Regular Board Meeting
Monday, June 23, 2025 6:00 PM Mountain

District Office
527 Industrial Park Road
Brush, CO 80723

Paul Chard:	Present
Lacy Garrett:	Present
Brandy Hansen:	Present
Bryson Miller:	Present
Brad Mortensen:	Present
Shawn Tadolini:	Present
Derek Windsheimer:	Present

Present: 7.

1. Opening Meeting
    1.1. Call to Order
    1.2. Roll Call
    1.3. Pledge of Allegiance
2. Approval/Modification of Agenda
3. Consent Agenda
    3.1. BOE Minutes 06.02.2025
    3.2. Disbursement Listing 05.01.2025 - 05.31.2025
4. Buildings By Design - TPS HVAC SD
5. Celebrations
6. Community Comment
7. Reports
    7.1. Board Reports
    7.2. Financial Report
        7.2.1. Proposed Budget Hearing
8. Superintendent's Report
9. Action Items
    9.1. 25-26 Board Meeting Schedule
    9.2. BSC Site Plan
    9.3. Xcel Easements
    9.4. Adoption of 2025-2026 Budget
    9.5. Adoption of Appropriation Resolution for 2025-2026 Budget
    9.6. Beginning Fund Balance Resolution for 2025-2026 Budget
    9.7. Supplemental Appropriations 2024-2025
    9.8. Insurance
    9.9. Science of Reading Stipend
    9.10. Handbooks
    9.11. ESEA General Assurances
    9.12. Personnel Report
    9.13. Policies
10. Information Items
11. Debrief

11.1. Clarification and/or Next Steps

12. Adjournment

12.1. Meeting Adjourn

Brush School District RE-2J
Board of Education – Minutes
Monday, June 2, 2025
Brush CO

Special Board Meeting Following Board Work Session

Paul Chard:	Present
Lacy Garrett:	Present
Brandy Hansen:	Absent
Bryson Miller:	Present
Brad Mortensen:	Absent
Shawn Tadolini:	Present
Derek Windsheimer:	Absent

1. Opening Meeting

1.1. Call to Order
President Chard called the meeting to order at 8:38 pm.

1.2. Roll Call

1.3. Pledge of Allegiance

2. Approval/Modification of Agenda
I move to approve the agenda. This motion, made by Brad Mortensen and seconded by Bryson Miller, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

3. Consent Agenda

I move to approve the consent agenda. This motion, made by Lacy Garrett and seconded by Shawn Tadolini, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

3.1. BOE Minutes 05.19.25

4. Superintendent's Report

Mrs. Cody shared her Superintendent's report.

5. Action Items

5.1. Preliminary Budget

I move to approve the preliminary budget as presented.. This motion, made by Bryson Miller and seconded by Brad Mortensen, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.2. Board Representative for TPS HVAC Design Committee

I move to elect Paul Chard and Bryson Miller to be the board representatives for the TPS HVAC design committee. This motion, made by Lacy Garrett and seconded by Shawn Tadolini, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.3. Little Beets

I move to approve the plan for Little Beets as presented. Which will include a reduction of seven staff members within the Childcare program, a transition from a five day to a four day operational week while maintaining current daily hours, and remaining open on Fridays for PD days so long as this can be done within the budgetary allocations and will have a closure date set as May 29, 2026. This motion, made by Bryson Miller and seconded by Lacy Garrett, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.4. Land Purchase

No motion was made.

5.5. Personnel

I move to approve the personnel report as presented. This motion, made by Shawn Tadolini and seconded by Brad Mortensen, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent

Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.6. Head Start Corrective Action Plan

I move to approve the Head Start Corrective Action Plan as presented. This motion, made by Lacy Garrett and seconded by Brad Mortensen, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.7. Policies

I move that policy AC-E-1 be granted emergency approval and that policies GBGH, GBGH-R, GBGH-E, and GDD be presented for third and final reading at the next regular board meeting. This motion, made by Brad Mortensen and seconded by Shawn Tadolini, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

5.8. Safety Deposit Box

I move to authorize Keith Yaich and Lacey Smith to have access to the safe deposit box for Brush School District. This motion, made by Lacy Garrett and seconded by Shawn Tadolini, Carried.

Voting Detail:

Lacy Garrett:	Yea
Brandy Hansen:	Absent
Bryson Miller:	Yea
Brad Mortensen:	Yea
Shawn Tadolini:	Yea
Derek Windsheimer:	Absent
Paul Chard:	Yea

Voting Summary: Yea: 5, Nay: 0, Absent: 2

6. Adjournment

6.1. Meeting adjourned

President Chard adjourned the meeting at 9:06 pm.

Minutes approved: June 23, 2025

Paul Chard, President
Board of Education
Brush, Colorado

Lacey Smith, Secretary to the
Board of Education
Brush, Colorado

MECHANICAL GENERAL NOTES

1. DRAWINGS AND SPECIFICATIONS ARE COMPLIMENTARY. WHATEVER IS CALLED FOR IN EITHER IS BINDING AS THOUGH CALLED FOR IN BOTH.
2. ALL WORK SHALL CONFORM WITH ALL APPLICABLE BUILDINGS CODES, FIRE CODES, AND ALL AUTHORITIES HAVING JURISDICTION.
3. THE EQUIPMENT SPECIFIED ON THE DRAWINGS HAVE BEEN SELECTED AS THE BASIS OF DESIGN. THE USE OF REVIEWED OR SPECIFIED EQUALS SHALL BE COORDINATED BY THE CONTRACTOR FOR SPACE REQUIREMENTS, EQUIPMENT DIMENSIONS, AND PERFORMANCE.
4. DRAWINGS ARE DIAGRAMMATIC AND SHOW THE GENERAL DESIGN INTENT, ARRANGEMENT, AND GENERAL EXTENT OF SYSTEMS. DO NOT SCALE DRAWINGS NOR USE AS SHOP DRAWINGS. WHERE ALTERNATIVE ROUTING, OFFSETS, AND TRANSITIONS ARE REQUIRED FOR FIELD COORDINATION OF ALL OTHER TRADES, THIS CONTRACTOR SHALL FIELD COORDINATE WITH ALL OTHER TRADES, AND SHALL MAKE CHANGES WITHOUT ADDITIONAL COSTS.
5. CONTRACTOR SHALL CLOSELY COORDINATE NEW MECHANICAL WORK WITH ALL NEW AND EXISTING MECHANICAL, PLUMBING, ELECTRICAL, FIRE PROTECTION, ARCHITECTURAL, AND STRUCTURAL MEMBERS. RELOCATE EXISTING MECHANICAL, PLUMBING AND FIRE PROTECTION WORK AS REQUIRED TO ACCOMMODATE ALL NEW WORK (ARCHITECTURAL, STRUCTURAL, MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION, FIRE ALARM, LOW VOLTAGE, A/V, ETC.
6. ALL EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATION UNLESS SPECIFICALLY DIRECTED OTHERWISE.
7. COORDINATE ALL DIFFUSER AND GRILLE LOCATIONS WITH ARCHITECTURAL REFLECTED CEILING PLANS, FIRE PROTECTION AND ELECTRICAL DRAWINGS.
8. INSTALL CONDENSATE DRAINS FOR ALL COOLING COILS WITH TRAP DEPTH EQUAL TO 1.5 TIMES THE UNIT'S TOTAL STATIC PRESSURE. DISCHARGE CONDENSATE TO FLOOR SINK/FLOOR DRAIN UNLESS NOTED OTHERWISE.
9. ALL ROOF WORK SHALL BE PER THE ROOFING MANUFACTURE'S INSTALLATION INSTRUCTIONS TO MAINTAIN THE EXISTING ROOF WARRANTY.
10. CONTRACTOR SHALL BE RESPONSIBLE FOR LOCATION AND INSTALLING SLEEVES, INSERTS AND SUPPORTS AS REQUIRED FOR THIS SCOPE OF WORK AND/OR CORE DRILL REQUIREMENTS. COORDINATE WITH GENERAL CONTRACTOR AND STRUCTURAL ENGINEER AS REQUIRED.
11. CONTRACTOR SHALL FIELD VERIFY ALL MECHANICAL ITEMS PRIOR TO SUBMITTING A BID.
12. PROVIDE ACCESS PANELS IN HARD CEILINGS FOR ACCESS TO ALL MECHANICAL EQUIPMENT, FIRE DAMPERS, FIRE/SMOKE DAMPERS, ISOLATION VALVES, ETC. THIS SHALL INCLUDE ALL NEW MECHANICAL ITEMS REQUIRING ACCESS.
13. PROVIDE REDLINE MARKUPS OF ANY FIELD CHANGES OR MODIFICATIONS ON THE CONSTRUCTION DOCUMENTS. REDLINE DRAWINGS SHALL BE REQUIRED WHETHER COORDINATION DRAWINGS ARE REQUIRED OR NOT.
14. THE MECHANICAL DIAGRAMS SHALL BE INCORPORATED INTO THE ASSOCIATED WORK AND PROVIDE GENERAL GUIDANCE AS TO THE INSTALLATION INTENT WHETHER REFERENCED TO OR NOT. IT IS THE CONTRACTOR'S RESPONSIBILITY TO PROVIDE ALL NECESSARY COMPONENTS FOR A COMPLETE INSTALLATION, AND INSURE THAT ALL INSTALLATIONS ARE IN ACCORDANCE WITH THE EQUIPMENT'S MANUFACTURER'S WRITTEN INSTALLATION INSTRUCTIONS.
15. COORDINATE AND VERIFY ACTUAL APPROVED EQUIPMENT DIMENSIONS PRIOR TO POURING CONCRETE EQUIPMENT PADS.
16. WHERE PIPING AND/OR DUCTWORK IS TO BE REMOVED TO A POINT, IT SHALL BE CAPPED OFF AND PROTECTED (WHERE APPLICABLE) FOR CONNECTION TO NEW WORK. INSULATION ON EXISTING PIPING AND DUCTWORK SHALL BE REPAIRED EQUAL TO NEW CONDITION.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE REPAIR AND PATCHING OF DAMAGED ARCHITECTURAL COMPONENTS TO REMAIN DURING THE REMOVAL OF THE DESIGNATED SYSTEMS. COORDINATE REPAIR WITH ARCHITECT.
18. THE OWNER RESERVES FIRST CHOICE TO KEEP EXISTING EQUIPMENT AND MATERIALS. COORDINATE WITH OWNER AND DELIVER DESIGNATED EQUIPMENT AND MATERIALS REMOVED UNDER THIS CONTRACT TO OWNERS DESIGNATED STORAGE AREA.
19. THE LOCATION AND CONDITION OF THE EXISTING PROPERTY AND MECHANICAL SYSTEMS WERE TAKEN FROM PREVIOUS CONSTRUCTION DRAWINGS, OBSERVED FIELD CONDITIONS, AND ASSUMED FIELD CONDITIONS. CERTAIN ASSUMPTIONS MAY BE MADE REGARDING EXISTING CONDITIONS BECAUSE THE ASSUMPTION MAY NOT BE VERIFIED WITHOUT DESTROYING THE EXISTING SPACE. CONTRACTOR SHALL VERIFY EXISTING SYSTEMS PRIOR TO SUBMITTING FINAL BIDS, FABRICATION, OR SUBMITTALS.
20. CONTRACTOR SHALL PROVIDE THE DESIGN, MATERIALS, EQUIPMENT, AND DEVICES TO ADDRESS THE THERMAL EXPANSION OF ALL HYDRONIC PIPE RISERS. PROVIDE CALCULATIONS AND SHOP DRAWINGS INDICATING THE LOCATIONS AND TYPE OF DEVICES TO ACCOMMODATE THERMAL EXPANSION INCLUDING BUT NOT LIMITED TO EXPANSION COMPENSATORS, ANCHORS, AND GUIDES. INSTALLATIONS SHALL BE IN STRICT CONFORMANCE WITH THE MANUFACTURER'S INSTALLATION GUIDELINES AND INSTRUCTIONS.

