

Monte Vista Middle School

Student/Parent Handbook 2016-2017

Welcome!!!

It gives us, the staff of Monte Vista Middle School, great pleasure to welcome you. We believe that the purpose of this school is to provide a focused, well-balanced education for every student. We will strive to help you become a positive and responsible member of society.

The purpose of our school rules and regulations is to insure that our building will run smoothly and that each student will have a safe, worthwhile, and successful experience. It is our hope that you will reach your personal goals and aspirations. We are here to help you in any way we can. Have a great school year!!!

District Vision: ACHIEVE EDUCATIONAL EXCELLENCE BY PREPARING STUDENTS, PARENTS, STAFF, AND COMMUNITY MEMBERS FOR THE FUTURE

District Mission: Build a safe, student focused; achievement oriented learning community for Everyone

KEY INFORMATION

4 DAY SCHOOL WEEK We are continuing with the four day school week. For that reason it is even more important than before that you make every effort not to miss school. Please be sure to pay close attention to the school calendar for vacation or other non-school days. School will not be in session on Fridays except for September 9th and the last day of school, May 26th.

DOCTOR/DENTIST AND OTHER APPOINTMENTS Because of the shortened school week and the impact absences will have on the students' time in class, and ultimately their success, it is EXPECTED that parents will make every effort to schedule student non-emergency appointments on Fridays.

School Contact Information:

Middle School Phone Number: **719.852.5984**

District Phone Number: 719.852.5996

Bus transportation: 719.852.2881

School begins at 7:45 a.m. and ends at 4:05 p.m.

Lunch: Students are grouped in two sections for lunch. During one 40 minute segment the students will both eat lunch and participate in a 20 minute fitness class, while the other group will be in a class where students will work on math or reading supplemental learning aligned with their ability level. There is not enough time to check out students, go to lunch and return in time to make it to class. Parents and Guardians are asked to please limit the numbers of days that they take students out to lunch.

Meal prices for students are: **Breakfast Free**

Lunch \$2.45

extra milk \$0.40

Student's Emergency Contact Sheet: If students need to leave school during school hours, **only those persons listed on the contact sheet may check the student out.** All students must be signed out in the office.

Middle School "credits" (requirements to successfully be promoted to the next grade). Students will earn points every quarter that will be added up at the end of the year to determine if students will successfully continue onto the next grade. Students will earn the following points for each of the 4 quarters.

- A=4 points
- B=3 points
- C=2 points
- D=1 point
- F=0 points

Students will need 4 points at a minimum in order to successfully complete a core class (Math, Language Arts, Science and Social Studies). If a student earns less than this they will be required to attend summer school and could be required to repeat the class or the grade level during the next year. If a student earns a failing grade in any subject for a quarter, there will be required meeting scheduled between the student, their parent/guardian and the teacher (with an administrator often in attendance) to insure that a plan is developed to insure that this poor performance is not repeated and that the student gets back on track for promotion to the next grade.

Following are a few examples of hypothetical students

Student A- Student successfully completes grade						Student B- Student attends summer school						Student C- Student repeats the grade next year					
	Q1	Q2	Q3	Q4	total		Q1	Q2	Q3	Q4	total		Q1	Q2	Q3	Q4	total
Math	C	B	C	B	10	Math	D	F	F	D-	2	Math	C	F	F	D	3
Language Arts	D	D	D	D	4	Language Arts	D	C	F	D-	4	Language Arts	F	D	D	D	3
Science	B	C	B	C	10	Science	F	D-	D	B	5	Science	C	B	B	C	10
Social Studies	B	D	F	D	5	Social Studies	A	D	F	D	6	Social Studies	F	D	F	C	3

Lockers and combination locks will be assigned to you with your combination number. Do not share your locker or combination numbers.

Homework Help- MVMS provides a one hour after school program (Mon-Wend) for students whose parents and teachers feel need extra support in math, reading, writing and/or science. Students in need of tutoring are encouraged to take advantage of this opportunity; students with excessive zeros in their classes, tardies or absences will be required to attend these scheduled days. As in past years, the afterschool program provides a bus that leaves the Middle School at 5:05 every day, and drops kids off at marsh, Safeway and the High School.

Friday School- Friday school sessions will take place at the High School on each Friday from 8am to 12pm except those days on which teachers have work days/PLC days scheduled (please see district calendar). These Friday sessions will take place with teachers from both the Middle School and High School available to provide support to those students who need it. Students who are required to attend Homework Help but do not show up will be assigned Friday School as well.

