

MESSAGE FROM THE PRINCIPAL FOR 2024/2025:

WELCOME TO PATRIOT HIGH SCHOOL! We are honored to have you as part of the Patriot family! Here at PHS, we believe in providing a safe and welcoming environment that strives to guide our students into the workforce through a rigorous and relevant curriculum and creative ways to earn credit towards graduation through demonstrations of mastery and work/career experiences. Our committed staff will work with each student to craft a meaningful pathway to graduation that may include Career and Technical Education (CTE) classes, concurrent enrollment in post-secondary courses, work experience credits, self-paced credit recovery opportunities, as well as a variety of core classes meant to increase your reading, writing, math, and communication skills.

We will support your educational, social and emotional needs and will work as hard as YOU are willing to work to create a future that you can be proud of. Regardless of any past difficulties that you may have had at previous schools, PHS promises to give you a “fresh start” as long as you are willing to give the teachers, staff, and YOURSELF the same fresh start. We insist that ALL members of the Patriot community treat each other with respect and dignity so that we can reach our common goal of preparing you for life after high school. Prejudice, hate, or bullying is not tolerated! We strive to celebrate the diversity of our unique student body and proudly model how a school community should treat each other.

We will provide a safe environment for all students to learn and grow as they prepare to become working adults.

Mission Statement: Patriot High School is a non-traditional high school dedicated to preparing our students for life-long learning by providing rigorous academic’s focused on individualized and continuous improvement, character development skills, workforce-readiness skills and career opportunities through a commitment to positive relationships, goal-setting, and self-improvement to become a true B.I.S.O.N.

We challenge ALL students, staff, and parents to commit to “being a **BISON**”:

Be present!!
Integrity!
Show respect!
Ownership!
Never quit!

--Ryan Bailey, Principal, Patriot High School

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## SHARED EXPECTATIONS (Student, Staff, Parents)

PHS believes in the philosophy that “it takes a village to raise a child”. Instead of simply focusing solely on *student* responsibilities, we have expectations for *staff* and *parents* as well. Only together, we can pave the way to successful completion of high school and ensure workforce readiness into adulthood. Please observe the tables at the beginning of each section for this distribution of responsibilities.

### PHS ATTENDANCE POLICIES

|                                       | STUDENT                                                                                                                                                                                                                                                                                                                                                                                                                                           | STAFF                                                                                                                                                                                                                                                                                                                                                               | PARENT/GUARDIAN                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| <b>ATTENDANCE &amp; ATTENTIVENESS</b> | <ul style="list-style-type: none"><li>- Be prompt to class</li><li>- Be prepared to learn</li><li>- Use time effectively</li><li>- Use &amp; manage bathroom passes responsibly</li><li>- Work on online classes <u>daily</u></li><li>- Attend all scheduled Friday tutoring, interventions, activities, and presentations</li><li>- Attend detentions as directed by administration</li><li>- Check your D49 email <b><u>DAILY</u></b></li></ul> | <ul style="list-style-type: none"><li>- Be prompt to class</li><li>- Take attendance promptly at the bell</li><li>- Track &amp; record tardies consistently</li><li>- Excuse absences whenever valid</li><li>- Maximize instructional time</li><li>- Communicate with parents regarding concerns</li><li>- Check email <b><u>multiple times a day</u></b></li></ul> | <ul style="list-style-type: none"><li>- Ensure up-to-date contact information</li><li>- Read emails and listen to voicemails from PHS staff <b>DAILY</b></li><li>- Track attendance on PowerSchool</li><li>- Inform office of absences and illness</li><li>- Do NOT send your child to school sick</li><li>- Provide documentation as requested</li><li>- Respond to teachers if they express concerns</li><li>- Attend requested meetings and activities</li></ul> |

In order for students to achieve their full potential, they must attend all classes regularly (minimum 90%) and be ON-TIME. Attendance is the responsibility of each student, and is reinforced by teachers, parents and the PHS community. Students are expected to be prepared, present and on time to all classes. Parent/student conferences will be scheduled with administration if students repeatedly miss classes. In such cases, alternative means of completing the student's high school education will be considered.

**Excused Absences:** School administrators are the only people who may approve or excuse absences. Questions or concerns about attendance are always encouraged. State law determines the criteria upon which absences are excused (please see the [D49 attendance policy](#)). In most cases, illnesses which last longer than 3 sequential school days, or illnesses that are chronic and repetitive, will require a note from a doctor indicating that the student was too sick to attend school. Doctor's notes are expected to notify the school of student absences within 24 hours of the absence.

If a student needs to leave during the school day, the parent must notify the attendance secretary at the front desk to check them out for the day. Parents will be asked what the transportation plan is for their student. Parents are expected to enter the building to sign their student in and/or out.

In the event of a family emergency or the student needs to leave for any reason during the school day, they must report to the front office desk before leaving campus. The front office must be contacted and phone calls must be handled in the front office area ONLY. Students are NOT allowed to take phone calls in the classroom, hallway, restroom, or any other instructional areas of the building.

