



# Elementary Handbook 2015-16



# Vision

---

Every student shapes a successful future.

# Mission

---

In partnership with our community, we accelerate learning for all students to develop the knowledge, skills and character necessary to shape successful futures.

# Core Values

---

RESPECT	Each person has equal, intrinsic worth and deserves to be treated with dignity and respect
INTEGRITY	Integrity is based on trust, honesty and accepting accountability for all words and actions
COMPASSION	Every individual should be willing to give time and energy to act in the best interest of others
EQUITY	Through practice, passion and persistence, APS will provide an equitable education for all students demonstrated by closing racial, ethnic and economic achievement gaps
EXCELLENCE	High achievement requires high expectations focused on challenging instruction and a willingness to work hard for success

**PLEASE SAVE THIS BOOKLET FOR FUTURE REFERENCE.**

## Board of Education

---

JulieMarie Shepherd Ph.D., President  
Cathy Wildman, Vice President  
Mary W. Lewis, Secretary  
Dan Jorgensen, Ph.D., Treasurer  
Amber Drevon, Director  
Eric Nelson, Ph.D., Director  
Barbara Yamrick, Director



**Division of the  
Superintendent**

15701 E. First Ave.  
Suite 206  
Aurora, CO 80011

Phone  
303-365-7800  
Fax  
303-326-1280

Web  
[aurorak12.org](http://aurorak12.org)

Dear Parent/Guardian,

The purpose of this handbook is to provide you with information that will help you understand and support our goal of providing a safe and academically rigorous elementary school experience for your child. By working together we are confident that we can help your child shape a successful future for themselves. If you have any questions about the policies, regulations, or information provided in the handbook, please feel free to contact our office or your child's school for additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "D. Rico Munn". The signature is fluid and cursive, with a long horizontal stroke at the end.

Rico Munn, Superintendent  
Aurora Public Schools

## English

If you do not speak English and need an interpreter to communicate effectively with your school, interpreter services are available to you at no cost. In addition, free translation of some documents is also available. If you have questions about either translation or interpreter services, please contact either the principal of your school or the Division of Equity in Learning.

## Spanish - Español

Si usted no habla inglés y necesita un intérprete para comunicarse efectivamente con el personal de la escuela de su hijo, tenemos servicios de interpretación a su disposición, sin costo alguno. Además, tenemos la traducción gratuita de algunos documentos. Si tiene alguna pregunta sobre los servicios de traducción o interpretación, por favor comuníquese con el director de la escuela de su hijo o con la Division of Equity in Learning (División de Equidad en Aprendizaje).

## Amharic – አማርኛ

የእንግሊዘኛን፣ ቋንቋ፣ በአግባቡ፣ መናገርና፣ ከትምህርት፣ ቤቱ፣ ጋር፣ መግባባት፣ የሚያዳግቱት፣ ከሆነ፣ አስተርጓሚ፣ በነፃ ተዘጋጅቶሎታል። በተጨማሪም፣ የወረቀት፣ ላይ፣ መረጃዎችን፣ ወደ፣ የእንግሊዘኛን፣ ቋንቋ፣ የሚተረጎሙም፣ አሉን። ከላይ፣ በተጠቀሱት፣ አገልግሎቶች፣ ላይ፣ ጥያቄ፣ ካልዎት፣ የትምህርት፣ ቤቱን፣ አስተዳደር፣ ወይንም፣ የትምህርት፣ ጥራት፣ ክፍሉን፣ ማነጋገር፣ ይችላሉ።

## Nepali – अंग्रेजी

यदि तपाईं अंग्रेजी बोल्नुहुन्न र तपाईंलाई स्कूलमा प्रभावकारी रूपले सम्बाद गर्ने ईच्छा छ भने, तपाईंका लागि निःशुल्क रूपमा दोभाषेको सुबिधा उपलब्ध हुनेछ | यसबाहेक, केही कागजातका अनुवादित प्रतिहरु पनि निःशुल्क रूपमा प्राप्त गर्न सक्नुहुन्छ | अनुवाद अथवा दोभाषेका सम्बन्धमा तपाईंको केही प्रश्न छ भने, कृपया स्कूलका प्रधानाध्यापक वा "ईक्वीटी इन लर्निङ्ग" विभागमा सम्पर्क राख्नुहोला |

## Vietnamese – Tiếng Việt

Nếu bạn không nói được tiếng Anh và cần một Thông Dịch Viên để liên lạc với nhà trường, dịch vụ thông dịch này hoàn toàn miễn phí cho bạn. Ngoài ra, một vài tài liệu cũng được dịch ra tiếng Việt để bạn hiểu. Nếu bạn có những câu hỏi về thông dịch, xin vui lòng liên hệ với Hiệu Trưởng của trường hoặc là Ủy Ban Học Tập.

## Arabic – العربية

وبركاته الله ورحمة علمكم السلام خدمات ف إن ، مدرستك مع ف عال ب شكل ال تواصل إلى وتد ح تاج الإن ج ل يزية ب ال لغة ال تكلم ي سد تط يع لا ممن ك نت إذا أسئلة لديك كان إذا الوثائق ل بعض المجانية ال ترجمة خدمة ت وف ير إلى ب الإضافة وب الامجان لك م توفرة ال ترجمة ف ي الإن صاف أو مصالحة ب ك ال خاصة المدرسة إمام ناظر الإت صال ي رجي أوالم ترجم، ل ترجمة خدمات حول سواء ال تعلم

## Somali - Soomaali

Hadii aad ku hadlin afka Ingiriiska una baahantahay turjubaan si aad xiriir u la samayso iskoolka, Waxaa ku diyaar ah turjubaan kharash la'aan ah. Waxaa kale oo kuu raaca Turjubaanka dukumintooyinka ama waraaqaha oo bilaash ah. Hadii aad wax su'aalo ah Ka qabtid Turjumid ama isku-fasirid, Fadlan la soo xiriir diritoorka iskoolka ama waaxda sinaanta waxbarashada.

# Table of Contents

---

A Parent's Guide: Asking Questions & Getting Answers . . . . .	1
Directory Information . . . . .	2
Access to Student Information . . . . .	3-4
Admissions/Enrollment . . . . .	4
Animals at School . . . . .	4
Annual Notice to Parents . . . . .	4
Arrival/Departure . . . . .	5
Asbestos Management . . . . .	5
Attendance and Absence Reporting Policy . . . . .	5-7
Bicycles, Skateboards and Scooters, Etc. . . . .	8
Bullying . . . . .	8
Bus Procedures/Rules . . . . .	8-9
Closings/Delayed Start . . . . .	9
Critical Information . . . . .	10
Day Care Transportation . . . . .	10
Discipline . . . . .	10
English Language Acquisition . . . . .	10
Field Trips . . . . .	11
Harassment - Racial/Sexual . . . . .	11
Health/Immunization/Medicaid/Medication . . . . .	11-12
Homeless Children and Youth . . . . .	12
Homework . . . . .	13
Individual Literacy Plans . . . . .	14
Instruction . . . . .	14-15
Keeping Students After School . . . . .	15
Lost and Found . . . . .	15
Lunch & Breakfast Program . . . . .	15-16
No Child Left Behind: Parent's "Right to Know" . . . . .	16
Non-Custodial Parent Rights . . . . .	16
Notice of Non-Discrimination . . . . .	17
Open Enrollment . . . . .	17
Parent/Teacher Conferences . . . . .	17
Promotion/Retention . . . . .	17
Protection of Pupil Rights Act (PPRA) Notice . . . . .	17-18
Recess Guidelines . . . . .	18
Release of Students During School Day . . . . .	19
Report Cards . . . . .	19
School Safety - A Top Priority . . . . .	19
Senate Bill 03-72/Sex Offender's List . . . . .	19
Special Education . . . . .	20
Special Needs . . . . .	20
Stormwater Management Program . . . . .	20
Student Accident Insurance . . . . .	20
Student Use of Technology . . . . .	20
Student Use of Telephones . . . . .	20
Support Services for Instruction . . . . .	21
Toys and other Valuables at School . . . . .	21
Transfers and Withdrawals . . . . .	21
Visiting School . . . . .	21
APS Elementary Building Locations . . . . .	22

# A Parent's Guide:

## *Asking Questions and Getting Answers in the Aurora Public Schools*

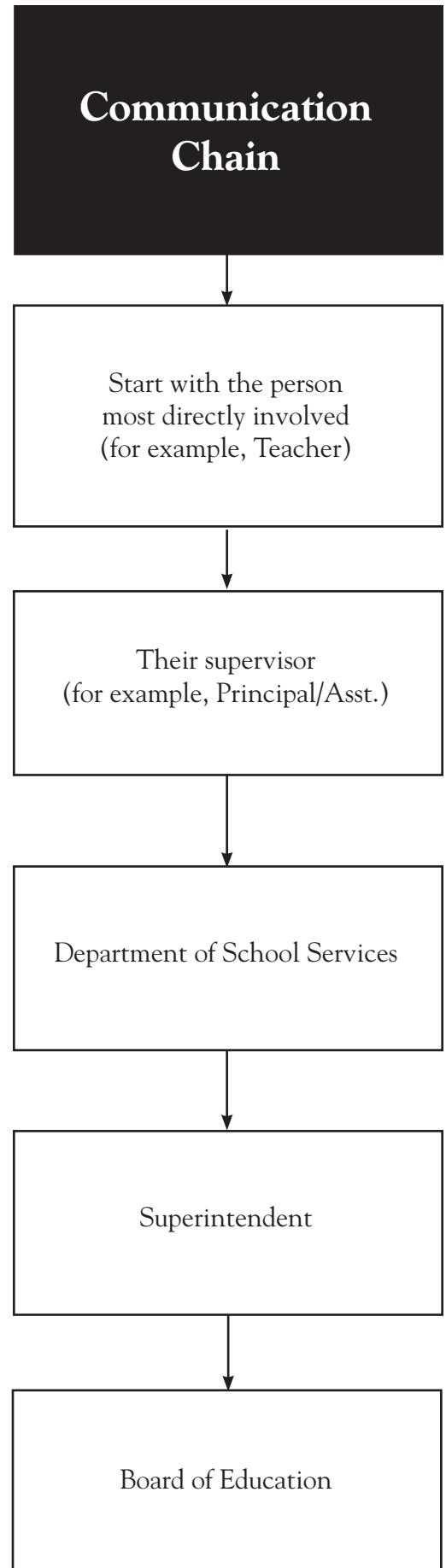
Parents and educators both have a responsibility to do their part to create a positive relationship. To develop a productive relationship, parents with questions should follow the proper communication chain. Meet first with the person with whom you have the concern. This will save time, eliminate misunderstanding and get the answers you need. If you have a concern about any district employee, meet with that person. There are generally at least two sides to every story, and it's best to get as much information as possible to solve the problem. If you cannot resolve the concern or get an answer to your satisfaction, then it is appropriate to proceed to the next level.

