any or a combination of these areas of giftedness:

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- *General or specific intellectual ability*
- *Specific academic aptitude*
- *Creative or productive thinking*
- *Leadership abilities*
- *Visual arts, performing arts, musical or psychomotor abilities*

At the elementary level, GATE students benefit from GATE pull-out classes, which center around critical thinking, creative problem-solving, leadership, and social-emotional development. We hope you enjoy perusing the site and return frequently for updates. The GATE (Gifted and Talented Education) program for Cañon City Schools provides programs and programming for academically and arts-identified GATE students.

Gifted services at the middle school occur during the regular school day through advanced classes and content extensions. Pull-out is also used at the middle school level and is differentiated throughout our three middle schools. Additional activities available to middle school GATE students are Math Counts, Knowledge Bowl, Geography Bee, and Spelling Bee.

Programs at the high school include: Honors classes, Advanced Placement classes, advanced-level subject classes, concurrent enrollment, and/or ability grouping (see the CCHS course list for more details).

Other extended activities for GATE students include school and district science fairs, experiential field trips, and SPLASH! (Summer Program Learning for Advanced Students) summer school is held in June each year!

See our GATE Calendar on the district website for monthly events!

Health Services & Medication Procedures

A health technician is available at each school to assist children who may become ill or injured and to dispense necessary medications. A registered nurse is also available by appointment to consult with parents/ guardians regarding health-related concerns.

Illness

Children who are ill at school may be excluded based on the Infectious Diseases Guidelines in Child Care and School Settings. Contact your health care provider when a recurring health problem is impeding your child's attendance or performance at school. Please inform the health office of any diagnosed health conditions that may affect your child's performance at school. Per Colorado state law, general vision and hearing screenings are conducted on all new students, those with teacher or parent concerns, and those in grades K, 1, 2, 3, 5, 7, and 9. Individual Health Care Plans may be required from a health care provider for chronic health conditions and some long-term medications.

Immunization

Colorado law requires all students attending Colorado schools and licensed child care centers to be vaccinated against certain diseases, unless an exemption is filed. If immunizations are incomplete, please see the health office for guidance on becoming compliant. The health office can assist parents/guardians with a plan to become compliant and/or obtain exemptions via the state website.

Per Colorado state law, children who are non-compliant may be excluded from school for 30 days following notification of non-compliance.

Medication

Some prescription and non-prescription medications can be administered at school when administration cannot reasonably be accomplished outside of school hours. Medications to be given at school should be presented to the health office in the original container, along with a matching medication authorization form completed by a health care provider and the parent/guardian.

Medication authorization forms are valid for the current school year. A new authorization form is required each school year and for any changes in medication, dosage, time, or route. Only the required amount of medication needed at school should be sent. Students may not keep medication in their possession or transport it into or out of the building.

Some children may be allowed to self-carry and self-administer asthma and anaphylaxis medications in school. Written permission from the Health Care Provider, parent, and Registered Nurse is required. Typically, this medication is not handled by school personnel, nor is it stored in the school medication storage area.

Protocol comfort medications are available at most schools through authorization by a local health care provider with prescriptive authority and the parent/guardian's signed permission upon registration. This list may change at any time. These medications can include, but are not limited to;

- Acetaminophen (headaches, pain)
- Sting kill swabs (insect bites)
- Menthol throat lozenge (sore throat or cough)
- Bacitracin topical cream (cuts or abrasions)
- Ibuprofen (pain, headache)
- Calcium Carbonate (stomach upset)
- Burn gel (minor burns)

The Pulse School-Based Health Center (SBHC)

The Pulse is a convenient option for students to access primary care, helping them minimize health-related absences.

SBHC's are staffed by a multi-disciplinary team of medical and mental health professionals. The Pulse is available to all.

Services offered may include:

- Physical exams, including sports physicals
- Immunizations
- Management of chronic conditions such as asthma, allergies, and diabetes
- Acute, minor injury, and illness
- Psychotherapy/Mental Health Services
- Routine laboratory testing and throat cultures
- Prescriptions and medications
- Health and wellness education
- Reproductive health

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- Dental treatments
- Referral to community providers and agencies
- Insurance enrollment assistance

More information about the Pulse can be found at:

<https://valley-widehealth.org/valleywide-locations/pulse-school-based-health-center/>

Consent to Services

The Pulse will require the parent/guardian's signed consent form(s) before the minor child can access services. Unless prohibited by law, parents will be informed about their student's visit to the health center. By law, minors age 12 and over can access some forms of treatment without parental consent.