Tardies- In a 4 day school week, each and every minute is important. Coming late to class not only hurts that students education, but disrupts the entire classes as well. MVMS has acquired software to track tardies. If students are late to three times to any class in a quarter, they will be assigned to one hour of Friday school (starting at 8am). The 4th tardy will earn 2 hours, 5th three hours and so on. Also, due to state attendance requirements, the Monte Vista School District keeps track of attendance diligently. Coming to school late on a consistent basis will result in the accumulation of unexcused absences.

Cell Phones- The Monte Vista School district understands that the use of cell phones is prevalent throughout our society. However, due to the increasingly disruptive nature of the devices, it is the districts policy that student use of cell phones

and other personal electronic devices are not allowed during school hours (7:50-4:05). If these devices are discovered being used, they will be taken to the office and parents will be notified so that they can pick them up at their convenience. Please, provide a good example for you student by calling the office with messages rather than calling or texting them throughout the day.

Sports. Monte Vista Middle School offers a variety of sports for its students. We believed that participation in sports increases the chances of academic success. MVMS offers the following sports: football, volleyball, boys' basketball, girls' basketball, wrestling, boys' and girls' track and baseball. Sixth graders may participate in wrestling and track during the second semester. Students who participate in athletics must have passing grades. Eligibility requirements and other policies are provided for each student athlete at the beginning of a sports season. Student Physicals are free if completed on August 31st at the Middle School, beginning at 4:30pm.

School/Athletic insurance may be purchased at school.

Co-Curricular Activities. A variety of co-curricular and extra-curricular activities are provided at Monte Vista: Science Fair, Spelling Bee, Yearbook, Knowledge Bowl, Summer Band and Student Council. We encourage you to join as many as you can.

Awards/Recognitions. Each nine weeks, students who make the honor roll will be recognized. If a student earns straight A's for the three years he/she is at the middle school, he/she will receive an honor student jacket. *Students of the Quarter* and *Hardest Working for the quarter* will be announced at the end of each nine weeks. Other areas in which students may be recognized include student of the year, class awards and honor roll.

SCHOOL POLICIES

Attendance: One criteria of a student's success in school is regular and punctual attendance. Frequent absences may lead to poor academic work, lack of social development and possible academic failure. There is no greater impact on a student's level of success than school attendance.

If a student is ill or must be absent from school, parents are to call the school before 9:00 a.m. The phone number is **852-5984**. Tardiness is not accepted. A student is considered tardy if he/she is not in his/her seat when the bell rings.

The following may be considered an **excused absence**:

1. Temporary illness or injury, provided prior approval is obtained from the building principal. Prearranged absences shall be approved for appointments or circumstances of a serious nature only, which cannot be taken care of outside of school hours. **Dental appointments, routine medical care, etc. may not be considered excusable absences due to the fact students are not in school on Fridays.** Therefore it is crucial that parents make every effort to schedule appointments during non school hours.
2. A student who is absent for an extended period due to physical, mental or emotional disability. It will be necessary to have medical verification for these situations.
3. A student who is attending any school-sponsored activity or activities of an educational nature with advance approval by the administration.
4. A student who is suspended or expelled.

An **unexcused absence** is defined as an absence that is not covered by one of the above exceptions. The District policy states that a student may miss no more than 10 days of school in a school year. Unless the absence is excused by a doctor or pre-arranged with the school's principal, no more than 6 absences will be excused in the 1st semester or 10 absences for the school year. If a student has 4 unexcused absences in one month or 10 unexcused absences in a year, truancy court proceedings may be initiated. Please understand that no absences will be excused after a student has missed 10 days for any reason *unless* there is a doctor's note. Therefore, all absences after a student accumulates 10 will be considered unexcused.

The MVMS school attendance officer will send out a letter inviting you and your child to a mediation meeting in a couple of situations:

- 1) If a student has at least 3 unexcused absences in any quarter, or
- 2) 5 total absences (excused or unexcused) through the first semester of the school year, or
- 3) 9 total absences for the school year, or
- 4) excessive tardies and/ or early pick-ups.

A student who has four or more unexcused absences in any month or ten unexcused absences during any school year is considered "**habitually truant**." A meeting between the student's parent and appropriate school personnel will then be required to evaluate the reasons for the truancy and develop a plan for helping the student remain in school. Continued absences will require the school to file truant procedures with the Rio Grande County Court.