MECHANICAL DUCT SYSTEMS NOTES

1. EXHAUST DUCTWORK CONNECTED TO COMMERCIAL OR RESIDENTIAL DRYERS SHALL HAVE A SMOOTH INTERIOR FINISH. DUCTS SHALL NOT BE JOINED WITH SCREWS OR SIMILAR FASTENERS THAT PROTRUDE INTO THE INSIDE OF THE DUCT.
2. REFERENCE VAV INSTALLATION DIAGRAM FOR INLET REQUIREMENTS. ALL VAV BOXES SHALL BE LOCATED 2'-0" ABOVE THE FINISHED CEILING TO ALLOW MAINTENANCE ACCESS.
3. DUCT SIZES AS INDICATED ON THE DRAWINGS ARE OUTSIDE SHEET METAL DIMENSIONS. WHERE DUCT LINER IS USED THE DUCTWORK DIMENSIONS ACCOMMODATE THE DUCT LINER.
4. CONTRACTOR SHALL CONSTRUCT AND INSTALL DUCTWORK PER SMACNA STANDARDS.
5. EXHAUST DUCTWORK CONNECTED TO TYPE I GREASE EXHAUST HOODS SHALL BE 16 GAUGE BLACK STEEL, JOINTS AND SEAMS SHALL BE WELDED, AND SHALL COMPLY WITH NFPA 96. DUCTWORK SHALL BE ENCLOSED IN 2 HOUR RATED DUCT WRAP UL LISTED FOR GREASE EXHAUST DUCTWORK. ALL ELBOWS SHALL BE LONG RADIUS WITHOUT TURNING VANES. SLOPE ALL DUCTWORK IN ACCORDANCE WITH CODE. PROVIDE ACCESS PANELS EVERY 10'-0" AND AT EVERY ELBOW.
6. EXHAUST DUCTWORK CONNECTED TO TYPE II VAPOR EXHAUST HOODS AND EXHAUST GRILLES SHALL HAVE WELDED SEAMS AND EITHER WELDED OR FLANGED JOINTS. FLANGED JOINTS SHALL BE WATERTIGHT WITH EPDM GASKETS. SLOPE DUCTWORK BACK TOWARDS HOOD/EXHAUST GRILLE AT 1% SLOPE.
7. BRANCH DUCT CONNECTIONS TO DIFFUSERS SHALL BE THE SAME SIZE AS THE DIFFUSER NECK UNLESS NOTED OTHERWISE.
8. SPIN-IN FITTINGS TO VAV BOXES AND DIFFUSERS SHALL BE CONICAL TYPE (EXCEPT LOCATIONS WHERE LISTED DUCT HEIGHT DOES NOT ACCOMMODATE).
9. DAMPERS: SINGLE BLADE TYPE VOLUME DAMPERS SHALL BE INSTALLED AT ALL DIFFUSER TAKEOFFS AND WHERE REQUIRED FOR PROPER BALANCING. HANDLE SHALL BE VISIBLE THROUGH INSULATION.
10. REMOTE DAMPERS: PROVIDE A REMOTE DAMPER ACTUATOR FOR LOCATIONS WHERE DAMPERS ARE NOT ACCESSIBLE. WHERE REMOTE DAMPER ACTUATORS ARE PROVIDED, COORDINATE LOCATION OF REMOTE DAMPER ESCUTCHEON PLATE AND COVER WITH ARCHITECT.
11. PROVIDE A MINIMUM 12" LONG RED RIBBON LOCATOR ON VOLUME DAMPER VALVE HANDLES.
12. PROVIDE ACCESS DOOR IN DUCTWORK UPSTREAM OF EACH DUCT-MOUNTED COIL, HUMIDIFIER, SMOKE DETECTOR, AND COMBINATION FIRE/SMOKE DAMPER.
13. SPIRAL EXPOSED DUCTWORK SHALL BE GALVANIZED SHEET STEEL SPIRAL. PROVIDE MILL PHOSPHATIZED FINISH THAT IS FREE FROM VISUAL IMPERFECTIONS, INCLUDING PITTING, SEAM MARKS, ROLLER MARKS, STAINS, DENTS AND DISCOLORATIONS, INCLUDING THOSE THAT WOULD IMPAIR PAINTING.
14. RECTANGULAR DUCT TURNS/ELBOWS: ALL 90 DEGREE ELBOWS SHALL BE LONG RADIUS ELBOWS OR SHALL HAVE TURNING VANES CONSISTING OF SINGLE BLADE DUCT VANES WITH 2-1/2 INCH BLADE SPACING.
15. PAINT ALL EXTERIOR TYPE I GREASE EXHAUST DUCTWORK WITH PAINT SUITABLE FOR SURFACE AND EXTERIOR CONDITIONS.
16. INSULATED FLEXIBLE DUCT MAY BE USED FOR THE CONNECTION TO SUPPLY AIR OUTLETS/DIFFUSERS PROVIDED THE FLEXIBLE CONNECTION DOES NOT EXCEED 5 LINEAR FEET IN LENGTH. INSTALL DUCTS FULLY EXTENDED. DO NOT INSTALL IN THE COMPRESSED STATE OR USE EXCESS LENGTH.
17. INSULATED FLEXIBLE DUCT CANNOT BE USED AS A REPLACEMENT OF RIGID ELBOWS (I.E. ONLY AN ELBOW CONNECT TO TERMINAL DEVICE / REGISTER IS ACCEPTABLE) AND SAG BETWEEN SUPPORT HANGERS SHALL NOT EXCEED 1/2" PER FOOT OF SUPPORT SPACING.

HYDRONIC PIPING SYSTEM NOTES

1. ALL NEW CHILLED AND HEATING WATER PIPING SHALL BE TYPE L HARD DRAWN COPPER WITH SOLDERED JOINTS.
2. PROVIDE 2" FIBERGLASS INSULATION ON ALL CHILLED AND HEATING WATER PIPING.
3. PIPE INSULATION SHALL BE SNAP-ON TYPE, FIBERGLASS PIPE INSULATION WITH WHITE SELF-SEALING FLAME RETARDANT VAPOR BARRIER JACKET. ALL VALVES AND FITTINGS SHALL BE INSULATED.
4. PROVIDE CALCIUM SILICATE INSERT AT ALL HANGER LOCATIONS. PROVIDE INSULATION SHIELDS AT ALL HANGERS WITH HANGERS LOCATED UNDER THE INSULATION AND NOT IN CONTACT WITH THE PIPING.
5. PROVIDE PIPE MARKERS AND FLOW ARROWS FOR ALL PIPING.

MECHANICAL PIPE TYPES

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
—CHWR—	CHILLED WATER RETURN	HWS	HEATING WATER SUPPLY
CHWS	CHILLED WATER SUPPLY	PCD	PUMPED CONDENSATE DRAIN
CD	CONDENSATE DRAIN	—RHR—	RADIANT HEAT RETURN
—CWR—	CONDENSER WATER RETURN	RHS	RADIANT HEAT SUPPLY
CWS	CONDENSER WATER SUPPLY	RHG	REFRIGERANT HOT GAS
—HRR—	HEAT RECOVERY RETURN	RL	REFRIGERANT LIQUID
HRS	HEAT RECOVERY SUPPLY	—RS—	REFRIGERANT SUCTION
—HWR—	HEATING WATER RETURN	—SMR—	SNOW MELT RETURN
		SMS	SNOW MELT SUPPLY

MECHANICAL SYMBOLS

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	ACOUSTICALLY LINED DUCTWORK	M	MOTORIZED DAMPER
X	AIR DEVICE TYPE, REFER TO EQUIP. SCHEDULES		OPPOSED BLADE DAMPER
? Ø Ø 225	AIR DEVICE NECK SIZE		PARALLEL BLADE DAMPER
? 2 FL/S Ø 225	AIR DEVICE SLOT LENGTH	P P	(E)&(N) PRESSURE SENSOR
	AIR DEVICE AIRFLOW		PUMP
B	BACKDRAFT DAMPER		PUSH BUTTON / EPO SWITCH
CO2 CO2	(E)&(N) CARBON DIOXIDE DETECTOR	WIDTH x DEPTH	RECTANGULAR DUCT DIMENSIONS
CO CO	(E)&(N) CARBON MONOXIDE DETECTOR		RETURN/ EXHAUST/ TRANSFER AIRFLOW
	DUCT ACCESS DOOR		RETURN DUCT UP/ DOWN - RECTANGULAR
	EXHAUST DUCT UP/ DOWN - RECTANGULAR		RETURN DUCT UP/ DOWN - ROUND
	EXHAUST DUCT UP/ DOWN - ROUND	DIAMETER Ø	ROUND DUCT DIMENSIONS
FS FS	(E)&(N) COMBINATION SMOKE/FIRE DAMPER		ROUND FLEXIBLE DUCTWORK
F F	(E)&(N) FIRE DAMPER		SPIN-IN WITH MANUAL VOLUME DAMPER
S S	(E)&(N) DUCT SMOKE DAMPER		SUPPLY AIRFLOW DIRECTION
WIDTH F DEPTH	FLAT OVAL DUCT DIMENSIONS		SUPPLY DUCT UP/ DOWN - RECTANGULAR
	FLEXIBLE DUCT CONNECTION		SUPPLY DUCT UP/ DOWN - ROUND
H H	(E)&(N) HUMIDITY SENSOR		TURNING VANES IN DUCT ELBOW
IAQ IAQ	(E)&(N) INDOOR AIR QUALITY SENSOR		UNDERCUT DOOR
	MANUAL VOLUME DAMPER	T T	(E)&(N) TEMPERATURE SENSOR
	MANUAL VOLUME DAMPER WITH REMOTE OPERATION	TT TT	(E)&(N) TEMPERATURE TRANSMITTER
OS OS	(E)&(N) OCCUPANCY SENDOR		

