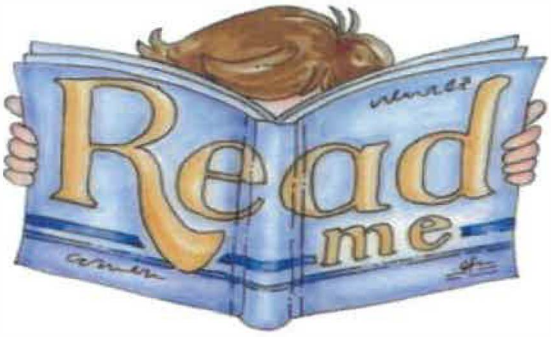
COBRE ELEMENTARY SCHOOLS

2026-2027
Parent/Student Handbook
Kindergarten – 5th Grade

Handbook Purpose

This handbook is an outline of the expectations intended for all Cobre Elementary School students. All students are safeguarded by these expectations. The continued support of parents in reinforcing expectations and school discipline at home is valued and appreciated.

Please, carefully review the entire handbook with your child. Then, please sign and return the Family/School Compact form found on the last page.



Mission Statement

Based on the belief that every individual can learn and succeed, the Cobre Consolidated School communities are committed to helping each learner reach his/her potential toward becoming a productive and fulfilled member of society.

Approved by Cobre School Board
7/20/2026

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Approved by Cobre School Board -

Dear Parents/Guardians,

Thank you for choosing the Cobre Consolidated School District to educate your children. The Cobre Consolidated School District looks forward to a great 2026-2027 school year.

Please know that every school and their families will work together to maximize the educational experience for all students. Please help your children and your school by making attendance a priority. Any absence or tardy result in the loss of valuable instructional time.

The Superintendent will establish an environment conducive to the best learning achievement for each student through meeting the following goals:

To individualize the learning program in order to provide appropriately for each student. In doing so, our school board has also adopted these new policies that you may refer to in our updated District Policy Handbook. (*J-0150 –Equal opportunities for Students, J-0161 –Superintendent as Compliant Officer)*

The Cobre Consolidated School District expects that students arrive on time and remain at school the entire day. ***Classes at all elementary schools begin promptly at 7:45 a.m. and end at 3:30 p.m.*** It is very difficult for students to make-up missed instructions when they are late, checked-out or absent.

Regular school attendance is so important to the success students receive from their school programs. The foundation for educational success and the foundation of attendance patterns are established early on beginning in PreK and into the elementary years of a student's education. An important part of a student's preparation for adult life is to develop responsible attendance habits in school. Studies have shown that chronic absenteeism is highly associated with school failure and student drop out. Students who are frequently absent place their future in jeopardy.

The Cobre Consolidated School District has an **"Attendance Success Initiative"** program in collaboration with the Juvenile Probation Office (JPO) and the Magistrate Court. The intent of this program is to support families and prevent truancy. The New Mexico School Attendance for Success Act and Cobre Consolidated School Attendance Policies are very strict and hold parents/guardians accountable for their child's regular attendance. However, please know that the district is here to support you, your children and your family.

School attendance is a required part of the learning process and is key to earning a quality education. Daily teaching, classroom interactions, discussions, lectures, clarifications, explanations, etc., cannot be duplicated. **Please, whenever possible, make medical/non-medical appointments after school, on the weekends or during holidays.**

In accordance with federal and state regulations, schools must notify parents within 60 calendar days of the start of the school year. This letter serves as your annual notice that you have the right to request information about the professional qualifications of your child's teachers, instructional support staff, and school principals.

Your continued support and collaboration on attendance and on every aspect of your children's education is very much appreciated. Thank you again!!!

Sincerely,

Cobre Consolidated Schools Administration

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Daily School Schedules

Please check when your child's school drop off times are permitted.
If your child is tardy a parent/guardian must bring the student to the office and sign them in.

Bayard Elementary 575-537-4040
Wendy Tow, Principal

Classes Begin	7:45 AM
Breakfast	7:35- 8:00 AM
Lunch and Recess	11: 00 AM–12:20 PM
Classes Dismissed	3:30 PM
Office Hours	7:30 AM – 4:00 PM

Central Elementary 575-537-4050
Roxanne Ogas, Principal

Classes Begin	7:45 AM
Breakfast After the Bell	7:35- 8:00 AM
Lunch and Recess	11:00 AM–11:40 AM
Classes Dismissed	3:30 PM
Office Hours	7:30 AM – 4:00 PM

Hurley Elementary 575-537-4060
LaVerne Martinez, Principal

Classes Begin	7:45 AM
Breakfast After the Bell	7:45- 8:00AM
Lunch and Recess	10:45 AM–12:15 PM
Classes Dismissed	3:30 PM
Office Hours	7:30 AM – 4:00 PM

San Lorenzo Elementary 575-537-4070
Shay Biebelle, Principal

Classes Begin	7:45 AM
Breakfast After the Bell	7:45- 8:00AM
Lunch and Recess	11:45 AM–12:15 PM
Classes Dismissed	3:30 PM
Office Hours	7:30 AM – 4:00 PM

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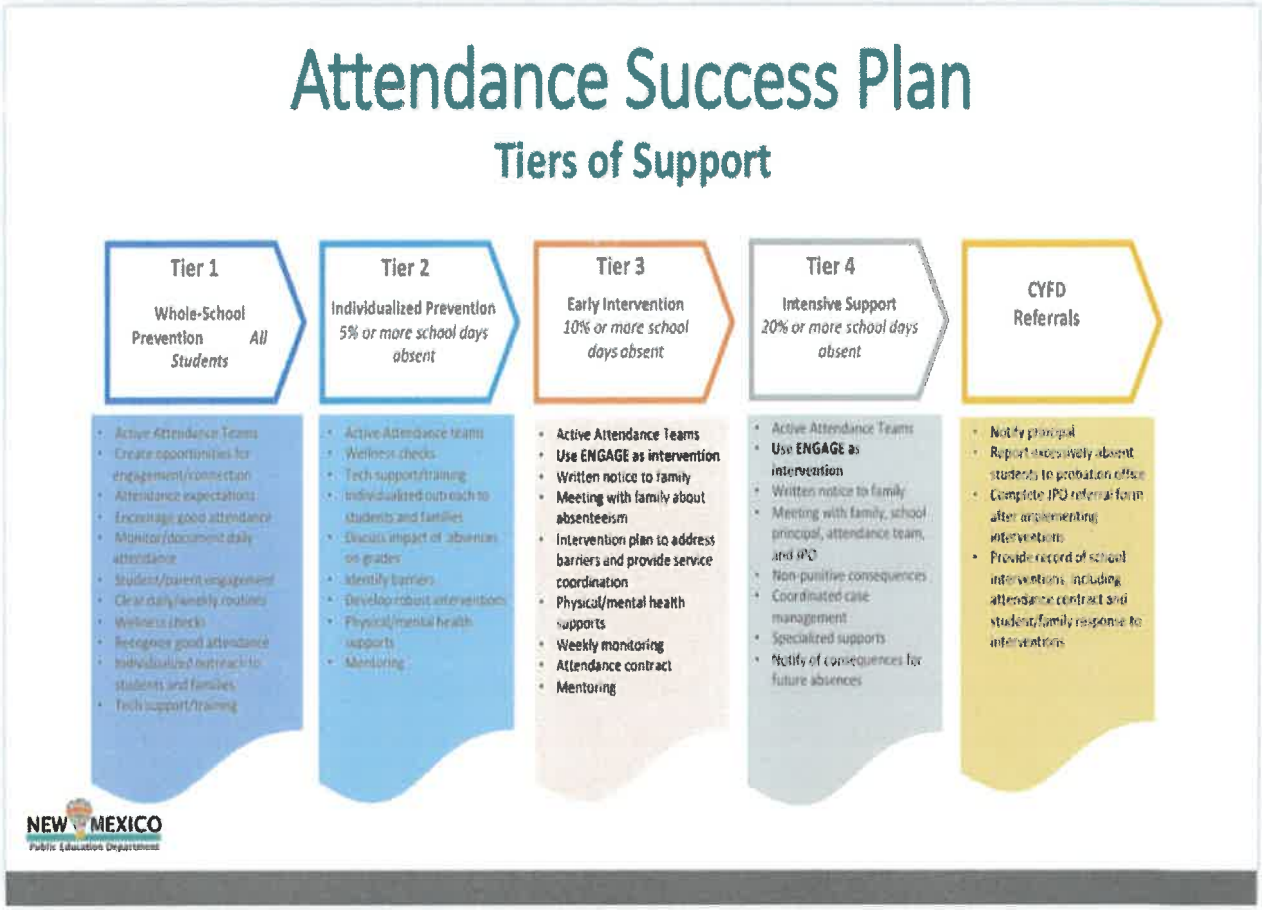
Attendance & Guidelines:

(New Attendance Policy Adoptions in District Policy Handbook available on District website)

School Attendance Policy J-0250 – 1684, Student Absences/Excuses, Exclusion/Health Exemptions

At all grade levels:

- Parents/legal guardians must notify the school of an absence within 24 (twenty-four) hours and must send or present a note in person to the school attendance secretary within forty-eight (48) hours of the student's return to school.
- Parents/legal guardians must notify the attendance office immediately of an extenuating circumstance requiring long term absence from school. An **ASAT meeting and intervention will be required.**
- Students who are absent may be given alternative assignments due to the fact that assignments, which require class participation, cannot be made up,
- In mastering course content, all assignments missed due to an absence (excused or unexcused) must be made up within the same number of days as the student was absent.



Cobre Elementary Schools Attendance Policy:

Student success is directly impacted by a student's ability to attend classes, and be on time. Students who attend classes regularly and on time, develop self-discipline and good habits that set them up for success in the future. Students who have good attendance are more likely to have higher grades, enjoy school more, and become more employable after they graduate. Poor attendance at school will result in involvement of CYFD and JPO with attendance contracts and/or sanctions for non-attendance since attendance at school is mandated by Compulsory School Attendance Law (Chapter 22, Article 12 NMSA

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1978.). You may pick up a copy of the Compulsory Attendance Law at the school office. There is a District Attendance Coach that will be conducting home visits and ensuring that students are successfully attending school regularly in accordance with the law.

