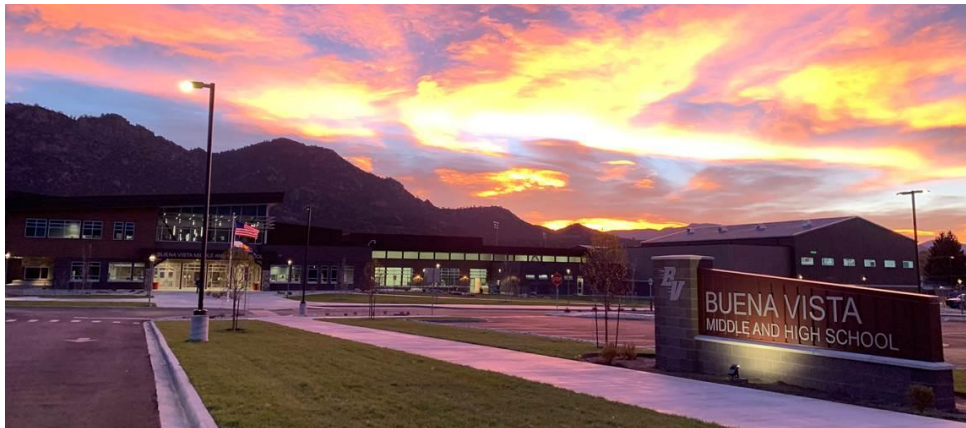




BUENA VISTA HIGH SCHOOL HANDBOOK & POLICY GUIDE 2022-2023



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HOME OF THE
DEMONS

de-mon - noun \ 'dē-mən\ : one that has exceptional enthusiasm, drive, or effectiveness

TABLE OF CONTENTS

MISSION/VISION

DISTRICT POLICIES

ACTIVITIES /ATHLETICS

ADVISORY

ATTENDANCE

BELL SCHEDULE

CELL PHONES

CMC CLASSES

COMMUNICATION PATHWAY

COMPUTERS

COUNSELING OFFICE

DANCES

DISCIPLINE

DISTRIBUTION/DISPLAY OF PRINTED MATERIALS

FEES AND FINES

FINAL EXAMS

GRADE SCALE & GPA

GRADUATION

LETTERS (ACADEMIC)

LOCKERS

NATIONAL HONOR SOCIETY (NHS)

OPEN CAMPUS

STUDENT VEHICLES

TEXTBOOKS

VISITORS

BUENA VISTA SCHOOL DISTRICT MISSION & VISION

In the Buena Vista School District, we ensure every student reaches the peak of success. It is a mountainous mission devoid of meaning unless "the peak" is defined. We believe student success embodies more than academic achievement demonstrated on a single test score. Rather, "the peak of success" includes multiple demonstrations and applications of learning along with recognized dispositions of balanced, whole-hearted persons.

Vision & Mission: The mission of the Buena Vista School District (BVSD) is "*to ensure every student reaches the peak of success.*" Not only does this mission guide the actions of our Strategic Plan, it characterizes our community. BVSD has a rich tradition and reputation for promoting and celebrating the whole child: students of strong and competitive academic excellence, who are involved and excelling in athletics, creative and practical arts, and service, and who exhibit strong character qualities such as respect, responsibility, cooperation, and resiliency. We take our mission very seriously. In BVSD, every student matters.

Beliefs: A core set of beliefs are the foundation of our school district. Because we believe every child deserves teachers who are passionate, competent, and positive role models of character and life-long learning, BVSD is committed to recruiting, and supporting powerful teachers. The relationship between the student and the teacher is the key factor in a student reaching his or her full potential; our teachers build these relationships in their daily work with students. BVSD teachers are unsurpassed in their profession.

[<Return to the Table of Contents>](#)

BUENA VISTA SCHOOL DISTRICT POLICIES

All families are strongly encouraged to review [Buena Vista School District policies](#). Students should pay particular attention to the "J Policies" which carefully outline students rights and responsibilities.