How do school staff "support" students who request information on services from The Pulse, including minor consent?

1. Provide an informational pamphlet
2. Provide a copy of the minor consent law

Information is also provided to families at the beginning of each school year and is available on the school district website: Cañoncityschoools.org

I Love You Guys Standard Response Protocol

Safety First: Our Commitment to Your Student

In our district, the safety and well-being of every student and staff member are our highest priorities. We believe that school safety is a shared partnership between the district, local law enforcement, and you — our families. To ensure a consistent and effective response to any situation, we have adopted the **Standard Response Protocol (SRP)** and **Standard Reunification Method (SRM)** developed by the *I Love U Guys* Foundation.

This guide outlines what you can expect during an incident and how we can work together to keep our community safe.

The Standard Response Protocol (SRP)

The SRP is based on five specific actions. In the event of an emergency, one or more of these will be announced over the PA system.

- **HOLD: "In your Classroom or Area"**
 - **What it means:** Used to keep hallways clear (e.g., a medical issue in the hall).
 - **Student Experience:** Students remain in their current classroom and continue learning as usual until the "All Clear" is given.
- **SECURE: "Get Inside. Lock Outside Doors"**

- **What it means:** Used when there is a potential threat outside the building.
- **Student Experience:** All exterior doors are locked. No one is allowed in or out. Inside the building, it is "business as usual."
- **LOCKDOWN: "Locks, Lights, Out of Sight"**
 - **What it means:** Used when there is a threat or hazard inside the school building.
 - **Student Experience:** Students move to a safe spot out of sight, turn off the lights, and lock the doors. Students are trained to remain quiet.
- **EVACUATE: "To a Location"**
 - **What it means:** Used to move students and staff from one location to another.
 - **Student Experience:** Students leave their belongings behind (if instructed) and form a line to be guided to a safe assembly point outside or off-site.
- **SHELTER: "State Hazard and Safety Strategy"**
 - **What it means:** Used for environmental hazards like severe weather or hazardous materials.
 - **Student Experience:** Students move to designated "safe rooms" or use specific techniques (such as "Drop, Cover, and Hold") depending on the hazard.

Communication & Parent Instructions

During an active incident, our primary focus is the safety of the children. We will share information as quickly as possible once the scene is stable.

- **Official Channels:** Watch for updates via SchoolStatus Connect, district website banners, and our official social media pages.
- **Stay Informed:** Trust only official district communications. Avoid rumors on community forums.
- **Do Not Drive to the School:** Traffic congestion can prevent fire trucks and ambulances from reaching the site. Please keep the roads clear.

The Standard Reunification Method (SRM)

If an incident requires us to move students off-site, we will conduct a formal reunification. This is a structured process to ensure every student is accounted for and returned safely to their legal guardian.

Location for Off-Site Reunification

E-Free Church 3000 E Main St, Cañon City, CO 81212

What to Bring

You must bring a **valid Photo ID**. To ensure the safety of our students, we will not release a child to any adult, even a parent, without a verified ID and a check against the student's emergency contact list.

The Process

1. **Greeter Station:** You will be given a "Reunification Card" to fill out.
2. **Verification:** Staff will verify your ID and authority to pick up the student.
3. **Reunion:** A "runner" will bring your student to the designated reunion area to meet you.

We appreciate your patience during this process; while it may take time, it is designed to ensure no child is left behind or released to the wrong person.

Mobile Device Agreement

I. Educational Impact & Program Mission

- **Mission:** The mission of the 1:1 program is to create a collaborative learning environment using district-approved technology.
- **Goal:** This initiative allows educators to provide real, relevant, and meaningful instructional experiences.
- **Student Growth:** The program aims to transform students from consumers of information into creative producers and owners of knowledge, promoting critical thinking, problem-solving, and deeper engagement.