District and School Incentives
There will be district and school wide incentives for perfect attendance for students who are able to maintain perfect attendance at the end of the year.

Absences:

- **Excused Absences:**
  - **Parent Excused Absences are as follows:**
    - Students will be allowed 5 excused absences (per semester) by a parent or guardian for the school year.
    - Parents must call the school to excuse any absence.
  - **Doctor Excused Absences are as follows:**
  - Illness, injuries or treatment must be verified by a physician's note, which mandates the student to miss school.
  - Hospitalization—Has to be verified.

Unexcused Absences:

- **At five (5) unexcused absences:**
  - Parents will be contacted, and the Attendance Coach will develop an attendance contract to support improved student attendance.
  - If parents cannot be reached, a home visit will be conducted.
- **At ten (10) unexcused absences:**
  - The parent/guardian will be notified in writing of the violation of the mandatory attendance law.
  - Parents/Guardians are required to attend an appointment with the school's Student Assistance Team, and a referral will be made to CYFD.
  - If a student continues to be absent after 10 days, the student may be dismissed from the school or a loss of grade level promotion will be considered.

Enrollment and Requirements:
(Attendance Policy Adoptions in District Policy Handbook available on District website-J-0600-J-1300)

- State birth certificate
- Immunization record
- Transfer students also need-previous school-disenrollment documentation
- Verification of residency (i.e., Utility Bill)

Enrollment age requirements:

- PreK 3Y must reach the age of 3 prior to September 1
- PreK 4Y must reach the age of 4 prior to September 1
- Kindergarten must reach the age of 5 prior to September 1

Tardy Policy:
If a student is more than 45 minutes late to class, the student will be counted absent half a day. If the student leaves more than 45 minutes early, they will be considered absent half a day.

Excused Tardy: A note will be needed from a doctor, teacher, or the office in order to excuse a tardy.
Unexcused Tardy: A tardy that is not excused or approved will be recorded as an unexcused tardy.

- **Unexcused Tardy Consequence:**

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- 3rd unexcused tardy in any period per nine weeks will result in it being counted as 1 day absent and a parent conference.
- 6th unexcused tardiness in any period per nine weeks will result in an appointment with the Attendance Coach/Team to discuss solutions for the excessive tardiness.

Principal approval may be granted on a case-by-case basis.

If parents do not attend, set appointments with the Attendance Coach/Team or School Administration, a referral to CYFD will be made. *(New Attendance Policy Adoptions in District Policy Handbook available on District website* J-4600)

Cafeteria Guidelines and Procedures are based on the Lifelong Guidelines and LIFESKILLS

Cafeteria: Free breakfast and lunch meals are a part of the District's Food Services Program. Students bringing lunch **may purchase milk** in the cafeteria during lunch hour. **Soft drinks are not allowed**. To maintain the district's eligibility for the school-wide free breakfast/lunch program, students need to eat both meals in school. If a student goes home for lunch and returns before the other students are dismissed from the cafeteria, he/she is to go to the cafeteria and wait to be dismissed.

Guidelines and Skills:

- Students will enter the cafeteria quietly and proceed to their assigned table (*Organization, Cooperation, Common Sense, Responsibility and Caring)*
- Students will use good table manners *(Personal Best, Respect, Integrity, Responsibility and Caring)*
- Students will not share food items due to health reasons *(Responsibility, Common Sense, and Caring)*
- Students will remain seated until given permission to dismiss (*Respect, Patience, Problem Solving)*
- Students are responsible for cleaning their own table space by bussing their trays and throwing away trash *(Initiative, Responsibility, Pride, Effort, Organization, Caring)*
- During inclement weather, students will remain in the cafeteria and wait to be dismissed *(Cooperation, Trustworthy, Pride, Self-Control)*
- Students who have difficulty following the Cafeteria Procedures may lose their cafeteria privileges *(Self-Control)*

Cell Phones:

As used in this policy, "wireless communication device" means a portable electronic device capable of transmitting voice. text or data; including but not limited to a: 1) cellular phone, smart phone or smartwatch: 2} tablet computer: 3) laptop computer; or 4) gaming device.

LEGAL REF.: NMSA TBD section of the Public-School Code/2025 SB 11
CROSS REF.: JIC - Student Conduct
JK - Student Discipline
JIH - Student Interrogations. Searches, and Arrests IJNDB - Use of Technology Resources in Instruction IJNDB-R - Use of Technology Re sources in Instruction Regulation

USE OF CELL PHONES AND ELECTRONIC DEVICES IN SCHOOLS

School principals. with the approval of the Superintendent and in compliance with Board polity and administrative regulations, shall make rules regarding student use of wireless communication devices during instructional hours. School rules may also restrict student use of wireless communication devices during non-instructional hours within school buildings and programs. on school property, in school vehicles. and/or while students are attending school-sponsored activities. Other than as set forth herein. nothing in this policy prohibits the complete prohibition of student use or possession of wireless communication devices during the school day

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and/or at times during which the District has supervisory authority over students, or a school requirement that wireless communication devices be stored in a designated storage area inaccessible to students. Rules related to student use of electronic wireless communication devices may differ between the schools. locations within schools. times of day, grade level programs, and activities. and individual students may have device privileges further limited as a consequence for violation of school rules. School principals shall notify students. staff and parents/guardians of applicable rules for the use of wireless communication devices within their buildings and programs.

Neither the District nor any school shall establish a rule or otherwise prohibit students from using wireless communication devices for:

- text-to-speech,

speech-to-text or other assistive technologies that aid in disability accessibility-communication. navigation or learning: or

- a wireless communication device if the use of the device is a medical necessity,

an accommodation for a student with a disability, or included in a student's individualized education program or 504 plan: or

- a health, safety, or emergency reason, or for educational as reasons, determined by the classroom teacher or site administrator.

Violations of any school rule or regulation related to this policy shall result in disciplinary action and may result in confiscation of the wireless communication device. In such an event, school officials may determine. pursuant to school rules, whether to withhold and not return the confiscated device until a conference has been held with the student's parent/guardian. School officials who confiscate a wireless communication device for violation of this policy or school rules shall not search the contents of the device without reasonable suspicion that a search will reveal evidence of a violation of school rules or the law. and then only in compliance with the student's constitutional or other rights and as provided by policy.

Common Core State Standards:

The Common Core is a set of high-quality academic standards in mathematics and English language arts/literacy (ELA). These standards outline what a student should know and be able to do at the end of each grade. The standards were created to ensure that all students graduate from high school with the skills and knowledge necessary to succeed in college, career, and life, regardless of where they live.

Discipline:

Depending upon the nature of the violation, and the surrounding circumstances, student discipline may be progressive, i.e., generally, a student's first violation should merit a lighter penalty than subsequent violations. A District employee or agent should take into account all other relevant factors in determining an appropriate penalty. The above penalties may be imposed either alone or in combination.

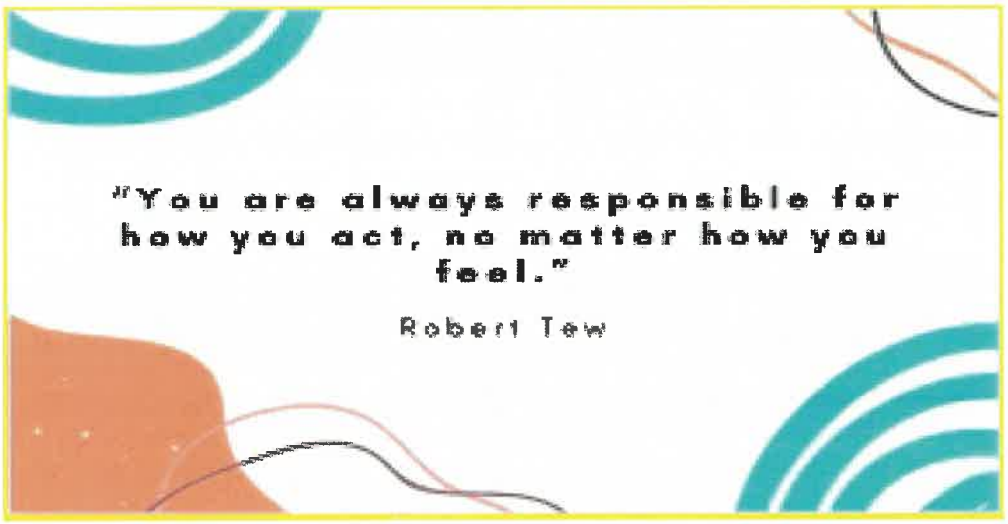
Student Disciplinary Proceeding: Any parent, student or other person may report a violation of student disciplinary rules to a school staff member or administrator. The employee will then report this to an administrator who will then make an investigation of the charges as deemed appropriate and will institute appropriate proceedings.

This information for the maintenance of public order on school property will be publicized on the District web site, in student handbooks and explained to all students and provided in writing to parents as requested. In order to promote effectiveness of student discipline, the assistance of parents in enforcing rules for student discipline shall be invited and encouraged.

Involving Staff Members: The principal is responsible for involving staff members of the school in the development of a positive plan for student discipline. All staff members are responsible for implementing the plan of student discipline for the school.

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Violations of school rules and policies will result in disciplinary action. Board Policy and the Behavior Discipline Matrix will be used to guide the level of consequence for each disciplinary violation.



Expulsion Procedures: *(Policy Adoptions in District Policy Handbook available on District website)*

Only the School Board ("Board") has the authority to expel a student. The Board may, however, delegate to a hearing officer the function of conducting the expulsion hearing and of recommending appropriate board action.