Students who leave campus without permission will be issued a referral with consequences to follow.

**Pre-Arranged Absences:** All pre-arranged absences must be approved by the administration at least 1 week in advance of the absence. If a student anticipates that he or she will miss school, the student should obtain a pre-arranged absence form from the attendance clerk. Administration will take into consideration grades and overall academic standing when considering pre-arranged absence requests. Based on the nature and duration of the absence, students may be held responsible for missing assigned work. This could include doing added assignments on Edgenuity (online) that are aligned with the classroom assignments.

**ALL Absences:** When a student reaches **7 days** absent from school (this is a combination of all excused and unexcused absences), a “notice of concern” letter will be sent home and the parent & student will be notified. When a student reaches **10 days** absent from school (also, a combination of excused and unexcused), the student and parent will be notified to set up an attendance meeting. The student will also have a “2nd notice of concern” sent home and an attendance contract will be put in place. If absences continue after the attendance contract is in place, “non-compliance letters” will be sent home, student & parent notified, and the truancy court process will begin through support of D49.

**Tardies:** Every **6 tardies** is equivalent to 1 unexcused absence from school and will be factored in accordingly per the above “ALL Absences” section. Students are expected to be in class on time. The first three unexcused tardies are verbal warnings; starting with the fourth unexcused tardy, a lunch detention will be assigned for each additional tardy for the remainder of the semester. Not fulfilling these detentions will result in further disciplinary action.

**Restroom Passes:** With 5 minute passing periods in such a small school, students should have plenty of opportunity to use either of the multiple restrooms before the next class. However, bathroom passes are to be managed accordingly.

- The “**10 minute rule**” will be in effect for each class. Students are NOT allowed to use one of their passes 10 minutes after the class bell rings or 10 minutes prior to the bell sounding for the next period.

- The amount of bathroom breaks will be monitored and is seen as “time away from instruction”. If it is deemed “excessive”, students may lose daily points and/or be required to make up time during detention.
- Continued abuse of hall passes may result in a loss of hallway passes.

#### PHS BEHAVIOR POLICIES

|                 | STUDENT                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | STAFF                                                                                                                                                                                                                                                                                                                                                                                                                                     | PARENT/GUARDIAN                                                                                                                                                                                                                                                                                                                                                                                                                                 |
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| <b>BEHAVIOR</b> | <ul style="list-style-type: none"> <li>- Follow ALL PHS and D49 behavior expectations at all times</li> <li>- Comply with all staff requests while in adult mode</li> <li>- Adhere to all five attending skills: be in the moment, appropriate body language, eye contact, and feedback, ask questions to clarify</li> <li>- Own responsibility for your actions and choices</li> <li>- BE HONEST</li> <li>- See administration regarding conflict with others (including outside of the school or on social media)</li> </ul> | <ul style="list-style-type: none"> <li>- Consistently support PHS and D49 policies on student behavior</li> <li>- Acknowledge and reward positive behaviors</li> <li>- Use redirect system holding students to attending skills</li> <li>- Approach each confrontation with respect and objectivity while in adult mode</li> <li>- Inform parents regarding any violations or concerns</li> <li>- Model behaviors for students</li> </ul> | <ul style="list-style-type: none"> <li>- Support PHS and D49 behavior expectations by being knowledgeable of these expectations</li> <li>- Openly communicate with PHS administration regarding concerns about your student</li> <li>- Pick up students if sent home and attend student success meetings</li> <li>- Inform PHS of any external conflict or situation that could negatively affect your student or the school culture</li> </ul> |

PHS students are expected to demonstrate the five attending skills (be in the moment, appropriate body language, appropriate eye contact, appropriate feedback and ask questions to clarify) when attending to assigned tasks. If students are not demonstrating these skills, they will be redirected to their task, with their behavior being explicitly identified by staff members. If students earn three redirects in one class period, they will be asked to engage in a hallway conversation where they will work with the staff member to support their re-engagement in the task. If students get a fourth redirect in one class period, after the hallway conversation, they will be sent home for the day on suspension. Families are expected to pick up their students when called by PHS and support their student to complete a problem solving contract prior to returning the next day. When students return the next day, they will review their completed problem-solving contract with Administration, then with their referring teacher, before re-joining the school community. This explicit process will be followed universally and consistently by all PHS staff to support students in attending to their coursework.

For behaviors beyond those described above, further disciplinary action will be assigned. The purpose of the PHS discipline procedures is to ensure consistency of student discipline, clear

communication, building/maintaining positive relationships, conflict resolution, and timely response. Parents/guardians will be notified throughout this entire process. Our discipline model and procedures are grounded in the philosophy of “restorative practices” with a focus on preparing students for the adult workforce that they will be encountering. If a referral is issued by the PHS administration, a disciplinary meeting will occur promptly. At the disciplinary meeting, the administration will include all involved parties, including staff and parents, in order to gain a complete picture of the situation. If applicable, a description of possible charges that may involve law enforcement will be discussed.