This guide is intended to help you access information easily to get answers or resolutions.

### **Tips to Parents**

Remember the following suggestions:

- Decide if it is the school's problem, the child's problem or your problem.
- Take ownership for your problems and let others handle their own.
- Expect your child to accept responsibility for his or her own behavior.
- Be prepared to be specific about what the problems or questions are and clearly state your needs.
- Show the school personnel the same respect and courtesy you expect.
- Be reasonable about time lines for response or resolutions.
- Commit to working toward a win-win resolution.
- Be aware that school personnel care about your children and share many of the same goals for them.
- Foster a positive, cooperative relationship without compromising your convictions.
- Be involved in your child's education through regular, two-way communications. Effective communication can often times diffuse a problem before it starts.
- Treat teachers and administrators as you would like to be treated.



# Directory Information

---

Assessment . . . . .	303-340-0861 (x 28436)
Athletics/Activities . . . . .	03-340-8655 (x 28386)
Board of Education . . . . .	303-344-8060 (x 28988)
Citizen Complaints against Employees . . . . .	303-344-8060 (x 28036)
Curriculum/Instruction . . . . .	303-340-0859 (x 28358)
Discipline . . . . .	303-365-5819
District General Information . . . . .	303-344-8060 (x 28000)
District Policy . . . . .	Web site aurorak12.org 303-344-8060
English Language Acquisition . . . . .	303-340-0859 (x 28361)
Gifted and Talented . . . . .	303-340-0859 (x 28358)
Health Services . . . . .	303-340-0510 (x 28512)
Insurance . . . . .	303-365-7816 (x 28410)
Department of School Services . . . . .	303-365-5819
Nutrition Services . . . . .	303-343-0295 (x 28556)
Student Records/Transcripts/Attendance Areas . . . . .	303-344-8060 (x 28454/28453/28415)
Exceptional Student Services . . . . .	303-340-0510 (x 28321)
Security . . . . .	303-367-3060
Transportation . . . . .	303-326-1986 (x 28801)
Transportation Dispatch . . . . .	303-326-1986 (x 28811)

## WEB SITE:

Log onto the Aurora Public Schools Web site at [aurorak12.org](http://aurorak12.org) and find e-mail addresses for schools, athletic schedules, school calendars, safety information, district policies and regulations, Aurora Public Schools Education Foundation updates, minutes and agenda from board of education meetings and much more.

If your area of concern is not listed, call the main reception line at 303-344-8060 ext. 28000.

# Access to Student Information/Student Records – Rights and Privacy

From time to time, Aurora Public Schools personnel are asked to share student information with someone other than the parent or guardian of the student. Aurora Public Schools is unable to provide this information because it is illegal according to federal law (Family Educational Rights and Privacy Act). There are some exceptions which include requests of information through a subpoena, information classified as “directory information” (such as email address, date of birth and photograph), and information which is shared with a different school in which the child seeks to enroll or when parental consent is given.

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older (“eligible students”) certain rights with respect to the student’s education records. These rights are:

1. The right to inspect and review the student’s education records within 45 days after the day the School receives a request for access.

Parents or eligible students should submit to the school principal or appropriate school official a written request that identifies the records they wish to inspect. The school official will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected

2. The right to request the amendment of the student’s education records that the parent or eligible student believes are inaccurate, misleading, or otherwise in violation of the student’s privacy rights under FERPA.

Parents or eligible students who wish to ask the School to amend a record should write the school principal [or appropriate school official], clearly identify the part of the record they want changed, and specify why it should be changed. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to provide written consent before the school discloses personally identifiable information (PII) from the student’s education records, except to the extent that FERPA authorizes disclosure without consent.

One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health

or medical staff and law enforcement unit personnel) or a person serving on the school board. A school official also may include a volunteer or contractor outside of the school who performs an institutional service of function for which the school would otherwise use its own employees and who is under the direct control of the school with respect to the use and maintenance of PII from education records, such as an attorney, auditor, medical consultant, or therapist; a parent or student volunteering to serve on an official committee, such as a disciplinary or grievance committee; or a parent, student, or other volunteer assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

Upon request, the school discloses education records without consent to officials of another school district in which a student seeks or intends to enroll, or is already enrolled if the disclosure is for purposes of the student’s enrollment or transfer.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the School to comply with the requirements of FERPA. The name and address of the Office that administers FERPA are:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, DC 20202

The *Family Educational Rights and Privacy Act* (FERPA), a Federal law, requires that APS, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child’s education records. However, APS may disclose appropriately designated “directory information” without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow APS to include this type of information from your child’s education records in certain school publications. Examples include:

- A playbill, showing your student’s role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent’s prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

If you do not want APS to disclose directory information from your child’s education records without your prior written consent, you must notify the District in writing by within 15 days of the start of school or within 15 days of



receipt of this notice for those parents of students who do not start the year with APS. APS has designated the following information as directory information:

- a. student's name,
- b. date and place of birth,
- c. electronic mail address,
- d. photograph,
- e. grade level,
- f. major field of study,
- g. participation in officially recognized activities and sports,
- h. weight and height of members of athletic teams,
- i. dates of attendance,
- j. awards received,
- k. most recent previous educational agency or institution attended by the student or other similar information, and
- l. other similar information.

Student telephone numbers and addresses will not be disclosed pursuant to this section.

## Admissions/Enrollment

---

Students entering kindergarten must have reached the age of five years on or before **October 1** of the school year in which they enroll. Children must be six years old on or before **October 1** to enter the first grade. Parents must bring proof of age when admitting/enrolling students.

Parents/legal guardians with students new to Aurora Public Schools must go to Centralized Admissions to complete the admissions process and verify residency. Centralized Admissions is located in Educational Services Center 4 at 1085 Peoria St on the southwest end. The office hours are Monday through Friday, 7:30 a.m. to 4:00 p.m. If the parent/legal guardian's address changes during the school year or between school years, the parent/legal guardian must visit the Aurora Public Schools Centralized Admissions site within 60 calendar days of moving or prior to the beginning of the new school year respectively to validate the new address and determine if there is a change of home school or district of residence. Even if the new address is still within the boundaries of their current school, a visit to a Centralized Admission office is required.

If a student moves during the school year, the student may complete the school year at their current school. If the student desires to attend that school for the next school year, an open enrollment application must be completed and turned into that school. The principal must notify parents by June 15 if the application is approved, denied or waitlisted.

Parent/guardian photo ID, proof of residency, student's immunization records and birth certificate are required for all registrations including those re-admitting to the district. Once a student has been admitted to the district at Centralized Admissions, parents and their child(ren) must visit their school of attendance to complete the enrollment process.

To get information on required documentation or have questions related to the admission process, Centralized Admissions can be reached at 303-326-2200 or check on the district Web site at [admissions.aurorak12.org](http://admissions.aurorak12.org) or view district policy and procedure JF and JF-R.

## Animals at School

---

Animals at school are restricted by board policy. Since we cannot predict the behavior of animals around large groups of children, we ask that you not bring animals on the school campus, even when dropping off and picking up students, without specific permission from the principal and/or designee. Animals found on the school grounds may be turned over to Animal Control.

Live animals may be used for instructional purposes in the classroom with permission of the principal.

## Annual Notice To Parents: Disability Discrimination

---

- In compliance with a federal law known as Section 504 of the Rehabilitation Act of 1973, the Aurora Public School District will provide to each protected student with a disability, without discrimination or cost to the student or family, those related supplementary support services or accommodations which are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities to the maximum extent appropriate to the person's abilities. In order to qualify as a protected student with a disability, the child must meet the following definition: he or she must be of school age with a physical or mental disability which substantially limits one or more life activities, (such as learning) or prohibits participation in or access to an aspect of the school program. In addition, one who in the past has had such a disability or is perceived by others as having such a disability may also be protected by law from discrimination on the basis of disability.
- Even students who are not eligible to receive services under the traditional special education programs, which are provided pursuant to the Individuals with Disabilities Education Act, may be eligible to receive supplementary supports, services, and accommodations, if they fall within the definition of disability stated above.
- In addition, the district does not discriminate in admission, treatment, employment or access to its programs or activities.
- For further information about the evaluation procedures and provisions of services to students with disabilities, contact the district's coordinator of Section 504 Compliance in School Services, at phone number 303-344-8060, ext. 28025, or write to the 504 Compliance Coordinator, School Services, Aurora Public Schools, 1085 Peoria St., Aurora, CO 80011.
- For specific information relating to special education services for students with disabilities under the Individuals With Disabilities Education Act contact the Department of Exceptional Student Services at 15751 E. First Ave., Aurora, CO 80011, 303-340-0510.

## Arrival/Departure

---

The time before classes each day is used by the staff for preparation, planning and meetings. Consequently, we appreciate parents' help in timing the departure of children from home so they arrive on the grounds five to ten minutes before the bell rings.