II. Device Ownership & Usage Guidelines

- **District Property:** The mobile device and charger are **Cañon City School District** property while the student is enrolled. Use of these devices is a privilege.
- **Intended Use:** The device provides access to Google Workspace for Education, Infinite Campus, Schoology, and other curriculum tools. It is **not** intended for gaming, social media, or high-end computing. Students agree to accessing school resources and will access digital resources responsibly.
 - Parents agree to monitor the use of school district devices while the devices are at home. Please contact your child's school for more information on accessing the school district-supported monitoring software.
- **Surrender & Inspection:** Students must return the device at the end of the school year or upon leaving the district. Devices may be selected at random for inspection or confiscated at any time if misuse or suspected misuse occurs.
- **Monitoring:** District IT staff will install software to track or monitor student actions on the device. Monitoring will take place 24 hours a day.
- **Daily Readiness:** Students who take their devices home are responsible for bringing completely charged devices to school each day.
- **Stickers/Device Alterations** - No stickers, gum wrapper foil, drawing, carving, or alteration of appearance will be permitted on student devices.

III. Digital Citizenship & Safety

- **Restricted Content:** Accessing adult content, alcohol/drug references, pornography, violence/terrorism, weapons, or other inappropriate material is strictly prohibited.

- **Internet Safety:** While the district implements safety options, no web filter is 100% successful. Parents are ultimately responsible for their child's internet security and supervision when devices are off school property.
- **Prohibited Modifications:** Students must not use replacement parts, as these may cause damage. All repairs or maintenance of devices must be handled by school district personnel.
- **Chargers:** Only approved chargers can be used with the devices. Non-approved chargers may lead to permanent damage to devices, resulting in a fee to replace the device.

IV. Insurance, Repair & Fees

- **Annual Technology Fee:** Students/Families will pay a **\$20 technology fee per student** at the start of each school year, and this fee is non-refundable. **For families that qualify for free and reduced-price lunch and/or students experiencing homelessness under McKinney-Vento regulations and have completed all necessary paperwork, this fee is reduced or waived.**
 - **McKinney-Vento - Fee is Waived**
 - **Free & Reduced Lunch - \$10 Fee**
- **How to Pay the Annual Technology Fee:** All payments can be made electronically on Infinite Campus via the Parent Portal App. Payment will also be accepted during the on-site registration for each of our school buildings.
- **What Does this Fee Cover?** This fee covers:
 - The first repair/replacement for accidental damage, verifiably stolen devices, or lost/broken chargers at no cost.
 - Licensing of Chromebook services
 - District repair technicians who keep repair fines down to the price of parts and allow for expedited repair times.

For any damages/repairs/replacements after the first incident, families will be responsible for the full cost of replacement or repair. Repair costs can fluctuate based on device and part availability and current market rates.

- **Total Replacement:** If a device is damaged accidentally 3 or more times in one year, or is rendered unusable, the parent/student may be responsible for the full replacement cost.
- **Intentional Damage:** If damage is determined to be intentional, the student/parent is responsible for the full replacement cost immediately.
- **Repair Authority:** All repairs must be completed by district staff or authorized third parties. Assessing the cause of damage is the sole responsibility of the school district's IT staff.

VI. Yearly Check In of Devices (6-12 Students Only)

All students will be responsible for maintaining their devices throughout the school year. At the end of the school year, all 6th-, 7th-, and 8th-grade students will remove any non-factory accessories and ensure that their devices are clean and functional. Devices will be turned in to

the school for the summer and reissued at the beginning of the next school year. Their district-issued charger must be returned in the same condition in which it was issued.

All 9-12 students will be responsible for caring for and maintaining their devices over the summer months and will report any damages or repair needs at the beginning of the subsequent school year.

All 12th-grade students will have the option to take their devices with them upon meeting established graduation requirements.

Nutritional Services

Cañon City Schools Nutrition Services takes pride in the meals we provide to our students, and we invite all students to join us for breakfast and lunch each school day. Healthy, well-nourished students are better learners and more likely to get the nutrients they need to learn, play, and grow! All of our meals meet USDA guidelines to provide well-balanced meals for our students.