Using the concepts of the “restorative practices model”, each case will be handled individually yet in a consistent manner. Consequences are issued based on the severity of the violation, repeated occurrences, and the student’s ability to address the issue with respect, responsibility, and integrity. Typically, consequences follow the model of: detention, ISS (in-school suspension), OSS (out-of-school suspension), move for expulsion and/or exclusion from PHS (aka - revocation of “school of choice”). For more severe infractions, suspension or expulsion may be pursued first. We follow the recommendations and guidelines found in the District’s discipline matrix. The ultimate goal is to restore positive, respectful, and professional relationships with all members of the PHS community so that learning can take place in a safe environment for all students and staff.

#### **Student Agreements:**

All families that attend PHS sign agreements to uphold academic, attendance and behavior expectations while enrolled at Patriot HS. Students may be placed on a variety of contracts with additional expectations to increase their chances of being successful at PHS. These contracts are focused on the specific obstacles to success that the student is facing (ie - academic, attendance, behavioral, social-emotional). These contracts may be drafted at any time that the administration sees a need (including at registration). Each contract’s purpose is to help the student be aware of these obstacles to success by identifying specific triggers as well as expected actions/remedies. Although we believe in fresh starts, we also believe that it is the responsibility of the student, parents, and staff to acknowledge any negative patterns and focus on how to avoid repeating them.

**Code of Conduct:** The administration may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity off school property, or on social media affecting the school community.

1. Causing or attempting to cause damage to school property or stealing or attempting to steal school property, private property.
2. Committing extortions, coercion or blackmail (i.e. - obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force).

3. Engaging in verbal abuse (i.e. - name calling, ethnic/racial slurs, or derogatory statements addressed publicly to others that precipitate disruption of the school program or incite violence). This includes abuse through all forms of "social media" both during and outside of school hours.
4. Engaging in "hazing activities" (i.e. - forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group).
5. Violation of the district's policy on bullying.
6. Violation of criminal law which has an immediate effect on the school or on the general safety or welfare of students or staff.
7. Violation of district policy or building regulations.
8. Violation of the district's policy on weapons in the schools. Expulsion shall be mandatory for using or possessing a firearm, in accordance with federal law.
9. Violation of the district's alcohol/drug use & abuse policy.
10. Violation of the district's tobacco-free schools policy.
11. Violation of the district's policy on sexual harassment.
12. Violation of the district's policy on nondiscrimination.
13. Violation of the school's dress code policy.
14. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage property.
15. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or visitors to the school. This includes "hate speech" aimed at specific groups of people (including but not limited to: race, ethnicity, religion, sexual orientation, gender, etc)
16. Lying or giving false information, either verbally or in writing, to a school employee.
17. Scholastic dishonesty which includes, but is not limited to, cheating, accessing answers through internet sites/apps, plagiarism, or unauthorized collaboration with another person in preparing written work.
18. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
19. Behavior on or off school property which is detrimental to the welfare or safety of other students or school personnel.
20. Repeated interference with the school's ability to provide educational opportunities to other students.
21. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the school staff.

**Cell Phones and Other Devices:** Cell phones, smart watches, and other personal electronic devices can be a serious distraction in class. At the beginning of each class, ALL devices must be silenced and put in cell phone storage pockets. Phones and devices are NOT to be used during class time unless expressly permitted by the classroom teacher. The teacher reserves the right to collect a device that was previously put away but then is taken out during class time.

This includes when a student attempts to take their phone with them to the bathroom during class time. Student refusal will lead to disciplinary action and could lead to potential disenrollment from PHS for continued violations.

Parents needing to contact their students during class time should NOT expect them to answer. If it is an emergency, please call the front office at 719-495-5505 and your student will be pulled out of class to speak to you. Phone calls, texts, and personal phone use must be completed before school, during passing periods, during lunch, or after school. Additionally, speakers are NOT allowed during class time OR passing periods and are restricted to outdoor areas during lunchtime only. In the event that headphones are needed in class, the teacher will provide school-issued headphones or earbuds as needed. Personal earbuds are not to be worn during class time.

**Computers:** Students are NOT to bring their own personal computers or tablets to school and will be using the school-issued chromebooks. These computers, once properly checked out, are allowed to be taken home on a daily basis but may also be stored in one of the many charging carts that we have in our classrooms. Students are responsible for the computer that has been checked out to them (including the charger). Optional technology insurance is available for families at \$30 per student per device.