- The school principal/or designee may recommend to the superintendent that a student be expelled. The superintendent may recommend expulsion to the board.
- When the superintendent recommends expulsion, the student shall be suspended pending action on the recommended expulsion by the Board.
- No student shall be expelled without a formal hearing unless the student's legal guardian, or the student, if 18 years of age, waives the right of such a procedure. Any such waiver shall be in writing, except the failure to appear at the hearing after notice shall be deemed to be a waiver.
- If the Board holds the expulsion hearing, it shall be conducted in executive session unless the student or the student's legal guardian and the Board agree to a public hearing. If the hearing is conducted by a hearing officer, it shall be private unless the student or the student's parent(s) or guardian and the Board agree that the hearing be public. If the hearing is conducted in executive session at a private hearing by the hearing officer, the information shall not be made public by a hearing officer, the information shall not be made public regarding the name of the minor student, the issue, the decision, or a board member's vote.
- In cases heard but not determined by a hearing officer, the hearing officer shall provide the Board with findings of fact, a conclusion as to whether or not the student is guilty of the alleged misconduct, and recommended decision. The recommendations shall be made available to the student's legal guardians, or if over age 18, to the student The Board shall thereafter consider the matter in executive session or, if requested by the legal guardian or student, in public session, provided the Board and the other parties involved are mutually agreeable.
- Whether conducted by the Board or a hearings officer, expulsion hearing procedures shall include the following:

- Notice to the student and legal guardian by personal services or certified mail of the charges and the facts that support the changes. The notice shall include a statement of intent to consider the charges as reason for expulsion. Where notice is given by personnel service, the person serving the notice shall prepare a "return of service" for the file, indicating the person served, and the time and the place of service. Where notice is given by certified mail, the notice shall be placed in the mail at least five days before the date of the hearing.
- When the student or the legal guardian cannot understand English, the board shall provide an interpreter.
- Counsel or other persons may represent the student. The student shall be permitted to introduce evidence by testimony, writings, or other exhibits.
- The student shall be permitted to be present to hear evidence by the district
- An expelled student shall be excluded from school attendance and from all non- public activities in the district during the period of expulsion.
- Usually, the expulsion shall occur during the current semester in which the disciplinary action is taken. The expulsion may, however, extend to the next semester if the period of time would be too short to be effective.

Removal of Students from School Sponsored Activities: The principal of a school may remove a student from a school-sponsored activity if the principal determines that the student has violated a provision of the student discipline policies, rules, and/or regulations or if the principal determines that such removal is in the best interest of the activity or in the best interest of the school as a whole.
The principal also may remove a student from a specific position, such as officer, editor, or captain of an activity, without removing the student from the entire activity. The principal may remove a student pursuant to the preceding two (2) paragraphs, whether or not the student has been elected, appointed, or assigned to, or has volunteered for, the activity. *(Policy Adoptions in District Policy Handbook available on District website. See J- 4890 for detailed information on Removal of Students from School Sponsored Activities)*

Student Code of Conduct:
The Superintendent will establish regulations governing the conduct of students in school, traveling to and from school, at school functions, or affecting the school order. In establishing these regulations, the Superintendent may consult with parents, students and staff committees. In addition to compliance with regulations established by the Superintendent, students are expected to obey all rules and regulations adopted by the Board, and to obey any order given by a member of the faculty or staff relating to school activities. A student shall be defined as any person who is enrolled in an educational program provided by or approved by the Cobre District and carried on in premises owned or controlled by the District.
Students shall not engage in improper behavior, including but not limited to the following:

- Any conduct intended to obstruct, disrupt, or interfere with teaching, research, service, administrative or disciplinary functions, or any activity sponsored or approved by the Board.
- Leaving School Grounds –Students shall not leave the school grounds during the school hours without permission of the principal and/or secretary. This behavior will be considered as "run-away" and will be reported to the police.
- Students are not allowed to sell items of any kind at school.
- Tackle football is NOT allowed.
- Physical abuse of or threat of harm to any person on District owned or controlled property or at District sponsored or supervised functions.
- Damage or threat of damage to property of the District, regardless of the location, or to property of a member of the community or a visitor to the school, when such property is located on District controlled premises. Students and parents will be held responsible for damage or loss of school property, equipment, textbooks, library books, building and furniture.
- Forceful or unauthorized entry to or occupation of District facilities, including both buildings and grounds.

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- Unlawful use, possession, distribution, or sale of tobacco, alcohol, or drugs or other illegal contraband on District property or at school-sponsored functions.
- Conduct or speech that violates commonly accepted standards of the District and that, under the circumstances, has no redeeming social value.
- Failure to comply with the lawful directions of District officials or any other law enforcement officers acting in performance of their duties, and failure to identify themselves to such officials or officers when lawfully requested to do so.
- Violation of District rules and regulations.
- Engaging in any conduct constituting a breach of any federal, state, or city law or duly adopted policy of the Board.
- Carrying or possessing a weapon on school grounds.

In addition to the general rules set forth above, students shall be expected to obey all policies and regulations focusing on student conduct adopted by the Board. Students shall not engage in any activities prohibited herein, nor shall they refuse to obey any order given by a member of the faculty or staff who is attempting to maintain public order.

Any student who violates these policies and regulations may be subject to discipline up to expulsion, in addition to other civil and criminal prosecution. These punishments may be in addition to any customary discipline that the Cobre District presently dispenses.

Local law enforcement shall be notified by the Superintendent regarding any suspected crime against a person or property that is a serious offense, involves a deadly weapon or dangerous instrument or that could pose a threat of death or serious injury to employees, students or others on school property.

The authority of the Superintendent to establish regulations covering students may be delegated to principals for their individual schools.

Students Walking out of Class: Students ARE NOT allowed to leave the room without permission. Students violating this rule are subject to discipline for defiance and/or truancy.

Students are reminded that they are under the direction and control of the classroom teacher at all times. Students who become upset or have an urgent need to leave the classroom must request permission from the teacher and it will be up to the teacher's judgement as to whether the problem warrants a pass.

Suspensions: The authority to suspend a student for up to ten (10) days, after an informal hearing is held, rests with the school administrator or principal. If a danger to students or staff members is present, the principal may immediately remove the student from school, with prior contact with the parents and with a notice and hearing following as soon as practicable. A student may be removed from contact with other students as a temporary measure but shall be reinstated by the next school day unless short-term suspension is imposed.

In all cases, except summary suspension where a danger to students or staff is evident, the student shall remain in school until applicable due process procedures are instituted. In *no* instance shall students be released early from school unless parents have been notified. The Superintendent may designate a hearing officer for suspension/expulsion hearings.

(Policy Adoptions in District Policy Handbook available on District website. See J- 4850 for detailed information on steps taken for Suspension and/or Expulsion.)

Suspension and Disciplinary Considerations for Special Education Students:

Special Education students are not immune from the district's disciplinary process once placement procedures are properly followed. The exclusion of an exceptional student from his/her education program for more than a total of ten days during a school year constitutes a significant change in placement. Long term suspension (ten days or more, or a series of suspensions totaling ten days or more) or expulsion of handicapped students for seriously disruptive and/or dangerous behavior related to their handicap or resulting from an inappropriate placement is prohibited. Both in-school suspension and

out-of-school suspensions exclude a student from his/her education program and are to be counted together when applying the ten (10) day rule. Continuance of the educational program is mandatory. Special Education students may only be removed from the educational environment when:

- The student's behavior endangers the student or others, or the education of the students is significantly impaired by disruptive behavior; or
- special education placement procedures have been employed prior to the student's removal. The decision to remove an exceptional student from his/her education program is to be made on an individual basis.

Suspensions are an area of concern if the behavior that occurs is related to the student's handicapping condition or exceptionality. Disciplinary processes and suspensions must be consistent with the goals and objectives of the student's individual education program. Long term suspension (a total of ten days during the school year) represents a change in placement and is subject to the evaluation, placement and due process requirements to the Educational Standards for New Mexico Schools. The student's educational program is to be reviewed by the Educational Appraisal and Review Committee (EA&R); and (1) a more restrictive environment created; and (2) action taken, which accommodates the student's needs, as evidenced by subsequent behavior.

All students are subject to the behavior consequences noted in this handbook. If a student has a Behavior Intervention Plan the BIP will be followed.

Dress Code:

The Cobre Consolidated School District's Board of Education authorizes the administration to establish a standard or uniform dress code, as deemed necessary.

- Promotes a more effective climate for learning
- Creates opportunities for self-expression
- Increases campus safety and security
- Fosters school unity and pride
- Eliminates "label competition"
- Ensures modest dress
- Minimizes costs to parents

Standard dress is implemented in grades kindergarten (K) through five (5). All students must adhere to the dress and appearance standards set forth in the Cobre Consolidated School District's Dress Code. A student's dress and appearance shall be such that it does not materially disrupt or interfere with a school's educational mission or threaten the safety of others.

- *Students must wear shoes to school. For safety reasons, flip-flops, shoes with cleats, wheels (heelies), high heels and platforms are not allowed.*
- *Hemlines of skirts, dresses and shorts should not be shorter than five (5) inches above the knee. T-shirts and jerseys, if longer than fingertips, will be tucked in.*
- *Students' back, chest and midriff must be covered at all times. Loose knit, transparent, torn or 'see through' garments that do not fully conceal these areas are not permitted. Spaghetti straps and racer backs are not permitted.*
- *Pants must be worn at the waist.* ***Sagging is not permitted****. If pants are "sagging" parents will be called to bring either a belt or another pair of pants. If parents cannot be contacted the school may provide rope or twine for the day.*
- *Hair is to be maintained in a clean, well-groomed manner and may not present a safety hazard upon entering any school building. Extreme hair dyes are discouraged.*
- *The following items are* ***BANNED****: Clothing or accessories that advertise or depict: tobacco (nicotine) products; alcoholic beverages; drugs; lewd, offensive, vulgar or obscene writings and pictures, which may include clothing depicting death, dismemberment or violence; gang attire such as bandanas, chains, medallions, etc. The following are banned for safety reasons: excessive* ***sculptured or false nails, excessive large hoop earrings, spikes/nail earrings, ear lobe gauges****.*

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- *Obscene language or symbols, or symbols of sex, drugs, or alcohol on clothing are expressly prohibited.*

Fees:

A fee will be assessed for lost or destroyed books/equipment/technology. The financial responsibility falls on the student and parent.

Gifts:

Special gifts (flowers, stuffed animals, balloons, etc.) will be delivered to students **after** 2:30 p.m.

