

**Denver Street School  
2021-2022  
Student Handbook**



**West Campus**

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## **Introduction and History**

The Denver Street School is a system of Christian alternative schools dedicated to providing inner-city students with the opportunity to complete their high school education. Founded in 1985 by Mr. Thomas Tillapaugh, the Denver Street School has graduated over 200 students. Many of these graduates have gone on to college, junior college, vocational schools, the military and the job market. The administration and faculty of the Denver Street School are dedicated to helping students rise above obstacles. We believe that with the help of Jesus Christ students can excel in school and go on to become great successes in life.

The Denver Street School is accredited by the North Central Association Commission on Accreditation and School Improvement and is a member of the Street School Network. Future plans include the addition of other street schools in various Denver metro-area neighborhoods. Denver Street School is governed by a board of directors composed of concerned men and women from our community who share with the administration the vision that quality Christian education is the key to breaking the cycle of poverty and dependence.

## **Purpose Statement**

Bringing hope, a second chance, and the love of Christ to Denver's at-risk youth through quality education in a safe environment and a supportive network of loving, caring adults.

## **Mission Statement**

Students will become productive citizens by:

- acquiring tools to problem solve and set goals
- identifying and overcoming negative habits
- having a vision for a positive future
- working to develop and maintain healthy relationships
- knowing the Gospel and understanding how to enter into a relationship with Jesus Christ
- finding and ethically using relevant information from multiple sources
- mastering course content
- earning a diploma

## Admission Policy

The Denver Street School admits students of any race, color, religion, and national and ethnic origin to all of the rights, privileges, and activities generally accorded or made available to the students of this school. It does not discriminate on the basis of race, color, religion, and national and ethnic origin in administration of its educational policies and school administered programs.

## Registration Process

Denver Street School may accept students for enrollment at the beginning of the 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Quarters of the school year, depending on their current enrollment. Please see the current school calendar for specific start dates for each quarter.

*Because of our limited class sizes, occasionally a student will be placed on a Waiting List for the upcoming quarter. We suggest filing an application for a student as soon as possible to provide the greatest opportunity for enrollment in the quarter desired. Students on the list who are not placed are given priority for the next enrollment period.*

1. Students wishing to enroll may obtain an application packet by
  - Downloading one from our website at [www.denverstreetschool.org](http://www.denverstreetschool.org)
  - Contacting the school directly and requesting that an application be mailed to them
  - Coming by either campus to pick up a packet

**Note:** Where possible, please return your application with a current copy of your school transcripts for any high school credit received, your immunization records, and, if applicable, a copy of your most recent IEP, 504 plan, or other Special Education documents.

2. Once the completed application packet has been returned, students will be contacted by the principal to schedule an informational interview at which time the student and parent or guardian will receive additional materials and information about beginning classes at DSS.

## Tuition and Fees

The cost of educating a student at the Denver Street School is approximately \$11,000 each year. Because we realize that most of our students are financially unable to pay that amount, funds are raised from a variety of sources to make up the difference.

The student's family is responsible for tuition in the amount of \$50.00 per quarter payable upon receipt of billing. The school also charges a \$25.00 technology fee and an additional \$25.00 insurance fee once each school year.

Students have the option of completing 8 hours of community service in exchange for one quarter's tuition. The hours need to be documented and signed by an employee at the organization. Documentation needs to be submitted to the principal prior to the end of the quarter to pay that quarter's tuition. The \$25.00 technology and insurance fees must be paid via cash or check.

If the student expects to be late with his or her tuition, it is the responsibility of the student to make arrangements with the principal in advance. Should a student become more than 2 quarters behind in their tuition, they are subject to being dismissed from school. **Official student records may be delayed in release to parents or other institutions if there is an outstanding account balance.**

## Parental Involvement

The administration and faculty of the Denver Street School invite and welcome the involvement of parents and guardians of our students. The school will offer periodic parent-teacher conferences, back to school events, and additional activities for parents to become involved with. Parents are also encouraged to attend our weekly chapel. The principal and advocate will communicate regularly with parents about student success and also patterns of concern. Parents and guardians are welcome and encouraged to call or write at any time concerning their child's academic standing and progress.