**Dress Code:** Although we want students to be comfortable and able to express their individuality, we want to prepare them for the types of dress code that they will experience in most workplaces. While at PHS, we expect the following:

- Avoid clothing and accessories that display alcohol, drugs (including marijuana and dispensaries), messages of violence, or unlawful activity.
- Avoid clothing and accessories with messages/symbols of profanity, hate, racism, sexism, or any other prejudice towards any subgroup or demographic of people.
- Avoid common gang symbols (as identified by local law enforcement agencies) or “making a gang statement” with colors/symbols/language/hand signs. This includes bandanas (of any color) worn or displayed.
- Avoid clothing and accessories displaying sexual innuendo or showing scantily-clad people or nudity, including animated characters.
- Avoid wearing clothes that are inappropriately revealing or provocative. THIS APPLIES TO ALL GENDERS AND INCLUDES:
  - All shirts and dresses must have shoulder straps.
  - Shirts or tops that show the belly above the navel.
  - Shirts that show bare chests (this includes during PE activities and other sports).
  - Exposed bra straps are fine, but bra cups and back straps must not be visible.
  - Torn clothing that reveals underwear or any part of the buttocks or genital region.
  - Dresses, skirts, or shorts that are too short - **With your arms at your sides, it should NOT be shorter than where the tip of the thumb is.**
  - Sagging pants that show underwear or boxers.
- Sunglasses should not be worn in the building (barring a verified medical condition).

- Perfumes, colognes, body sprays - **This is largely due to allergies to these items that are present in both students and staff at PHS.**
- Appropriate personal hygiene is expected as a matter of health and aesthetics. Families will be contacted if this appears to present a challenge for the student.
- Footwear is required at all times for health and safety reasons. In certain classes (ie - Construction, Culinary, PE) more specific footwear must be worn and it is the students' responsibility to be prepared to dress accordingly. The teacher for these classes sets the expectations for what is "appropriate footwear".
- Apparel that endangers the student during specific activities or classes may not be worn or be altered to eliminate any safety concern. (ie - loose or untucked shirts). Additionally, protective eye covering and clothing must be worn at all times in designated educational settings. This is especially important in our Culinary and Construction classes, as well as in Science classes during some labs.

It is the right and responsibility of the staff and administration to monitor basic dress and hygiene expectations. Students who are requested to change apparel in order to be in compliance with appropriate expectations will do so with the understanding that they are in this environment by choice and have agreed to dress appropriately. If students do not comply with staff requests to change inappropriate dress, they will be sent home to change clothes (this is an unexcused absence).

**Public Displays of Affection (PDA):** Although we pride ourselves in showing love, acceptance, and respect to fellow students and members of the PHS community, any displays of affection must be deemed appropriate in the same manner that is expected of employees in most workplaces. This means students should NOT do the following while on school grounds:

- Kissing (brief hugs and holding hands are OK though)
- Sitting on other students' laps (or sharing a chair)
- Wrapping legs around another person (either seated or standing)
- Touching another student's "private areas" (butt, chest, genital region)
- Sharing/wearing an article of clothing at the same time (ie - coats, hoodies, etc)
- Unwanted physical contact may be considered "sexual harassment" and be subjected to discipline and/or legal consequences.

**Drugs & Alcohol:** District 49 and Patriot High School prohibits the use, possession, sale or distribution of alcohol, paraphernalia or any controlled substance on school property, or in connection with any school activity, on or off district property. Students suspected of being under the influence of or being in possession of: alcohol, a controlled substance, or paraphernalia will be detained until the circumstance can be investigated and parents contacted. If it is determined that a student has violated this section of D49 and PHS policy, the student will be suspended for up to 10 days and, depending on the severity of the case, may be recommended for expulsion. Students engaged in solicitation, selling, giving or exchanging alcohol, drugs or controlled substances may be expelled for the first or subsequent offense. Students who engage in illegal activities involving alcohol, drugs or controlled substances off



campus may be subject to expulsion if such behavior is detrimental to the welfare or safety of students or district employees. Law enforcement will be notified to issue citations and/or arrests whenever applicable.

**Tobacco Products:** According to Colorado State Law and District 49 policy, under no circumstances is ANYONE allowed to use tobacco products on Falcon Legacy Campus. This includes students and their families, staff, and visitors. Tobacco products include cigarettes, cigars, pipes, chewing tobacco or snuff, and ALL vape devices. Additionally, lighters or matches are not allowed on school property. These products are prohibited on school property (even if not in use). If found, these items will be confiscated and turned over to administration or district security and a referral will be written with appropriate discipline action to follow. These items will NOT be returned to the student OR parent/guardian. "School property" refers to all property owned, leased, rented or otherwise used by a school including, but not limited to, the following:

- All indoor facilities and interior portions of any building or other structure used by students for instruction, educational or library services, routine health care, daycare or early childhood development services, as well as for administration, support services, maintenance, or storage.
- All school grounds over which the school exercises control including areas surrounding any buildings, playgrounds, athletic fields, recreation areas, and parking areas.
- All vehicles used by the district for transporting students, staff, visitors or other persons.
- At a school sanctioned activity or event (regardless of location, time, or day of the week).