- Supervision begins 10 minutes before school starts in the morning. Supervision of children prior to the time that adult supervision begins is the responsibility of the parent.
- Parents whose children arrive on school grounds too early may receive a phone call to return to the school and pick up their child until outside supervision is available.
- Children should not enter the building before school except during inclement weather, 20 degrees or below including wind-chill. Students may be allowed to wait in the building in these conditions but no earlier than 10 minutes before starting time.
- The school provides supervision of students for 10 minutes after school as the children are leaving the school grounds. Supervision after that time is the responsibility of the parents. When students are excused at the end of the school day, they are to proceed directly home. If parents choose to pick up their child(ren) after school, they must be picked up promptly at dismissal. If students are not picked up promptly after school, the school principal or his/her designee is authorized to surrender the physical custody of the child to the Aurora Police Department.
- Middle and high school students who pick up a sibling need to wait at a designated area until the dismissal bell rings. Scooters, skateboards and skates are not allowed on school grounds. Bicycles must be walked on school grounds. Parents, please talk to your older child about complying with the same standards of behavior that apply to all Aurora Public Schools. Any older students who cause problems may be banned from the elementary site.
- Both regular attendance and arriving at school on-time are the responsibility of both students and their parents or guardians. Arriving at school late and leaving school early have an equally disruptive effect on student learning. Please try to schedule all appointments for after school hours.

## Asbestos Management Plan Designed For School Safety

---

The safety of students and employees in all Aurora Public Schools facilities is the number one priority for the Environmental Compliance Branch. Our procedures for dealing with asbestos reflect that priority.

As required by the Asbestos Hazard Emergency Response Act (AHERA), Aurora Public Schools has conducted an extensive asbestos survey of all the district buildings. Based on the findings of these inspections, a comprehensive management plan has been developed for each school. Each plan identifies locations and types of asbestos-containing materials in the building and details the district's ongoing effort to maintain or remove those materials. The plans are continually updated with documentation of asbestos related work performed at each site.

## Attendance

---

The Colorado School Attendance Law mandates that children ages six to seventeen attend school. Please read the following excerpt from our Board of Education policy JE, as well as the accompanying JE-R. They both contain important information for you and your student(s).

### **Excerpt from APS Attendance Policy JE *Statement of Philosophy***

Students and parents/guardians who desire to obtain the greatest benefit from public education must recognize that regular attendance is essential. Further, students enrolled in the Aurora Public Schools are required to attend classes, unless excused for good reason, in accordance with the Colorado School Attendance Law (C.R.S. 22-33-101 and Article IX, Section 2 of the Colorado Constitution).

Good attendance is of paramount importance to academic performance and overall success of students. Absences, whether excused or unexcused, are detrimental to the learning process. Work made up outside of class is not as effective as the actual classroom experience. Class discussions, lab work, simulations, student-to-student interaction and student-teacher interaction cannot be replicated outside the classroom or at a later time. Regular attendance develops habits that are essential for success in the working world.

It is the joint responsibility of students, parents/guardians and schools to ensure regular attendance. Excessive student absences may be symptomatic of problems which necessitate joint efforts of the school, student, home and community agencies. Therefore, in cases of excessive absences, the district will utilize community agencies, as well as the courts, in order to enforce regular attendance when student or parental/guardian responsibility has not been met.

### **APS Attendance Regulation JE-R *Attendance Expectations and Procedures***

According to state law, it is the obligation of parents to ensure that every child under their care and supervision receives adequate education and of compulsory attendance age, attends school.

Parents/guardians shall be provided written attendance expectations and procedures for district and for the building in which their child is enrolled. This information shall be located in newsletters, student handbooks, the school Web site, or other means of written communication at the beginning of the school year or as students enroll during the school year.

### **Notifying the School**

Parents/guardians are to notify the school attendance office in a timely manner regarding a student's absence. After-hours school phone recorders are available to take this information.

### **District Attendance Officer**

The attendance officer for Aurora Public Schools shall provide training and ongoing support for building personnel on attendance and truancy processes and issues. The attendance officer may facilitate attendance review board meetings to address attendance and truancy concerns, access community resources as appropriate, and assist the student and parent/guardian in developing strategies to improve the student's school attendance.

### **Building Procedures**

All teachers are expected to record accurate daily attendance for their students. Teachers shall enter unverified absences and tardies into the district student information system. The school attendance office will also utilize the student information system to indicate those absences for which parents/guardians have called to verify that the student will not be in school. When a parent/guardian has not made the required contact with the school, the school shall notify the parent/guardian by a recorded phone message or a personal phone call of the student's absence. If the school is unable to reach the parent by phone, a letter shall be sent.

Teachers and attendance personnel will monitor the student's excused and unexcused absences and/or tardies. When a pattern of unexcused absences and/or unexcused tardies occurs, the student will be identified as habitually truant based on district protocol and state law. Colorado State Law 22-33-107 defines the habitual truant as a student of compulsory attendance age who has "four unexcused absences in any one month or 10 unexcused absences during any school year." The teacher or school attendance office shall contact the parents/guardians to discuss issues related to attendance. Excessive excused absences or tardies will also result in parent/guardian contact.

If the student's school attendance does not improve, school personnel will make every effort to schedule a conference with the student and the parent/guardian to develop an attendance improvement plan. An attendance improvement plan shall be developed for a student who has been declared or who is at risk of being declared habitually truant, the goal of which is to assist the student to remain in school, maintain regular attendance, and obtain a quality education. This plan will also develop improvement goals, with the expectation that all parties will work together to assist the student in meeting attendance requirements.

If the student's school attendance continues to be a concern, the school may refer the student to an attendance review board or file a truancy petition in court. One outcome of the attendance review board is to complete

an attendance contract which defines the expectations and responsibilities for the student, parent/guardian and school. If the parent/guardian and/or student fails to attend the attendance review board meeting or attendance does not improve after the meeting, proceedings may begin for filing the truancy case in Arapahoe or Adams County Truancy Court.

### **Excused Absences**

To excuse a student, a parent shall notify the school in a timely manner via telephone, written notification or through other verifiable documentation as required by the school administration.

The district may require suitable proof regarding excused absences, including written statements from medical sources. When a student has excessive excused absences due to reported illness, the building administrator may require a written medical excuse from the family physician. If a family indicates they have no physician or medical source available for this purpose, the school nurse is authorized to make a determination if a student is, indeed, ill. The school nurse may also refer families to appropriate medical resources when needed to substantiate the illness.

The following absences shall be considered excused:

- A. **Illness/injury**  
Absences by a student who is temporarily ill or injured are excused if such illness/injury is documented by the student's parent/guardian.
- B. **Appointments/serious circumstances**  
Absences shall be excused on a case-by-case basis if a student has an appointment or a circumstance of a serious nature, which cannot be resolved before or after school hours. To the extent possible, the parent/guardian is encouraged to notify the school in advance regarding appointments/serious circumstances.
- C. **Extracurricular experiences which have been approved by the school**  
A student's request to participate in extracurricular experiences outside of the school building may be approved for up to five days under certain circumstances and on a case-by-case basis. Any absences beyond the five days shall be treated as unexcused. Approval shall be left to the discretion of the school's principal. The principal may use any of the following criteria or any combination of the following criteria in determining whether a student is permitted to engage in said extracurricular experiences.
  - 1. The student meets CHSAA general eligibility standards;
  - 2. The student is in good academic standing (passing all classes with a grade of C);
  - 3. The student has no unexcused absences;
  - 4. The student has five or fewer excused absences in a semester or nine or fewer excused absences for the school year;
  - 5. The student is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.



- D. Family business/family vacation days which have been approved by the school

A student's parent/guardian must request approval for an excused absence to attend to family business/family vacation (e.g. wedding, family trip). Approval shall be left to the discretion of the school's principal. This excused absence is not to exceed three days per year if the following conditions are met:

1. Student is in good academic standing (passing all classes with a grade of C);
2. Student has no unexcused absences; or
3. Student has four or fewer excused absences in a semester or seven or fewer excused absences for the school year.

- E. Funerals

A student's parent/guardian may request approval for an absence to be excused to attend a funeral. This excused absence shall not exceed three days. Additional time may be requested on a case-by-case basis. Approval shall be left to the discretion of the principal.

Absences due to suspension are considered to be excused for the purposes of truancy.

### ***Unexcused absences***

An unexcused absence is defined as an absence that is not covered in the excused absence section. "Prank" days, "sneak" days and similar activities are not sanctioned, supported or sponsored by the district or individual schools and shall be considered unexcused absences. Each unexcused absence shall be entered on the student's record. The parent or guardian of the student receiving an unexcused absence shall be notified orally or in writing by the district of each unexcused absence. Minutes of unexcused tardies shall be combined with unexcused absences to determine the total amount of unexcused absences.

In accordance with district policy, the administration may impose penalties which relate directly to classes missed while unexcused. The administration shall also develop appropriate intervention strategies for students who have unexcused absences. The school administration shall develop appropriate intervention strategies to assist the student in changing his/her truancy behaviors. The school shall request a sanction letter be sent to the family by the truancy attorney according to district protocol when the student is at risk of becoming habitually truant or has been determined to be habitually truant.

A court petition may be filed when the student has been deemed to be habitually truant and when interventions have been unsuccessful at changing the student's behavior. A judicial officer will take action as he/she deems appropriate. All petitions shall be accompanied by a sworn

affidavit by a school person knowledgeable of the child's record. This affidavit shall inform the court in separate categories of the number of unexcused absences, unexcused tardies, excused absences and excused tardies. All subsequent affidavits shall be broken down in the same manner.

At any truancy hearing the school involved shall have a person present who is knowledgeable about the child in regard to the current unexcused/excused absences, unexcused/excused tardies, grades and behaviors in all classes taken during the school year and a copy of the child's attendance plan.

## **APS Attendance Policy JHB**

### ***Truancy***

If an absence has not been excused by the parent/guardian and the principal/designee, the student shall be considered truant. According to state law, a "habitual truant" shall be defined as a student of compulsory attendance age who has four or more unexcused absences from school or class in any one month or ten or more unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences.