We are excited to share that ALL Cañon City students will continue to receive free breakfast and lunch at school through the Healthy School Meals for All program. Please note that taking a single milk does cost \$0.60 if not taken as part of a complete school breakfast or lunch, per state funding guidelines.

Menus

Our menus are available at www.ccsnutrition.org. Sign up for “Go Green,” and you will automatically receive an electronic menu each month for your child's school.

We work to ensure the menus are followed at each school, but unforeseen circumstances may cause changes.

Household Income Applications

These will be available during registration and must be completed by each household after July 1, 2026.

- Even though meals will be provided free of charge, we will need families to continue completing the household income information forms we will provide so our school can receive full access to federal funding to support the new program. These additional funds will go directly back to our schools to help cover the cost of meals and support after-school activities and other nutritional programs. Plus, families who qualify may receive discounted school fees, class materials, bus passes, utilities support, and more!
- As always, all household income information will be kept confidential and protected by law. Immigration status, migrant status, citizenship, or refugee status is not required when completing the form.

Meal Modifications/Food Allergies

- If your student has a documented medical need for meal modifications due to a disability or food allergy, their doctor must complete a meal modification form and return it to the school

nutrition staff. The form can be found on our website, and copies will be made available at registration.

- We do not make accommodations for food preferences based on USDA regulations. Students are encouraged to bring their own meals for these situations.

Guest Meals

Meals for guests, parents, and staff can be purchased for \$3 for breakfast and \$5 for lunch (price subject to change annually). Cash accepted or add money to an account through the Infinite Campus Parent/Staff portal.

Follow us on Facebook at Cañon City Schools Team Nutrition for regular updates! If you have questions or would like additional support, please contact our nutrition department at 719-276-5813.

Safe2Tell Colorado: See Something, Say Something

A vital part of our district's safety network is Safe2Tell Colorado. This tool provides students, parents, and community members with a safe, anonymous way to report concerns about their own or others' safety. Our goal is to intervene before a situation escalates, ensuring that every student feels supported and secure.

How Safe2Tell Works

Safe2Tell is not a "snitch line." It is a tool for prevention. When a report is submitted, it is answered 24/7 by trained professionals who then relay the information to school administrators and, if necessary, local law enforcement.

When to Use Safe2Tell

If you have information about a potential threat or a friend who is struggling, Safe2Tell is the right place to turn. Common reasons for reporting include:

- **Safety Concerns:** Potential school threats, weapons, or planned fights.
- **Mental Health Issues:** Depression, self-harm, or suicidal ideation.
- **Peer Issues:** Bullying (physical or cyber), harassment, or hazing.
- **Substance Use:** Information regarding drugs or alcohol on campus.

The Power of Anonymity

The most important feature of Safe2Tell is that it is 100% anonymous. Colorado state law protects the anonymity of the person making the report. This allows students to do the right thing without the fear of social retaliation or peer pressure.

How to Make a Report

We encourage all students to download the Safe2Tell app to their mobile devices. Reports can be made through any of the following:

- **Mobile App:** Download the Safe2Tell Colorado app from the Apple App Store or Google Play.
- **Phone:** Call 1-877-542-SAFE (7233) to speak with a dispatcher.
- **Web:** Visit safe2tell.org and click "Submit a Tip."

Parent & Student Expectations

- **Be Descriptive:** The more detail you provide (names, times, specific locations), the more effectively our team can respond.
- **Use it for Good:** Safe2Tell is a safety tool. False reports made with the intent to harass others are taken seriously and may be investigated by law enforcement.
- **Trust the Process:** Once a tip is submitted, the school's threat assessment team or counselors take over. While we cannot always share the outcome of an investigation due to privacy laws, please know that every tip is investigated thoroughly.

Our Promise: In this district, we listen. When you speak up, you help keep our hallways, classrooms, and community safe.

School Closings, Delays, and Cancellations

In the event of inclement weather or mechanical breakdown, Cañon City's Schools may be closed for the day or placed on a delayed start. Similar conditions may necessitate early dismissal.

Decisions regarding school closure, delayed starts, and early dismissals shall be made by the superintendent of schools or a designee.