[<Return to the Table of Contents>](#)

ACTIVITIES & ATHLETICS

Student participation in extracurricular activities and athletics is strongly encouraged - such activities help to develop students' character and promote a healthy wellbeing. However, it is important for all students and families to remember that extracurricular activities are a privilege and available to students who qualify academically.

BVHS CLUBS & ACTIVITIES

Chess Club

Drama (fall play & spring musical)

Guitar Club

Interact Club

LINK Crew

Mountain Bike Club

National Art Honor Society

National Honor Society

BVHS SPORTS

Cross Country - Fall

Football - Fall

Boys' Golf - Fall

Girls' Volleyball - Fall

Boys' Soccer (Salida) - Fall

Cheerleading - Fall, Winter

Basketball - Winter

Boys' Wrestling - Winter

Girls' Swimming (Salida) - Winter

Boys' Baseball - Spring

Girls' Soccer - Spring

Track & Field - Spring

ELIGIBILITY

Participation in all extracurricular activities is a privilege. Students that participate in any athletics or activities (including drama, band, StuCo, etc.) need to follow the policies and guidelines established by the BVHS Athletic Handbook. Sports eligibility is governed by CHSAA (Colorado High School Activities Association) and local rules. Students will be unable to participate in any extracurricular activities or events if they are deemed ineligible.

Student eligibility is determined at the beginning of the semester and then each week throughout the semester. For semester eligibility, a student may not fail more than one class. For weekly eligibility, a student will receive a warning for their first "F" in a semester. Any time after that, if a student receives an "F", they are automatically ineligible the following week of play. If a student receives 2 "F's" on an eligibility check, they are ineligible the following week, and every week thereafter if the "F's" remain. All freshmen are automatically eligible at the beginning of the year. All new students that start school at BVHS at the beginning of the year because of a family move may be eligible. Students that transfer without a family move will be on restricted eligibility.

Student athletes need to have a physical, complete all forms from the athletic packet, and pay an athletic fee before participating in the first day of practice. BVHS follows Colorado High School Athletic Association eligibility rules for transfers and grades.

For additional information, please review the [BVHS Athletics Handbook](#).

[<Return to the Table of Contents>](#)

ADVISORY

Advisory allows our students and teachers to check in on grades, build relationships and engage in school culture while at the same time providing a connection for families to our school. Advisory is a required class! Our staff will be monitoring attendance daily to account for student's required seat hours. Advisory time may be used for, but is not limited to, any of the following:

- Meeting with teachers (students must acquire a pass *before* Advisory).
- Studying or getting caught up on homework/assignments.
- Team-building.
- Investing in mental health and wellbeing.
- Assemblies.
- Meetings with the counselor or administration.

Consequently, Advisory is not a Study Hall or “study” period and is considered to be Student Contact Time by BVSD and CDE. All students are required to be present during advisory unless prior arrangements have been made with the Principal. Failure to attend Advisory will count toward a student’s absences and truancy.

[<Return to the Table of Contents>](#)

ATTENDANCE

Prompt and regular attendance is one of the most important elements for a student to be successful. Students who miss class forfeit a special opportunity to learn, and students who are late to class disrupt the learning process for themselves and others. No single factor interferes with a student’s chances for success more than frequent tardiness or absences. For this reason, we monitor tardies and absences carefully, adhere to state law and board policy, and work diligently to address negative attendance patterns.

According to Colorado Revised Statute 22-33-104, students are to attend school regularly, schools are to carefully monitor student attendance, and parents/guardians are to be involved in any efforts to improve student attendance. These measures are in place to help ensure students’ academic, social, and emotional success.

Recent BVHS attendance data has raised concerns about our students’ ability to remain actively engaged in their education. The school board defines "actively engaged in the educational process" as time when students are working toward achieving educational objectives and includes:

- classroom instruction time
- individual student work time while at school, including study hall and library research
- school-related field trips
- independent study insofar as such study is allowed under district policy
- assemblies
- recess
- passing periods not to exceed six minutes

When students are not actively engaged in the educational process, it may impact their academic success and social-emotional wellbeing.