DUCT SCHEDULE

	MATERIAL	PRESSURE CLASS	MINIMUM SMACNA SEAL CLASS	SMACNA LEAKAGE CLASS FOR RECT.	SMACNA LEAKAGE CLASS FOR ROUND	DUCT SYSTEM NOTES
EXHAUST DUCTS						
UPSTREAM AND DOWNSTREAM OF FANS WITH GREATER THAN 2" ESP	GALVANIZED STEEL	4-INCH WG	B	24	12	
UPSTREAM AND DOWNSTREAM OF FANS WITH LESS THAN 2" ESP	GALVANIZED STEEL	2-INCH WG	B	24	12	
TYPE I GREASE EXHAUST	16 GAUGE BLACK STEEL	8-INCH WG	AIRTIGHT/ WATERTIGHT	-	-	#3
TYPE II DISHWASH EXHAUST	304 STAINLESS STEEL	8-INCH WG	AIRTIGHT/ WATERTIGHT	-	-	#4
HIGH MOISTURE AREAS (LOCKER RMS, SHOWER RMS, DISHWASH RMS)	304 STAINLESS STEEL	8-INCH WG	AIRTIGHT/ WATERTIGHT	-	-	#4
COMMERCIAL OR RESIDENTIAL DRYER EXHAUST	STAINLESS STEEL OR ALUMINUM	-	-	-	-	#5
SUPPLY & RETURN DUCTS						
UPSTREAM AND DOWNSTREAM OF FANS WITH GREATER THAN 2" ESP	GALVANIZED STEEL	4-INCH WG	A	6	3	
UPSTREAM OF VAV BOXES	GALVANIZED STEEL	4-INCH WG	A	6	3	
UPSTREAM AND DOWNSTREAM OF FANS WITH LESS THAN 2" ESP	GALVANIZED STEEL	2-INCH WG	B	24	12	ALL EXTERIOR DUCTWORK TO BE SEAL CLASS A
	SYSTEM	LINER/WRAP	THICKNESS (IN)	DENSITY (LBS/FT3)	MINIMUM R-VALUE	NOTES
DUCT INSULATION SCHEDULE						
EXTERIOR DUCTWORK	SUPPLY & RETURN	LINER	3"	1.5	R-12	PRO-R PRE-INSULATED DUCTWORK
FIRST 20 FEET FROM AIR HANDLING UNITS, AND ROOFTOP UNITS	SUPPLY & RETURN	LINER	2"	1.5	R-8	-
RECTANGULAR DUCTWORK DOWNSTREAM OF VAV BOXES	SUPPLY & RETURN	LINER	1"	1.5	R-4.2	-
RECTANGULAR DUCTWORK UPSTREAM AND DOWNSTREAM OF FCU'S	SUPPLY & RETURN	LINER	1"	1.5	R-4.2	-
DUCTWORK IN UNCONDITIONED SPACE (VENTILATED ATTIC, BTWN ROOF AND INSULATED CEILING)	SUPPLY & RETURN	WRAP	2"	0.75	R-6	WITH FSK FACING
DUCTWORK IN UNVENTILATED ATTIC (NO RA PLENUM)	SUPPLY & RETURN	WRAP	2"	0.75	R-6	WITH FSK FACING
EXPOSED SPIRAL DUCT	SUPPLY & RETURN	NONE	N/A	N/A	N/A	UNLESS NOTED ON PLANS
ALL OTHER SUPPLY DUCTWORK	SUPPLY	WRAP	1.5"	0.75	R4.2	WITH FSK FACING
UNTREATED OUTSIDE AIR DUCT (ENCLOSED)	SUPPLY & RETURN	WRAP	1.5"	0.75	R4.2	WITH FSK FACING
TRANSFER DUCTS (AT FULL HEIGHT WALLS, RETURN BOOTS, ETC.)	RETURN	LINER	1"	1.5	R4.2	-
ALL OTHER RETURN WITHIN RA PLENUM	RETURN & EXHAUST	NONE	N/A	N/A	N/A	-
TYPE I GREASE EXHAUST	EXHAUST	WRAP	2-HR RATING	-	-	#3
ALL OTHER EXHAUST	EXHAUST	NONE	N/A	N/A	N/A	-

ABBREVIATIONS

ABBR.	DESCRIPTION	ABBR.	DESCRIPTION	ABBR.	DESCRIPTION
AD	ACCESS DOOR	FLA	FULL LOAD AMPS	PD	PRESSURE DROP
AFF	ABOVE FINISH FLOOR	FM	FORCED MAIN	PH	PHASE
AFMS	AIR FLOW MEASURING STATION	FPM	FEET PER MINUTE	PPM	PARTS PER MILLION
AFUE	ANNUAL FUEL UTILIZATION EFFICIENCY	FPS	FEET PER SECOND	PRV	PRESSURE REDUCING VALVE
AHU	AIR HANDLING UNIT	FT	FEET	PSI	POUND PER SQUARE INCH
AP	ACCESS PANEL	(F)	FUTURE	PSIA	POUND PER SQUARE INCH ABS.
BAS	BUILDING AUTOMATION SYSTEM	GAL	GALLONS	PSIG	POUND PER SQUARE INCH GAUGE
BOD	BOTTOM OF DUCT	GPH	GALLONS PER HOUR	RA	RETURN AIR
BOP	BOTTOM OF PIPE	GPM	GALLONS PER MINUTE	RH	RELATIVE HUMIDITY
BHP	BRAKE HORSE POWER	HD	HEAD	(REL)	RELOCATED
BMS	BUILDING MANAGEMENT SYSTEM	HP	HORSE POWER	RPM	REVOLUTIONS PER MINUTE
BTU	BRITISH THERMAL UNIT	HR	HOUR	RTU	ROOFTOP UNIT
CFH	CUBIC FEET PER HOUR	HZ	HERTZ	SEER	SEASONAL ENERGY EFFICIENCY RATIO
CFM	CUBIC FEET PER MINUTE	IN	INCH	SA	SUPPLY AIR
CO	CARBON MONOXIDE	I.E.	INVERT ELEVATION	SP	STATIC PRESSURE
CO2	CARBON DIOXIDE	KW	KILOWATT	SQ FT	SQUARE FEET
COP	COEFFICIENT OF PERFORMANCE	KWH	KILOWATT-HOUR	TAB	TESTING AND BALANCING
CU	CONDENSING UNIT	LAT	LEAVING AIR TEMPERATURE	TDH	TOTAL DEVELOPED HEAD
CV	CONSTANT VOLUME	LBS	POUNDS	TEL	TOTAL EQUIVALENT LENGTH
CWP	CONDENSER WATER PUMP	LF	LINEAR FEET	TSP	TOTAL STATIC PRESSURE
DB	DRY BULB TEMPERATURE	LWT	LEAVING WATER TEMPERATURE	TYP	TYPICAL
dB	DECIBEL	MAT	MIXED AIR TEMPERATURE	UNO	UNLESS NOTED OTHERWISE
DDC	DIRECT DIGITAL CONTROL	MBH	1000 BRITISH THERMAL UNITS PER HOUR	UV	ULTRA VIOLET
DN	DOWN	MCA	MINIMUM CIRCUIT AMPS	V	VOLT
DP	DIFFERENTIAL PRESSURE	MERV	MINIMUM EFFICIENCY REPORTING VALUE	VAV	VARIABLE AIR VOLUME
DS	DUCT SUMP	MOCP	MAXIMUM OVER CURRENT PROTECTION	VD	VOLUME DAMPER (MANUAL)
DX	DIRECT EXPANSION	(N)	NEW	VFD	VARIABLE FREQUENCY DRIVE
(E)	EXISTING	NA	NOT APPLICABLE	VTR	VENT THRU ROOF
EA	EXHAUST AIR	NC	NORMALLY CLOSED	WB	WET BULB TEMPERATURE
EAT	ENTERING AIR TEMPERATURE	NFPA	NATIONAL FIRE PROTECTION ASSOCIATION	WC	WATER COLUMN
EER	ENERGY EFFICIENCY RATIO	NIC	NOT IN CONTRACT	WPD	WATER PRESSURE DROP
EFF	EFFICIENCY	NO	NORMALLY OPEN	**POWER TYPES:**	
ESP	EXTERNAL STATIC PRESSURE	HPSHA	NET POSITIVE SUCTION HEAD AVAILABLE	N	NORMAL
ET	EXPANSION TANK	HPSHR	NET POSITIVE SUCTION HEAD REQUIRED	O	OPTIONAL STANDBY
EWT	ENTERING WATER TEMPERATURE	OA	OUTSIDE AIR	E	EMERGENCY
F°	DEGREES FAHRENHEIT	P	PUMP		
FCU	FAN COIL UNIT	PCF	POUND PER CUBIC FOOT		

GENERAL SYMBOLS

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	EXISTING CONDITION LINEWEIGHT	AXX-AXX-H	TERMINAL UNIT / VAV BOX TAG: BOX PROVIDED WITH HEAT, BOX NUMBER, AREA OF BUILDING OR SHEET, AHU OR MAU DESIGNATION
	NEW WORK LINEWEIGHT		
	EXISTING TO BE REMOVED		
	ACCESS DOOR/PANEL	X	WORK NOTE DESIGNATION
X	DEMOLITION WORK NOTE DESIGNATION		POINT OF CONNECTION NEW TO EXISTING
X X	EQUIPMENT DESIGNATION: EQUIPMENT TYPE, EQUIPMENT NUMBER	X MXXX	SECTION DESIGNATION, SECTION DRAWN ON THIS SHEET
A	REVISION DESIGNATION	X MXXX	ENLARGED PLAN DESIGNATION, ENLARGED PLAN DRAWN ON THIS SHEET

GENERAL PIPING AND VALVE SYMBOLS

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
M	2-WAY CONTROL		ISOLATION VALVE
M	3-WAY CONTROL	M	MOTORIZED ISOLATION VALVE
	ALIGNMENT GUIDE		PRESSURE GAUGE
	ANCHOR		PRESSURE REDUCING VALVE
	BALANCING VALVE	TP	PRESSURE TEMPERATURE TAP
	CAP	XX	SLOPE DIRECTION OF FLOW
	CHECK VALVE		SOLENOID VALVE
XX	DIRECTION OF FLOW		STRAINER
	DYNAMIC BALANCING VALVE		STRAINER WITH BLOWDOWN
	ELBOW DOWN		THERMOMETER
	ELBOW UP		UNION OR FLANGE
	FLEXIBLE CONNECTOR	T MAV	WELL, MANUAL AIR VENT
	HOSE END		

MECHANICAL DRAWING INDEX

● ISSUED FOR CONSTRUCTION
○ ISSUED FOR REFERENCE ONLY

SHEET NUMBER	SHEET NAME	06/18/2025 SD SET				
M0.00	MECHANICAL INDEX, LEGENDS, AND NOTES	○				
M0.10	MECHANICAL SCHEDULES	○				
M0.11	MECHANICAL SCHEDULES	○				
M0.20	MECHANICAL DIAGRAMS	○				
M0.21	MECHANICAL DIAGRAMS	○				
M0.22	MECHANICAL DIAGRAMS	○				
M0.23	MECHANICAL DIAGRAMS	○				
M1.00	OVERALL MECHANICAL PLAN	○				
M1.11	MECHANICAL DEMO PLAN- AREA A	○				
M1.12	MECHANICAL DEMO PLAN- AREA B	○				
M1.13	MECHANICAL DEMO PLAN- AREA C	○				
M1.14	MECHANICAL DEMO PLAN- AREA D	○				
M1.21	MECHANICAL PIPING DEMO PLAN- AREA A	○				
M1.22	MECHANICAL PIPING DEMO PLAN- AREA B	○				
M1.23	MECHANICAL PIPING DEMO PLAN- AREA C	○				
M1.31	ROOF MECHANICAL DEMO PLAN- AREA A	○				
M1.32	ROOF MECHANICAL DEMO PLAN- AREA B	○				
M1.33	ROOF MECHANICAL DEMO PLAN- AREA C	○				
M1.34	ROOF MECHANICAL DEMO PLAN- AREA D	○				
M1.40	ENLARGED MECHANICAL DEMO PLAN	○				
M2.11	MECHANICAL PLAN- AREA A	○				
M2.12	MECHANICAL PLAN- AREA B	○				
M2.13	MECHANICAL PLAN- AREA C	○				
M2.14	MECHANICAL PLAN- AREA D	○				
M2.21	MECHANICAL PIPING PLAN- AREA A	○				
M2.22	MECHANICAL PIPING PLAN- AREA B	○				
M2.23	MECHANICAL PIPING PLAN- AREA C	○				
M2.31	ROOF MECHANICAL PLAN- AREA A	○				
M2.32	ROOF MECHANICAL PLAN- AREA B	○				
M2.33	ROOF MECHANICAL PLAN- AREA C	○				
M2.34	ROOF MECHANICAL PLAN- AREA D	○				
M2.40	ENLARGED MECHANICAL PLAN	○				
Grand total: 32						