Make-up work will be allowed for all absences. It is the responsibility of the student to pick up make-up assignments on the day he returns to class. There shall be one day allowed for make-up work for each day of absence with the work being done in the order of absences. A building administrator may make exceptions to this provision when warranted.

Tardies: On time attendance to class can be equated to on time arrival for work. We hope parents can help students make this connection. Parents may call and excuse a student in the morning, but district policy authorizes that only the school may decide what is excusable. If a student receives three tardies in a nine-week period they will be expected to attend one day of Friday school.

BUS REGULATIONS

Bus transportation is an extension of the school itself and thus is a privilege not a right accorded students by school district. The student is expected to behave appropriately at all times. Misbehavior can result in the school bus driver being distracted thus endangering the lives of all students. Therefore, inappropriate behavior cannot be tolerated. Parents are requested to explain the importance of proper behavior on the bus. They are also expected to support corrective actions that are necessary to help the child change his or her behavior. **As of Spring of 2013, video cameras have been installed in all district buses.**

The driver has full authority to intervene in any disruptive or unsafe bus behavior.

Student Bus Behavior:

1. Students should use conversational voices at all times.
2. Students shall stay in their seats while the bus is in motion.
3. Students shall not throw any items on the floor of the bus.
4. Students shall not have food or drink on the bus.
5. No part of the body shall be extended through the bus window.
6. Students must be quiet while the bus is stopped for railway crossings.
7. Students shall not leave the bus from the emergency door unless an emergency exists.

Guidelines for Bus Activity Trips:

Student Responsibilities:

- A. Students shall not stand in the bus while the bus is in motion.
- B. Singing, not yelling, is permissible at discretion of driver, except in town.
- C. Eating and drinking are not permitted on the school bus. Exceptions may be made in the event of unusual situations at the discretion of the driver and sponsor.
- D. Shoes must be worn on school buses at all times. Passengers cannot wear hard cleats or spiked shoes on the school bus.
- E. Students shall not extend arms, legs, or head out of bus windows.
- F. **STUDENTS WILL NOT BE PERMITTED TO LEAVE THE FIELD TRIP GROUP DURING THE TRIP UNLESS THEY ARE RELEASED TO THEIR PARENTS.**

To help ensure fair and consistent treatment of students involving school bus behavior guidelines, the following procedure will be used by the Monte Vista School District.

- Step 1 Verbal Warning. The bus driver will discuss the behavior problem with the student. The student will be given a verbal warning and other appropriate action such as an assigned seat.
- Step 2 Written Warning. A bus conduct report will be completed and sent to parents, principal, superintendent and transportation director. In addition, a telephone call will be made to parents.
- Step 3 Student Conference. If the verbal and written warnings in steps 1 and 2 have not been effective in stopping the unacceptable behavior, a conference will be held between the principal, student and parents. The bus driver will be notified of the conference and will attend if needed.
- Step 4 Bus Suspension. For serious infractions or continued violations, the student will be suspended from riding the bus. This action will be determined by the building principal and/or superintendent.

Serious Infractions: In severe discipline cases steps 1-3 may be skipped and the principal and/or superintendent will immediately handle the problem. Bus suspension or expulsion may result.

Calendar: A calendar of school district activities is available on the School District website at: www.monte.k12.co.us.

Cell Phones: Cell phone technology is a great asset, at the right time. Unfortunately that can also prevent students from paying attention during instruction time. Therefore students will need to leave their cell phones shut off and in their locker. If they are found on their possession in class they will be confiscated and be held in the office until the parents come in to pick them up. Continued disregard of this rule will result in the student facing disciplinary action. Over the years, there have also been incidences of theft or loss of personal electronic devices while at school. The school and district is not liable for the loss or theft of personal property, and therefore these devices should be left at home. There is a student use telephone near the school office where **PHONE CALLS WILL BE ALLOWED IN ONLY AT THE DISCRETION OF THE PRINCIPAL AND SECRETARIES**. After school, the telephone is unlocked in the hallway for students' use.

Closing of School: Radio station KSLV 1240AM or 95.3 FM, will carry all school closing announcements due to inclement weather or other emergencies by 6:30 a.m., when possible. Parents will be sent a text or a electronically recorded message with this information as long as their phone numbers are current in the system.

Complaint or Concern: If a student or parent has a concern about a school situation, the following procedure should be followed in order to ensure timely, positive communication.