## Chapel

Our school-wide chapel is held each week. Please contact the individual campuses for specific days and times. This is a time of togetherness where we pray, and hear a message of truth from God's Word, and have fun together. Attendance at the family gathering is required of all of our students. While this school is an academic institution providing a quality high school education, it is also a Christian ministry. We believe that an education is incomplete without God. It is therefore our desire that all of our students will come to a personal knowledge of Jesus Christ as their Lord and Savior.

## **Athletics**

The Denver Street School endeavors to offer various sports depending on our students' interests, and availability of resources. Should we not be able to offer a sport, every effort is made to connect our students to a program where they can participate. Students may participate provided they meet eligibility in areas of attendance, academics, and behavior. Students with successful participation in athletic programs will receive  $\frac{1}{4}$  of an elective credit for every 30 hours of participation. Contact the principal for current information.

## **Discipline Policy**

Our goals as they relate to discipline are to preserve and maintain high academic standards and integrity, to protect the learning environment, and to create a safe place for students and faculty. If a student causes a problem, they will be asked to fix it, with appropriate support from the school. If a student cannot or will not fix a problem, the school will intervene and take corrective action. What the school does will depend on each unique situation.

# Standards of Conduct

It is the desire of the administration and faculty to treat the students as adults. In return, the students are expected to behave in a mature manner, obeying all rules and expectations of the school. It is in this atmosphere of mutual respect that the learning process will be most enhanced. **Each student is required to read, agree to, and sign the Standards of Conduct Contract included in the application packet.** No student will be permitted to remain enrolled without a signed contract on file. Additional behavior guidelines may be given for each campus. **Please be advised that**

The following choices may result in suspension:

- Cheating or consistent refusal to complete assignments or work in class
- Attending school high or drunk
- Insubordination to a faculty member or administrator
- Damaging school or church property
- Repeated inability to follow school rules
- Threatening anyone at the school
- Refusal to comply with technology policies

The following choices may result in expulsion:

- Failure to take responsibility for an ongoing problem
- Threatening anyone at the school
- Weapons possession at school or school event
- Drug possession or use at school or school event
- Physical harm to or sexual harassment of a student or faculty member
- Gang activity or recruitment at school
- Selling or distributing drugs at school or school event

## Specific Policies relating to Drugs/Alcohol

If we suspect that a student is under the influence of alcohol or drugs, because they smell like it, are acting like it, or have any physical manifestation of it, parents will be called and the student will be suspended for the rest of the day. No drug tests will be administered at school. If a student brings certified results of a clean UA that was taken within 24 hours of the incident at school, the suspension will be revoked and will not count against the student toward dismissal. Please know that parents are always welcome to come to school and meet with the principal and your student if you feel that s/he is not being treated fairly or appropriately.

In addition to the suspension, the first incident will result in the student being placed on a drug contract which will remain in effect for the rest of their time at the school. A second incident will result in another suspension. A third incident will result in dismissal

for the rest of the quarter and loss of that quarter's credits. A conference with the student's parents or guardians will be required for readmission the next quarter.

## **Specific Policies relating to Gang Activity**

The Denver Street School is a safe, neutral territory for all students. Our basic policy is that no gang-related activity is allowed. We will give students a written warning the first time anything occurs including, *but not limited to*:

- gang-related language, whistling, or other "signals or signs"
- wearing predominantly gang colors
- wearing clothing with any sort of gang symbols or signifiers
- wearing their clothing in a way that signifies a gang affiliation
- writing any kind of symbols, names, numbers, etc. on anything in the building including their notebooks, papers, etc.
- using fonts, file names or anything else gang related on the school computers and/or on any work done on the school computers

A second offense of any kind will result in a probationary contract. A third offense of any kind may result in dismissal from school for the remainder of the quarter resulting in a loss of credit. The ability to return the following quarter will be at the discretion of the principal and will require a conference with the student and his or her parent/guardian.

## **Additional Policy Information**

### **Phones and Electronics**

Phones should be off and put away during class. If a student is unable to keep their phone off and away, they will be required to store their phone in the teacher's predetermined location for phone storage during class.