For additional information on attendance, be sure to review the following district policies and Colorado Revised Statutes:

- [JEA: Compulsory Attendance Ages](#)
- [JH: Student Absences and Excuses](#)
- [JHB: Truancy](#)
- [Colorado Revised Statutes Title 22. Education § 22-33-104. Compulsory school attendance](#)
- [Colorado Revised Statutes Title 22. Education § 22-33-102. Definitions](#)

ATTENDANCE MEETINGS

Although some students are able to miss school and still manage to remain on track, many students find themselves struggling academically, socially, and/or emotionally. Consequently, students who accrue several absences during the school year (both unexcused *and* excused absences) will need to participate in attendance meetings to ensure that they are on course and remain successful. These meetings will include both the student and the parents/guardians, along with any staff who may be able to help ensure the student's success.

- **5 absences** - meeting with the Counselor and/or Principal to discuss next steps and ensure that the student is not falling behind.
- **8 absences** - weekly restorative circle meetings with the Counselor, Principal, and other students/parents experiencing similar attendance issues. Restorative Justice counsel may be included in this meeting.
- **10 absences** - meeting with BVHS Counselor, and Principal. An attendance contract will be collaboratively developed at this time.
- **13 absences (or deviation from attendance contract)** - meeting with BV Wrap Team. This could include the HS Counselor, HS Principal, BVSD Psychologist, BVSD Superintendent, and/or other service providers available in Chaffee County (such as law enforcement or DHS).
- **16 absences** - potential referral to the court system and/or loss of credit in applicable classes. A student who has reached 16 total absences (excused or unexcused) in any one school year may be identified as "chronically absent" by the school district.

DOCUMENTING ABSENCES FOR THE SCHOOL

Verifiable absences such as appointments require documentation from the service provider. While this is most commonly substantiated on office letterhead, the school will accept other forms of documentation such as a receipt for services, a summons, etc. These documents become part of the student's school record and will remain private. If parents have a concern about the privacy of a student's information, they may send documentation directly to the Principal who will update the student's attendance record.

REPORTING ABSENCES TO THE SCHOOL

To report an absence, please call the Attendance Office at 719-395-7102. Provide the student's name, the caller's name and relationship to the student (*must be a parent/guardian listed in Infinite Campus*), the date and time of the absence, and the reason for the absence. Parents/guardians whose names are listed in Infinite Campus are responsible for contacting the attendance office, *regardless of the student's age*.

WHEN A STUDENT ARRIVES LATE OR LEAVES EARLY

Students arriving late or leaving early must report directly to the attendance office.

WHEN A STUDENT WILL BE ABSENT FOR MORE THAN THREE (3) DAYS

Arrangements for a pre-arranged absence must be made at least one (1) week before the absence occurs. Please complete the Pre-arranged Absence Form online or obtain a copy from the Attendance Office.

END OF DAY DEPARTURE

Students should leave the school building after school hours. Groups using the building after school hours must have a sponsor present and must contain their activity to assigned portions of the building relevant to the activity.

[<Return to the Table of Contents>](#)

BELL SCHEDULE

BVHS Regular Bell Schedules

8 Period Bell Schedule (Monday, Thursday, Friday)

TIME	CLASS PERIOD	DURATION
7:55-8:40	1	45 Min
8:45-9:30	2	45 Min
9:35-10:20	3	45 Min
10:25-11:10	4	45 Min
11:15-11:35	Advisory	20 Min
11:40-12:10	Lunch	35 Min
12:10-12:55	Period 5	45 Min
1:00-1:45	Period 6	45 Min
1:50-2:35	Period 7	45 Min
2:40-3:25	Period 8	45 Min

[<Return to the Table of Contents>](#)

Block Schedule (Tuesday, Wednesday)

TIME	CLASS PERIOD	DURATION
7:55-9:25	1/5	90 Min
9:30-11:00	2/6	90 Min
11:05-11:40	Advisory	35 Min
11:40-12:20	Lunch	40 Min
12:20-1:50	3/7	90 Min