Disciplinary measures for students who violate this policy will include any combination of the following: second chance tobacco online program, lunch/Friday detention, in-school suspension (ISS), and exclusion from PHS extracurricular activities. Repeated violations may result in suspension from school. Additionally, any member of the general public in violation of this policy will be instructed to leave school district property.

**Parking Lot Searches:** The privilege of bringing a student-operated motor vehicle onto school premises is conditional and is subject to searches of the vehicle when there is reasonable suspicion that the search will yield evidence of contraband. Routine patrolling of student parking lots and inspection of the outside of student automobiles shall be permitted at ALL times. Refusal by a student, parent/guardian, or owner of the vehicle to allow a motor vehicle on school grounds to be searched will result in an indefinite termination of parking privileges. Refusal to submit to a search also may result in disciplinary actions and notification to law enforcement officials and/or district security.

**Parking Lot Regulations:** Students are to behave in a responsible manner in the parking lot. All student vehicles must be properly registered with the PHS security staff and have their parking pass on display on their rearview mirror whenever on campus. Students are expected to drive with caution at all times and to park in the student parking lot, on the North side of the campus. Unsafe driving or unlawful parking in handicap parking spaces will be referred to the El Paso County Sheriff's Department for citations and may result in the suspension or loss of

parking privileges in the school parking lot. Although parking lots are monitored by multiple security cameras, neither Patriot High School or District 49 is responsible for lost items or damage to vehicles. Students are NOT allowed to sit in cars, during lunch, or “hang out” in or around vehicles during school hours. Students are also not allowed to have non-PHS students “hang out” in vehicles on school property. This includes lunchtime and before/after school.

**CRIME REPORTS/SAFE-TO-TELL:** To help prevent or solve a crime or to help someone in trouble or crisis, call Safe-To-Tell at 1-877-542-7233. Callers will remain anonymous.

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PHS ACADEMIC POLICIES

	STUDENT	STAFF	PARENT/GUARDIAN
ACADEMICS	<ul style="list-style-type: none"> - Come to class with a desire to learn - Do your own work (no copying or plagiarism) - Check your grades weekly on PowerSchool - Attend all scheduled Friday tutoring to raise low grades - Know how many credits you have and what your timeline for GRADUATION is - Always try your best and SHOW WHAT YOU KNOW! - Don't be afraid to get help and ask questions - Strive to pass all classes to solidify your continued enrollment at PHS 	<ul style="list-style-type: none"> - Prepare and present rigorous lessons that directly address Colorado Content Standards - Follow instructional expectations from PHS administration - Feedback on assignments is given to students within 5 school days of due date - Minimize non-instructional time to maximize learning - Grades are updated in PowerSchool weekly - Inform students and parents of missing assignments and concerns 	<ul style="list-style-type: none"> - Check grades in PowerSchool frequently - Email teachers regarding any questions or concerns regarding grades - Provide time and a quiet place for your student to do work from home - Encourage your student to strive towards GRADUATION - Attend parent/teacher conferences twice a year - Communicate with counselors and administrators regarding any concerns with graduation plans

Graduation Requirements: Patriot High School is a four-year high school in District 49 with graduation requirements based on credits earned in grades 9-12. High school credits earned prior to 9th grade will only count if D49 policies deem the class “high school” equivalent. For calculation purposes, each semester course equals 0.5 credit. Graduation requirements are as follows:

- All Patriot High Students must demonstrate mastery in each content area AND earn a minimum of **24.5** credit hours to receive a high school diploma.
- All courses must be completed with a final grade of **‘C’ or higher** to receive credit.

- Students who transfer in with D's from other schools will be awarded credit for those classes, but D's are NOT offered for any PHS class.
- Students must demonstrate competency in **English and Math**. Students will be able to do this by scoring at or above the examination minimums set by the state from one of the following (in both content areas): ACT, SAT, Accuplacer, ASVAB or ACT WorkKeys. Mastery may also be demonstrated by the completion of a Capstone Class/Project, successful completion of eligible college courses, or by earning a State-recognized Industry Certifications. Please meet with an academic counselor to discuss these options in greater detail.
- Additional demonstrations of mastery in other subject areas are outlined by D49 and consist of passing courses in various areas within that subject area. A more comprehensive description is available through the counseling department. A senior who completes all 24.5 credits but fails to show mastery through the above methods, will NOT be granted a Colorado high school diploma until mastery can be displayed.
- All students must complete an Individual Career and Academic Plan (ICAP) per state requirements to graduate from high school. The PHS counselors and Choice & Success advisor will meet regularly with students to ensure they are given the opportunities to complete their ICAP requirements. This may include required attendance at various "career-themed" classes, guest speakers, and events that are typically held on Flex Fridays.