A student with excessive excused absences may also be considered truant if a reported illness cannot be verified or the reasons for the absences are not approved as excused by the administrator. If a student's attendance does not consistently improve after reasonable efforts by the school to contact and work collaboratively with parents/guardians or if a student and their parent/guardian fail to attend the scheduled Attendance Review Board meeting, proceedings shall begin for filing for truancy in Arapahoe or Adams County Truancy Court.

### ***Truancy Court***

Court proceedings may be initiated to compel student and parent/guardian to comply with the school attendance law. Failure to comply with court orders may result in a contempt of court ruling, with appropriate sanctions designated by state law and the court. Sanctions may be as severe as a sentence for incarceration in a juvenile detention facility for the student and a fine or confinement in the county jail for the parent/guardian.

# Bicycles, Skateboards, Scooters, Etc.

It is the joint responsibility of the parent and the principal to decide whether a fourth or fifth grade child may ride a bicycle to school. The parent/guardian must carefully consider the route, distance, other safety factors, and the child's coordination and maturity when making the decision as to whether to allow a child to ride a bike. Children under the fourth grade are not allowed to ride a bicycle to school unless the parent/guardian is walking or riding alongside the student. The school recommends that all children riding bicycles wear helmets and lock up bikes.



Students are responsible for the security of their bicycles. They are responsible for locking their bicycles in the racks provided. Please note that the security of bicycles is not the responsibility of the school. No other student driven, wheeled vehicles (skateboards, scooters, in-line skates, etc.) are allowed at school.

## Bullying

The board of education recognizes the negative impact that bullying has on student health, welfare and safety, as well as on the learning environment at school. Bullying by students will not be tolerated.

The following are examples of acts that may constitute bullying:

- derogatory verbal comments, such as name-calling, taunting, teasing, spreading rumors, jokes or slurs,
- threats of force or violence against a person or his/her possessions; intimidation,
- physical conduct such as using provocative gestures, overly rough horseplay, defacing or destroying property with the purpose of intimidating. Students will also be subject to school or legal disciplinary actions for cyber bullying. This involves the use of information and communication technologies such as e-mails, cell phone, and pager text message, instant messaging, defamatory personal Websites, Social Network Websites and defamatory online personal polling Web sites.

Cyber bullying actions may include:

- sending mean, vulgar or threatening messages or images,
- posting sensitive, private information about another person,

- pretending to be someone else in order to make that person look bad,
- intentionally excluding someone from an online group.
- sexting

Cyber bullying will not be tolerated and will constitute the same levels of disciplinary action as other types of bullying.

Disciplinary interventions and consequences for student bullying may range from counseling, restorative justice and in-school suspension to suspension, and/or expulsion.

See the website [aurorak12.org](http://aurorak12.org), policy code JBC for more information.

**Safe2tell Statewide Tip Line:** Safe2tell, a toll-free, anonymous Colorado tip line, answered by the State Patrol, is operational for anyone in Colorado concerned about a threat to student and staff safety. Their toll-free phone number is 1-877-542-SAFE.

**APS SafeNet:** Is an anonymous online safety tip form for APS students and staff. See the web site [www.aurora.k12.org](http://www.aurora.k12.org) – look for the APS SafeNet icon.

## Bus Procedures/Rules

The right of any student to ride the school bus is contingent upon the observance of all safety rules and the demonstration of acceptable behavior at all times. The Transportation Department will work with the bus drivers to determine fair and appropriate disciplinary action for violations of these rules. Should an infraction occur the department will notify the parent and/or guardian. If you have problems concerning your child or incidents that have occurred on the bus, please contact one of the Transportation Department's Supervisors at 303-326-1986, extension 28830 or 28807.

- Recording devices are located on APS busses.
- All general education stop locations are identified by a sign or yellow curbside stencil that contains the school abbreviation. Students should arrive at the bus stop no more than five minutes before the bus is scheduled to depart.
- The Transportation Department works diligently to ensure that the buses arrive on time to all bus stops, however, occasionally buses may be late because of traffic, vehicle malfunctions or weather conditions.

### Z-Pass Information

During the last few years, Aurora Public Schools has faced several transportation challenges that have impacted our ability to maximize school bus service to elementary students who are authorized to ride the buses. The APS Transportation Department plans school bus routes based on the

number of students who are eligible for transportation. However, some students who are not eligible for transportation are riding the school buses, which have caused problems with the bus loads. Additionally, students who are assigned to a specific bus route sometimes ride a bus other than the one assigned, which causes more problems with bus loads. These issues also pose a safety concern because we may not be able to immediately inform parents if their child is on any particular bus during emergency situations.



In order to improve transportation efficiency, provide better overall service to eligible families and address the challenges described above, the APS Transportation Department has introduced Zonar Pass (ZPass), a student identification system designed specifically for school bus transportation. The ZPass system uses RFID (Radio Frequency Identification) to confidentially monitor student ridership. The ZPass software program will provide the Transportation Department information on when, where and what time students get on and off APS buses, helping to assure their safety.

An electronic reader installed on the bus will identify each student's ZPass card upon entering or leaving the bus. If physically incapable, students will be assisted by APS staff in scanning their cards. The time, date, and location of each student is logged and transmitted to a secure, confidential database. This information is then readily available in case of an emergency or lost student situation. Only the student's name, school ID number and ZPass ID number are recorded on the bus pass. No student information is available outside of the school district's computer system.

#### **Instructions for Use of the Card**

- Your student's first ZPass card will be issued at the school, by the school office staff.
- Your student's ZPass card will be issued with an attached lanyard with a pull-apart clasp for safety. The ZPass card can also be securely fastened to your student's backpack either on the outside or inside of the backpack.
- Your student needs to present the ZPass card to the card reader installed on the bus upon entering and exiting the bus each time your student rides the bus.
- Students must have their ZPass cards with them at all times. If your student does not have the ZPass card when boarding the bus, he/she should notify the driver at that time. In the event that your student's ZPass card is lost or stolen, he/she should notify the bus driver or you should notify the APS Transportation Department at 303-326-1986 to prevent unauthorized use of the card. The district will then disable the ZPass card and issue a new card.

- The first card is free of charge. Replacement cards for lost or damaged cards will be issued by the school office staff and the cost will be \$3.00/card for each replacement card that must be issued.

The APS Transportation Department is very excited to use this program. To learn more about the program, please view the ZPass FAQ at [transportation.aurorak12.org](http://transportation.aurorak12.org).

## **Closings/Delayed Start**

When bad weather is expected, Aurora Public Schools staff members assess weather conditions as soon as possible to determine if schools should delay start times, close or proceed as scheduled.

#### **Communicating Delays or Closure Information**

If schools are closed or delayed, Aurora Public Schools will:

- Call families using the Connect-ED messaging system. (Families that have opted out or do not have current contact information will not receive the call.)
- Share this news with local television and radio stations
- Post delay/closure information on the district Web site, [aurorak12.org](http://aurorak12.org)
- Post updates on the APS Emergency line, 303-326-1080

#### **Delayed Start Times**

- If weather or other emergency conditions are severe, but not serious enough to close schools, the Superintendent may announce a late start schedule. **ALL SCHOOLS WILL BE ON A ONE-HOUR DELAYED START TIME. STUDENTS WHO RIDE THE BUS TO SCHOOL WILL REPORT TO BUS STOPS ONE HOUR LATER THAN ORIGINAL PICK-UP TIMES. STUDENTS WHO DO NOT RIDE BUSES SHOULD ARRIVE AT SCHOOL AT THE DESIGNATED DELAYED START TIME.** Schools with delayed start times will end at their regularly scheduled times.

#### **School Closings**

- Full-day closures: If Aurora Public Schools closes schools, classes will not be held and students should stay home for the day.
- Early dismissal: If early dismissal is necessary due to extreme weather conditions, students will be released to the individuals that parents have identified on the child's Emergency School Closure Card.

# Critical Information

---

It is critically important that parents provide the school with updated home and work telephone numbers. It is equally important parents update their physical and/or mailing addresses, throughout the school year with Centralized Admissions. In addition, the district must have the name of an adult to contact in the event of an emergency, should we be unable to reach the parent. If no one can be reached, the police will be contacted. It is also important that parents review backup plans with their children in case the unexpected happens (early dismissal, parent delayed, etc.).

# Day-Care Transportation

---

There are many daycare centers equipped with vans to transport students in the Aurora area. It is the parents' responsibility to coordinate their child's transportation needs with their daycare center. If your child uses daycare transportation, please provide the school with the name and phone number of the daycare center. **If your child is not taking daycare transportation on a particular day, please notify the school and the daycare provider.** Please provide a copy of the school calendar to your daycare provider. Since schools do not have the personnel for after-hours supervision, daycare providers are expected to pick up children immediately following the school day. Parents will be notified when the center fails to pick students up on time.

# Discipline

---

## District Philosophy Statement on Student Discipline and Shared Responsibility in Promoting Safe Schools

The Aurora Public Schools Board of Education believes that facilitating learning is the primary function of the district and its schools. It also believes that students must not only master academic content, but also acquire behavioral skills that are necessary for their ultimate success. All social institutions, including schools and places of work, have rules that establish the behavioral expectations of its participants. In a public school district, these rules must reflect the need to promote an environment which is safe and conducive to learning. Such rules must also reflect the need for mutual respect and cooperation between all persons in the school community.

Where students fail to follow established rules, discipline may be necessary. Discipline should be consistent, persistent and fair. The process should be instructive and corrective; its focus should be on helping the student to change or control inappropriate behavior, rather than on punishment. The ultimate goal should be the students' acquisition of self-discipline so that little external intervention and enforcement is required.

The Aurora Public Schools Board of Education believes that the existence of a fair and effective discipline pro-

gram is the shared responsibility of all stakeholders, including students, staff, parents and the larger community.