CELL PHONES

BVHS recognizes that cell/SMART phones can be valuable tools in the learning process and encourages the periodic use of these devices to support student learning. Students may use their phone as a designated tool for learning if authorized by the student's teacher. It is the student's responsibility to ensure that the phone is turned off or placed in silent mode during unauthorized times. Violation of this policy or any other district, school or classroom rule or regulation on student use of technology or personal devices may result in disciplinary measures and/or temporary confiscation of the phone. Confiscated devices shall be returned to the student only after a conference with the parent/guardian, student, and school personnel. If the building principal or designee believes a student's possession or use of a device may involve a violation of the law, administration may refer the matter to law enforcement. For additional information, please refer to District Policy [JICJ: Student Use of Cell Phones and Other Technology Devices](#).

[<Return to the Table of Contents>](#)

COLLEGE CLASSES

Students may enroll in college classes course offerings as juniors and seniors. Freshmen and sophomores may take college classes as electives too. There are some restrictions on the types of courses students may take to receive dual high school and college credit. If approved by the school counselor, the student will pay the tuition for these classes directly to BVHS as a deposit. The district then returns the tuition deposit (for a maximum of 6 credits per semester) to the student provided these courses are guaranteed core transferable and passed with a "C" or better grade. The student must pay all course fees and textbook costs. Students are required to place a deposit for all classes at the beginning of the semester. Upon successful completion of the course (C or better), the school district will reimburse the deposit costs. Students may be reimbursed for a maximum of 12 semester hours per year only. It is important to remember that these are college level courses and the work is challenging - attendance is critical. Students must take the reading, writing, or math Accuplacer placement exam prior to the start of classes.

[<Return to the Table of Contents>](#)

COMMUNICATION PATHWAY

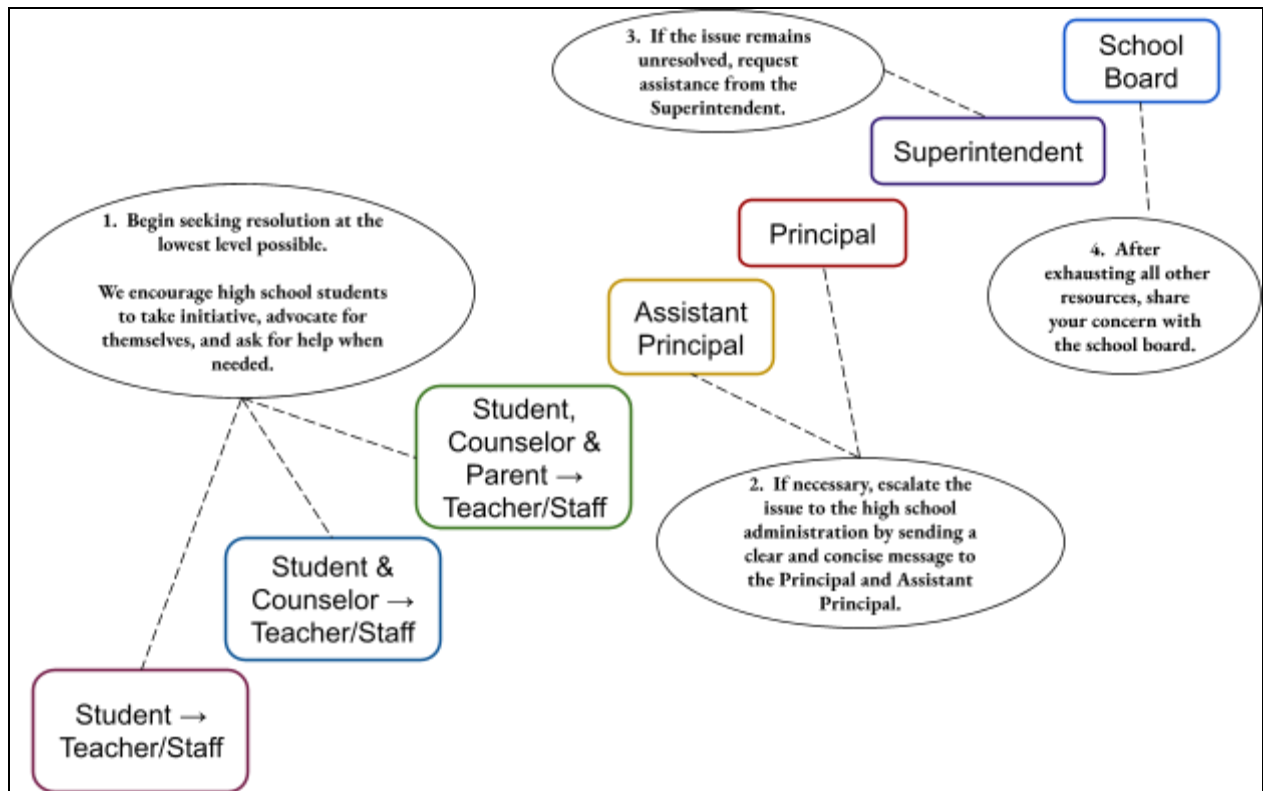
Conflict resolution can often be tricky. To be successful, the process requires time and clear communication with the appropriate person. Unfortunately, social media, email, and the desire for instant gratification have compromised the conflict resolution process resulting in ...