DESIGN DATA

LOCATION:	BRUSH, CO ALTITUDE: 5000 FT DENSITY RATIO: 0.981
CLIMATE ZONE:	5B
OUTDOOR CONDITIONS:	SUMMER DESIGN DB = 95 °F COINCIDENT WB = 62 °F WINTER DESIGN DB = -10 °F
INDOOR CONDITIONS:	SUMMER DESIGN DB = 75 °F WINTER DESIGN DB = 70 °F
CODES:	2015 INTERNATIONAL BUILDING CODE 2015 INTERNATIONAL MECHANICAL CODE 2015 INTERNATIONAL PLUMBING CODE 2015 IECC ALL APPLICABLE LOCAL AMENDMENTS
VENTILATION:	SEE VENTILATION SCHEDULE PER IMC.
ENVELOPE CHARACTERISTICS:	EXISTING

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 01/12/15 | SCALE

DRAWN Author | CHECKED Checker

SHEET DESCRIPTION
MECHANICAL INDEX, LEGENDS, AND NOTES

SHEET NUMBER
M0.00

6/18/2025 5:09:55 PM

AIR HANDLING UNIT SCHEDULE (PART 1)

ACCESSORIES:
1) 3-WAY PRE-HEAT AND COOLING COIL CONTROL VALVE (FOR PUMP MIN FLOW)
2)

ELECTRICAL NOTES:
1) DEFINE SINGLE POINT OR SEPARATE CONNECTIONS.
2) 10kAIC

CONTINUE

						AIR QUANTITIES IN CFM					SUPPLY FAN DATA					EXHAUST FAN DATA					ELECTRICAL DATA					
TAG	MANUF.	MODEL	LOCATION	SERVICE	VAV/CV UNIT	SUPPLY	UNIT RETURN	MIN VENT OA	MAX VENT OA	MAX ECON OA	TYPE	RPM	ESP / TSP ("WC)	VFD	BREAK / MOTOR HP	TYPE	RPM	ESP / TSP ("WC)	VFD	BREAK / MOTOR HP	VOLTS/Ø	MCA	MOCP	POWER TYPE	NOTES	TAG
AHU-38	DAIKIN	DAHA07A	CELLING	MEDIA CENTER	SZ VAV	3,200	0			3,200	AIR FOIL	2,508	0.5 / 1.3	Y	1.16 / 4						480/3	5.6	15	N	1,2	AHU-38
AHU-43	DAIKIN	DAHA07A	CELLING	CAFETERIA	SZ VAV	3,290	0			3,290	AIR FOIL	2,548	0.5 / 1.27	Y	1.2 / 4						480/3	5.6	15	N	1,2	AHU-43
AHU-44	DAIKIN	DAHA11A	CELLING	CAFETERIA	SZ VAV	4,780	0			4,780	AIR FOIL	1,855	0.5 / 1.54	Y	1.84 / 8						480/3	8.5	15	N	1,2	AHU-44
DOAS-101	DAIKIN	DAHA15A	ROOF	OUTSIDE AIR PRE-TREAT	VAV	5,800	4,600		5,800	5,800	AIR FOIL	2,148	0.5 / XX	Y	2.3 / 8	AIR FOIL	3,301	1.25 / 2.08	Y	4.5 / 10	480/3	22	30	N	1,2	DOAS-101
DOAS-102	DAIKIN	DAHA11A	ROOF	OUTSIDE AIR PRE-TREAT	VAV	5,200	4,200		5,200	5,200	AIR FOIL	2,887	0.5 / XX	Y	1.6 / 4	AIR FOIL	2,144	1.25 / 2.33	Y	2.9 / 8	480/3	13	20	N	1,2	DOAS-102
DOAS-103	DAIKIN	DAHA09A	ROOF	OUTSIDE AIR PRE-TREAT	VAV	3,700	2,900		3,700	3,700	AIR FOIL	3,139	0.5 / XX	Y	1.1 / 4	AIR FOIL	2,943	1.25 / 1.89	Y	1.9 / 4	480/3	9	15	N	1,2	DOAS-103
DOAS-104	DAIKIN	DAHA03A	ROOF	OUTSIDE AIR PRE-TREAT	VAV	1,400	1,100		1,400	1,400	AIR FOIL	1,512	0.5 / XX	Y	0.15 / 4	AIR FOIL	2,389	1.25/ 1.74	Y	0.7 / 4	480/3	9	15	N	1,2	DOAS-104

CONTINUE

AIR HANDLING UNIT SCHEDULE (PART 2)

HEATING WATER PRE-HEAT NOTES:
1) COIL TYPE = 20% PPG
2) DRAINABLE HEADER.
3) 550 FPM MAX FACE VELOCITY.

COOLING COIL NOTES:
1) COIL TYPE = 20% PPG
2) DRAINABLE HEADER.
3) 550 FPM MAX FACE VELOCITY.

	HEATING WATER PRE-HEAT COIL											COOLING COIL												
				AIRSIDE DATA			WATERSIDE DATA							COIL CAPACITY		AIRSIDE DATA			WATERSIDE DATA						
TAG	AREA (SQ.FT.)	ROWS / FPI	COIL CAPACITY (MBH)	EAT (°F) DB/WB	COIL/UNIT LAT (°F) DB/WB	MAX PD ("WC)	EWT (°F)	LWT (°F)	FLOW (GPM)	MAX PD (FT)	NOTES	AREA (SQ.FT.)	ROWS / FPI	TOTAL	SENSIBLE	EAT (°F) WB/DB	COIL/UNIT LAT (°F) WB/DB	MAX PD ("WC)	EWT (°F)	LWT (°F)	FLOW (GPM)	MAX PD ("WC)	NOTES	WEIGHT (LBS)	ACCESSORIES	TAG
AHU-38	5.4	1 / 8	74	60	85	0.09	180	160	7	0.7	1,2,3	6.9	5 / 12	79	74	61 / 76	53 / 54	0.54	44	54	16	5.8	1,2,3	650		AHU-38
AHU-43	5.4	2 / 8	153	48	98	0.18	180	159	15	4.4	1,2,3	6.9	5 / 12	91	9`	59 / 79	49 / 54	0.41	44	54	19	7.6	1,2,3	1,700		AHU-43
AHU-44	5.4	2 / 8	183	52	93	0.36	180	160	19	6	1,2,3	11.1	5 / 12	131	`3`	59 / 78	50 / 53	0.36	44	54	27	7.1	1,2,3	1,800		AHU-44
DOAS-101	12.6	2 / 12	454	-10	74	0.3	180	160	15	0.9	1,2,3	15.1	3 / 12	181	`81	98 / 63	64 / 51	0.3	44	58	25	4	1,2,3	3,600	1	DOAS-101
DOAS-102	5.4	2 / 8	326	-10	57	0.4	180	160	34	18	1,2,3	11.1	2 /12	197	197	98 / 63	63 / 51	0.3	44	54	41	10	1,2,3	1,800	1	DOAS-102
DOAS-103	5.4	2 / 8	270	-10	68	0.3	180	160	28	13	1,2,3	9	3 / 12	141	141	98 / 63	63 / 51	0.3	44	54	29	6	1,2,3	1,800	1	DOAS-103
DOAS-104	2.5	2 / 8	107	-10	72	0.2	180	160	11	4	1,2,3	3.2	3 / 12	44	44	98 / 63	70 / 53	0.3	44	54	9	2	1,2,3	1,000	1	DOAS-104

CHILLER SCHEDULE - AIR COOLED (BASE BID)

ACCESSORIES:
1) SUPER QUIET SOUND ATTENUATOR PACKAGE INCLUDING COMPRESSOR SOUND BLANKETS.
2) LOW AMBIENT (-20F).
3) 20% PROPYLENE GLYCOL.
4) FACTORY INSTALLED FLOW SWITCH.
5) FACTORY INSTALLED STRAINER.
6) SINGLE POINT POWER CONNECTION.
7) FACTORY INSTALLED FREEZE PROTECTION.
8) FACTORY PROVIDED ELASTOMERIC ISOLATORS.
9) PROVIDE FACTORY STARTUP WITH 1 YEAR LABOR WARRANTY.
10) FACTORY PROVIDED WATER SIDE ECONOMIZER.

							EFFICIENCY		EVAPORATOR DATA							CONDENSER DATA		ELECTRICAL DATA								
TAG	MANUF.	MODEL	TYPE	NOMINAL CAPACITY (TONS)	REFRIGERATION CAPACITY (TONS)	REFRIG. TYPE	FULL LOAD KW/TON	IPLV	EWT (°F)	LWT (°F)	DESIGN FLOW (GPM)	DESIGN PD (FT)	MIN FLOW (GPM)	MAX FLOW (GPM)	FOULING FACTOR	FANS	TOTAL AIRFLOW (CFM)	KW	VOLTS/Ø	UNIT MCA	UNIT MOCP	POWER TYPE	VFD	WEIGHT (LBS)	ACCESSORIES	TAG
CH-101	DAIKIN	AGZ008F	AIR-COOLED SCROLL	129	128	R32	10.1	17.05	56	44	267	8.5	172	540	0.0001	8		153	480/3	284	300	N	Y	6,800	1 THRU 10	CH-101

CHILLER SCHEDULE - AIR COOLED (ADD ALT)

ACCESSORIES:
1) SUPER QUIET SOUND ATTENUATOR PACKAGE INCLUDING COMPRESSOR SOUND BLANKETS.
2) LOW AMBIENT (-20F).
3) 20% PROPYLENE GLYCOL.
4) FACTORY INSTALLED FLOW SWITCH.
5) FACTORY INSTALLED STRAINER.
6) SINGLE POINT POWER CONNECTION.
7) FACTORY INSTALLED FREEZE PROTECTION.
8) FACTORY PROVIDED ELASTOMERIC ISOLATORS.
9) PROVIDE FACTORY STARTUP WITH 1 YEAR LABOR WARRANTY.
10) FACTORY PROVIDED WATER SIDE ECONOMIZER.

							EFFICIENCY		EVAPORATOR DATA							CONDENSER DATA		ELECTRICAL DATA								
TAG	MANUF.	MODEL	TYPE	NOMINAL CAPACITY (TONS)	REFRIGERATION CAPACITY (TONS)	REFRIG. TYPE	FULL LOAD KW/TON	IPLV	EWT (°F)	LWT (°F)	DESIGN FLOW (GPM)	DESIGN PD (FT)	MIN FLOW (GPM)	MAX FLOW (GPM)	FOULING FACTOR	FANS	TOTAL AIRFLOW (CFM)	KW	VOLTS/Ø	UNIT MCA	UNIT MOCP	POWER TYPE	VFD	WEIGHT (LBS)	ACCESSORIES	TAG
CH-1	DAIKIN	AGZ006F	AIR-COOLED SCROLL	71		R32	10.9	17.8	56	44	147	7.9	92	368	0.0001	6		79	480/3	156	175	N	N	5,500	1 THRU 10	CH-1
CH-2	DAIKIN	AGZ006F	AIR-COOLED SCROLL	71		R32	10.9	17.8	56	44	147	7.9	92	368	0.0001	6		79	480/3	156	175	N	N	5,500	1 THRU 10	CH-2

INDOOR AIR HANDLING UNIT SCHEDULE (PART 1)

ACCESSORIES:
1) 2" MERV 8 FILTER.
2) SINGLE POINT ELECTRICAL CONNECTION.
3) EC MOTOR WITH PROPORTIONAL SPEED CONTROL.
4) TEMPERATURE SENSOR, CONNECTED TO BAS.
5) CONDENSATE SHUT-OFF SWITCH.
6) PROVIDE CONDENSATE PUMP.
7) 2-WAY MODULATING PRESSURE INDEPENDENT CONTROL VALVE (FOR CHILLED AND HEATING WATER).