Ref:

- Policy ADH Aurora Schools Philosophy Statement on Student Discipline
- Policy ADHA Aurora Schools Statement on Shared Responsibility in Student Discipline

The school district's policies that contain the rules of conduct for students and explain consequences for breaking these rules are:

- Policy JKD/JKE (suspension/expulsion);
- Policy JK.1 (student discipline);
- Policy JICI (weapons);
- Policy JICF (gangs);
- Policy JBC (bullying); and
- Policy JICH (drug and alcohol use).
- Policy JICA (student dress code).

These policies are intended to help us provide a safe and productive learning environment for all students.

*A complete copy of the district's discipline policies can be found on our website at [www.aurora.k12.org](http://www.aurora.k12.org) or in the Aurora Public Schools Safe Schools handbook, available on our website at <http://equity.aurorak12.org/school-services/safety-discipline/>.*

# English Language Acquisition

---

Our goal in Aurora Public Schools is to ensure that English Learners have equitable and meaningful access to the educational services offered by our school district.

All students who are identified as students with a home language other than English are assessed to determine their language proficiency in English. Students are identified as an English Learner through the use of the Access Placement Test. Students identified as an English Learner will be provided appropriate instructional services. English Language Development (ELD) instruction is dedicated to building a solid foundation in English by teaching students the English language they need to be successful in the classroom. In order to provide these services it may be necessary to adjust students' daily course schedule. Be assured that English Learners will not miss their core content courses by participating in an ELD course.

In addition, as part of the services we offer, each English learner will receive daily instruction to improve their skills in reading, writing, speaking and listening within each content area (math, science, social studies, etc).

In APS we honor and respect the heritage culture, language, and experiences of each student. We believe that in order for classrooms to be effective, we must provide an inclusive and culturally responsive learning environment. We invite parent input and participation in their child's education.



# Field Trips

---

As part of the instructional program valuable field trips are planned for students during the school year. Upon being admitted to the district, parents will receive and sign a per-mission slip to indicate approval of the child's participation in the field trips for as long as the child is continuously enrolled in Aurora Public Schools. Prior to every scheduled field trip, a letter communicating detailed plans and arrangements for the trip will be sent home.

Teachers, paraeducators and adult volunteers provide field trip supervision. Due to supervision requirements, siblings may not attend. Students will pay all costs associated with meals that may be a part of the trip. Any other fees associated with the trip may be charged to the students. Students who are unable to pay these fees will not be denied participation; parents should notify the teacher if this situation occurs.

## Harassment - Racial/Sexual

---

The Aurora Public Schools Board of Education believes that all students are entitled to pursue their education in school-related environments that are free of racial and sexual harassment. To this end, the board prohibits the harassment of students through conduct or communications.

It is the policy of the board that complaints be investigated and offending individuals be dealt with in accordance with state law and district policies. Individuals who wish to file a formal complaint of racial and/or sexual harassment may do so by informing the building principal or by filing a grievance with the Office of Legal Counsel, Aurora Public Schools, 15701 E. 1st Ave., Aurora, CO 80011, 303-344-8060 ext. 28301.

Please see website [www.aurorak12.org](http://www.aurorak12.org); Policy Code JBB.

## Health/Immunization/ Medicaid/Medication

---

- **Health**  
It is extremely important for parents to advise the school health staff if a child has health problems or allergies. The school must be notified when a child is diagnosed with a contagious disease such as measles, pertussis (whooping cough), mumps, chicken pox, etc. A student with a serious health problem (examples include diabetes, seizures, severe allergies, etc.) must have an individual health plan, written by the school nurse, on file before attending school, if school staff will be providing care or medications.
- **Health Information Card**  
Every year, a Health Information Card needs to be completed for each student. It lists health concerns, medications, hearing or vision conditions and special education needs. Even though a child may not have a significant health condition, parents are expected to complete and sign the form for the school health records. The information supplied on the Health Information Card helps the school's health staff to understand and support any health needs a student may have.

- **Immunization**  
All students must show proof of immunization before attending school. Students who do not submit an official immunization record or present a valid exemption will be denied admission. Failure to meet Colorado immunization law within 14 days may result in exclusion from school until there is compliance with the law. The law states that a child may be exempted from immunizations with a physician's medical recommendation or a written statement signed by the parent or guardian stating opposition based on religious or personal beliefs.
- **Emergency Contact Information**  
It is essential that parents complete the "Emergency Contact" Information of the "Family Address and Information Form" at the start of every year and whenever there are changes. If your child is injured or becomes ill at school, the staff needs to be able to reach a responsible adult. Please remember to notify the school office staff when a phone number changes.
- **Medication**  
Students shall not be permitted to take medication while at school unless medication is administered in accordance with the procedure outlined in Policy JLCD and JLCD-R. If a student needs medication at school, an authorization form is required. The parent should notify the health room paraeducator or the registered nurse for specific medication guidelines.  
  
Prescription medication supplied by the student's parent or guardian must be in the original container from the pharmacy with a label that includes student name, drug name, dose specific to weight or age, time interval, route (e.g., by mouth, injection) and specific indications. Non-prescription medications must also be in the original labeled container and be labeled with the student's name. All medications should be delivered to the health room staff by a responsible adult or by special arrangements and clear communication between parent and school staff. Controlled substances (narcotics and some behavioral medications) must be secured in the health office at all times and may not be carried by any student at any time.



## Homeless Children & Youth - McKinney-Vento Act

---

If a student meets the federal definition for homeless, the parent(s) and the student(s) have the right to enroll in the student's designated attendance area and to fully participate in any school programs offered to students, for which they meet eligibility requirements. Homeless students are not required to attend a separate school for homeless youth and will not be stigmatized by school personnel. Homeless parent(s) and student(s) do not need to provide school documents, proof of residence or immunization records when enrolling. Schools may assist parents with information on clinics for immunization or with requesting school documents. Homeless students will be provided comparable services including transportation, education and meals. If a parent is denied enrollment they may appeal the decision for non-enrollment to the district's homeless liaison. Upon review of the situation, the district's homeless liaison will make a final decision on the enrollment of the student.

If a family or youth becomes homeless during the school year, parent(s) may request assistance with transportation for their child to continue attendance at the school of origin. This request is only applicable if the family or youth needs to move to a location outside of the school's attendance area. This assistance with transportation to the school of origin will be provided for the balance of the current school year. In determining transportation options, the homeless family liaison will consider the hardship of the student if transportation is deemed too long for the student to ride on the bus or if the time involved would also cause some hardships for the student and their family.

For more information on homeless and the rights of homeless parents and youth, please contact the Metro Migrant Education Program Aurora Public Schools, at 303-344-8060 X28426.

- **Medical, Dental and Mental Health Care at School (Call 720-837-4761)**

APS students in and their younger siblings, can receive basic medical, dental and mental health care at one of two school sites in the district. The clinics are located at Crawford Elementary School and near the Laredo Child Development Center. The clinics are staffed by pediatric practitioners and dental professionals from Rocky Mountain Youth Clinics and by therapists from Aurora Mental Health Clinics. Appointments can be made by parents and school nurses. Low-cost services are provided to APS students whether or not they have medical insurance.

- **Health Insurance Enrollment (Call 303-365-7813)**

Assistance is available for families to enroll in Medicaid and SCHIP (CHP+) health insurance programs. A child who is an American citizen, and whose family income meets the guidelines for free or reduced school lunch, may qualify for one of these insurance plans. Appointments are necessary.

- **Medicaid Consent**

If your student is eligible for Medicaid Health Insurance, please read the following:

### **ANNUAL NOTIFICATION OF RIGHTS**

This is a statement of your rights regarding the consent you have given the District to provide health related services to your child and to release and exchange information to Medicaid for reimbursement for health related services.

Billing information includes your student's name, date of birth, address, educational disability and type and amount of health related services that have been provided. Your consent has allowed the District to send claims to Medicaid and receive payment from Medicaid for health related services outlined in your child's Individualized Education Plan. The district will operate under the guidelines of the Family Educational Rights and Privacy Act (FERPA) to ensure confidentiality regarding your child's treatment and provision of health related services. You are entitled to receive a notice of your rights annually. This is the statement of your rights.

#### *Rights:*

- The District will not require you to enroll in Medicaid in order for your child to receive special education services.
- Your child will continue to receive the services listed in his or her IEP, without interruption and at no cost to you, whether or not you have given permission.
- Your consent will not impact your child's Medicaid coverage.
- Your consent is voluntary and may be withdrawn at any time.
- If you withdraw your consent the district will not bill Medicaid for any services provided from that date forward.

Call the Health Services/School Medicaid office with questions, 303-365-7813.

# Homework

Homework is defined as learning experiences that are initiated at school and continued outside of the classroom. The assignments directly relate to class work/discussions and are appropriate to the students' grade level and capabilities.

## Purposes of homework:

- To reinforce classroom learning by providing independent practice of knowledge and skills learned during the school day.
- To develop independent study habits, efficient use of time, and planning for and completing homework on time.
- To inform parents/guardians of learning goals and expectations.

## Qualities of homework:

- Assigned tasks are relevant to classroom instruction.
- Learning objectives are clear to students and parents.
- Assignments are differentiated.
- Feedback on homework is precise and timely.

## Amount of homework:

- Regardless of age, nightly reading is recommended. Parents/guardians are encouraged to read aloud to their children in English or in their native language.
- The amount of homework assigned considers the needs and demands of family life and health of students.
- Recommended guidelines for the amount of homework assigned:

Grade Span	Frequency	Time Ranges
K-1	1-2 days per week	10-15 minutes per day
2	2 days per week	10-30 minutes per day
3	2 days per week	15-30 minutes per day
4	2-3 days per week	15-30 minutes per day
5	3-4 days per week	15-30 minutes per day
6-8		A minimum of 2 and a maximum of 5 hours per week (total of all classes)
9-12		A minimum of 3 and a maximum of 10 hours per week (total all classes)

Building principals shall annually include information on homework expectations to students, parents and teachers via newsletters, student handbooks, Back-to-School Night and technology-based communications.