Grading Policy:

Report cards are issued every nine weeks. Progress report grades are issued in the middle of each grading period. If you have concerns about your child's progress, please call the classroom teacher to set up an appointment. In accordance with statute NMSA 22.2C.6.E, parents will be notified if their child is in danger of retention and a conference will be held to discuss remediation programs. Letter grades are issued as follows:

- A = Excellent = 90-100%
- B = Good = 80-89%
- C = Satisfactory = 70-79%
- D = In danger of failing/unsatisfactory = 60-69%
- F = Failing = Below 60%
- I = Incomplete

Homework: Homework is a necessary part of the educational process. Please review your child's homework assignments and help him/her to understand the assignment. The district expects students to read 30 or more minutes per day outside of the school day.

Harassment, Bullying, Gang Activity

- Policy Adoptions in District Policy Handbook available on District website (J-2550, J-2561, J-2581, J-2900, J-2911)

Harassment, bullying and cyberbullying are prohibited on school property:

- including electronic communication on or with the use of its property;
- at sponsored functions; and
- on its to-and-from-school transportation or transportation by the District to or from any school-sponsored event.

Electronic communication is prohibited if it is:

- directed at a student,
- published with the intent that it be seen by or disclosed to that student and others, and
- substantially interferes with the student's ability to participate in or benefit from the services, activities or privileges provided by the public school.

Anti-bullying and prevention shall be included as a part of the health education curriculum as set forth in the New Mexico Administrative Code and incorporated annually in the instruction for all students.

Definitions.

- "Harassment" means *knowingly pursuing a pattern of conduct that is intended to annoy, alarm or terrorize another person.*
- "Bullying" means *any severe, pervasive or persistent act or conduct that targets a student, whether physically, electronically or verbally, and that:* may be based on a student's actual or perceived race, religion, color, national origin, ancestry, sex, sexual orientation, gender identity, spousal affiliation, physical or cognitive disability or any other distinguishing characteristic; or on

an association with a person, or group with any person, with one (1) or more of the actual or perceived distinguishing characteristics; and

- can be reasonably predicted to:
  - *place a student in reasonable fear of physical harm to the student's person or property;*
  - *cause a substantial detrimental effect on a student's physical or mental health;*
  - *substantially interfere with a student's academic performance or attendance; or substantially interfere with a student's ability to participate in or benefit from the services, activities or privileges provided by an agency, educational institution or grantee.*
- "Cyberbullying" means any bullying that takes place through electronic communication.
- "Electronic communication" means a communication transmitted by means of an electronic device, including a telephone, cellular phone, computer, electronic tablet, pager or video or audio recording.
- "Gender identity" means a student's self-perception, or perception of that student by another, of the student's identity as a male or female based upon the student's appearance, behavior or physical
  characteristics that are in accord with or opposed to the student's physical anatomy, chromosomal sex or sex at birth.
- "Local school board" includes the governing body of a charter school.
- Physical or cognitive disability" means a physical or cognitive impairment that substantially limits one (1) or more of a student's major life activities.
- "Progressive discipline" means disciplinary action, other than suspension or expulsion from school, that is designed to correct and address the basic causes of a student's specific misbehavior while retaining the student in class or in school, or restorative school practices to repair the harm done to relationships and other students from the student's misbehavior, and may include:
- meeting with the student and the student's parents;
- reflective activities, such as requiring the student to write an essay about the student's misbehavior;
- counseling;
- anger management;
- health counseling or intervention;
- mental health counseling;
- participation in skill-building and resolution activities, such as social-emotional cognitive skills building, resolution circles and restorative conferencing;
- community service; and
- in-school detention or suspension, which may take place during lunchtime, after school or during weekends.
- "Sexual orientation" means heterosexuality, homosexuality or bisexuality, whether actual or perceived."

Reporting and Investigation of Harassment & Bullying

School employees and volunteers having significant contact with students shall complete training on how to recognize signs that a person is being harassed, bullied or cyberbullied and shall be responsible for reading and understanding this policy.

Any student, parent or person may report an allegation of bullying by contacting a school employee with information that will allow the administration to contact those who may be involved. A school employee who has information about or a reasonable suspicion that a person is being harassed, bullied or cyberbullied shall report immediately to the school principal, an administrator, the superintendent or any of these school officers. Retaliation for witnessing or reporting bullying is prohibited and the person initiating such retaliation is subject to disciplinary action. Reports of retaliation shall be made in the same manner as those for bullying.

The Superintendent shall designate a school administrator at each campus to investigate all reports of bullying and shall supervise the investigation of all reports of bullying. Any school administrator who

receives a report of harassment, bullying, or cyberbullying shall take immediate steps to ensure a prompt investigation of the report and shall take prompt action in response to these acts upon confirmation of the occurrence through such investigation. Such action may include the least restrictive means necessary to address a hostile environment resulting from harassment, bullying or cyberbullying that may include:

- counseling; mediation; development of a student safety support plan for protection of the targeted student;

discipline up to but not including expulsion (see "progressive discipline" in ***Definitions*** above).

Where disciplinary action is necessary, District policies and regulations pertaining to permissible penalties and procedures shall be followed as in policy. Reference Policy JK for implementation of permissible penalties within the context of progressive discipline referent to all of the surrounding circumstances including:

- the nature of the incident;
- the developmental age of the student who is bullying as well as the student who has been bullied; and
- any history of problem behavior from the student who is bullying.

The Cobre District shall document reports and investigations of bullying by school and shall maintain those records for no less than four (4) years making such reports as shall be necessary to both state and federal authorities.

To assure that students and staff are aware of its content and intent, a notice of this policy and procedure shall be:

- posted conspicuously in each school building;
- made a part of the student handbook in such form and such language as may provide the best understanding for the student and parent population; and
- posted on the District web site.

Forms for submitting complaints are to be available to students, parents, other persons, and staff in the school offices. Reports or investigative information relative to harassment, bullying and cyberbullying shall be maintained by staff and the District and shared only in accord with the Family Education Rights and Privacy Act and conforming District discipline and conduct policies. Records of investigation and reported information sufficient to meet both state and federal reporting requirements on these topics shall be maintained

Violence Prevention Program: The Cobre Schools will document every accusation of violence or threat of violence. Principals may file a written report with law enforcement officials when accusations are made. This is likely to result in a police department investigation.

"Threats" include any verbal or physical attempt to make another person feel fear or harassed (including sexual harassment).

Examples:

- One student saying to another, "I am going to get you and beat you up or kill you."
- One student saying to another, "I want to kill myself."
- Physically fighting or hitting.
- Using wrestling moves toward someone.
- Trying to kiss or kissing another student
- Touching someone on an inappropriate body part.
- Touching someone without their permission.
- Cyber threats of harm

Illness and Emergencies:

Under the guidance of the CDC- Please keep your child home if your child demonstrates signs of an illness, flu like symptoms, or has a fever of 100.4° F. The school environment is one where children have close contact with peers and staff and illnesses can spread easily. - If you are not available, the person(s) you listed on the contact sheet will be called. Please make sure your contact information is ALWAYS current.

- **Sick Child Policy**

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- Regular school attendance is important, but a sick child needs to be at home getting well and to avoid exposure to other children and staff. If a child gets sick at school parents will be notified. ***Medicating the child before school may mask symptoms while the student is still contagious and may spread illness.***
- If a student is displaying symptoms of illness such as, cough, sore throat, runny nose- please bring your child to school and our school nurse will monitor symptoms and make the necessary recommendations.
- Children should be kept home for the following reasons:
    - A temperature of 100.4° degrees or greater.
    - A doctor diagnosed strep infection. Please follow doctor orders.
    - Vomiting or persistent diarrhea during the night or in the morning before school.
    - A heavy, moist productive cough, chest congestion, or discolored nasal drainage.
    - Pinkeye (conjunctivitis) Follow doctor orders and have no visible redness or discharge before returning to school.

Please call the school to excuse the child if the child will not be attending school.
Please ensure that your phone number(s), address and emergency contact information is all up to date. If there is a change, please contact the school office immediately with the new information.

Immunizations, Hearing and Vision Screenings: All immunizations need to be up to date throughout the school year. Screenings will be done for hearing and vision by a certified school nurse and/or nurse's assistant.

Medication: It is the policy of the Cobre Consolidated School District to adhere to and comply with the policies, directives and procedures regarding medication and students as set forth in the New Mexico School Health Manual and the Code of Conduct.
Updated copies of the New Mexico School Health Manual will be maintained in the Office of the Superintendent and at each school site.
If deemed necessary, based on a physician prescription and a school health plan, a student may be allowed to carry and self-administer asthma medication and emergency anaphylaxis medication that has been legally prescribed to the student by a licensed health care provider under the following conditions:

- the health care provider has instructed the student in the correct and responsible use of the medication;
- the student has demonstrated to the health care provider and the school nurse or other school official the skill level necessary to use the medication and any device that is necessary to administer the medication as prescribed;
- the health care provider formulates a written treatment plan for managing asthma or anaphylaxis episodes of the student and for medication use by the student during school hours or school-sponsored activities, including transit to or from school or school-sponsored activities; and
- the student's parent has completed and submitted to the school any written documentation required by the school or the school district, including the treatment plan required in paragraph (3) of this subsection and other documents related to l liability.

The parent of a student who is allowed to carry and self-administer asthma medication and emergency anaphylaxis medication may provide the school with backup medication that shall be kept in a location to which the student has immediate access in the event of an asthma or anaphylaxis emergency.
Authorized school personnel who in good faith provide a person with backup medication as provided in this section shall not be held liable for civil damages as a result of providing the medication.
****The district shall not be liable for failure to properly dispense medication as the final responsibility lies with the parent.***

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Internet

Internet Access to student information: The Cobre Consolidated School district uses PowerSchool service to provide students and parents with access to school information. Students and parents will receive activation codes at the beginning of the school year. Students and parents can view assignments, grades and attendance records specific to their classes/children. If you have not received your activation code or have questions about accessing PowerSchool, contact your school.

Internet Usage Policy: All students will receive Chrome Books to complete Remote Distance Learning. Students are required to sign the Chrome Book Damage Policy and Loan Agreement and agree to pay for any damages. Additional information and care for Chrome Books will be in the Loan Agreement. In addition, all students must have a signed parental permission form in order to be able to use the Internet at school/home. Please review the Acceptable Use Policy (sent home during the first week of school) and return it to the school as soon as possible. Questions about student use of the Internet may be referred to the principal.