English	4.0 credits
Social Studies	3.0 credits
Science	3.0 credits
Math	3.0 credits
Practical Arts (including Work Study)	2.0 credits
Fine Arts	1.0 credits
PE	1.0 credits
Health	0.5 credits
Electives	7 credits
TOTAL CREDITS	24.5 credits

Advisory Class: ALL full-time PHS students will be enrolled in Advisory to work towards character development and workforce readiness skills. This is the only required elective at PHS and is taken each year that a student is enrolled at PHS. Successful completion of this course results in 0.25 credit each semester (0.5 for the entire year). The course is a pass/fail class and doesn't weigh into the student's GPA. Topics covered in advisory include (but aren't limited to):

- Discovery curriculum covering effective group skills and team building, anger management, effective communication, assertiveness training, problem solving and conflict resolution
- Weekly progress checks with their advisor
- Reviewing school policies (including any changes that may need to be made throughout the year)
- Schoolwide assessments and surveys
- Workforce readiness activities

The expectation is that students treat this with the same level of engagement that is expected in all classes.

Work Experience Credit: Students who are taking (or previously passed) an ACE class and who are actively employed during the school year may receive elective credit for their work hours. Students will receive 0.5 credits for completing 75 hours of work and 1.0 credits for completing 150 hours, if they have completed the following:

- Enroll in work-based learning class and attend meetings
- Complete work-study agreement
- Turn in pay stubs showing hours
- Complete student reflection

This may be repeated for multiple credits for a maximum of 2 credits (300 hours) per school year (1.0 credit per semester). For record-keeping purposes, the "new school year" starts on July 1st and ends June 30th.

Credit Recovery (CR): Since many PHS students come to PHS due to deficient credits, we offer ongoing credit recovery (CR) options through self-paced online curriculum. These classes are worked on during "Study Hall" periods and are also expected to be worked on independently as needed. ALL tests must be taken at PHS and proctored by a teacher/staff. CR courses are considered complete once the student has shown mastery in enough topics to ensure a minimum 70% final grade. Additionally, students may take pre-tests to determine what content they still need to master. If a student's pre-test indicates they already have mastered certain topics, those assignments will be "exempted" and not required by the student. (In other words, you only get assigned what you don't appear to already know and you can work as fast as you are able to to complete these courses!) ALL students who are deficient on credits will be assigned one CR class at a time throughout the school year (unless otherwise cleared by administration). Once one CR course is completed, another will be added immediately in its place. If a student gets "caught up" on credit, CR courses will no longer be required.

Early Completion of Credit: Some in-person classes offer the chance for students to accelerate and earn their credit prior to the end of the semester. Similar to CR courses, credit is awarded upon successful proof of mastery at any time during the school year. In these courses, the student must show adequate mastery of the Colorado Content Standards for that specific subject. The definition of mastery of standards will be at the instructor's and principal's discretion and will be rooted in best practices as well as state and district standards and assessments. Once a class is completed early, counselors will determine the best option for a new class and/or schedule change.

College Coursework: Students have the opportunity to participate in college level coursework if they meet the minimum requirements for that particular class/program. Please see the Academic Counselor for more information.

Schedule Change Policy: Our goal is to ensure that all students are enrolled in the appropriate classes in order to satisfy graduation requirements and address skill deficiencies in reading, writing, and mathematics. In addition, we believe in the benefit of keeping our classes small (no more than 18 students). In most cases, it is difficult for students to catch up if they join a class after the semester begins. For all these reasons, schedule changes are rarely granted. Once schedules are set, the following are the *only* acceptable reasons for schedule adjustments:

1. To drop a class because the student does not meet the prerequisite requirements (this may include reading, writing, or math ability based on benchmark testing).
2. To drop a class because the student has already earned the credit and therefore cannot earn an additional credit for the same class.
3. To add a class because the student is a senior and needs specific classes to meet graduation requirements.
4. Administrative actions rooted in preserving student safety.

All efforts are made to give students choices whenever possible, but with limited staff and course offerings, students (especially late enrollees) may be enrolled in courses based on class roster sizes.

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## **HEALTH POLICIES & PROCEDURES -**

The safety and well-being of ALL members of the PHS community is a top priority of ours. We will follow procedures as the recommendations from D49 administration and El Paso County Public Health are passed down to the schools. Please continue to monitor the most up-to-date news on the D49.org webpage.

**Entry Requirements:** Before leaving to come to school, parents should be aware of any possible signs of illness. If they exhibit a fever or show any other symptoms of illness, PLEASE do not send them to school. Call the front office at 719-495-5505 to excuse your child.

Throughout the day, if a student records a fever or shows other severe medical symptoms, they will be isolated until they can be picked up to go home. We ask that parents have arrangements to have their student picked up within 30 minutes.

**Lunchtime:** The PHS cafeteria and D49 nutrition services will follow the guidelines set forth for restaurants by state/county/city officials.

**Bathrooms & Drinking Fountains:** PHS has touchless water bottle fillers on both drinking fountains. Classroom sinks will be available for refilling water bottles throughout the day as well. Absolutely no loitering will be tolerated in the bathroom. Do your business, wash your hands, and leave promptly!