See IKB Homework Policy and IKB-R Homework: Regulation



# READ Plans

---

The READ Act requires the creation and implementation of an individual intervention plan (called a READ plan) for students identified with a significant reading deficiency. The classroom teacher will notify the parent(s) of students who are identified as significantly below grade level. Parent/teacher conferences will be scheduled and the READ Plans developed. The READ Plans specify strategies to be used in the classroom and at home to help students improve their reading skills. Students must remain on their READ Plans until they are reading at grade level. Parent involvement in the plan is required by law.

## Instruction

---

### Content Standards

The Colorado Academic Standards are the basis of the K-12 curriculum.

Below are the content standard areas included in elementary school and a brief description of the educational programs in each of them:

### Literacy

★ **Literacy** – The elementary literacy curriculum provides literacy instruction in communication skills. These skills include reading, writing, oral language development, listening and viewing. Classrooms are structured to include reading, writing and skills instruction. Schools use a wide variety of literature, trade books and non-fiction texts. Ongoing assessments provide the classroom teacher with important data on students' progress in order to meet their diverse learning needs.

### Mathematics

★ **Mathematics** – The K-5 mathematics program is designed to develop students who meet or exceed the Colorado Academic Standard in mathematics and who value mathematics, are confident in their ability to do math, are mathematical problem solvers and communicate mathematically. Our mathematics goals focus on problem solving in every standard: number sense, algebra, probability, statistics and geometry. Classroom experiences will include:

- daily grade level appropriate mathematical problem solving.
- daily instruction in number sense and computation.
- opportunities for communicating orally and in writing about mathematics
- instruction that ensures student success in understanding of mathematics

### Arts

★ **Fine Arts** - The Fine Arts program in the Aurora Public Schools contributes to the growth of mind, meaning, and experience. The arts experience offers:

- a creative mindset;
- the development of imagination and personal expression;
- understanding and fluency of universal symbols and concepts;
- opportunities for problem solving;
- development of teamwork skills;
- sensory, emotional, intellectual and social experiences; and
- integration across content areas.

★ **Visual Arts** - The elementary visual arts program is designed to utilize a variety of visual arts media, tools, techniques and technology to make and interpret visual products. Instruction focuses on active student participation.

★ **Music** – The elementary general music program is designed to develop a child's skills in performing, creating and listening to music from a variety of cultural and historical traditions. All Aurora Public School elementary students are given instruction in seven different areas of music, including rhythm, melody, harmony, form, tone, expression and appreciation. Instruction focuses on active student participation.

### Physical Education and Health

★ **Health** – Students learn how a healthy body works and how choices affect health. The elementary health curriculum includes issues related to nutrition, exercise, personal safety, drug awareness and body systems. Teachers and principals can provide more detailed explanations to interested parents.

★ **Physical Education** – The physical education curriculum provides the student with opportunities to participate in activities that develop and enhance physical fitness. The child develops a social identity through the work and play experiences provided in the environment stressing physical fitness, health and safety.

Students are expected to have the proper footwear for every Physical Education class. The primary purposes for proper footwear are: safety of the child and for them to be able to participate at their personal best in order to be successful in all daily activities. The proper footwear consists of: non-marking athletic shoes that are laced up, Velcro, zip, or slip on tennis shoes that stay on the student's feet and cover the foot. If your child dresses without athletic tennis shoes for the day, please have them bring the proper shoes to change into for their PE class.

If a child cannot participate in physical education on a particular day because of illness or injury, a note from the parent is required.

## Science

- ★ **Science** - The science curriculum encourages students to be curious, creative and critical thinkers as they explore the world like scientists. Classroom experiences enable students to:
  - acquire and use skills of inquiry through the scientific practices;
  - understand scientific principles in earth, physical, and life sciences, including the human reproductive system at the fifth grade level;
  - make connections about the natural world; and
  - use science to enrich the world around them.

## Social Science

- ★ **Social Studies** – In social studies, students develop an understanding of themselves, society and the world in which they live by exploring families and neighbors, neighborhoods and communities, with a focus on Aurora; the U.S., including Colorado; and topics in American history. By acquiring a basic core of knowledge and skills in the areas of history, geography, civics and economics, students learn to participate in the community as active informed citizens.
- ★ **Technology** – The major goals of the elementary technology program are to have students locate and make use of information from various media, use technology to develop quality products and use technology as a tool for learning in other content areas.
- ★ **Media Services** – The media services program of the Aurora Public Schools is designed to help students develop library research and communications skills to support each of the content standards. Media centers in all buildings play a key role in the development of these skills in collaboration with the teacher and support classroom instruction.

## Keeping Students After School

Sometimes it is necessary for teachers to extend the normal school day for elementary students to provide extra help for students who have been absent or require additional assistance to master a subject or to enforce penalties for the proper management of student behavior.

- Teachers may not cause a student who is transported by bus to miss a bus without prior arrangements for the parent to transport the student.
- Teachers may extend a student's school day for up to 15 minutes before or after normal school day **without parent permission or prior parent notification**. However, the teacher will make a reasonable effort to notify the parent prior to the extension.
- Teachers may extend a student's school day for more than 15 minutes before or after the normal school day only **if prior parent permission has been obtained**. Teachers will notify the office prior to extending a student's school day beyond the 15 minutes.

## Lost & Found

It is the parent's responsibility to mark all personal belongings of the child brought to school. Lost and found articles may be claimed at school. Unclaimed items will be donated to various organizations at the end of each semester. School personnel are not responsible for lost/stolen items.

## Lunch & Breakfast Program

A school lunch and at some sites, a breakfast program will be available to students. Please call your child's school office for more information on the breakfast program. Free and reduced meal applications will be mailed to each family and are to be mailed back to the Nutrition Services Office, 15700 E. 1st. Avenue, Aurora, CO 80011. The applications may also be returned to the cafeteria manager at your child's school. We also welcome you to visit our Nutrition Services office and drop off your application for processing.

We now have the option to apply for free and reduced meals online. You may access the online application through the district website at [www.applyforlunch.com](http://www.applyforlunch.com)

We are open 7:00 am to 3:30 pm. Only one application per family is required. All children must be listed on the application regardless of the school they attend. Additional applications for free and reduced lunches/breakfasts are available in the school office or the district centralized admissions office at 1085 Peoria. Your child's eligibility for free or reduced meals does not become effective until you receive a letter from the Nutrition Service office stating the results of your application. Applications may be filed throughout the school year. It is extremely important parents notify District Centralized Admission office 303-326-2200 or in person at 1085 Peoria Aurora, CO 80011 when their addresses change. Students will also be permitted to bring their lunches from home and to purchase milk and incidental items.

### *Please note:*

Students who receive free or reduced lunch will receive free breakfast. Students with unique dietary needs due to health problems are required to have a physician complete and sign a Medical Statement Form for Students with Special Dietary Needs. You may obtain this form from your kitchen manager or from the Nutrition Service Central Office or by go to our web site <http://wellness.aurorak12.org/files/2011/02/Medical-Statement-Form-Instruct-only.pdf>. For example: A child who is allergic to milk would need to provide a statement from the physician stating this and what foods the child cannot eat. When possible, Nutrition Services will make a reasonable effort to provide for those needs. Nutrition Services strives to provide balanced nutritious meals for students. School sites that sell snacks during lunch must also meet the nutritional requirements. Students are offered five menu items and must select a minimum of three items at lunch. One of the items must be a ½ cup serving of



fruit or vegetable. For example: A menu of chicken, dinner roll, green beans, peaches and milk has five food items. The child must take at least three: Chicken, green beans and milk as an example or other combination. The student may not take two milks and chicken. It must be three different items. During breakfast, students must select three of the four offered items and one of the items must be a fruit or vegetable. We encourage parents to provide nutritious items in student meals brought from home.

Each child is given a keypad number that will be entered by the child on the keypad when the child comes in for breakfast/lunch. This keypad number identifies the child's account so it is important for the child to learn the number as quickly as possible. These numbers are confidential and should not be shared with friends. Children are also encouraged to pay for their meals in the morning before school starts so they will have optimum time to eat lunch.

Parents or students are encouraged to purchase daily meals or multiple-day meals in the school cafeteria. Checks need to include the child's first and last name, room number, and keypad number to make processing easier. A \$.50 discount is given with purchase of 10 meals. Personal checks should be made payable to Aurora Public Schools and should indicate the purpose of the payment. If there is a problem with insufficient funds, the returned check will be sent to Global Payments for collection. We also have an on-line meal payment program that is easy and convenient. Go to [www.PayPams.com](http://www.PayPams.com). You will need your child's birth date to deposit money on-line. This year parents will be charged a \$1.25 per transaction if they choose to use Pay-Pams. If you would like more information, please call us at 303-343-0295, extension 28561.

The child's hand may be stamped with "Please Send Money or Last Meal" when the child only has one meal remaining. Other forms of communication may be used instead of a hand stamp. The student is allowed and encouraged to call a parent or guardian if he or she has used the last meal on a multiple-day purchase or is out of money.

Money may be taken out of a sibling's account to cover a meal if the student informs the cashier that there is a sibling attending that school. Also, a parent can request a historical printout of their child's account at any time throughout the school year.

School Messenger calls are made weekly to those families who have a negative balance in their child's meal account. Prompt payment is encouraged.

The Nutrition Services staff will make a note of students who demonstrate a pattern of being without lunch money and will call to counsel parents or guardians regarding the issue and possible alternatives, including the availability of free and reduced meal programs.

**For public health reasons, snacks brought to school for special occasions should be purchased from a licensed retail food establishment.**

## **No Child Left Behind: Parent's "Right to Know"**

---

The federal law called the No Child Left Behind Act requires that all public schools inform parents whose children participate in Title I programs of the professional qualifications of their teachers. Aurora Public Schools will provide this information to you upon request.