ELECTRICAL NOTES:
1) DEFINE SINGLE POINT OR SEPARATE CONNECTIONS.

CONTINUE

								AIRFLOW			MOTOR DATA		ELECTRICAL DATA					
TAG	MANUF.	MODEL	LOCATION	SERVICE	FAN SPEED	VAV/CV UNIT	TOTAL CFM	OA CFM	ESP ("WC)	TYPE	MOTOR HP	VOLTS/Ø	MCA	MOCP	POWER TYPE	NOTES	TAG
AHU-1	DAIKIN	BCHD0121	HALL 1100	CLASSROOM	1,308	SZ VAV	1,020					277/1	4.3	15	N	1	AHU-1
AHU-9	DAIKIN	BCHD0161	HALL 1115	CLASSROOM	1,373	SZ VAV	1,340					277/1	7.8	15	N	1	AHU-9
AHU-15	DAIKIN	BCHD0181	HALL 1320	CLASSROOM	1,266	SZ VAV	1,795					277/1	7.8	15	N	1	AHU-15
AHU-37	MULTIAQUA	MHCFC4W-08-1	SERVER 1322			SZ VAV	579					208/1	1	1	N	1	AHU-37

INDOOR AIR HANDLING UNIT SCHEDULE (PART 2)

HEATING WATER PRE-HEAT NOTES:
1) COIL TYPE = WATER.
2) DRAINABLE HEADER.
3) 550 FPM MAX FACE VELOCITY.

COOLING COIL NOTES:
1) COIL TYPE = WATER.
2) DRAINABLE HEADER.
3) 550 FPM MAX FACE VELOCITY.

CONTINUE

	HEATING WATER PRE-HEAT COIL												COOLING COIL												
			COIL CAPACITY	AIRSIDE DATA			WATERSIDE DATA								COIL CAPACITY		AIRSIDE DATA		WATERSIDE DATA							
TAG	FLUID TYPE	ROWS / FPI	TOTAL (MBH)	EAT (°F) DB/WB	COIL/UNIT LAT (°F) DB/WB	MAX PD ("WC)	EWT (°F)	LWT (°F)	FLOW (GPM)	BRANCH PIPE SIZE	MAX PD (FT)	NOTES	FLUID TYPE	ROWS / FPI	TOTAL	SENSIBLE	EAT (°F) WB/DB	COIL/UNIT LAT (°F) WB/DB	EWT (°F)	LWT (°F)	FLOW (GPM)	MAX PD ("WC)	NOTES	WEIGHT (LBS)	ACCESSORIES	TAG
AHU-1	20% PPG	1 / 12	50	46	98		180	160	5		8.06	1,2,3	20% PPG	4 / 12	26	25	61 / 80	51 / 53	44	54	5	26.56	1,2,3	400	1 THRU 7	AHU-1
AHU-9	20% PPG	1 / 12	54	68	112		180	160	5		10.25	1,2,3	20% PPG	6 / 16	26	23	62 / 74	55 / 55	44	54	5	2.79	1,2,3	600	1 THRU 7	AHU-9
AHU-15	20% PPG	1 / 12	46	69	97		180	129	2		1.55	1,2,3	20% PPG	4 / 12	36	31	62 / 74	54 / 55	44	54	7	10.49	1,2,3	600	1 THRU 7	AHU-15
AHU-37	20% PPG	1 / 14	18	70			140		3		1.9	1,2,3	20% PPG	3 / 14	20	14			45		9	1,2,3		100	1 THRU 7	AHU-37

BOILER SCHEDULE

NOTES:
1) CONDENSATE NATURALIZATION KIT.
2) BOILER MANUFACTURER TO PROVIDE BACNET COMMUNICATION GATEWAY FOR COMMUNICATION WITH BAS.

													PRESSURE RATINGS (PSIG)				ELECTRICAL					
TAG	MANUF.	MODEL	PERCENT SYSTEM CAPACITY	FUEL	EFFICIENCY	SEA LEVEL INPUT (MBH)	SITE OUTPUT (MBH)	TURNDOWN	FLOW MIN/MAX (GPM)	EWT	LWT	MAX PD (FT)	OPERATING	DESIGN	FLUE SIZE	CA DUCT	VOLTS/Ø	AMPS	MOCP	WEIGHT (LBS)	NOTES	TAG
B-101	LOCHINVAR	FCB2000		NATURAL GAS	96.4%	1,999	1,923	25:1	25 / 350	160	180				8	8	120/1	16.3	20	3,150	1,2	B-101
B-102	LOCHINVAR	FCB2000		NATURAL GAS	96.4%	1,999	1,923	25:1	25 / 350	160	180				8	8	120/1	16.3	20	3,150	1,2	B-102

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL
RENOVATION
422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION
MECHANICAL SCHEDULES

SHEET NUMBER
M0.10

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PUMP SCHEDULE

NOTES:
1) SUCTION DIFFUSER
2)

TAG	MANUF.	MODEL	LOCATION	SERVICE	VF OR CF	TYPE	FLOW (CFM)	FT HEAD	IMPELLER DIA.	FLUID TYPE	% SYSTEM CAPACITY	MOTOR DATA				WEIGHT (LBS)	NOTES	TAG
												HP	VOLTS/Ø	POWER TYPE	VFD			
CHP-101	TACO	SFI2009D	MECH RM 1506	HEATING HOT WATER	VF	END SUCTION	180	85	5.7	20% PPG	100%	7.5	480/3	N	Y	500	1	CHP-101
CHP-102	TACO	SFI2009D	MECH RM 1506	HEATING HOT WATER	VF	END SUCTION	180	85	5.7	20% PPG	100%	7.5	480/3	N	Y	500	1	CHP-102
PHWP-101	TACO	VR25H-1	MECH RM 1506	HEATING HOT WATER	VF	INLINE	135	20		20% PPG	100%	2.1	208/1	N	Y	150	1	PHWP-101
PHWP-102	TACO	VR25H-1	MECH RM 1506	HEATING HOT WATER	VF	INLINE	135	20		20% PPG	100%	2.1	208/1	N	Y	150	1	PHWP-102
SHWP-101	TACO	SFI2009D	MECH RM 1506	HEATING HOT WATER	VF	END SUCTION	180	85	9.5	20% PPG	100%	7.5	480/3	N	Y	450	1	SHWP-101
SHWP-102	TACO	SFI2009D	MECH RM 1506	HEATING HOT WATER	VF	END SUCTION	180	85	9.5	20% PPG	100%	7.5	480/3	N	Y	450	1	SHWP-102

KITCHEN EXHAUST FAN SCHEDULE

CONTROL NOTES:
A) INTERLOCK TO DISHWASER WITH 30 MINUTE (ADJ) DELAY.
B) INTERLOCK TO KITCHEN EXHAUST CONTROL PANEL.

ACCESSORIES:
1) DISCONNECT BY DIVISION 26, MOUNTED OUTSIDE OF FAN HOUSING.
2) SPRING VIBRATION ISOLATORS, WITH 2" DEFLECTION.
3) 14" ROOF CURB.
4) EC MOTOR WITH POTENTIOMETER DIAL ON MOTOR.
5) SHUTTER GUARD.
6) GRAVITY BACKDRAFT DAMPER.

TAG	MANUF.	MODEL	LOCATION	SERVICE	FAN DATA						MOTOR DATA					SOUND POWER DATA (LwA)	WEIGHT (LBS)	CONTROL NOTES	ACCESSORIES	TAG
					AIR QTY (CFM)	ESP ("W.C.)	FEI	TYPE	RPM	MOUNT	DRIVE	HP	VOLTS/Ø	VFD	POWER TYPE					
KEF 101	COOK	245VX11D	ROOF	KITCHEN	2,750		1.23		1,304			1-1/2	480/3	Y	N	84	200	B	1 THRU 6	KEF 101
KEF 102	COOK		ROOF	KITCHEN										Y	N			A	1 THRU 6	KEF 102

WATER HEATER SCHEDULE

ACCESSORIES:
1) 125 PSIG PRESSURE AND TEMPERATURE RELIEF VALVE.
2) STAINLESS STEEL HEAT EXCHANGER.
3) CONDENSATE NEUTRALIZATION KIT.
4) CONCENTRIC VENT KIT.
5) LOW WATER CUTOFF.
6) SEQUENCING CONTROLS AND VALVES.

TAG	MANUF.	MODEL	LOCATION	SERVICE	GAS INPUT (MBH)	EFFICIENCY	TURNDOWN	TANK SIZE (GAL.)	CAPACITY (GAL/HR)	WATER INLET TEMP (°F)	WATER OUTLET TEMP (°F)	ELECTRICAL			POWER TYPE	WEIGHT (LBS)	ACCESSORIES
												MCA	MOCP	VOLTS/Ø			
DWH-101	STATE	SHE75 100NE	MECH RM 1508		100			50									1 THRU 6
DWH-102	STATE	SHE75 100NE	MECH RM 1508		100			50									1 THRU 6
DWH-103	STATE	SHE75 100NE	MECH RM 1508		100			75									1 THRU 6
DWH-104	STATE	SHE75 100NE	MECH RM 1508		100			75									1 THRU 6

MAKE-UP AIR UNIT SCHEDULE - FULL

GENERAL NOTES:
1) MERV-8 FILTERS.
2) MOTORIZED BACKDRAFT DAMPER.
3) FACTORY PROVIVED ROOF CURB ADAPTER.
4) SA SMOKE DETECTOR.
5) LOW FIRE START.
6) DEMAND CONTROL VENTILATION CONTROL PACKAGE.
7) DOWNFLOW CONFIGURATION.

COOLING NOTES:

HEATING NOTES:
A) FULLY MODULATING HEATING CONTROL.
B) RATED FOR AN ELEVATION OF 5000FT.
C) INPUT GAS PRESSURE: 7"WC,MIN TO 14" WC MAX.

ELECTRICAL NOTES:
A) FACTORY PROVIDED VFD IN DCV CABINET.
B) FACTORY PROVIDED LOCAL DISCONNECT.
C) SEPARATE 120V CONNECTION FOR DCV CONTROL.
D) SEPARATE 208V/1 PH POWER SUPPLY FOR DX COOLING UNIT.