Lost and Found:

A lost and found location is provided at the school for coats, gloves, caps, lunch kits, etc. Please have your child check with the office for items he/she has lost. All found items should be turned into the front office. Parents are strongly encouraged to label all jackets, backpacks, sweatshirts, etc. Parents are encouraged to check the lost and found throughout the school year.

Multi-Layered System of Supports (MLSS):

is New Mexico's adaptation of the Response to Intervention Framework (RtI). MLSS is a coordinated and comprehensive framework for educators to use to organize their schools and school systems to support student learning and goes beyond academics to include social and emotional support and resources for implementation. This support is accomplished by identifying and supporting students' learning and behavioral needs and by recognizing and providing the resources teachers, health and wellness personnel, and school administrators require for full implementation and long-term sustainability of MLSS. MLSS supports high-quality instruction and intervention, healthy students, and safe learning environments. The goal is to provide high-quality instruction and interventions matched to student needs. Student progress data should be analyzed frequently, and be used in instructional decision making. Additionally, nested within MLSS is the key "response to intervention" feature. That is, layer related interventions effectiveness are evaluated by student's responsiveness to them, as determined by an analysis of intervention data collected by **Student Assistance Team (SAT)**. Teachers and health and wellness staff schedule meetings to collaborate and identify interventions to promote student success. Teams work together to analyze data, share strategies, plan collaboratively, and assess the impacts of instruction and interventions on student achievement. School leaders support collaboration and hold teams accountable for positive impact on student achievement and wellness.

Parent/Teacher Conferences:

Formal parent teacher conferences will be held two times per year, once in the fall and once in the spring. Additional conferences are encouraged and should be scheduled with the teacher. Conferences promote communication that is useful in helping parents understand what is expected of students.

Parent Involvement:

The Cobre District encourages parents to volunteer, become active, and become members of the Advisory School Council. Elections are held each fall. Members of the council serve in an advisory capacity to the principal as well as to the district administration and school board throughout the year. Interested parents are encouraged to contact the school at the beginning of the year to get information regarding the Advisory School Council elections and other parent involvement activities.

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Personal Items:

The school is not responsible for lost or stolen personal items.

Personal property, including toys, that is not necessary to the students' education is not permitted.

- Cell phones and electronics
- Coats, caps, jackets, and lunch boxes should be clearly identified with the student's name.
- Bicycles may be ridden onto the school grounds and parked in the designated area. Bike locks are encouraged to prevent theft. Bike riding on the playground is not permitted.
- Pets should not accompany students to school. Animal control officials will be called to pick up animal(s) that persist in staying on the school grounds.
- Due to safety and health concerns, items of a consumable nature such as flavored salts, candy, vitamins and cough drops are not to be brought to school.
- The school is not responsible for lost or stolen money.

Physical Education:

Physical Education is an integral part of the instructional program. All children are required to participate. If on a particular day your child cannot participate, please send a signed note to your child's teacher. A daily note will be satisfactory for up to three (3) consecutive days. After that time, a doctor's note is required. Students are required to wear tennis shoes for physical education.

Programs:

The following programs are available:

- ❖ Bilingual Education
- ❖ Special Education
- ❖ Physical Therapy
- ❖ Occupational Therapy
- ❖ Social Services
- ❖ Art
- ❖ Speech Therapy
- ❖ School-wide Title I Program
- ❖ Music
- ❖ After-school tutoring and clubs
- ❖ Psychological Services
- ❖ Physical Education
- ❖ Counseling
- ❖ Anti-Bullying

For additional information on currently available programs, please contact your child's teacher or school principal.

Retention/Promotion

Retention/Assignments: A parent/guardian shall be notified no later than the end of the second grading period that his/her child is failing to make adequate yearly progress, and a conference consisting of the parent/guardian and the teacher shall be held to discuss possible remediation programs available to assist the student in attaining adequate yearly progress. Specific academic deficiencies and remediation strategies shall be explained to the student's parent(s) and a written plan shall be developed containing timelines, academic expectations and the measurements to be used to verify that the student has overcome his/her academic deficiencies. Remediation programs and academic improvement programs may include tutoring, extended day or week programs, summer programs and other research-based models for student improvement. At the end of grades one through seven, options are available, dependent on a student's academic proficiency:

- **Promotion:**
  the student is academically proficient and shall enter the next higher grade NMSA Section 22-2C-6
- **Retention Guidelines:**
  - In the event that retention is possible the parent/guardian should be informed no later than the end of the second grading period. At that time, the student may be referred to the Student Assistance Team (SAT) if he/she is not already in the SAT process.

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- The principal and the SAT team members shall closely examine the student's performance, study habits, assessment data, and other pertinent information. Additionally, a plan for improving the student's performance must be developed. This may include aggressive intervention and support strategies.
- Additional SAT meetings will be arranged by the teacher with the parents, to monitor and discuss the student's progress, attitude, ability, and the advantages and disadvantages of retaining the student.
- In the event that the decision was made to retain a student, that decision and documentation will follow the student to any school that he/she attends. Taking your child to another school will not negate the decision.

(Policy Adoptions in District Policy Handbook available on District website. See J–1400 – for Assignments of students to class and grade levels. See J–1411 – for Assignments- Elementary/High School. See J–1500 – for Assignments of students of At-Risk students to classes and programs

School Grounds:

Students are expected to follow all school ground rules and obey the staff on duty. For security/safety reasons, only students and school personnel are allowed on the playgrounds during recess periods. There is no supervision before **7:35 AM.** Please do not drop off your child before that time. All students are to leave the school grounds promptly at school dismissal time unless they are participating in a supervised after-school activity.

School Property:

Each student is expected to take pride in the physical appearance of the school. Teachers and students should be observant at all times to prevent damage or destruction of school property. Any marking or marring of school property should be reported to the office at once.

No student shall damage or deface any property belonging to the District. The type of discipline that may be imposed for damage to school property by students depends upon the circumstances. A school may withhold the grades, diploma and transcripts of a student responsible for damage or loss of school library or instructional material until the parent, guardian or student has paid for the damage or loss. Students may be subject to discipline for willful damage or destruction of school property.

If any minors engage in conduct that results in damage to District property, the District may institute formal charges for the purpose of having the court order the minors, or their parents, to make full or partial restitution to the District in accordance with law.

School Safety Plan:

A school safety plan is on file at each school. Every precaution is taken to ensure the safety of your child during normal school hours. Regular fire and lock-down drills are practiced throughout the year to make certain students learn proper safety procedures.

School Sponsored Activities

School sponsored activities follow the same rules and regulations as per school policy. The principal of a school may remove a student from a school-sponsored activity if the principal determines that the student has violated a provision of the student discipline policies, rules, and/or regulations or if the principal determines that such removal is in the best interest of the activity or in the best interest of the school as a whole.

Search and Seizure:

SUPPLEMENTAL to District School Handbooks and Athletic Handbooks

SEARCH AND SEIZURE - SY: 2023-2024

Pursuant to the New Mexico Administrative Code (NMAC) and the Cobre Consolidated School District Board Policy, STUDENT INTERROGATIONS, SEARCHES, AND ARRESTS, J-3400 [20]

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Any request by law enforcement agencies and/or other government agencies (i.e., Children, Youth & Families Department) to see a student, interview a student or make an arrest at school, must be verified by the principal and/or his/her designee, to be assured that such request is authorized by that individual's agency. The principal will request identification and written authorization from the individual, and will verify the legitimate request by the individual's agency by telephone. The principal must notify the Office of the Superintendent each time the police are on campus.

SEARCH And SEIZURE: School property assigned to a student and a student's person or property while under the authority of the public schools are subject to search, and items found are subject to seizure, in accordance with the requirements below.

- ***Notice of search policy.*** Students shall be given reasonable notice, through distribution of written policies or otherwise, of each school's policy on searches at the beginning of each school year or upon admission for students entering during the school year.
  - ***Who may search:*** Certified school personnel, school security personnel and school bus drivers are **"authorized persons"** to conduct searches when a search is permissible as set forth below. An authorized person who is conducting a search may request the assistance of some other person(s), who upon consent become(s) an authorized person for the purpose of that search only.
  - ***When search is permissible.*** Unless local school board policy provides otherwise, an authorized person may conduct a search when he or she has a **reasonable suspicion** that a crime or other breach of disciplinary rules is occurring or has occurred. An administrative authority may direct or conduct a search under the same conditions and when he or she has reasonable cause to believe that a search is necessary to help maintain school discipline.
  - ***Conduct of searches; witnesses.*** The following requirements govern the conduct of permissible searches by authorized persons:
    - (a) School property, including lockers and school buses, may be searched with or without students present unless a local school board or administrative authority provides otherwise. When students are not present for locker searches, another authorized person shall serve as a witness whenever possible. Locks furnished by students should not be destroyed unless a student refuses to open one or circumstances otherwise render such action necessary in the judgment of the administrative authority.
    - (b) Student vehicles when on campus or otherwise under school control and students' personal effects which are not within their immediate physical possession may be searched in accordance with the requirements for locker searches.
    - (c) Physical searches of a student's person may be conducted only by an authorized person who is of the same sex as the student, and except when circumstances render it impossible, may be conducted only in the presence of another authorized person of the same sex. The extent of the search must be reasonably related to the infraction, and the search must not be excessively intrusive in light of the student's age and sex, and the nature of the infraction.
- ***Seizure of items:*** Illegal items, legal items which threaten the safety or security of others and items which are used to disrupt or interfere with the educational process may be seized by authorized persons. Seized items shall be released to appropriate authorities, a student's parent, or returned to the student when and if the administrative authority deems appropriate.

- ***Use of Dogs in Drug Searches.*** In any actions undertaken pursuant to the schools' search and seizure policy, the School District is authorized to use dogs whose reliability and accuracy for

sniffing and detecting any illegal or unauthorized substances and objects has been established. The dog will be accompanied by a qualified and authorized dog trainer handler who will be responsible for the dog's actions. An indication by the dog that an illegal or unauthorized substance or object is present on school property or in a vehicle on school property shall be reasonable cause for a search by school officials.