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HEALTH ROOM

Any student entering the health room will be allowed to remain there for up to 10 minutes to be assessed by the nurse and/or health room assistant. If there is a need to contact parents, we will use the phone numbers provided at the beginning of the school year. It is the parent/guardian's responsibility to provide the school with current emergency phone numbers and update this information as it changes throughout the year.

MEDICATION

Colorado State law governs our medication policy. High School students will ONLY be able to self-carry 1-2 doses of over the counter medications (OTC) on their person without medical provider order and under the strict process under this contract which will be reviewed and implemented ONLY after the school nurse has ensured the student fully understands this contract. For prescription medication, a written doctor's order (including drug name, dose, route, time, duration of treatment, doctor's and parent's signature) must be received and recorded in the main office. Forms can be obtained from the health room. (The only exception is cough drops, which are supplied from home, and may be given with written parent permission. The cough drops will be kept in the health room, and your student may have up to 3 per day.) All prescription medication must be kept in the health room and administered under supervision by trained PHS employees. Medication must be in the original bottle, complete with a label. Prescription medications and OTC medication beyond the 2 dose quantity must be kept in a secure cabinet in the health room. If a student must carry a medication on him/her, such as an inhaler, Epi-Pen, or Diabetes-related supplies, a physician's order is required, and the student must sign a self-carry contract.

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## SCHEDULING / PHS ROUTINES

Students at PHS are expected to carry a full schedule to start the school year. Some seniors with limited credits needed to graduate may be offered a shortened schedule. Other exceptions include:

- Students attending classes at other high schools or colleges that would conflict with classes at PHS.
- Students utilizing “work experience” credits could be offered 1st or 6th period off to accommodate their work schedule (provided it doesn’t interfere with their graduation plan).
- Documented medical reasons that prohibit a student from attending a full day.
- Other administrator-approved reasons

Students with shortened schedules are not allowed to “hang out” simply because they don’t have a class at that time. Exceptions can be made due to scheduled appointments with PHS staff (counselors, social workers, SPED meetings, etc.) Students in the building outside of their scheduled time will be asked to leave the campus.

### [PHS Bell Schedule](#) (link)

**Check-In:** Every morning, all PHS students will meet with their 1st period class to check-in with their teacher. Occasionally, the entire school will gather in the gym to recognize accomplishments, participate in raffles/prize giveaways, and to continue to build our school-wide sense of community.

**Flex Fridays:** Unless otherwise noted, ALL Fridays at PHS are “Flex Fridays”. These unique days offer a variety of activities for students, to include an Interest-Driven Class, Tutoring/Clubs, and Early Release. **Attendance is required unless cleared by the advisor and administration.** Each student’s advisor will construct a scheduled plan during the days leading up to Flex Friday based on the student’s needs and interests. Students on the Dean’s List will have the opportunity to leave after lunch on this day (11:30 am).

- Interest-Driven Class: The entire morning (8:00 - 11:25) students will be enrolled in one interest-driven class that will last for one quarter. This will be an opportunity for students to earn credit for and explore their own interests in an extended class period. Students have a minimum attendance requirement to earn this elective credit and will get to choose a new class each quarter.
- Tutor/Clubs: Students will work with their Advisor to identify classes that they need extra support in on Fridays with two tutoring sessions available (12:05 - 12:45; 12:50 - 1:30). Students will be assigned to tutoring based on missing assignments, low/failing grades, and incomplete Edgenuity work. Students who do not need tutoring can select a club to join during this timeframe. Students will be required to stay in the tutor/club they were assigned for the duration of that period.
- Early Release/Staff PLC: All students are released at 1:30 pm on Fridays to allow staff to engage in professional learning opportunities. Students who are unable to be picked up at 1:30 pm will have a supervised location to be during this timeframe if needed.

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## ONLINE COURSE OPTION

PHS does NOT offer a “full virtual option”. Students may take one CR course independently at any time throughout the year but a full IN-PERSON schedule is required for all students. If you are interested in a full-virtual school, please consider exploring [GOAL Academy](#) (an online charter school within D49). They enroll students quarterly based on the number of open roster slots. Additionally, [Springs Studio](#) is a “hybrid” school offering a combination of in-person and online courses with flexible scheduling.