### **Dress Code**

Though the Denver Street School does not require a uniform, it does have some general guidelines concerning dress for school. Students are to wear modest clothing that appropriately covers the body. Clothing is not permitted that has

- a gang affiliation
- obscene language, symbols, or pictures
- drug or alcohol related symbols or slogans

Hats may be worn unless they violate any other policy. Hoodies may not be pulled up over the head. Approval of dress is at the discretion of the principal.



## **Attendance and Tardy Policy**

Consistent attendance is expected of each student at DSS. If a student indicates to us by his or her lack of attendance or tardiness that he or she is not serious about getting an education, that student will be subject to dismissal for the remainder of the quarter in which the attendance problem occurs, resulting in the loss of credit.

- **Absences:** Should a student exceed four (4) absences, excused and/or unexcused, in a class during a quarter, they will be dropped from that class and will not receive credit in it. The principal has discretion with regard to consequences; however, if there is any absence from ditching (AD) or failing to work in class (AW), it may result in an immediate drop on the 5th absence.
  
- **Tardy to Class:** Because being on time is an important workplace skill, we treat being late as an employer would. Any student exceeding six (6) tardies in a class will be subject to dismissal from that class for the remainder of the quarter.
  - Students arriving up to 10 minutes late for class will be marked as “Tardy” and will receive notification of the number of tardies they have used of the six allotted.
  - Students arriving 11 – 30 minutes late to class will receive a half-absence.
  - Students arriving more than 30 minutes late will be considered “absent tardy” for attendance recording purposes; however, this level of tardiness will count as a full absence.
  
- **Tardy for Advocacy, Study Hall:**
  - If a negative pattern occurs in a student’s Advocacy attendance, action will be taken.
  - **Study Hall** – Students who are late to Study Hall will not be allowed to attend and will receive an AU mark. Five AU’s in a quarter = loss of Study Hall privilege.

## **Ditching**

Ditching class, study hall, detention, advocacy, chapel or any other required activity is considered serious and will result in an unexcused absence/ ditching attendance code. If a pattern of ditching continues, consequences will be determined for the specific student.

Parents will be notified by email, phone, or text message for any consistent attendance issues and/or if a student receives an attendance code regarding any form of unexcused absence (AHW, AW, AHU, AT).

## **Study Hall**

Study Hall is a mandatory part of the school day for any student who is not passing classes or has 2 or more missing or incomplete assignments. Once a student has turned in all necessary work, he or she may be excused from Study Hall until the next weekly progress report.

# General Information

## School Contact Information

**West Campus:**

Phone: 303.847.7582

Fax: 303.942.6055

## School Hours

- 9:00am to 3:00pm Monday through Thursday
  - An optional Early Study Hall is available at 8:30am, allowing dismissal at 2:30pm.
- 9:00am to 12:30 on most Fridays.
  - Friday schedules vary; please see the attached “Project Friday” listing for more information on individual dates.

## School Supplies

Each student is requested to bring his or her own paper, pencils, pens, and other school supplies. DSS will provide any student with school supplies if s/he is unable to get them on his or her own.

## Lunch

The Denver Street School has an open campus during lunch. Students are welcome to eat and drink in designated rooms or outside the building. A refrigerator, freezer, and microwave oven are available. Students may bring a bag lunch or purchase their lunch at local stores. Students are expected to be back on time for the beginning of class after lunch. DSS is not responsible for accidents that may occur to students once they leave the facility.

## Field Trips

The permission slip for all field trips is included in each student's application. Additional permission slips will not be sent home for each individual field trip. Students will be informed of any upcoming trips, and are requested to inform their parents.

## Advocates

Each student will have an advocate assigned to him or her. The purpose of the advocate is to provide additional support and encouragement for students at DSS and to provide direct and immediate intervention for a student in crisis.

## Parking

Students planning to drive a car to school must submit proof of insurance and a valid driver's license to the principal for parking approval. All vehicles must be parked in the designated place for each campus. See principal for details.