- The Superintendent or his/her designee shall request the use of drug dogs when the Superintendent or his/her designee believe this type of action is necessary for the safety of the students of the School District. The Superintendent shall appoint administrators of each campus to be in charge of canine searches. Procedures established by the Superintendent and this policy must be followed. The procedures will include but are not limited to the following:
- The administration has the right to search and seize property, including school property temporarily assigned to students, when there is reasonable suspicion that a crime or other breach of disciplinary rules is occurring or has occurred. *(J-3411, J-3431, J-3432, J-3433)*
- Items provided by the District for storage (e.g., lockers, desks) of personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. (Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, etc., may be inspected at any time with or without reason, or with or without notice, by school personnel.)

Notification of law enforcement authorities. Unless a local school board policy provides otherwise, an administrative authority shall have discretion to notify the local children's court attorney, district attorney or other law enforcement officers when a search discloses illegally possessed contraband material or evidence of some other crime or delinquent act.

The administration has the right to search and seize property, including school property temporarily assigned to students, when there is reasonable suspicion that a crime or other breach of disciplinary rules is occurring or has occurred.

Items provided by the District for storage (e.g., lockers, desks) of personal items are provided as a convenience to the student but remain the property of the school and are subject to its control and supervision. (Students have no reasonable expectancy of privacy, and lockers, desks, storage areas, etc., may be inspected at any time with or without reason, or with or without notice, by school personnel.)

Arrest: When a peace officer enters a campus and indicates an intent to take a student into custody or arrest a student, the office staff shall request the peace officer to establish proper identification, complete, and sign a "Form for Signature of Arresting Officer." The school staff shall cooperate with the officer in locating the child within the school. School officials may respond to parental inquiries about the arrest or may contact the parents, if necessary, to explain the relinquishment of custody by the school and the location of the student, if known.

Student Check-Out:

Student check-out is strongly discouraged. We ask that students remain at school the entire day, as not being in school makes it difficult for students to make-up work and instruction they miss. If it is unavoidable and a student must be checked out, only a parent or other pre-authorized adult that is listed on the student's emergency form (18 years of age or older) will be allowed to check the student out. It is important that all information on the Emergency Medical Authorization form be accurate and complete. It should be updated whenever a change in the residence or telephone number occurs. If your child becomes ill at school, care will be provided until you or another authorized person can provide transportation home. Children cannot be sent home unless a responsible adult is present to assume the responsibility. Students leaving the school during the regular school day must be signed out through the office. We have a procedure in place to help guarantee your child's safety, which may include asking for

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certain information and identification of the person checking out the student. Students checked out during the day must have a written excuse for the time absent from school.

Released Time for Religious Instruction –

(New Attendance Policy Adoptions in District Policy Handbook available on District website)

Policy – J-1900 -Students at the school may be granted released time to attend religion classes near the school campus under the following conditions and guidelines:

- The person who has custody of the student has given written consent.
- Any religious instruction or exercise takes place at a suitable place away from school property designated by a church or religious denomination or group.
- Released time should not interfere with the student's normal schedule.
- Time shall be provided for the student to make up the school work if missed during the absence.
- School credit will not be given for religion classes, nor will the course title be placed on the permanent record of the student.
- Discipline problems, reporting to parents, and attendance and other procedures necessary to religion class operation shall be the responsibility of the religion class instructors or supervisors.

Student Concerns, Complaints and Grievances

(Policy Adoptions in District Policy Handbook available on District website J- 3611- J-3632

The Superintendent is directed to establish procedures whereby students may present a complaint or grievance regarding a violation of their constitutional rights, equal access to programs, discrimination, harassment, intimidation, bullying or personal safety provided that:

Students may present a complaint or grievance regarding one (1) or more of the following:

- Denial of an equal opportunity to participate in any program or activity for which the student qualifies that is not related to the student's individual capabilities.
- Discriminatory treatment on the basis of race, color, religion, sex, age, national origin, or disability.
- Harassment of the student which means knowingly pursuing a pattern of conduct that is intended to annoy, alarm or terrorize another person.
- Intimidation by another student.
- Bullying by another student which means any repeated and pervasive written, verbal or electronic expression, physical act or gesture, or a pattern thereof, that is intended to cause distress upon one or more students in the school, on school grounds, in school vehicles, at a designated bus stop, or at school activities or sanctioned events. Bullying includes, but is not limited to, hazing, harassment, intimidation or menacing acts of a student which may, but need not be based on the student's race, color, sex, ethnicity, national origin, religion, disability, age or sexual orientation.
- Concern for the student's personal safety.

Any question concerning whether the complaint/grievance falls within this policy shall be determined by the Superintendent.

Student Government:

The organization of student councils in all schools is encouraged. Student government is expected to be "of the students, by the students, for the students," representing the students in the school in communications with the administration and in the organization of student activities. Members of student councils are to be elected democratically. The rights and responsibilities of the council should be clearly set forth by each school. Each student council must have a faculty advisor.

Student Publications:

(Adoptions in District Policy Handbook available on District website. J-2750, J-2761)

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The District recognizes the value of, supports, and encourages official school publications in teaching journalism, English, writing, and other skills. An official school publication definition is that made up of materials produced by students in a regularly scheduled class and intended for distribution to the student body. Students shall be required to submit official school publications to the building administrator for approval prior to distribution. Students may be allowed, under appropriate circumstances, to distribute non-curricular materials in the school setting, while recognizing the responsibility and authority of school officials to manage and control such distribution to ensure that the educational mission of the schools is not disrupted. Students shall be required to submit non-curricular publications to the building administrator's office.

Student Records:

Required student records (regular and special education) will be prepared in a manner consistent with the federal and state laws. The District will comply with the provisions of the Family Educational Rights and Privacy Act (FERPA) and the Individuals with Disabilities Education Act (IDEA), the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT ACT)

Confidentiality: *The right to inspect and review education records and the release of or access to such records, other information, or instructional materials will be consistent with federal law in the Family Educational Rights and Privacy Act, Title 20, United States Code, sections 1232g and 1232h, the USA PATRIOT ACT, and with federal regulations issued pursuant to such act.*

Student Safety and Wellness:

Student Safety: Teachers will be responsible for their classes at all times. At no time are students to be left unsupervised. Teachers have the authority to prohibit the use of and/or to confiscate any article that is a hazard to a student, disrupts the educational process or that may damage school property. In the case of an emergency, the teacher will seek help from the principal or trained personnel.

- **Use of Restraint and Seclusion:** Restraint and seclusion techniques as tools to prevent serious physical harm are to be used only if the following circumstances exist:
  - the student's behavior presents an imminent danger of serious physical harm to the student or others; and
  - less restrictive interventions appear insufficient to mitigate the imminent danger of serious physical harm.

These tools are to be employed only by school employees trained in safe and effective restraint and seclusion techniques unless an emergency situation does not allow time to summon those employees. *(Policy Adoptions in District Policy Handbook available on District website. J-Supervision of students, J-6-5450-Student Dismissal precautions)*

Student Wellness: The District is committed to providing school environments that promote and protect children's health, safety, well-being, and ability to learn by supporting healthy eating and physical activity in a safe environment. Healthy eating is demonstrably linked to reduced risk for mortality and development of many chronic diseases as adults.

To ensure the health and well-being of all students, the Board shall promote and monitor student wellness in a manner that the Board determines is appropriate in the following areas:

- *Nutrition Guidelines, Nutrition Education*: *Physical Activity, Other School-Based Activities Evaluation, Parent, Community and Staff Involvement*:

A health advisory council consisting of parent(s), school food authority personnel, School Board member(s), school administrator(s), school staff, student(s) and community member(s) shall be established by the Superintendent with the advice and consent of the Board. This council shall meet a minimum of twice a year for the purpose of making recommendations to the local board on the implementation, revision and evaluation of the wellness program. The Superintendent shall be the

presiding officer of the health advisory council and shall provide. ***(Adoptions in District Policy Handbook available on District website. J-4961, J-4962)***

Tips for Parents:

Parents can enhance their child's education by:

- Listening and talking with the child about schoolwork.
- Sharing personal experiences and feelings.
- Reading together.
- Shopping together.
- Providing opportunities for developing and accepting responsibility such as feeding a pet, picking up personal belongings, and doing family chores.
- Encouraging independent problem solving.
- Participating in your child's school program.
- Attending parent/teacher conferences.
- Communicating regularly with your child's teacher.
- Stimulating curiosity and creativity.
- Selecting and limiting television programs.
- Using complete sentences when speaking to your child and expecting them to respond in complete sentences.
- Utilizing PowerSchool to check attendance and grades.

TITLE IX:

The School District shall designate a Title IX coordinator by name, title, school address and telephone number on the District web site in handbooks and in publications.

Name: Theresa Dominguez
Title: Title IX Coordinator
Address: Cobre Consolidated Administration Bldg.
900 A Central Avenue
Bayard, NM 88023
Phone (575) 537-4010 EXT. 1102
E-mail: tdominguez@cobreschools.org

- Annually, the School District shall inform students of the right to review data gathered under the School Athletic Equity Act NMSA 22-31-1 through 6.
- Annually, the school administration shall submit an assurance of compliance with Title IX to the Board not later than August 31.
- The following is to comply with Title IX regulations found in 34 CFR Part 106 as revised in April of 2020 which is said to be designed to eliminate discrimination on the basis of sex in any education program or activity receiving federal financial assistance. An "education program or activity" includes locations, events, or circumstances over which the District exercised substantial control over both the respondent and the context in which the sexual harassment occurs.
- The District shall notify applicants for employment, students, parents or legal guardians of elementary and secondary school students, employees, and all unions or professional organizations holding collective bargaining or professional agreements with the District (persons entitled to notification), of the name or title, office address, electronic mail address, and telephone number of the employee or employees designated as the Title IX Coordinator.
- Any person may report sex discrimination, including sexual harassment (whether or not the person reporting is the person alleged to be the victim of conduct that could constitute sex discrimination or sexual harassment), in person, by mail, by telephone, or by electronic mail, using the contact information listed for the Title IX Coordinator, or by any other means that results in the Title IX Coordinator receiving the person's verbal or written report (such as reporting to any District employee). Such a report may be made at any time (including during non-business hours) by using the telephone number or electronic mail address, or by mail to the office address, listed for the Title IX Coordinator.