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## DIGITAL CITIZENSHIP AGREEMENT

All PHS students must use a D49-issued computer while at school. Bringing personal computers or devices is prohibited. PHS students are expected to practice responsible digital citizenship while accessing any online platforms, discussion groups, or communication methods. Digital citizenship consists of the compliance to the following statements:

- I will show respect for myself through my actions. I will select online names that are appropriate. I will consider the information and images that I post online. I will consider what personal information about my life, experiences, experimentation, or relationships I post and the impact that it will have on me in the future.
- I will ensure that the information, images, and materials I post online will not put me at risk. I will not publish my personal details, contact details, or a schedule of my activities. I will report any attacks or inappropriate behavior directed at me. I will protect passwords, accounts, and resources. I will find a healthy balance between online and offline activity.
- I will show respect to others. I will not use electronic mediums to flame, bully, harass, or stalk other people. I will show respect for other people in my choice of websites. I will not visit inappropriate sites. I will not abuse my rights of access and I will not enter other people’s private spaces or areas.
- I will protect others by not forwarding inappropriate materials or communications and not visiting inappropriate sites. I will protect others by reporting abuse.
- I will make sure I have permission to use others' intellectual property and I will properly cite the creator of the original work any time I use media from any source. I will use and abide by the fair use rules.
- I will respect the property of others including school IT property such as networks, hardware, software, or other user’s files and data. This includes, but is not limited to, the creation, uploading, or downloading of computer viruses or other malicious software and abuse of bandwidth through the likes of peer-to-peer file sharing and multiplayer online gaming.



- I will follow all PHS computer use guidelines so that I am prepared to learn every day. I will follow computer check-out procedures in each class period. I will respect and not damage the PHS computer provided to me for learning. I will report any accidents to my teacher immediately.

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2024/2025 PATRIOT HIGH SCHOOL STAFF DIRECTORY

Main Office: (719) 495-5505; Attendance: (719)495-5511; Fax: (719) 495-5506

Administration

Ryan Bailey	Principal	ryan.bailey@d49.org
Greg Cox	Dean of Students	gregory.cox@d49.org

Counseling

Courtney Beatty	Choice & Success Advisor	courtney.beatty@d49.org
Kim VanValkenburg	Social Worker	kim.vanvalkenburg@d49.org
Frances Delgado	Counselor (A-K)	frances.delgado@d49.org
Sharon Gwynn	Counselor (L-Z)	sharon.gwynn@d49.org
Tamarra Hardin	School Psychologist	tamarra.hardin@d49.org

Front Office / Health Office

Benjamin Ray	Attendance/Registrar	benjamin.ray@d49.org
Karen Vanhorn	Registered Nurse	karen.vanhorn@d49.org
Heather Pietraallo	Building Admin Secretary	heather.pietraallo@d49.org
Trameka Peppers	Health Room Assistant	trameka.peppers@d49.org

Facilities

Casey Nall	Building Manager	casey.nall@d49.org
Matt Nicholson	Night Building Custodian	matt.nicholson@d49.org

Security

Connor Cox	Armed Security	connor.cox@d49.org
Salvador (Rick) Castro	Unarmed Security	salvador.castro@d49.org

Nutrition

Lisa Armstrong	Nutrition Services Assistant	lisa.armstrong@d49.org
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Teachers/Paras

Lisa Banegas	Social Studies	lisa.banegas@d49.org
James Baumann	Construction Trades	james.baumann@d49.org
Deirdre Binkley-Jones	Mathematics	deirdre.binkleyjones@d49.org
Tiffany Cabrera	Mathematics	tiffany.cabrera@d49.org
Rob Eggert	Science	robert.eggert@d49.org
Cindy Hotop	Special Education	cynthia.hotop@d49.org
Eric Lustig	Culinary Arts	eric.lustig@d49.org
Amy Ray	English	amy.ray@d49.org
Lindsay Skarda	Art	lindsay.malloy@d49.org
Hunter Smith	Culinary Para	hunter.smith@d49.org
Jennifer Smith	ACE	jennifer.smith@d49.org

Dane Spirio	English	dane.spirio@d49.org
Drew Thorp	Special Education	drew.thorp@d49.org
Bryant Yu	Math Tutor	bryant.yu@d49.org
TBD	Paraprofessional	
TBD	Physical Education/Health	

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# **2024-25 STUDENT/PARENT HANDBOOK AGREEMENT**

I have read and understand the entire student/parent handbook for Patriot High School for the 2024-25 school year and will uphold my part of the rules and expectations accordingly. I also am aware that failure to do so *may* result in losing my ability to remain enrolled at PHS since PHS is a “school of choice”.

STUDENT NAME (please print): \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PARENT NAME (please print): \_\_\_\_\_

PARENT/GUARDIAN SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**\*\*Please return ONLY this page to the front office to be kept on file as proof of receiving a 2024-25 handbook.\*\***

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District 49 affirms that no person shall, on the basis of disability, race, color, age, national origin, religious belief, gender, or special needs, be excluded from participation in, be denied the benefit of, or be subjected to discrimination under any educational program or activity, including equal access to the Boy Scouts and other designated youth groups.

District 49 no discrimina en base a discapacidad, raza, color, país de origen, sexo, discapacidad o edad en sus programas o actividades, y suministra acceso equitativo a los Boy Scouts y demás grupos juveniles designados.

District Compliance Coordinator: Dr. Louis Fletcher; 10850 East Woodmen Road, Peyton, CO 80831; lfletcher@d49.org; 719-495-1105