## Inclement Weather

The Denver Street School will announce inclement weather related school closures on Channels 4, 7, and 9 whenever necessary. You may also call the school number after 6:00am for a recorded message.

### **Lost and Found**

The school is not responsible for lost or stolen items. Students should pay close attention to their possessions, including books, purses, phones, sunglasses, etc. A lost and found box is located in the principal's office. Items left unclaimed will be donated to charity at the completion of each quarter.

### **Fire Readiness**

Students will be informed as to the fire exits and escape routes for the various rooms. They will be expected to familiarize themselves with these in case of a fire.

### **Volunteers**

Denver Street School is honored and privileged to enlist a number of part-time volunteers to help carry out our mission of providing a quality education to our students. These volunteers serve as tutors, nursery workers, secretaries, food providers, as well as in other capacities. Students are expected to treat volunteers with consideration and respect and utilize the time spent with the volunteers. All volunteers are screened by the Resource Manager before having any student contact.

### **Visitors**

The school policy is that there are to be no visitors in the building at any time. Friends may meet students at the door of the school following the end of school provided they do not create a problem for you or anyone else at school.

## DSS Daily Bell Schedule

### Monday – Thursday

8:30 - 8:55	Study Hall #1
9:00 - 10:20	A/D block
10:20 - 10:30	10 minute break
10:30 - 11:50	B/E block
11:53 - 12:23	Advocacy
12:23 - 1:10	Lunch
1:10 - 2:30	C/F block
2:35 - 3:00	Study Hall #2

### Project Friday Schedule\*

8:30 - 8:55	Study Hall #1 (Optional)
9:00 - 10:00	Block I
10:00 - 10:15	15 minute break
10:15 - 11:15	Block II
11:15 - 11:30	15 minute break
11:30 - 12:30	Block III
12:30	Dismissal

\*Please consult the attached Project Friday Schedule on the next page as some Friday schedules will vary with activities such as service projects, parent/teacher conferences, etc.





# Academic Requirements and Procedures

## Graduation Requirements

For a student to graduate from the Denver Street School they must have earned at least 23 credits. Following is a list of required credits.

<u>Subject</u>	<u># Credits Needed</u>	<u>Subject</u>	<u>#Credits Needed</u>
English	4	Social Sciences	3
Math	3	Computer	1
Science	3	Bible	1
		Electives	8

**NOTE:** Students are required to have 23 credits to graduate.

## Grading System

A system of letter grades and conferences is used to inform parents of student progress. The letter grades are based on the following percentage groupings.

A= 90-100%

C= 70-79%

B= 80-89%

F= Below 70%

- **All class work must receive a 70% or above to receive credit.** Revision is required for any assignment failing to meet that standard.
- **Missing and incomplete class work** may only appear once on a missing assignment list. If it is not completed and resubmitted for grading by the next list deadline, it may receive a zero for a grade.
- **All tests and major assignments must receive a 70% or above** to receive credit. Revision and retesting is required for any test or assignment failing to meet that standard. Students who fail to satisfactorily complete any tests or major assignments by the end of the quarter will not receive any credit for that class.

### Last Week of Quarter/Final Exams

- The last 2 days of each quarter will be for final exams only in each class.
- All other tests, quizzes, and make-up work must be done by 3:30 on the Friday before finals. Students must have a 60% or higher in the class in order to take the final.
- **A 70% or better is required on the final to pass a class.**
- Only major concepts will be tested on final exams. Teachers will provide students with a review sheet. Students are strongly encouraged to keep all class work, tests, etc. to use for review.

**PLEASE SIGN PAGE 16 AND RETURN IT TO SCHOOL.**

**To be signed by a parent or guardian and returned:**

I \_\_\_\_\_ have read the Denver Street School Student Handbook in its entirety and understand the expectations and policies for students enrolled at the Denver Street School.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/ Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Fold and detach here.

**To be signed by the student at school:**

I \_\_\_\_\_ have read the Denver Street School Student Handbook in its entirety and understand the expectations and policies for students enrolled at the Denver Street School.

Student signature \_\_\_\_\_ Date \_\_\_\_\_