Should you wish to acquire information regarding the license and degrees held by Title I classroom teachers, please complete a Title I Teacher Qualification Request Form. This form may be obtained by writing to the Division of Human Resources located at 1085 Peoria Street, Aurora, Colorado 80011 or by calling 303-344-8060. All written requests will be processed by the Division of Human Resources. Within 30 days of receiving a request, you will be provided written information by mail. Human Resources staff will not provide information over the telephone.

## **Non-Custodial Parent Rights**

---

By law the district is required to allow non-custodial parents (those who do not have legal custody of their children) access to all records concerning their children unless there is a court order denying them access to such records or, in rare cases, where the district believes the children could be in danger. This means that if you are divorced, separated or for some other reason not living with the parent of your child, and the non-custodial parent asks the school for any records concerning your child, the school is required to provide the records to him/her, unless there is a court order which says they are not entitled to such records. Please note that school records include names and addresses of students.

It is the responsibility of the parent who has custody of a student to provide the district with a copy of the most recent court order related to custodial rights and any order relating to the right of the non-custodial parent to have access to records involving a student. Such a court order must be provided as close as possible to the time of registration of the student or to the time the court issues the order. If there is no court order on file with the school, the school will assume that none exists.

## Notice of Non-Discrimination

---

The Aurora Public Schools is committed to the policy that all persons shall have equal access to its programs, facilities, and employment and does not discriminate on the basis of race, age, color, creed, national origin, sexual orientation, disability, religion, ancestry, sex or need for special education services, and provides equal access to the Boy Scouts and other designated youth groups. Career and technical education opportunities will be offered without regard to these protected classes. In adhering to this policy, the Aurora Public Schools abides by Title IX of the Education Amendments of 1972, the Americans with Disabilities Act, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act and Titles VI and VII of the Civil Rights Act of 1964.

Questions, complaints or requests for additional information regarding these laws or issues concerning discrimination (including information about how to file a grievance if you believe you are the victim of discrimination) should be directed to the compliance officer for these issues, Damon Smith, Chief Personnel Officer (employees), 1085 Peoria Street, Aurora, CO, 80011, phone: (303) 344-8060, [dsmith@aps.k12.co.us](mailto:dsmith@aps.k12.co.us), or designee and William Stuart, Deputy Superintendent (all other complaints), 15701 East 1st Avenue, Suite 206, Aurora, CO, 80011, phone: (303) 344-8060, [wmstuart@aps.k12.co.us](mailto:wmstuart@aps.k12.co.us), or designee. This notice is available in alternative formats.

## Open Enrollment

---

Students who live within the designated boundaries of a school shall have priority for enrollment in that school. When a student does not, applications for open enrollment will be considered in the following order of priority:

- Resident or non-resident students who apply, meet specific eligibility requirements, and are accepted into a pilot/magnet school or education focus program;
- Students exercising choice under the federal No Child Left Behind Act (NCLB) (governed by Grants Office);
- Children of APS staff;
- Resident students who are entering the highest grade level at a school affected by a boundary changes who wish to remain;
- Students receiving daily childcare with a private sitter or at a commercial center within a school attendance area;
- Student applicants who are residents of the district seeking choice enrollment; and
- Student applicants who are nonresidents of the district.

Open enrollment is based on program/building/staffing capacity. Approval may be granted, or denied by June 15th or students may be placed on a wait list for both intra- and inter-district applicants. Once an intra- or inter-district application is approved, the application shall be valid for attendance at that school for the school year approved. Applications may be valid throughout the grades served by

that school as long as the student continues to meet established criteria and the student has not moved outside of APS boundaries. The final decision for granting open enrollment is made by the principal of the requested school

Students who move out of a school's boundary or the district during the school year may complete the current school year at the school the student is currently attending. Students will be required to attend their new home school thereafter, unless application is made for intra- or inter-district choice/open enrollment and approval is granted.

## Parent/Teacher Conferences

---



Parent/teacher conferences will be scheduled by individual schools for all students in the fall and for new students and others, as needed, during the school year. Parents and teachers are encouraged to set up special conferences any time the need arises.

## Retention

---

Retention of students is an option for students at any grade level who, after intensive interventions as determined through the Multi-Tiered Systems of Support (MTSS) process, are performing below established targets. For most students struggling to keep up, retention is not a satisfactory solution; nor is promotion. Understanding why a particular student has fallen behind points to the best course of action. Multi-Tiered Systems of Support is a process of ongoing and diagnostic assessment that help schools develop intervention strategies that stop the cycle of failure and that accelerate learning.

## Protection of Pupil Rights Act (PPRA) Notice

---

- Under the federal PPRA, parents have the right to prior notice of (1) any activities involving the collection or disclosure of personal student information for marketing purposes; (2) the administration of any survey designed to gather private student information (including information about political affiliation, family income, mental problems, illegal behavior, sexual behavior and attitudes and religious beliefs); and (3) any non-emergency, invasive physical exam or screening that is required as a condition of attendance, administered by the school and scheduled in advance, and not necessary to protect the immediate health and safety of the student or other students. For a full description of rights under PPRA, please visit the district's Web site at [aurorak12.org](http://aurorak12.org) (go to "Parents" then click on "Legal Rights").

- PPRA affords parents certain rights regarding our conduct of surveys, collection and use of information for marketing purposes, and certain physical exams. These include the right to:
  - Consent before students are required to submit to a survey that concerns one or more of the following protected areas (“protected information survey”) if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)–
    1. Political affiliations or beliefs of the student or student’s parent;
    2. Mental or psychological problems of the student or student’s family;
    3. Sex behavior or attitudes;
    4. Illegal, anti-social, self-incriminating, or demeaning behavior;
    5. Critical appraisals of others with whom respondents have close family relationships;
    6. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
    7. Religious practices, affiliations, or beliefs of the student or parents; or
    8. Income, other than as required by law to determine program eligibility.
- Receive notice and an opportunity to opt a student out of –
  1. Any other protected information survey, regardless of funding;
  2. Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
  3. Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.
- Inspect, upon request and before administration or use –
  1. Protected information surveys of students;
  2. Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
  3. Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

Aurora Public School District (APS) has developed and adopted policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy

in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. APS will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. APS will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. APS will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and be provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

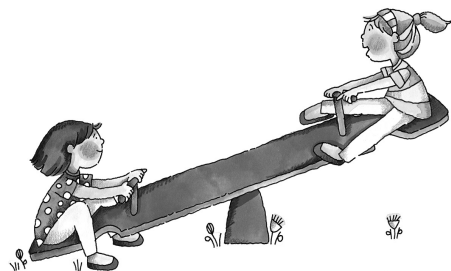
- Collection, disclosure, or use of personal information for marketing, sales, or other distribution.
- Administration of any protected information survey not funded in whole or in part by ED.
- Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
 U.S. Department of Education  
 400 Maryland Avenue, SW  
 Washington, D.C. 20202

## Recess Guidelines

It is an expectation that students well enough to be in school are well enough to participate in all activities, including outdoor recess. It is suggested that children be dressed for the changeable Colorado weather. Current weather conditions will determine whether or not students are sent outside. **Outdoor recess will be held if the temperature, including wind chill, is 20° or above.** The decision for recess will also be based on weather conditions at the school site.



## Release of Students During School Day

---

Students shall be released only to a person designated on the student's school registration, except when the principal/designee has reasonable assurance that the release to a person is authorized by the legal custodian or by court order. Under no circumstances shall a person not listed in Infinite Campus be allowed to pick up a student unless the principal is able to confirm the authorization for the release of the student with the parent/guardian and appropriate identification is provided. It is important that parents update all contact information yearly. Please see the website at [www.aps.k12.co.us](http://www.aps.k12.co.us); look for Policy Code JLIB.

Students are required to check out through the school's main office. When picking up children, adults are to sign out for the children in the office and provide appropriate identification.

**If there is a current restraining order that would prohibit a person from picking up or contacting a student at the school, a copy needs to be on file in the school office. If there is no current court order on file with the school, the school will assume that none exists.**

## Report Cards

---

In 1993, Colorado passed a bill which requires all schools, K-12, to report out by content standards. Some standards will be graded each reporting period while others may be graded each semester. Guidelines to assist teachers in assigning grades have been prepared so that student progress can be evaluated according to common criteria.

If a child has been enrolled less than 20 days, a report card will not be issued until the next quarter. Teachers use a variety of assessments to evaluate and report on the progress of students. We are confident that students from the Aurora Public Schools will graduate as knowledgeable, productive citizens who will succeed in our changing world.

For additional information about Aurora Public Schools content standards, please contact the Division of Equity in Learning, 303-340-0859 ext. 28351 or your child's school.



## School Safety - A Top Priority

---

The safety of students and staff is a top priority in the Aurora Public Schools. For the past several years, all schools have focused on security measures that have included lockdown and evacuation drills. Schools in lockdown will stay in lockdown until the lockdown is lifted by the district or when an agency such as the police or fire department determines that it is safe. In a lockdown, visitors, including parents, will not be allowed to enter or leave the building. In the event that the school is evacuated and students are on the playground or in parking lots, parents will not be able to take their children until after the students have returned to their classrooms and routine student sign out procedures are followed.

In the event that students need to be transported to another site, information about where they have been taken will be made available through radio stations, television channels and on the district Web site: [aurorak12.org](http://aurorak12.org) and at times, using the SchoolMessenger system. Parents or emergency contacts designated by the parents will be directed to pick up their children at a designated site.

It is crucial that parents/guardians work with their school to keep emergency contact information updated. Only those individuals on record at the school will be allowed to pick up a student and in ALL cases, a photo ID will be required. Please check with your school to update emergency contact names and numbers. If you would like more information regarding the safety procedures at your child's school, please contact the building administrator.

## Senate Bill 03-072/ Sex Offender List

---

A state law (Senate Bill 03-072) passed in 2003, requires all schools to notify parents that they have the right to access law enforcement agency information concerning adult registered sex offenders. Concerned parents may request this list at the local law enforcement office that governs your address or the address of the school your children attend. This could be either the Aurora Police Department or the sheriff's office in either Adams or Arapahoe counties, depending on your address. You must go to their office in person and show proof of residency.