TAG	MANUF.	MODEL	LOCATION	SERVICE	VAV/CV UNIT	AIR QUANTITIES IN CFM					SUPPLY FAN DATA					COOLING						HEATING								ELECTRICAL					WEIGHT (LBS)	NOTES	TAG
						SUPPLY	UNIT RETURN	MIN SUPPLY	MAX VENT OA	MAX ECON OA	TYPE	ESP / TSP ("WC)	VFD	MOTOR BHP	BREAK / MOTOR HP	COIL TYPE	ENTERING AIR DB (°F)	ENTERING AIR WB (°F)	LEAVING AIR DB (°F)	LEAVING AIR WB (°F)	NOTES	TYPE	BURNER EFFICIENCY	SEA LEVEL INPUT CAPACITY (MBH)	SITE OUTPUT CAPACITY (MBH)	CONTROL	AIRSIDE DATA			NOTES	VOLTS/Ø	MCA	MOCP	POWER TYPE	NOTES			
																											EAT DB (°F)	LAT DB (°F)	MAX PD								
MAU-101	DAIKIN	DPSC07B	ROOF	KITCHEN	SZ VAV	2,300 2,300				2,300	AIR FOIL	1.25 / 1.5	ECM		0.85 / 4.4	DX	98	63	51	46		NATURAL GAS	80%	300	213	10:1	-10	90	0.09	A,B,C	480/3	24.9	35	N	A,B,C,D	2,100	1 THRU 7	MAU-101

CABINET UNIT HEATER SCHEDULE

NOTES:
1)

TAG	MANUF.	MODEL	LOCATION	MOUNTING	AIRFLOW			FAN HP	ELECTRICAL DATA			WATERSIDE DATA					NOTES	TAG
					CFM	EAT	LAT		VOLTS/Ø	AMPS	POWER TYPE	CAPACITY (MBH)	EWT (°F)	LWT (°F)	FLOW (GPM)	MAX PD (FT)		
CUH-101	DAIKIN	UHH-47	VEST 1600	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-101
CUH-102	DAIKIN	UHH-47	HALL 107	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-102
CUH-103	DAIKIN	UHH-47	HALL 1115	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-103
CUH-104	DAIKIN	UHH-47	HALL 1400	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-104
CUH-105	DAIKIN	UHH-47	HALL 1200	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-105
CUH-106	DAIKIN	UHH-47	HALL 1300	CELLING	730		103	1/15	120/1	0.72	N		140		3.4	0.21		CUH-106

ROOFTOP PACKAGE UNIT SCHEDULE (PART 1)

ACCESSORIES:
1) FACTORY PROVIDED ROOF CURB ADAPTER.
2) FAR 30/30 MERV 8 FILTERS.
3) 100% MODULATING ECONOMIZER WITH BAROMETRIC RELIEF AND INTEGRAL ECONOMIZER FAULT DETECTION COMPLYING WITH 2018 IECC.
4) VERTICAL (DOWN) DISCHARGE.

ELECTRICAL NOTES:
1) SINGLE POINT CONNECTIONS.
2) MIN. SHORT CIRCUIT CURRENT RATING (SCCR) = 10 kAIC - VERIY WITH MFR AND ELEC DEPT.

CONTINUE

TAG	MANUF.	MODEL	LOCATION	SERVICE	VAV/CV UNIT	EER / SEER2 (ARI)	AIR QUANTITIES IN CFM					SUPPLY FAN DATA					ELECTRICAL DATA						TAG
							SUPPLY	UNIT RETURN	MIN VENT OA	MAX VENT OA	MAX ECON OA	TYPE	RPM	ESP / TSP ("WC)	VFD	BREAK / MOTOR HP	VOLTS/Ø	MCA	MOCP	POWER TYPE	NOTES		
RTU-48	DAIKIN	DPSC03B	ROOF	CLASSROOM	SZ VAV	13.7 / 18.1	1,300				2,300	AIR FOIL	1,908	0.5 / 0.92	ECM	0.32 / 0.5	480/3	14	20	N	1,2		RTU-48
RTU-49	DAIKIN	DPSC04B	ROOF	CLASSROOM	SZ VAV	13.2 / 19.4	1,300				2,300	AIR FOIL	1,486	0.5 / 0.92	ECM	0.29 / 1.7	480/3	16.9	25	N	1,2		RTU-49
RTU-50	DAIKIN	DPSC04B	ROOF	CLASSROOM	SZ VAV	13.2 / 19.4	1,250				1,250	AIR FOIL	1,454	0.5 / 0.9	ECM	0.28 / 1.7	480/3	16.9	25	N	1,2		RTU-50
RTU-51	DAIKIN	DPSC04B	ROOF	CLASSROOM	SZ VAV	13.2 / 19.4	1,350				1,350	AIR FOIL	1,519	0.5 / 0.95	ECM	0.31 / 1.7	480/3	16.9	25	N	1,2		RTU-51
RTU-52	DAIKIN	DPSC03B	ROOF	CLASSROOM	SZ VAV	13.8 / 18.1	1,060				1,060	AIR FOIL	1,336	0.5 / 0.81	ECM	0.22 / 1.7	480/3	15.3	20	N	1,2		RTU-52
RTU-53	DAIKIN	DPSC03B	ROOF	CLASSROOM	SZ VAV	13.8 / 18.1	1,060				1,060	AIR FOIL	1,336	0.5 / 0.81	ECM	0.22 / 1.7	480/3	15.3	20	N	1,2		RTU-53

ROOFTOP PACKAGE UNIT SCHEDULE (PART 2) - W/ GAS HEAT

CONTINUE

NATURAL GAS NOTES:
1) INPUT GAS PRESSURE = 5" WC MIN TO 14" WC MAX.
2) STAINLESS STEEL HEAT EXCHANGER (PROVIDE WHERE MIXED AIR TEMP IS BELOW 45 DEGREES.
3) MODULATING BURNER

DX COOLING NOTES:
1) R-32 REFRIGERANT.
2) CAPACITIES INDICATED AT 95F AMBIENT AND 5,000 FT ALTITUDE.
3) CAPACITIES ARE NET AND ACCOUNT FOR FAN HEAT.

TAG	NATURAL GAS FIRED HEATING							DX COOLING						WEIGHT (LBS)	ACCESSORIES	TAG
	SEA LEVEL INPUT CAPACITY (MBH)	SITE OUTPUT CAPACITY (MBH)	CONTROL	EFF.	AIRSIDE DATA		NOTES	COIL CAPACITY		AIRSIDE DATA						
					EAT DB (°F)	LAT DB (°F)		TOTAL (MBH)	SENSIBLE (MBH)	EAT DB/WB (°F)	COIL LAT DB/WB(°F)	NOTES				
RTU-48	80	57	5:1	80%	53	101	1,2,3	36	24	78 / 67	57 / 57	1,2,3	1,100	1 THRU 4	RTU-48
RTU-49	80	57	5:1	80%	53	101	1,2,3	44	26	78 / 67	55 / 55	1,2,3	1,100	1 THRU 4	RTU-49
RTU-50	80	57	5:1	80%	53	103	1,2,3	43	26	78 / 67	54 / 54	1,2,3	1,100	1 THRU 4	RTU-50
RTU-51	80	57	5:1	80%	53	99	1,2,3	44	27	78 / 67	55 / 55	1,2,3	1,100	1 THRU 4	RTU-51
RTU-52	80	57	5:1	80%	53	112	1,2,3	34	21	78 / 67	55 / 55	1,2,3	1,100	1 THRU 4	RTU-52
RTU-53	80	57	5:1	80%	53	111	1,2,3	34	21	78 / 67	55 / 55	1,2,3	1,100	1 THRU 4	RTU-53

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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION
422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION
MECHANICAL SCHEDULES

SHEET NUMBER
M0.11

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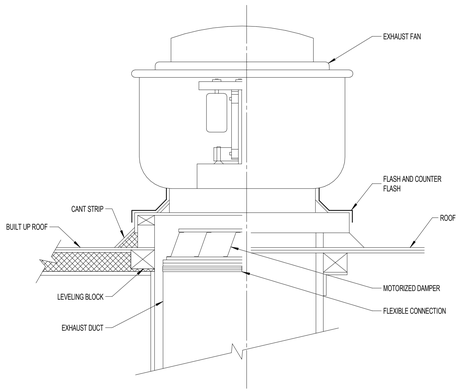
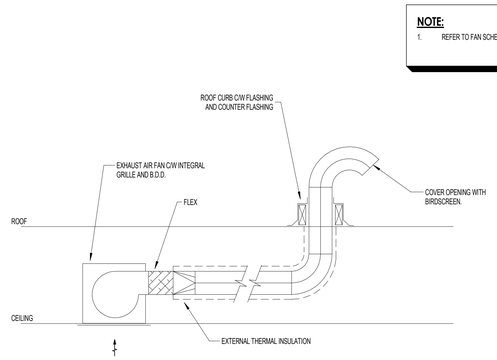


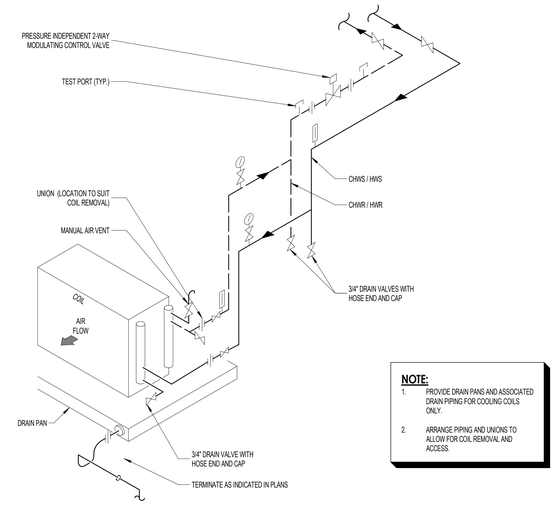
EXHAUST FAN

N.T.S. 5



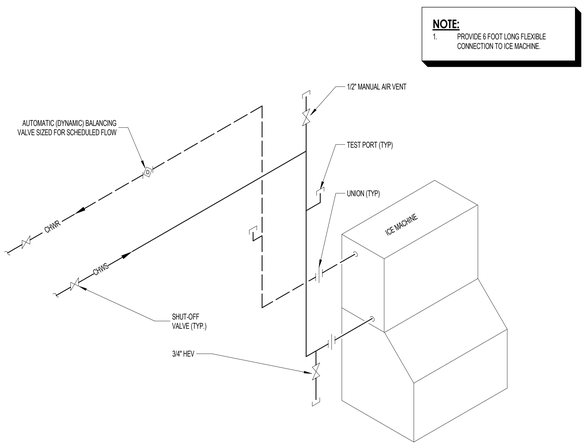
CEILING MOUNTED EXHAUST FAN

N.T.S. 3



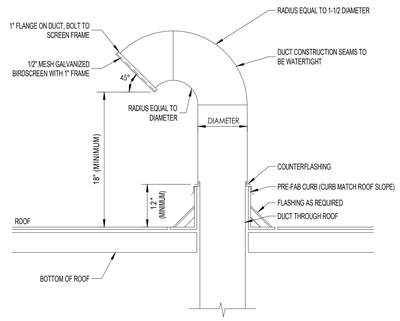
OUTDOOR AHU - SINGLE COIL

N.T.S. 1



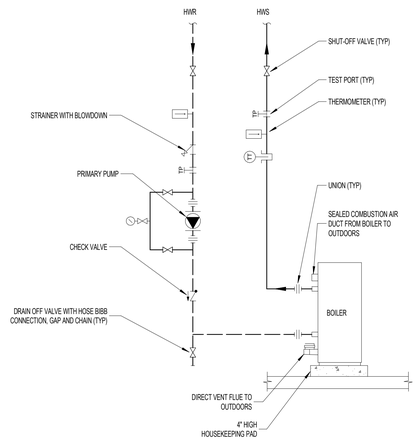
ICE MACHINE CHILLED WATER CONNECTION

N.T.S. 6



DUCT GOOSE NECK TERMINATION

N.T.S. 4



BOILER PIPING

N.T.S. 2

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SHEET NUMBER

M0.20

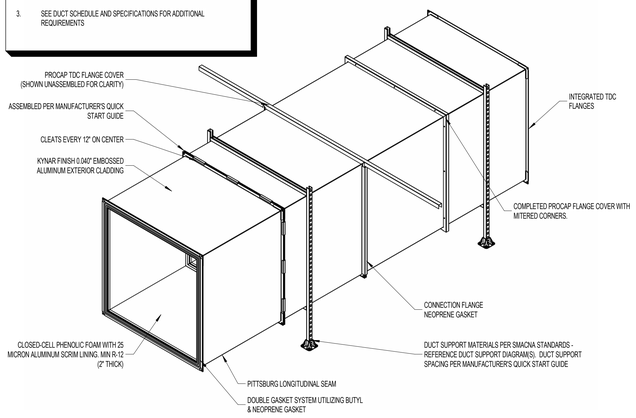
6/18/2025 5:09:58 PM

EXTERIOR INSULATED DUCTWORK

N.T.S. 5

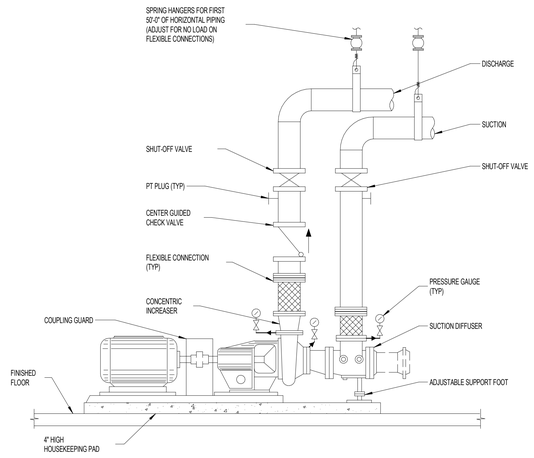
NOTE:

1. BASIS OF DESIGN = PRO-R RECTANGULAR DUCTWORK SYSTEM
2. MANUFACTURER PRE-INSULATED EXTERIOR DUCTWORK SYSTEM
3. SEE DUCT SCHEDULE AND SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS



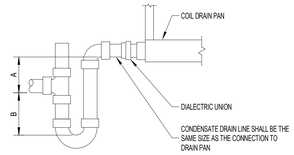
END SUCTION PUMP

N.T.S. 4



CONDENSATE TRAP

N.T.S. 1

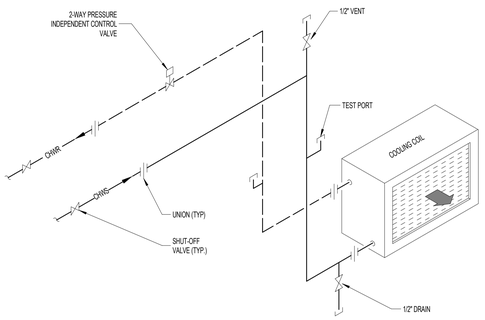


NOTE:

1. TRAP DEPTH
   DRAW THRU UNITS: A=B; WHERE A = 2" AND B = UNIT STATIC PRESSURE
   BLOW THRU UNITS: A=B; WHERE A = 1" AND B = 2X UNIT STATIC PRESSURE
2. SLOPE CONDENSATE DRAIN A MINIMUM OF 1/8" PER 1'-0" (1%).
3. WHERE LOCATED INDOORS, ROUTE CONDENSATE DRAIN TO NEAREST FLOOR SINK. TERMINATE WITH AIR GAPPED INDIRECT CONNECTION.
4. WHERE LOCATED OUTDOORS, ROUTE CONDENSATE DRAIN TO NEAREST ROOF RECEPTOR. TERMINATE WITH AIR GAPPED INDIRECT CONNECTION. WHERE APPROVED BY AHJ, ROUTE CONDENSATE DRAIN TO WITHIN 6' OF NEAREST ROOF DRAIN.

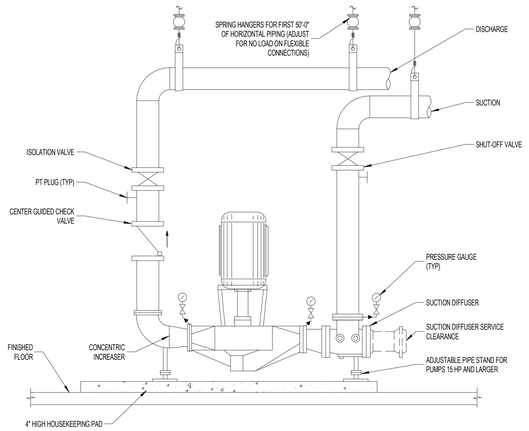
INDOOR AHU CHW AND HW PIPING

N.T.S. 6



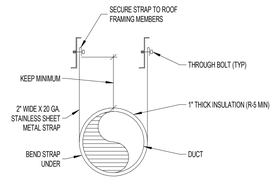
INLINE PUMP

N.T.S. 3



DUCT HANGER SUPPORT

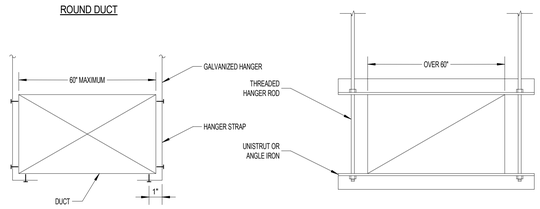
N.T.S. 2



NOTE:

1. FOR DUCTS OVER 60" WIDE, BOTTOM SHALL BE ANGLE BRACED. FOR CROSS SECTION AREA GREATER THAN 6 SQUARE FEET, DUCT SHALL BE ANGLE BRACED ON ALL FOUR SIDES.
2. SUPPORTS SHALL BE SPACED AND SIZED PER SMACNA STANDARDS.
3. REFERENCE SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.

ROUND DUCT



RECTANGULAR DUCT

FIRM NAME
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(970) 460-7400
G2CE.COM

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SEAL

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CHECKED Checker

SHEET DESCRIPTION

MECHANICAL DIAGRAMS

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M0.21

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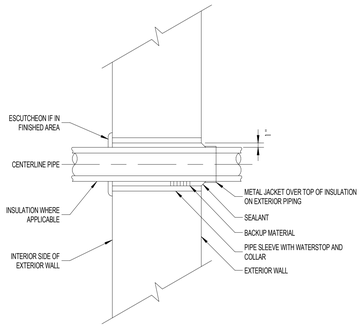
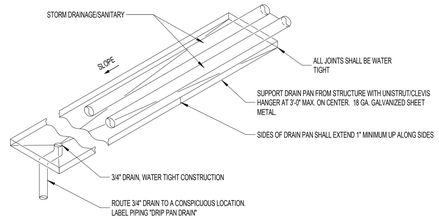
NOTE:

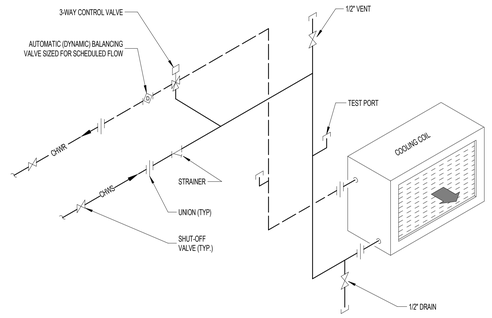
1. AS ALTERNATE TO SEALANT, USE "LINK-SEAL". INSTALL PER MANFACTURER RECOMMENDATIONS.



PIPE THROUGH EXTERIOR WALL N.T.S. 5



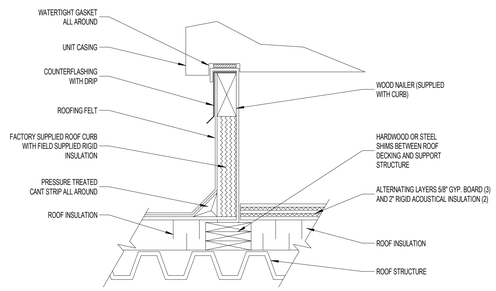
SHEET METAL DRIP PAN N.T.S. 3



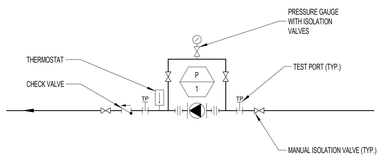
INDOOR AHU CHW AND HW PIPING - 3 WAY VALVE N.T.S. 1

NOTE:

1. ROOFING MEMBRANE TO BE FLASHED WATERTIGHT TO THE CURB (BY GENERAL CONTRACTOR).
2. CUTTING OF THE ROOF ASSEMBLY TO ACCOMMODATE DUCT PENETRATIONS SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR.
3. SEAL ALL AROUND BETWEEN DUCT(S) AND GYPSUM BOARD WITH AN APPROVED ACOUSTICAL SEALANT (BY GENERAL CONTRACTOR).
4. SEAL AROUND FULL PERIMETER OF CURB / GYPSUM BOARD INTERFACE WITH AN APPROVED ACOUSTIC SEALANT (BY GENERAL CONTRACTOR).



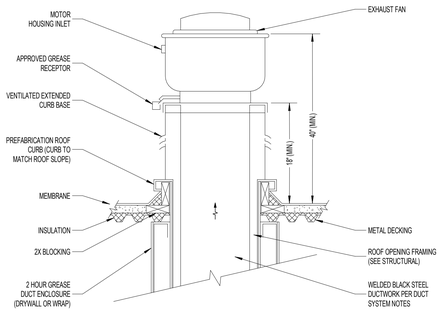
RTU ROOF CURB WITH ACOUSTICAL INSULATION N.T.S. 6



4

NOTE:

1. EXHAUST FAN SHALL BE UL LISTED FOR RESTAURANT EXHAUST APPLIANCES.
2. PROVIDE FIRE SEALING ALL AROUND TOP OF SHAFT TO THE ROOF DECK.
3. PROVIDE ACCESS PANELS AND CLEANOUTS PER CODE AND DUCT SYSTEM NOTES.
4. SLOPE DUCT 1/4" PER FOOT BACK TO HOOD OR DUCT SUMP (IF APPLICABLE).
5. EXTEND 2 HOUR ENCLOSURE TO HOOD.



GREASE EXHAUST FAN N.T.S. 2

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(970) 460-7400
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CONSULTANT FIRM NAME

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DRAWN Author

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SHEET DESCRIPTION

MECHANICAL DIAGRAMS

SHEET NUMBER

M0.22

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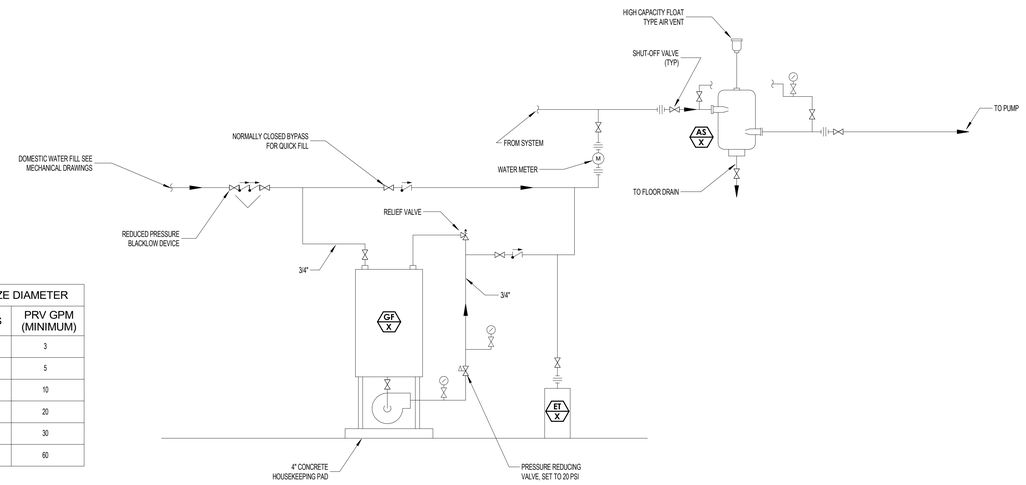
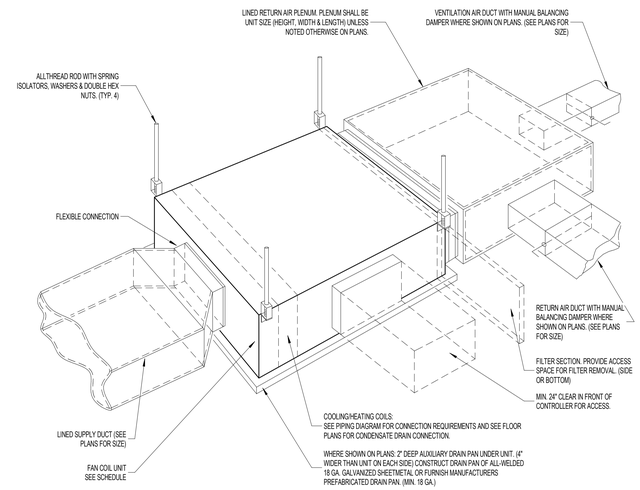