- ... not going directly to the person(s) involved.
- ... inappropriately escalating issues.
- ... expressing raw, unchecked, visceral emotions that impede conflict resolution.
- ... mismanaged relationships, hurt feelings, and wasted time.

When conflict arises, we have the following expectations at Buena Vista High School:

1. Conflict will be handled patiently and calmly.
2. Individuals will be treated respectfully and politely.
3. HS students will manage issues and advocate for themselves as much as possible.

4. Conflict will be resolved at the lowest level possible according to the following pathway:



[<Return to the Table of Contents>](#)

COMPUTERS

Students who have a signed Network Agreement on file with the district will begin the school year with network privileges. After network privileges have been granted, students are assigned a password by the network administrator.

District Technology is considered a loan to students and should be used/treated with utmost care. Students are responsible for the care of the technology they are using. Students may use their own technology on our network, however tech-support will not be available. Students with outstanding fines will not be issued new technology.

School-issued computers are the property of BVSD and to be used for educational purposes only. Students should not eat or drink while using a school computer or tablet. Students should never share their password with others. Students assume responsibility for any damage to borrowed technology and are fully responsible for the information they access on district devices or via the district network.

For additional information, please refer to District Policy [JICJ: Student Use of Cell Phones and Other Technology Devices](#).

COUNSELING OFFICE

The counselor is your advocate, working with you, your parents, your teachers, and the administration to help you get the most out of high school. Items discussed in the counselor's office remain confidential unless disclosures are of a dangerous nature to the student or others. Students are encouraged to visit with the counselor for help with:

- Selecting classes and planning your schedule
- Career and college planning
- Registration and preparation for college entrance exams
- Choosing a college, vocational school, or military training program
- Applying for college and vocational scholarships
- Solving problems that you might encounter in high school
- Resolving conflicts
- Working through personal, health, or social concerns

SCHEDULE CHANGES

Students may make changes to their schedule during the *first two weeks of the semester only*. If a course is dropped after the 2-week deadline, the course may be considered a withdraw/fail (W/F) and listed as such on the student's transcript. There is no guarantee another class will be available to the student after the two week deadline for changes.

WITHDRAW/FAIL

Students who are given a withdraw/fail or earn an F have the opportunity to retake the class. By taking the exact same class, the new grade earned will replace the weight of the W/F or F grade on the student's permanent transcript. If the class is taken online or in a different format, the original W/F or F remains on the transcript and the credit recovery class is printed as "online" or other "course name" with the earned grade.