City of Aurora Police Department	303-739-6050
Adams County Sheriff's Department	720-322-1351
Arapahoe County Sheriff's Department	720-874-3875



## Special Education

---

Aurora Public Schools provides a free appropriate public education (FAPE) and specialized services to all students with specified disabilities that qualify under the federal law, Individuals with Disabilities Education Act (IDEA). An individualized education program (IEP) that describes the child's educational needs, the goals for the child, and the program to be implemented to attain those goals in the least restrictive environment is developed, in partnership with the parents.

## Special Needs

---

Please contact your school or the Aurora Public Schools, Department of School Services, 303-365-5819 and TDD 303-326-1585 if, because of a disability, you require special assistance in order to participate in a school activity. Persons with such needs are requested to make contact at least two weeks prior to the event if possible to allow staff to coordinate arrangements.

This publication and most other publications from your school are available in alternative formats (e.g., large print, on audio tape and in Braille) upon request. Please contact the principal of your school for more information.

## Stormwater Management Program

---

Aurora Public Schools has developed a Stormwater Management program intended to reduce nonpoint source pollution into the local waterways. As stormwater flows over driveways, lawns, and sidewalks, it picks up debris, chemicals, sediment, and other pollutants. Stormwater can flow into a storm sewer system or directly into a lake, stream, river, wetland, or coastal water. Anything that enters a storm sewer system is discharged untreated into the waterbodies we use for swimming, fishing, and providing drinking water. Polluted runoff is the nation's greatest threat to clean water. If you witness illegal dumping on school grounds, please contact the Environmental Compliance Branch immediately.

The program is available for review at the Environmental Compliance Branch at 1369 Airport Boulevard. Questions are welcomed and should be directed to the Environmental Compliance Branch Manager at 303-367-3000 ext 28685.

## Student Accident Insurance

---

For those families who do not have health insurance, or would like additional coverage, Aurora Public Schools has selected, for students pre-school through twelfth grade, the Student Accident Insurance Plan from K&K Insurance Group to make reliable coverage available to parents.. Information on this plan is available at all school sites. Additional information can be obtained by visiting the Aurora Public Schools department of Risk Management website at <http://risk.aurorak12.org/student-accident-insurance/> or by 303-365-7816 ext 5.

## Student Use of Technology

---

Technology continues to change the way individuals and organizations can access information and communicate with people and organizations locally and globally. These outside sources of information and communication will be used to support district curriculum, provide additional resources, and/or enrich classroom assignments. The staff will take reasonable precautions and use reasonable procedures to assure that the information, communication, and materials to which a student is exposed to are appropriate. If a student deliberately seeks exposure to inappropriate information and material, and uses electronic technologies inappropriately or illegally, including cyber bullying, he or she will be subject to school and or legal disciplinary actions.

## Student Use of Telephones

---

Telephones are reserved to transact school business. It is helpful if each family reviews daily appointments and schedules (Scouts, babysitter, etc.) before children leave for school. Student use of the telephone is limited to unforeseen circumstances and emergencies only.

Aurora Public Schools believes in "providing environments that optimize learning and teaching and are safe, secure, and well-maintained." As such, and except for approved educational purposes, all personal electronic devices shall not be seen, used, nor heard during the instructional school day on Aurora Public Schools property by students grade K-12.

Cell phones—electronic devices are defined as cell phones, IPODs, electronic games and other electronic devices. Grade levels will develop protocols to address the implementation of the electronic device regulation. **We are not responsible for loss or theft of cell phones or other personal electronic devices.**

## Support Services for Instruction

---

### **Aurora Gifted and Talented Education**

The purpose of Aurora Gifted and Talented programming is to provide high potential and gifted and talented students with a variety of educational services that meet their individual learning needs. This may include one or more of the following strategies: grouping, acceleration, complexity, novelty, enrichment and differentiation. Aurora Quest Academy is a magnet school for the high potential and academically gifted and serves students in grades kindergarten through grade eight. For more information about the AGATE program, call 303-340-0859.

### **Title 1 Program**

The Title 1 Program is federally funded. The focus is to add to and support and supplement the literacy and math instruction students receive in their regular classrooms in Title 1 schools.

## Toys and Other Valuables at School

---

Schools furnish playground equipment for all grades. Children are not to bring play items to school unless specifically approved by the teacher or school. The school is not responsible for toys and other valuable items brought to school. **Please check your child's backpack/pockets before they leave for school. It is important to remember that if your child brings a toy that strongly resembles a real weapon to school, suspension or even expulsion could result.**

## Transfers & Withdrawals

---

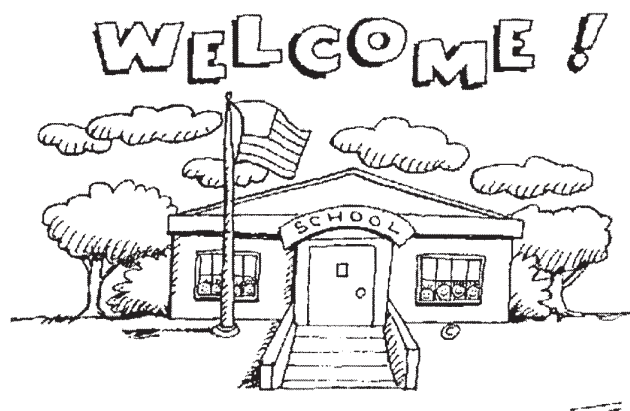
If students withdraw during the school year, the school office must be notified as soon as possible so that the necessary forms and attendance records can be completed. To enroll your child at a new school within the district, visit Centralized Admissions to verify your new address. When your child enrolls in the new school, the new school will request records from the current school. The current school will mail the records to the new school. All district property, such as library books and textbooks, must be returned before the student withdraws.

## Visiting School

---

Parents are encouraged to visit their child's classroom throughout the year. Please make arrangements in advance with the child's teacher. Short, well-planned visits provide a better understanding of the child's school experience rather than long, unscheduled visits. Since small children, particularly infants, tend to distract the pupils, we ask that parents not bring young children when visiting their child's classroom. Children not enrolled at the school must be accompanied by an adult 21 years old and older when visiting school.

**All parents and visitors are required to check in and out at the office upon entering the school and are required to wear a name/visitors badge while in the building.**



# APS Elementary Building Locations

---

Altura . . . . .	1650 Altura Blvd . . . . .	303- 340-3500 ★
Arkansas . . . . .	17301 E. Arkansas Ave . . . . .	303- 755-0323 ★
Century . . . . .	2500 S. Granby Way . . . . .	303- 745-4424 ★
Crawford . . . . .	1600 Florence St . . . . .	303- 340-3290 ★
Dalton . . . . .	17401 E. Dartmouth Ave . . . . .	303- 693-7561 ★
Dartmouth . . . . .	3050 S. Laredo St . . . . .	303- 690-1155 ★
Elkhart . . . . .	1020 Eagle St . . . . .	303- 340-3050
Fletcher . . . . .	10455 E. 25th Ave. . . . .	303- 343-1707
Fulton . . . . .	755 Fulton St . . . . .	303- 364-8078 ★
Iowa . . . . .	16701 E. Iowa Ave . . . . .	303- 751-3660 ★
Jewell. . . . .	14601 E. Jewell Ave . . . . .	303- 751-8862 ★
Kenton . . . . .	1255 Kenton St . . . . .	303- 364-0947
Lansing. . . . .	551 Lansing St . . . . .	303- 364-8297 ★
Laredo . . . . .	1350 Laredo St . . . . .	303- 366-0314
Lyn Knoll . . . . .	12445 E. 2nd Ave . . . . .	303- 364-8455 ★
Montview . . . . .	2055 Moline St . . . . .	303- 364-8549 ★
Paris . . . . .	1635 Paris St . . . . .	303- 341-1702 ★
Park Lane . . . . .	13001 E. 30th Ave . . . . .	303- 343-8313 ★
Peoria . . . . .	875 Peoria St. . . . .	303- 340-0770 ★
Sable . . . . .	2601 Sable Blvd . . . . .	303- 340-3140 ★
Side Creek . . . . .	19191 E. Iliff Pl . . . . .	303- 755-1785 ★
Sixth Avenue . . . . .	560 Vaughn St . . . . .	303- 366-6019 ★
Tollgate . . . . .	701 S. Kalispell Way . . . . .	303- 696-0944
Vassar . . . . .	18101 E. Vassar Ave . . . . .	303- 752-3772 ★
Vaughn. . . . .	1155 Vaughn St . . . . .	303- 366-8430 ★
Virginia Court . . . . .	395 S. Troy St . . . . .	303- 366-9594 ★
Wheeling. . . . .	472 S. Wheeling St . . . . .	303- 344-8670 ★
Yale. . . . .	16001 E. Yale Ave . . . . .	303- 751-7470 ★
Aurora Frontier K-8 . . . . .	3200 S. Jericho Way . . . . .	303- 366-0579 ★
Aurora Quest K-8 . . . . .	17315 E. 2nd Ave . . . . .	303- 343-3664
Boston K-8 . . . . .	1365 Boston St . . . . .	303- 364-6878
Clyde Miller K-8 . . . . .	1701 Espana St . . . . .	303- 364-7918 ★
Edna and John W Mosley P-8 . . . . .	55 N. Salida Way . . . . .	303-326-1333 ★
Murphy Creek K-8 . . . . .	1400 S. Old Tom Morris Road . . . . .	303- 366-0579 ★
Vista Peak P-8 . . . . .	24551 E. 1st Ave . . . . .	303- 340-0859 ★
Child Development Center . . . . .	1420 Laredo St . . . . .	303- 364-9371 ★
Jamaica Child Development Center . . . . .	800 Jamaica St . . . . .	303-364-8126 ★
Meadowood Child Development Center . . . . .	3333 S. Norfolk Way . . . . .	303-400-0863 ★

★ Child Development Center sites (CDC)

NOTES:

---