1. Contact the person(s) involved to ensure complete information about the incident.
2. If the concern is not resolved, contact the school office for an appointment with the principal.
3. If still unresolved, contact the superintendent.
4. Finally, if unresolved, ask the superintendent to place the complaint on the following month's Board of Education agenda for further discussion.

Eligibility

Eligibility will be reported on every Monday of each week by the teachers through Infinite Campus. Grades will be pulled by administration on Monday @ 12:00pm of every week. Coaches will be given a copy of eligibility report by 4:00 p.m. on each Monday. Those student athletes who are ineligible will remain ineligible the current week (Monday thru Saturday).

- Two F's or more in one week, automatically ineligible for the week
- One F in any class must attend Homework Help for that class before going to practice (will remain eligible)
- One F in two consecutive weeks, ineligible for the week

Emergency Drills: The MVSD takes emergency preparedness seriously and detailed plans have been developed in coordination with state and local emergency services for a wide variety of emergencies. Please contact the school or our website at www.monte.k12.co.us for detailed procedures.

Food and Beverages at School: We take pride in the cleanliness of our building. Everyone must work together to keep our school attractive. Food or drink is only allowed in the classroom when authorized by the teacher. Students are expected to keep all cafeteria food in the cafeteria unless escorted by a teacher.

Homework: It is the student's responsibility to complete all homework assignments. A zero for the missing homework will be recorded in the grade book. If a student is absent one day, he/she is given one day to turn in assignments, two days absent two days to turn in assignments, etc. The teacher will notify the parents when failure to turn in work becomes a problem. A conference will be held with the teacher, parents, student and the principal if this continues.

Parent/Teacher Conferences: Parent/Teacher conferences are scheduled twice a year. Please make every effort to attend. If you wish to meet with teachers at other times during the year, please call the office to set up a meeting. Core teachers usually have a common planning period and can meet with parents during that time.

Progress Reports: Progress Reports are mailed to parents during each nine-week period.

Report Cards: Report Cards will be handed out at the first parent/teacher conferences. After that they will be mailed home.

Student Dress Code - File: JICA

One of our goals is to help ensure the dignity of our students. In some situations clothing can make this task nearly impossible, especially if the clothing is styled or worn in such a way that body parts are open to the view of others. Not only is this distracting to the observer, but it can also be embarrassing.

Therefore the following items are deemed disruptive to the classroom environment or to the maintenance of a safe and orderly school and are not acceptable in school buildings, on school grounds, or at school activities:

Head:

- No hats, visors, bandanas, head scarves, skull-caps, sunglasses or hairnets are to be worn **ANYWHERE** in the building.

Upper Clothing:

- Must be styled so as not to expose backs, bellies, buttocks or breasts.
- Straps must be at least two inches wide.
- No underwear type clothing is to be worn so that it is exposed to sight.

Lower Clothing:

- All lower clothing (pants/shorts/skirts, etc.) shall be worn at the hips or above. **No sagging, bagging, or dragging** and no undergarments showing. Clothing must fit size and stature of the student.
- Length of shorts/skirts/dresses must reach a minimum of mid inner-thigh or longer.
- Slits in skirts/dresses/shorts must be no higher than mid inner-thigh.
- Shorts/pants may not include oversize (cargo) pockets.

All Clothing:

- No pajamas are to be worn to school unless its during spirit week.
- Tight fitting or otherwise revealing clothing is not permitted.
- See-through clothing is not permitted.

- Intentional tearing or ripping of clothing is not permitted.
- Overall straps must be worn over the shoulders.

Footwear:

- Must be worn at all times and must be age-appropriate for activities and emergencies.
- No bedroom slippers

General:

The following apparel and/or symbols are **banned** as most have been associated with gang activity: Brown Pride West Side Players, 69 or number 69, High Rolling, Rolling Hard, Players 05 or number 05, 13, 888 or 8 Ball, KDM, Crowns [South Pole brand clothing seems to be carrying more of them now] CF, Viking/Nordic Cross, Swastikas, War/WF, Servers/Soldiers, Sur, Carnales Firmes, bandanas [red and navy especially]. Laughing/Crying Clown, Notched eyebrow

Tattoos of gang affiliation must be covered! Watch for the above items as well as a triangle of three dots on the hands between the thumb and index finger.

Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments (including tattoos) shall not convey messages that are crude, vulgar/profane, violence/death oriented, gang related, sexually suggestive, promote alcohol, drug or tobacco use or contain racial overtones.

Belts over 2 inches wide, tank tops with straps less than 2 inches wide. Spiked jewelry, chains etc.

On the first offense, the student shall be given a written warning, asked to cover /change the offending offensive clothing and parents will be notified. On the second offense, the student may be placed in In-School Suspension and a parent conference will be required. On the third offense, the student may be subject to out of school suspension or other disciplinary action.

Exceptions: Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extra curricular or sports activities (such as sport jerseys/ uniforms, caps and the like) may be worn to school when approved by the sponsor or coach.

Valuables at School: Students, not the school, are responsible for their personal property. Personal property should be taken home after school and when at school kept in the student's locker. Be smart and take care of any valuable items by leaving them at home. Do not bring CD players, radios, I-Pods, pagers, cell phones, or large amounts of cash to school. Cell phones have become very disruptive to the educational process at school. Students are trying to text message during class thus preventing students from participating fully in class. Cell phones must be turned off during the school day. Any cell phone seen in class will be confiscated and held until in the office until the end of the day for parent pick-up. Further violations will subject to disciplinary action for willful defiance of school authorities.

SCHOOL LAW

Use of Tobacco Products: No one is permitted to use any tobacco products at any time in the school building, on the buses, on school grounds, or within the area surrounding the school grounds. This also applies to all school sponsored activities.

Drugs and Alcohol: Alcohol and other drugs are not allowed at school. Anyone possessing these items will be turned over to law enforcement for possible criminal action. No aerosol cans allowed at school (Axe, deodorant, hairspray, etc.). Having prescription drugs are considered illegal unless the steps listed below are followed.

Medication: Students who bring medication to school **must** take it to the office and turn it over to the school secretary. Only the school nurse or the nurse's designee will administer the medication in compliance with the following regulations.

1. Written orders (the required form is available in the school office) from the student's physician must be on file in the school stating:
 - a. Student's name
 - b. Name of drug
 - c. Dosage
 - d. Purpose of the medication

- e. Time of day medication is to be given
 - f. Anticipated number of days it needs to be given at school
 - g. Possible side effects
2. The medication must be brought to school in a container appropriately labeled by the pharmacy or physician.
 3. An individual record will be kept of such prescription medication administered by school personnel.
 4. Medication will be stored in a clean, locked cabinet or container. Any exceptions (asthma inhalers, etc.) to this provision must be specifically stated by the physician on the written form.

The school will not administer Tylenol to any student unless it is in a prescription container and follows the same rules that would apply to other prescription medications. Please do not ask the school to give your child Tylenol, as we are not allowed to do so.

Sexual Discrimination and Harassment: Sexual harassment is recognized as a form of sex discrimination and thus a violation of the laws that prohibit sex discrimination. A learning environment that is free from sexual harassment will be maintained. It is a violation of policy for any students to harass other students or staff through conduct or communications of a sexual nature. Unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature may constitute sexual harassment and will result in disciplinary action including referral to law enforcement personnel.

Parents Wanted

Parents are necessary in order for the team to be complete. You are the first and most important teacher your child will ever have. It is a tremendous responsibility, but as a team working together, we will be successful. Volunteer your time for any idea you have. We need your input. There are some programs in place that could use parent volunteers, and some programs that need to be started. If there are any suggestions as to how the school could be made better come and share those ideas.

Parents are members of the Middle School Improvement Team (SIT). Meetings are held 5 times throughout the year. We encourage you to attend as many meetings as possible. Call the office for dates and times.

We encourage you to come to school whenever you can. Support the students in the activities offered at the Middle School. Encourage them to participate. Activities enhance the educational process for students.

Student Conduct

The students are expected to:

- Respond appropriately to any reasonable request by any adult in the building.
- Use positive scholarly language.
- Maintain a safe and orderly environment at all times.

There are three basic areas that may warrant action by school personnel which we hope students will avoid.

Disciplinary Action: Disciplinary action shall be taken for violations of the Monte Vista Schools Code of Conduct. Three levels of action shall be addressed by the administration. They are:

Minor Tier 1: Includes but not limited to public displays of affection, use of profanity, classroom misconduct, unsafe behavior affecting self, etc.

Offense	First Infraction	Second Infraction	Third Infraction
-Minor -Tardiness	Posted teacher consequences	Posted teacher	<u>All result in parent contact</u> 3 tardies per quarter is

3. Classroom misconduct – Any comments or actions that interfere with another students right to learn or the teachers right to instruct.