CREDIT RECOVERY/ONLINE COURSEWORK

We encourage all students to retake any failed coursework at BVHS the following year. We believe the potential for learning is greater by retaking a class with our own teachers. However, many credits can be recovered during the summer school program at BVHS, at the student's expense. If you are considering summer school as an option for credit recovery, be sure to speak with the counseling office regarding your option.

Approval for credit recovery coursework must be obtained from the guidance office. During the school year, online course work is offered only for classes of interest we do not offer at our school and to students who have exhausted our current course offerings. If a student takes an online AP or upper-level class not offered by BVHS, tuition *may* be reimbursed if the course is for college credit. Please see the guidance office for permission and details. All online coursework must begin during the first two weeks of the semester.

MISC SCHEDULING INFORMATION

- All students enrolled at BVHS (including seniors) must maintain full-time status as a student.
- Seniors who are on track to graduate may take up to two periods of work experience and up to one period of Office Aide or Student Aide hours. Students may request to take additional sections of Work Experience if they are in good standing and their work schedule allows it. Work Experience must be approved by the Work Experience supervisor, employer, parent, counselor, and Principal.
- Juniors may only take one period each of Work Experience and/or Student Aide/Office Aide.
- Per CHSAA guidelines, athletes must be enrolled in four (4) full credit classes to be eligible as an athlete.

[<Return to the Table of Contents>](#)

DANCES

BVHS dances are for BVHS students and their guests. Guests of BVHS students must be approved a week prior to the dance by the BVHS Principal (Guest Permission Forms are available in the main office).

[<Return to the Table of Contents>](#)

DISCIPLINE

BVHS seeks to make student discipline as restorative as possible. We believe that as part of the learning process, it is essential to repair the harm caused by misconduct. To that end, we are working to create a process that promotes reconciliation and rebuilding of relationships in response to behaviors that compromise our social norms and expectations.

For additional information, be sure to review the following:

- [BVHS Behavior Matrix](#)
- <https://www.iirp.edu/restorative-practices/defining-restorative/>
- [Bringing Restorative Practices to Your School](#)
- [Why Restorative Practices Benefit All Students](#)

[<Return to the Table of Contents>](#)

DISTRIBUTION/DISPLAY OF PRINTED ITEMS

Students wishing to dispense non-curricular printed materials on school property must receive permission from the principal. School administration will determine the time, place, and manner of distribution. For additional information, please refer to district policy [JCEC & JCEC-R: Student Distribution of Non-curricular Materials](#).

[<Return to the Table of Contents>](#)

DRESS CODE

The district dress code policy stipulates that “...students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.” To that end, classroom teachers and school staff must regularly make decisions regarding student dress. Students are to follow the directives of school staff in order to avoid having the issue referred to administration. Students who believe they are being treated wrongly or unfairly may consult with the Principal and/or Dean of Students.

For more information, be sure to review BVSD policy [JICA: Student Dress Code](#).

[<Return to the Table of Contents>](#)

FEES & FINES

Certain activities, elective courses, and/or extracurricular options may require a fee. Fees are to be paid promptly in the main office. Students who have outstanding fees may forfeit the opportunity to enjoy certain privileges, activities, and electives until overdue fees have been paid in full. Current BVHS fees include:

Athletics	\$125/year (\$250 max per family)
Art 1	\$20/year
Advanced Art	\$20/year
Ceramics	\$40/year
Photography	\$50/year
Foods & Nutrition	\$20/sem
Sewing	\$20/sem, students pay all final projects
Advanced Woods	Students pay all projects
Advanced Metals	Students pay all projects
General Shops	\$75/year
Drafting	\$10/year
Intro to Engineering	\$25/year, students pay for personal projects

[<Return to the Table of Contents>](#)

FINAL EXAMS

We consider end-of-semester exams and projects to be an essential part of the learning process. The last few days of the semester are not optional. All teachers are expected to teach until the final bell on the last day of the semester, making each moment meaningful for students. Families are expected to plan vacations and time off accordingly so that students are present during the final days of the semester. If students are not present for a required final exam, project, or presentation, they will receive a zero during their absence.