If school is canceled due to adverse weather conditions, all previously scheduled school-related activities shall be deemed canceled as well. In such circumstances, no school employee shall be authorized to carry on extracurricular activities involving students under the auspices of the school without the superintendent's approval.

In the event of a delayed start or closure, refer to SOP EBCE-E for guidance on specific operational functions.

Special Education General Description

Cañon City Schools is committed to ensuring that every student has access to a high-quality education that meets their individual needs. In accordance with the Individuals with Disabilities Education Act (IDEA) and the Colorado Exceptional Children's Educational Act (ECEA), CCS-RE1 provides special education services to eligible students ages 3 through 21 who have identified disabilities and require specially designed instruction to make meaningful educational progress.

What Is Special Education?

Special education is not a place. It is a set of services and supports designed to meet the unique learning needs of students with disabilities. Services are provided at no cost to parents and are individualized through an Individualized Education Program (IEP).

SchoolStatusConnect



Stay Connected with Your Student's School Community

Your school uses SchoolStatus Connect to communicate with families! What does this mean for you?



Your account has already been created by the school. You should begin receiving communications via email and text message automatically. Follow the instructions to access your account and update your preferences. **Download the optional app here >>>**

You Are in Control

Messages come to you the way you want them. Set your preferred language and channel (text, email, or app notification) to tailor your experience.

Central Feed

See all district, school, and classroom updates relevant to your student in a single view, from a single source.

Two-Way Messages

Have one-to-one conversations with your student's teacher and school staff via email, text message, or in our messaging app.



App Store

Download for iPhone



Google Play

Download for Android

We look forward to communicating with you!

Stolen, Lost, or Broken Property

Student Valuables and Thefts

The school and district do not accept responsibility for lost, broken, or stolen personal articles. Additionally, the school and district do not accept responsibility for damage or loss of all forms of student and staff transportation. Regarding lost items, check the school Lost & Found. If a theft occurs, file a report with the SRO as soon as possible.

Wellness Policy (Board Policy ADF Summary)

The Cañon City Schools Wellness Policy establishes a district-wide commitment to promoting the physical, mental, and social-emotional health of students and staff. Recognizing the strong connection between wellness and academic success, the district aims to create school environments that support healthy lifestyles, improve student engagement, and enhance overall learning outcomes.

The Superintendent oversees implementation, with annual monitoring and a formal review conducted every three years by the District Wellness Coordinator. The policy aligns with federal and state regulations, including the Healthy, Hunger-Free Kids Act and Colorado wellness laws, with results shared publicly to ensure transparency.

The policy is organized around three primary goals:

1. Comprehensive Wellness Environment

The district promotes a whole-child approach by integrating wellness into all aspects of the school environment. This includes health education aligned with state standards, social-emotional learning, and staff wellness initiatives. Schools are encouraged to embed wellness concepts across academic subjects and provide opportunities for students and families to build healthy habits.

Student safety and mental health are prioritized through suicide prevention programming, standardized threat assessment procedures, and violence prevention efforts. The policy also emphasizes balanced academic expectations, including structured homework guidelines that ensure assignments are purposeful, developmentally appropriate, and mindful of students' well-being and family time.

2. Nutrition and Healthy Eating Standards

The district ensures all meals and snacks meet USDA and state nutrition standards, including Smart Snacks guidelines. Schools participate in federal meal programs and provide free meals to all students under Colorado's Healthy School Meals for All program.

Nutrition transparency and education are emphasized, with accessible information for families and integration into classroom instruction. Schools promote a positive dining environment, ensure adequate time for meals, and provide access to free drinking water throughout the day.

The policy discourages using food as a reward or punishment and encourages healthy food choices at school events and fundraisers. Staff and families are encouraged to model healthy eating behaviors.

3. Physical Activity and Physical Education

Daily physical activity is a priority for all students. Elementary students receive at least 30 minutes of activity per day, and physical education is required for all K–12 students, taught by qualified instructors. Students engage in moderate-to-vigorous activity during PE and participate in annual fitness assessments to support personal goal-setting.

Physical activity is integrated throughout the school day, including classroom movement breaks and recess, and cannot be withheld as punishment. Schools also promote opportunities for activity beyond the school day through extracurricular programs, active transportation, and community partnerships.