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- **Policy on Nondiscrimination on the Basis of Sex.** This School District does not discriminate on the basis of sex in the education programs or activities that it operates, and per Title IX and 34 CFR Part 106 will not discriminate in such a manner. The requirement not to discriminate in the education programs or activities extends to employment. Inquiries about the application of Title IX and 34 CFR Part 106 may be referred to the District's Title IX Coordinator, to the Assistant Secretary of the Office for Civil Rights, Department of Education, or both.
- **Grievance procedure and process adoption.** The District shall adopt, publish and provide notice of grievance procedures that provide for the prompt and equitable resolution of student and employee complaints alleging any action that would be prohibited by 34 CFR Part 106 and a grievance process that complies with § 106.45 for a report of sex discrimination or a formal complaint. As defined in §106.30(a), a "Formal complaint" means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the recipient investigate the allegation of sexual harassment." At the time of filing a formal complaint, a complainant must be participating in or attempting to participate in the education program or activity of the District in which a formal complaint is filed.
- The District must provide to persons entitled to a notification, notice of the grievance procedures and grievance process, including:
  - how to report or file a grievance of sex discrimination,
  - how to report or file a formal complaint of sexual harassment, and
  - how the recipient will respond.
- For purposes of this policy and by citation, the definitions in 34 CFR 106.30(a), are adopted (see citations below under LEGAL REF.) For purposes of this policy and in accord with the definitions in 106.30(a), "sexual harassment" means conduct on the basis of sex that satisfies one (1) or more of the following:
- (1) An employee of the recipient conditioning the provision of an aid, benefit, or service of the recipient on an individual's participation in unwelcome sexual conduct;
- (2) Unwelcome conduct on the basis of sex determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the recipient's education program or activity; or
- (3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30)."
- Upon receiving a report regarding sex discrimination or sexual harassment with or without a formal complaint, the Title IX Coordinator shall provide a response to complainant and respondent of non-disciplinary, non-punitive individualized services offered as appropriate, as reasonably available, and without fee or charge which provide supportive measures and which shall include, discussion of supportive measures and informing them of what is available without a formal complaint. The Title IX Coordinator is responsible for the implementation of supportive measures.
- Upon the making of a report regarding sex discrimination or sexual harassment the Title IX Coordinator shall promptly contact the complainant to:
  - discuss the availability of supportive measures as defined in § 106.30,
  - consider the complainant's wishes with respect to supportive measures
  - inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and
  - explain to the complainant the process for filing a formal complaint.
- Supportive measures as indicated above may include:
  - counseling,
  - extensions of deadlines or other course-related adjustments,

- modifications of work or class schedules,
- campus escort services,
- mutual restrictions on contact between the parties,
- changes in work or housing locations,
- leaves of absence,
- increased security and monitoring of certain areas of the campus, and
- administrative leave while a grievance is pending,
- emergency removal (following an individualized safety and risk analysis), and
- other similar measures.

- In responding to a report or formal complaint the District must treat complainant and respondent equitably by offering both supportive measures.
- The District must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the ability to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.
- **Retaliation prohibition.** No recipient or other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX or § 106, or because the individual has made a report or grievance, testified, assisted, or participated in or refused to participate in any manner in an investigation, proceeding, or hearing under this part. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or grievance of sex discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX or this part, constitutes retaliation.
- Disclosure: **Neither District policy, nor Title IX, require notification to a parent/guardian of a Title IX investigation involving their student. The Title IX Coordinator and investigator will use their professional judgement and discretion as to any parental notification.**

Transportation

Bus Rules and Regulations: All bus rules and regulations apply to students while on the bus and designated bus stops. Students who do not usually ride the bus may do so only with written parental permission and approval of the principal or superintendent.
The bus driver is responsible for the safety and conduct of students and has full authority over students while on the bus and infractions will be reported to the school office for disciplinary action. The privilege to ride the bus may be revoked for serious or repeated infractions. Only students riding the bus are to be in the bus loading area.

Possible School Bus Reporting Outcomes:

- ***1st report***: Student will be placed on and the parent/guardian will be notified that further behavior infractions may result in disciplinary action up to or including loss of ridership privileges.
- ***2nd report:*** Student may be suspended from the bus for a minimum of one (1) day or suffer other consequences dependent upon the seriousness of the offenses reported.
- ***3rd report***: Meeting with parent/guardian. Possible loss of bus ridership privileges for an extended period.

Transportation & Safety:

(New Attendance Policy Adoptions in District Policy Handbook available on District website)

Please refer to J-2450 – Student Conduct on school busses in reference to

1. Arrival Time	14. Prohibited items
2. Respecting Property	15. Exiting from the bus

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3. Boarding the Bus 4. Conduct on the bus 5. Prohibited items 6. Exiting from the bus 7. Crossing the Highway 8. Accident or other emergency 9. Consequences for Misconduct 10. Procedures followed upon misbehavior 11. Respecting Property 12. Boarding the Bus 13. Conduct on the bus	16. Crossing the Highway 17. Accident or other emergency 18. Accident or other emergency 19. Other Discipline 20. Records 21. Vandalism/Bus Damage 22. Notice 23. Criminal Conduct 24. Parent/Guardian Responsibility for Safety 25. Parent/Guardian Notification 26. School Bus Driver Duties and Responsibilities

Transportation to Student Activities: *(Further detain in District Policy J-2450)*
Students are required to ride to and from school-sponsored activities in District-provided transportation unless other arrangements have been approved by the Superintendent. An exception may be granted for a student to be released to a parent or legal guardian at the completion of the activity if a written request is received and approved by the principal prior to the trip. Students will only be released to persons specified in the request form after provision of satisfactory identification to the person in charge of supervision of the student.
No travel will be scheduled without an Administrative approval and a plan to incorporate opportunities for rest and relaxation for students, support personnel and drivers. All activity travel must conform to current Department of Transportation (DOT) Regulations regarding on duty, continuous, and total driving time.

Visitors:

All visitors must sign in through the office and receive a visitor's pass before visiting the school and follow CCSD Reentry Guidelines for Social Distancing. For security purposes and due to insurance liability, the school reserves the right to refuse admittance to anyone. Student visitors are asked not to come to school. Insurance does not cover children not enrolled. Due to safety concerns, outside doors, except for the front doors, are locked and will remain locked throughout the course of the day.

Weapons/Drug/Tobacco/Alcohol-Free Campus:

Drugs: The nonmedical use, possession, distribution, delivery or sale of drugs or counterfeit substances on school property or at school events is prohibited. *Nonmedical* is defined as "a purpose other than the prevention, treatment, or cure of an illness or disabling condition" consistent with accepted practices of the medical profession.
Students in violation of the provisions of the above paragraph shall be subject to removal from school property and shall be subject to prosecution in accordance with the provisions of the law. Alcohol and substance use by parents or students during any school sponsored activity is forbidden. This applies to all school sponsored activities, both on and off campus.
The use, possession and distribution of tobacco products, e-cigarettes and nicotine liquid containers, alcoholic beverages, hallucinogenic substances, inhalants, mood-altering substances and illicit drugs is prohibited in the following locations:

- School grounds, School buildings, School parking lots, School playing fields, School buses and other District vehicles, Transportation pick up areas, Off-campus school-sponsored events.

The Superintendent may establish procedures necessary to implement this policy. Disciplinary penalties may include, but are not limited to, suspension of the student from school or a recommendation for expulsion when there is evidence of repeated and continuous violation of this policy.

- All District employees are expected to cooperate in the enforcement of this policy. Student violations shall be reported to administrative personnel.

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- No school employee who in good faith reports any known or suspected use, possession or distribution of alcoholic beverages, mood-altering substances or illicit drugs shall be held liable for any civil damages as a result of such report or efforts to enforce this policy.

***Weapons*:** Carrying weapons on school buses, school grounds or to school sponsored activities is expressly forbidden. Any employee who observes any person in possession of a weapon or simulated weapon on school premises shall immediately report the matter to the school administrator. A school administrator who observes or receives a report of a student possessing a weapon on school premises shall immediately take appropriate safety and disciplinary actions in accordance with District policies and shall immediately report a violation of this policy to a peace officer.

Hard bats, darts, knives/sharp objects, blades, chains, sling shots, laser pointers, air guns, bb guns, etc. will be considered as a potential weapon and any student carrying an item of this sort will be subject to the penalties listed in Cobre Consolidated Schools' Policy Handbook. Penalties may include suspension, expulsion, and/or referral to appropriate law enforcement authorities.

A student who violates this policy by carrying or possessing a firearm shall be placed in an alternative education program for a period of not less than one (1) year, suspended for a period of not less than one (1) year, or expelled and not be readmitted within a one (1)-year period, if ever. The Superintendent may modify the one (1)-year duration of such disciplinary action on a case-by-case basis.

A student who violates this policy by any means other than carrying or possessing a firearm shall be subject to disciplinary action, including but not limited to expulsion. Disciplinary action against a student with one (1) or more disabilities shall be applied on a case-by-case basis in accordance with District policies and state and federal special education laws.

Weather Conditions:

When severe weather creates hazardous conditions, the school day may be delayed or canceled to ensure students and staff safety. It is the parent's/guardian's responsibility to monitor news reports via the local radio stations, KNFT (102.9), KSCQ (92.9), or KNUW (95.1) or watch Albuquerque television stations KOB (4), KRQE (13) and KOAT (7). Announcements are normally broadcast between 6:00 AM and 7:00 AM. Occasionally weather conditions may necessitate an early dismissal. Parents are urged to make arrangements for this type of emergency so that children will know where to go and what to do if they come home to an empty or locked house. The School Reach communication system will call the two phone numbers listed on the registration form that was sent home with your child.

Withdrawal Process:

Parents withdrawing their child from school or transferring to another school in the district must completely fill out a withdrawal form to present to the receiving school or district. This form may be obtained from the school office. Students with 10 consecutive absences will be withdrawn from school after exhausting all measures.

Working together we make a difference!