If you have questions about a teacher's final exam policy, please be sure to contact the teacher and arrange a meeting. If you believe that your family's end-of-semester is highly unique and warrants special consideration, please arrange a meeting with the Principal prior to Thanksgiving Break (for fall semester) or Spring Break (for Spring semester).

[<Return to the Table of Contents>](#)

GRADE SCALE & GPA

A+	98-100%	C+	77-79%
A	94-97%	C	73-76%
A-	90-93%	C-	70-72%
B+	87-89%	D+	69%
B	83-86%	D	66-68%
B-	80-82%	D-	65%
		F	0-64%

Certain classes offered at BVHS are considered weighted. Consult the guidance office or the course catalog for a list of weighted courses and for an explanation of how the grade percentages are translated in regards to a student's overall GPA. Grade point averages and class rank at BVHS are determined by the following scale:

	Un-weighted	Weighted
A	4 points	5 points
B	3 points	4 points
C	2 points	3 points
D	1 point	2 points

F	0 points	0 points
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[<Return to the Table of Contents>](#)

GRADUATION

CREDIT REQUIREMENTS

English	8
Social Studies	6
Science	6
Mathematics	6
Physical Education	2
Business/Technology	2
Applied/Fine Arts	2
Personal Finance	1
Health	1
Senior Seminar	1
Freshman Seminar	1
Required Coursework:	36
Elective Coursework:	19
TOTAL:	55

Seniors taking online courses must complete all course requirements by the last required day of attendance for seniors (usually the second to last Friday before the Saturday graduation ceremony). Seniors must be passing courses required for graduation on the last required day of attendance to be eligible to participate in the graduation ceremony. Any senior not passing required courses at that time will not be permitted to participate in the graduation ceremony. However (for the purpose of earning a diploma only), if a senior is not passing classes on the last required day of attendance, the work may be completed the following week to attain credit and earn a diploma.

GRADUATING WITH HONORS DESIGNATIONS

To qualify, a student must have attended all of their senior year at BVHS. These awards are recognized at the graduation ceremony. All students earning a GPA of 4.0 or above at the time of senior graduation will graduate with Summa Cum Laude distinction. Students earning a 3.8 or above will graduate Magna Cum Laude. Students earning a 3.5 will graduate Cum Laude.

EARLY GRADUATION

Students may request to graduate early after the first semester of their senior year. If a student wishes to qualify for early graduation, the student must first meet with the guidance counselor to determine if they are academically on track to graduate early. Final approval will be granted by the Principal. Students who graduate early will receive their diploma at the end of the school year and may elect to walk in graduation with their classmates.

For additional information regarding graduation, be sure to review school board policies [IKF - Graduation Requirements](#) and [IKFB - Graduation Exercises](#).

[<Return to the Table of Contents>](#)

LETTERS (ACADEMIC)

Academic letters will be awarded to students demonstrating exceptional performance in at least five academic courses. (Note: Work experience and aide hours are not considered academic classes and will not be allowed as part of the five required classes.)

To be eligible for an academic letter, the student:

- Must be enrolled full-time at BVHS.
- Must have attended the entire semester at BVHS.
- Must have a minimum GPA of 3.8 for the semester.
- May not have a “D” or “F” for the semester in any class.

Academic letter recipients are invited to an awards ceremony in their honor where they are given an academic lamp on the first award and a gold star for every award thereafter. Award ceremonies are in the fall and spring. Students receiving this award all seven semesters are specially honored their senior year.

[<Return to the Table of Contents>](#)

LOCKERS

Lockers will be assigned to students by their Advisor during Advisory. Students are to only use their assigned locker throughout the entire school year.

School lockers are the property of the school district, and are subject to search at any time, without prior notice, and without the student’s consent. Lockers are not private, and students should not place items prohibited by school policy or personal items of a sensitive nature inside their locker. (See Policy JIH – Student Interrogations and Searches). The school is not liable for

losses incurred from lockers. Students are strongly encouraged to place a lock on their locker and provide the office with a second key or the combination to the lock.