Habitually Disruptive Students: Students who have been referred to the office three times for causing a substantial disruption in the classroom, on school grounds, in a school vehicle or at school activities or events three times during the school year: or who caused a disruption in the classroom, on school grounds, in school vehicles or at school activities or events more than three times during the school year, may be declared habitually disruptive students. Upon the third office referral, a police officer from the Monte Vista Police Department will be called and a citation could be issued to the student

Expulsion is mandatory for habitually disruptive students. No student shall be declared habitually disruptive prior to the development and implementation of a remedial discipline plan. The remedial discipline plan shall be developed after the first suspension for a material and substantial disruption and reviewed and modified after the second suspension. The district shall encourage and solicit the full participation of the child's parent, guardian, or legal custodian in the development of the remedial discipline plan.

Detention: Detention will be held after school with the teacher giving the detention. Parents will be notified before the student stays after school. The parents must make arrangements for transportation from the school to the home within 30 minutes after the detention is scheduled to end or the student can ride the tutorial bus to the High School. The following infractions will be reasons for detention: (1) classroom misconduct; (2) abusive and vulgar language; (3) unsafe behavior. If a detention is not served, the principal has the discretion to suspend. Three formal detentions will result in a one-day ISS or Friday School.

In School Suspension (ISS): ISS will be held during the school day with the supervision of the Restorative Justice Coordinator.

Out of School Suspension: A suspension is a disciplinary action taken by the school officials, which temporarily prohibits a student from attending regular classes and other school events. The length of the suspension will normally vary from one day to ten days depending on the offense. When a pupil is suspended, he/she will be suspended to his/her home by a school authority. Students under suspension will not be allowed on the school grounds or in the building during the time of suspension. Students will not be allowed to participate in school activities during the period of the suspension. If a student receives a suspension the last week of school, he/she will begin the next school year with this suspension on their file.

Expulsion: Expulsion is a disciplinary action taken by the school board that prohibits a student from attending classes and any school activities for the remainder of the school year or up to 12 months at the discretion of the Superintendent.

Expulsion shall be mandatory for the following violations: carrying, bringing, using or possessing a dangerous weapon without the authorization of the school or the school district; the sale of a drug or controlled substance, or assault. As used in this paragraph "dangerous weapon" means: a) a firearm, whether loaded or unloaded, or a firearm facsimile; b) any pellet or BB gun or similar; c) a fixed blade knife or a spring loaded knife or pocket knife with a blade longer than three and one-half inches; d) any object, device, instrument, material, or substance, whether animate or inanimate, used or intended to be used to inflict death or serious bodily injury.

Suspension or Expulsion: According to Colorado Revised Statutes 22-33-106 (1) (a-d) and 3 (e), the following shall be grounds for suspension or expulsion from a public school.

1. Willful disobedience or open and persistent defiance of school authority.
2. Willful destruction or defacing of school property.
3. Behavior on or off school property which is detrimental to the welfare or safety of other pupils or to school personnel.
4. Declaration as a habitually disruptive student for which expulsion shall be mandatory.
5. Repeated interference with a school's ability to provide educational opportunities to other students.
6. Failure to comply with the provisions of Part 9, Article 4, Title 15, C.R.S. (immunization requirements). Any suspension, expulsion or denial of admission for such failure to comply shall not be recorded as a disciplinary action, but may be recorded with the student's immunization record with an appropriate explanation.

Title VI Requirements: The Office for Civil Rights (OCR) within the U.S. Department of Education has responsibility for enforcing Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin in programs and activities that receive federal financial assistance.

Title VI of the Civil Rights Act of 1964 states that:

No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits or, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Under the Department of Education Title Vi regulation (34 C.F.R. Part 100), practices of discrimination which are prohibited, when based on race, color, or national origin, include:

- Providing services, financial aide, or other benefits that are different or provided in a different manner;
- Restricting an individual's enjoyment of an advantage or privilege enjoyed by others;
- Denying an individual to the right to participate in federally assisted programs; and
- Defeating or substantially impairing the objective of federally assisted programs.

These Title VI regulatory requirements have been interpreted to prohibit denial of equal access to education because of a student's limited proficiency in English. Thus, Title VI protects those students limited in their English language skills such that they are unable to participate in, or benefit from, regular or special education school instructional programs.