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District Title I
Parent Involvement Policy

Title I Requirement, Section 1118, Parent Involvement

Cobre Consolidated Schools
District Title I Parent Involvement Policy
Title I Requirement, Section 1118, Parent Involvement

All schools receiving Title I funds must consult with parents of children participating in Title I programs on the design and implementation of those programs. Parents will be provided opportunities to participate in the program planning process and parental involvement activities throughout the year at the school and district level. The goal of Title I parental involvement opportunities is to build effective partnerships with the school community to support student academic achievement. To ensure that this goal is met, the Title I program is committed to working in partnership with families in the following ways:

District Level:

1. Involve parents in the joint development of the district's written parental involvement policy and the process of school review and improvement.
   - The district shall convene an annual meeting for parents of Title I students, teachers, staff, principals, and program administrators for the purpose of providing direction, support, and education for the general operation of the Title I parent Involvement component and for the development of the district Title I Parent Involvement Plan.

2. Provide the coordination, technical assistance, and other support necessary to participating schools in planning
   and implementing effective parent involvement activities by:
   - Providing full opportunities for the participation of parents who are economically disadvantaged, have limited English proficiency, parents with disabilities, including providing information and school reports in a language and form parents can understand.
   - Providing information to parents about the existence of resources and training available within the community.
   - Educating teachers, school personnel, and administrators on how to improve parent involvement and work with parents as equal partners.
   - Ensuring school-parents compacts are being used to outline responsibilities of the school, staff, parents, and students in striving to raise student achievement and explain how an effective home-school partnership will be developed.
   - Approving reasonable and necessary expenses associated with parenting skills materials and involvement activities, including publications, transportation and childcare costs, to enable parents to participate in school related meetings and training sessions.

3. Build the schools' and parents' capacity for strong parental involvement by"

Providing information to participating parents in such areas as understanding the state and local content standards, state and local academic assessments, monitoring individual student achievement, the requirements of Title I, and working with school staff to improve the achievement of students.

- Providing requested training in areas such as literacy skills, parents skills, technology, as appropriate, to help parents work with their children to improve their children's achievement.

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- Providing resources materials such as the Home/School Connection, Middle Years, and Early Reading newsletters in order to provide information on a wide variety of topics including child development and reinforcing academic skills at home.
- Coordinating and integrating parental involvement strategies and activities with other district programs and grants such as the Cobre After School Programs, Titles II, III, IV, and V, Special Education, and counseling services.
- Assisting schools in identifying barriers to parental participation in order to maximize the opportunities for parents to participate in school related activities.
- Encouraging meetings at a variety of times to maximize the opportunities for parents to participate in school related activities.
- Encouraging the formation of partnerships between schools, parents and community.
- Adopting and implementing scientifically research-based programs for improving parents' involvement as needed.

4. Conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of the parental involvement policy.

The School Level:

1. The school shall hold monthly Parent Advisory Council meetings to be used for:
   - Involving parents in the development of the school's parent policy and in the planning, review, and improvement of programs.
   - Informing parents of their school's participation in Title I and to provide an overview of parents' rights.
   - Providing information on curriculum, instruction, and assessment.
   - Providing activities to support student learning.

2. Each school shall jointly develop with parents a school/parent compact that outlines how parents, schools staff,
   and students will share the responsibility for improved student academic achievement. The compact shall be
   used for:
   - Describing the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment.
   - Describing ways in which each parent will be responsible for supporting their children's learning.
   - Addressing the importance of communication between teachers and parents on an ongoing basis.

SCHOOL ADVISORY COUNCIL:

The Cobre Consolidated School District invites parents or legal guardians, community members, and business community members to join the Advisory School Council at the respective school sites. Interested individuals are asked to declare their candidacy by filing a form with the principal. Members of the Council will be elected by the parents in an election to be held during a community meeting. Scheduled community meetings at the school sites will be announced.

The Council's membership shall include:

- Two school employees who are assigned to that school
- Two parents or legal guardians whose children are enrolled in the school
- One community member residing within the school's attendance zone
- One Grant County Business Community Member

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The role of the Council is to assist the school principal with school-based decision-making and to involve parents in their children's education. The district encourages and invites you to please consider becoming a member of the Council. Thank you for your continued support for our schools. If there are any questions or concerns, please call the principal at each respective school site.

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School Staff 2026-2027

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2026-2027 Cobre Consolidated School
District Calendar

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The following Behavior Discipline Matrix lists the most common infractions and is a guideline for disciplinary action for each type of violation; the actual disciplinary action taken may vary-depending on the circumstances surrounding the infraction or the severity of the infraction. The administration reserves the right to impose any justifiable penalty for infractions or infractions not listed here.

CCSD Discipline Matrix

Offense	First Infraction	Second Infraction	Third Infraction
Cheating/Dishonesty/Forgery	2-day lunch and/or after school detention Loss of grade Parent notification	4-day lunch and/or after school detention Loss of grade Parent notification	1-day suspension Loss of grade Contract Parent notification
Cutting Class/Tardies/Truancy	4-day lunch and/or after detention Parent notification Contract	4-day lunch and/or after school detention Parent conference Referral to ASAT/JPPO	Referral to ASAT/JPPO Possible Friday/Saturday School
Dress Code Violation	Change clothing Written warning Parent notification	Change clothing 4-day lunch and/or after school detention Parent conference	Change clothing 8-day lunch and/or after school detention Contract
General Disruption/ Horseplay	Written warning Student conference	2-day lunch and/or after school detention Parent notification	4-day lunch and/or after school detention Parent conference Counseling Referral/Contract
Public Display of Affection	Written warning Parent notification	2-day lunch and/or after school detention Parent conference	4-day lunch and/or after school detention Parent conference Counseling Referral/Contract
Prohibited Items (ex. toys, small gaming systems, iPods- any items that disrupt the educational process)	Item confiscated Parent notification Verbal warning	Item kept for parent Parent conference Written warning	Item kept until end of year 5-day detention Parent conference Counseling Referral/Contract
Defiance/Disrespect/Spreading of gossip with the intent to cause harm	4-day lunch and/or after school detention Parent notification Apology letter Student conference	1-day suspension Parent conference Apology letter Counseling Referral/Contract	Up to 3-day suspension Parent conference Apology letter Counseling Referral/Contract
Fighting/Physical Aggression/ Physical /non-physical assault on a peer or staff member/ Harassment/ Intimidation/ Hazing/ Sexual Offenses/ Terroristic Threatening/ Bullying/ cyber bullying, Gang-like behavior/Verbal/ Physical abuse including profanity (written or verbal) and/or threats of violence	Up to 2-day suspension Parent conference Counseling Referral Police Referral as needed	Up to 4-day suspension Parent conference Counseling Referral/Contract Police Referral as needed	Parent conference Police Referral a Up to 8-day suspension pending expulsion hearing Long term suspension
Vandalism/Damage to Property/Theft	Up to 2-day suspension Restitution Parent Conference Police Referral as needed	Up to 4-day suspension Restitution Parent Conference Counseling Referral/Contract Police referral as needed	Restitution Police referral Up to 8-day suspension pending expulsion hearing Long term suspension
Undirected Profanity	2 days lunch and/or after school detention	4-day lunch and/or after school detention Parent notification Student conference Counseling Referral	1-day suspension Parent conference Contract
Possession, use or distribution of drugs, alcohol, paraphernalia or dangerous items	6-day suspension Police referral Parent conference Contract Counseling referral Depending on severity	8-day suspension Police referral Parent conference Contract Counseling referral Depending on severity	Long-term suspension or expulsion Depending on severity
Tobacco Use/Possession	2-day suspension Parent conference Counseling referral	4-day suspension Parent conference Counseling Referral/Contract	8-day suspension Parent conference
Use of cell phones/electronic devices during instruction / cafeteria /or recess time. Student electronic devices are not to be used for school recording unless prior approval of the administrator.	Will be confiscated by staff to be picked up at the end of day by student Parent conference	Will be confiscated by staff to be picked up at the end of day by parent Parent conference- to inform next step consequences. Phone will be banned from school	2 days lunch and/or after school detention. A $25.00 charge will be applied for the return of a confiscated phone.

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Possession of a firearm~~/False Alarm/Bomb Threat/ Weapons other than Firearms (including look-a-like objects)	Police referral Up to 8-day suspension pending expulsion hearing Long term suspension One-year expulsion		

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COBRE ELEMENTARY SCHOOLS
FAMILY/SCHOOL COMPACT



Our mission is to join in partnership with the family to provide students the opportunity to reach their maximum academic, emotional, physical, and social potential. This will be accomplished in a nurturing environment that encourages students to dream and provides the tools to realize those dreams.

AS A PARENT/GUARDIAN, I WILL:

- Provide a quiet time and place for homework and monitor TV viewing.
- Read to my child or encourage my child to read every day (20 minutes K-3, and 30 minutes for grades 4-6).
- Communicate with the teacher or the school when I have a concern.
- Ensure that my child attends school every day, gets adequate sleep, regular medical attention and proper nutrition.
- Regularly monitor my child's progress in school.
- Participate at school in activities such as school decision making, volunteering and/or attending parent-teacher conferences.
- Communicate the importance of education and learning to my child.
- Respect the school, staff, students, and families.

AS A STUDENT, I WILL:

- Come to school ready to learn and work hard.
- Bring necessary materials, completed assignments and homework.
- Know and follow school and class rules.
- Ask for help when I need it.
- Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
- Limit my TV watching and video game playing in order to read every day (20 minutes K-2, and 30 minutes for grades 3-5).

AS A SCHOOL, WE WILL:

- Provide high-quality curriculum and instruction.
- Endeavor to motivate my students to learn.
- Have high expectations and help every child to develop a love of learning.
- Communicate regularly with families about student progress.
- Provide a warm, safe, and caring learning environment.
- Ask students to read every day (20 minutes K-2, and 30 minutes for grades 3-5).
- Participate in professional development opportunities that improve teaching and learning and support the formation of partnerships with families and the community.
- Actively participate in collaborative decision making and consistently work with families and my school colleagues to make schools accessible and welcoming places for families which help each student achieve the school's high academics.

I have received and read the Cobre Elementary Student Handbook that describes the programs, policies and code to be followed by the students enrolled in Cobre Elementary Schools. My child and I have discussed and understand the contents of these policies.

Student Name (Print)	Date	Student Name (Signature)	Date
Parent/Legal Guardian Name	Date	Parent/Legal Guardian (Signature)	Date

Please return this page signed by the student and parent to the school. This contract will be kept on file.

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