For additional information, please review BVSD policy [JIH - Student Interviews, Interrogations, Searches, and Arrests](#).

BACKPACKS

For safety reasons, backpacks are not permitted in classrooms. Students are to place their backpacks and personal belongings in their assigned locker during class. Backpacks found unattended will be taken to the Principal's office and may be searched by administration and/or the SRO.

LOST & FOUND

Lost items will be placed in the high school hallway upstairs (in the “nook” outside of the Staff Lounge). Lost/found textbooks will be returned to the classroom teachers. All unclaimed items will be donated to a charity at the end of each month. Valuable items such as smart phones, jewelry, money, etc. will be kept in the main office. Students may retrieve their property if they are able to provide sufficient “evidence” of ownership.

[<Return to the Table of Contents>](#)

NATIONAL HONOR SOCIETY

During the spring of each school year, any junior or senior who has attended BVHS for at least one semester and also has a cumulative GPA of 3.5 or better will receive a letter of invitation to apply to the BVHS Arvel Williams Chapter of the National Honor Society. Interested students must complete an informational packet as their application. The applications will be reviewed and interviews conducted by a faculty council of teachers. Students will be evaluated on the basis of service, leadership, and character. Election of officers for the upcoming school year occurs in the preceding spring.

Students who drop below a 3.5 GPA during their membership will be placed on NHS probation. Students who have violated the “scholastic honesty/student honor code” policy will not be inducted into NHS.

[<Return to the Table of Contents>](#)

OPEN CAMPUS

The district’s Open Campus policy is a privilege that the High School will allow for students in grades 10, 11, or 12. Freshmen are expected to remain on campus throughout the school day unless prior arrangements have been made with the Principal or through the Attendance Office.

WORK EXPERIENCE & INTERNSHIPS

Students in grades 10, 11, or 12 may exercise their Open Campus privilege during their period designated for work study. We highly encourage students to remain on campus to complete their work during this time. Students who opt to leave campus must:

1. Sign out at the Attendance Office.
2. Not loiter on campus.
3. Return to their next class on time.
4. Sign back in at the Attendance Office.

LUNCH

Students in grades 10, 11, or 12 may exercise their Open Campus privilege during the lunch hour *without* signing out from the Attendance Office. Students are reminded to return from lunch on time for their afternoon classes.

For more information, refer to district policy [JEFA: Open Campus](#).

[<Return to the Table of Contents>](#)

STUDENT VEHICLES

The opportunity to drive to school and park on school property is a privilege that students need to take seriously. Failure to adhere to district or local traffic laws may result in the loss of driving privileges. Students may park in the lot southeast of the Red Gym (outside the football stadium) or southwest of the White Gym (at the corner of Marquette and Railroad). The parking lot in front of the school is reserved for faculty and staff only. Access to the student parking lot is a privilege extended to BVSD students only. Students who park on school property agree that:

- They will obey the speed limit on school property (5 mph).
- They will obey the speed limit around school property on Marquette, Railroad, Dartmouth, and other surrounding streets.
- Their vehicle shall be free of dangerous weapons, drugs, alcohol, and other controlled substances.
- Their vehicle is subject to search by administration (See Policy [JIHB: Parking Lot Searches](#)).

[<Return to the Table of Contents>](#)

TEXTBOOKS

Textbooks are property of the school district. Students are expected to take good care of textbooks (and other school property). Students will be charged the full replacement cost of any textbooks (library books, calculators, computers, tablets, science lab ware, or any other borrowed items) that are lost or damaged to the extent that they must be replaced.

[<Return to the Table of Contents>](#)

VISITORS

All visitors must report to, sign in, and obtain a visitor's badge at the main office. Student visitors must obtain prior approval from the Principal before visiting the school or entering classrooms.

For additional information, please review BVSD policy [KI - Visitors to Schools](#).

[<Return to the Table of Contents>](#)