MAKE-UP WATER PIPE SIZE DIAMETER		
TOTAL PUMP GPM	INCHES	PRV GPM (MINIMUM)
UP TO 200	1/2"	3
201-500	3/4"	5
501-1200	1"	10
1201-3000	1-1/4"	20
3001-5000	1-1/2"	30
5001-12000	2"	60

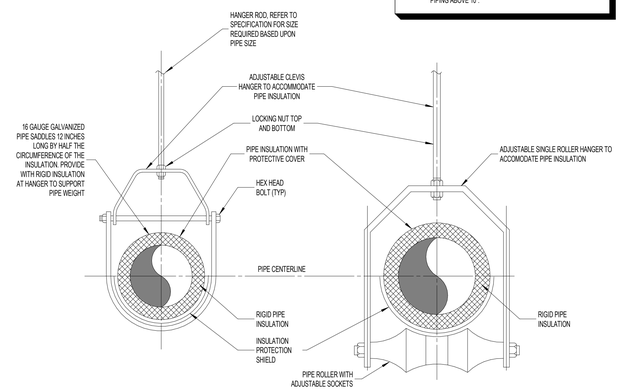
MAKE-UP WATER / GLYCOL FEEDER SCHEMATIC N.T.S. 3



SUSPENDED INDOOR AIR HANDLER WITH DUCT CONNECTION N.T.S. 1

NOTE:

1. USE CLEVIS HANGER FOR PIPING 1/2" UP TO 4".
2. USE ROLLER SUPPORT HANGER FOR PIPING 6" TO 10".
3. USE ROLLER SUPPORT HANGER WITH DUAL SUPPORT RODS FOR PIPING ABOVE 10".



PIPE WITH INSULATION HANGER N.T.S. 2

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G2 CONSULTING ENGINEERS, INC.
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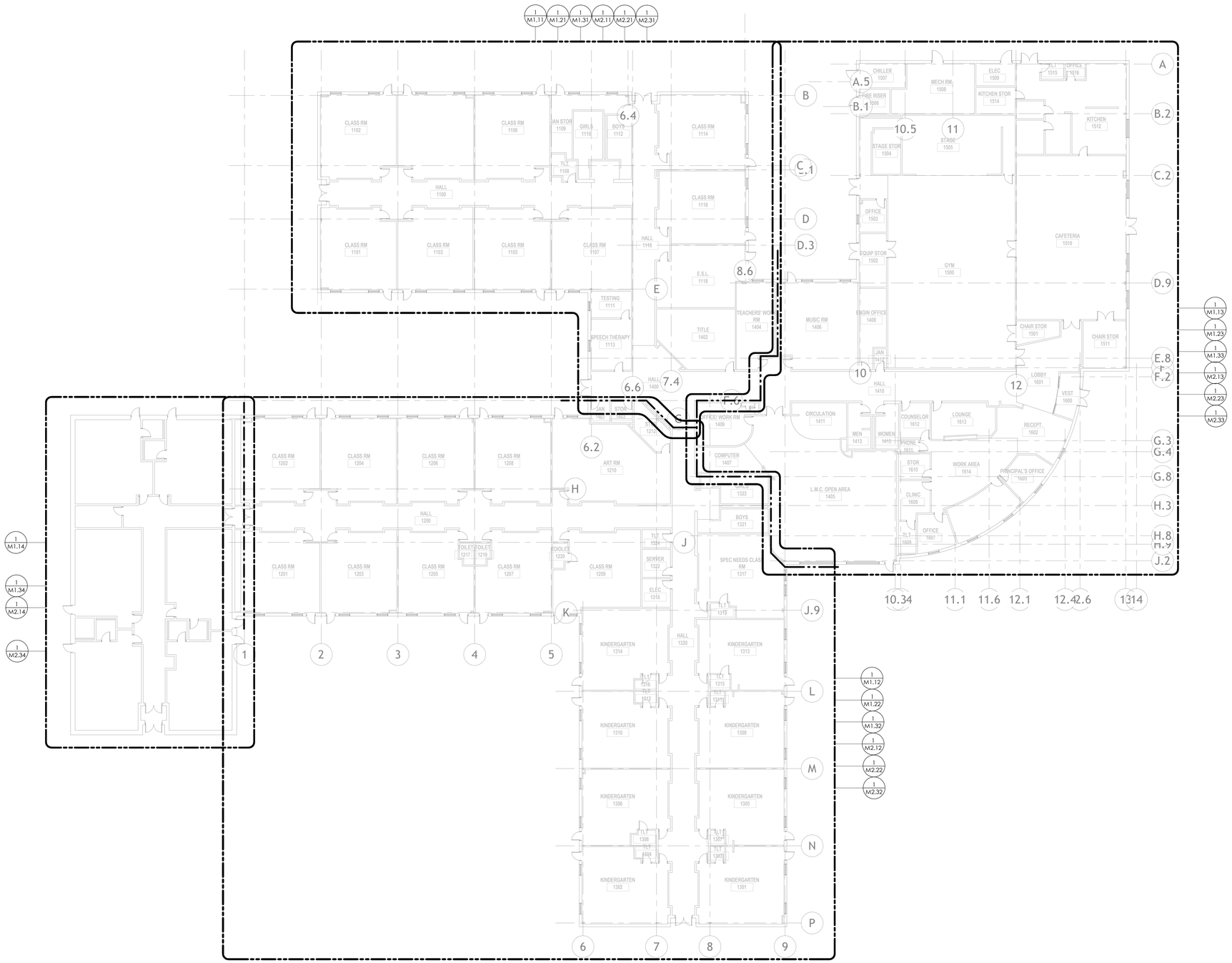
M0.23

6/18/2025 5:09:59 PM

FOR REFERENCE ONLY



1 MAIN LEVEL MECHANICAL PLAN - OVERALL

1/16" = 1'-0"

6/18/2025 5:10:02 PM

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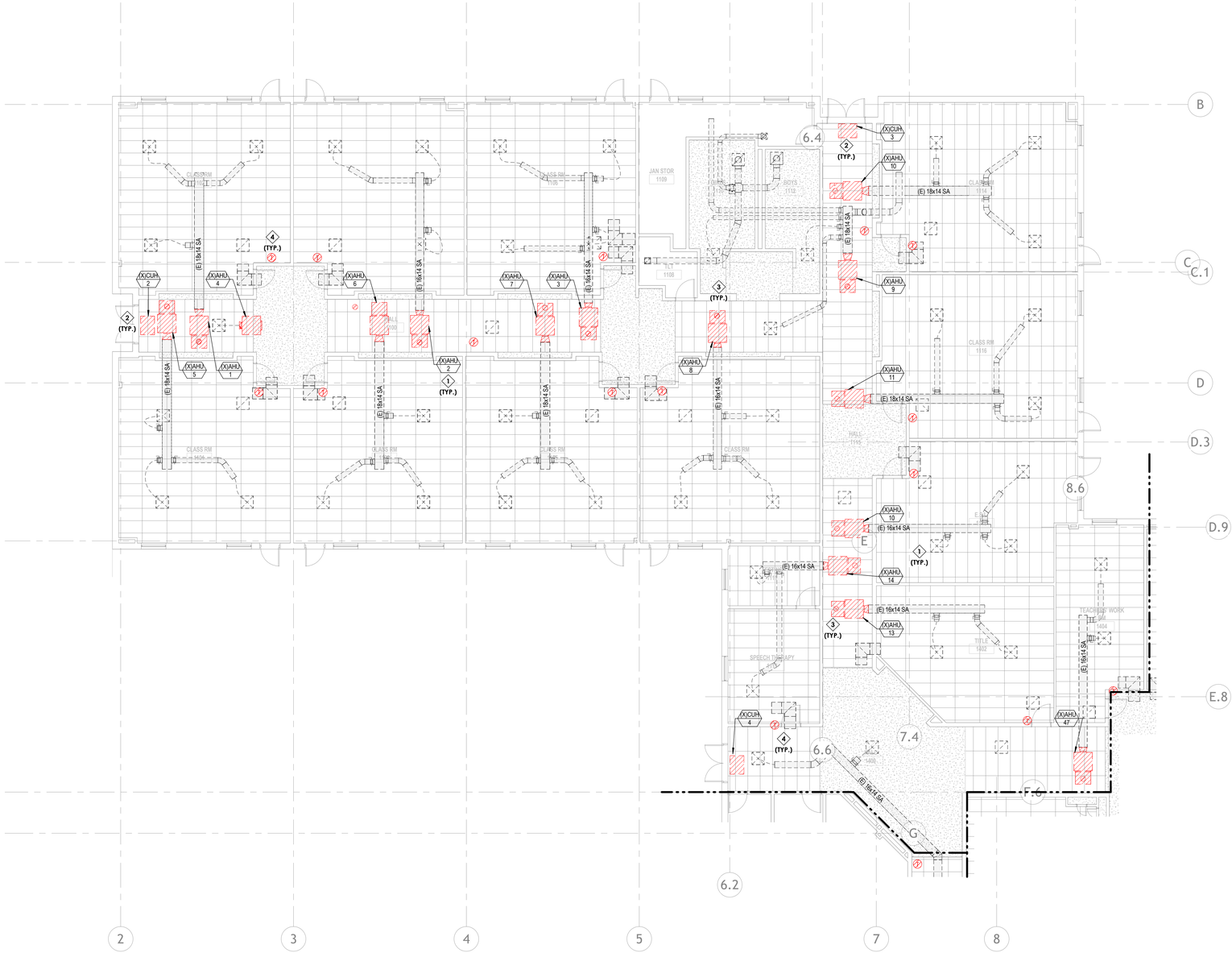
OVERALL MECHANICAL PLAN

SHEET NUMBER

M1.00

DEMOLITION WORK NOTES ◊

1. DEMO AND REMOVE EXISTING INDOOR AIR HANDLER AND ALL ASSOCIATED CONTROLS, PIPING, AND ELECTRIAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.
2. DEMO AND REMOVE EXISTING INDOOR CABINET UNIT HEATER AND ALL ASSOCIATED CONTROLS, PIPING, AMD ELECTRICAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADITIONAL INFORMATION.
3. DEMO AND REMOVE EXISTING OUTSIDE AIR DUCTWORK THROUGH ROOF. RETAIN EXISTING ROOF PENETRATION.
4. DEMO AND REMOVE EXISTING THERMOSTAT AND ALL ASSOCIATED CONTROLS.



1 PARTIAL MECHANICAL DEMO PLAN - AREA A

1/8" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

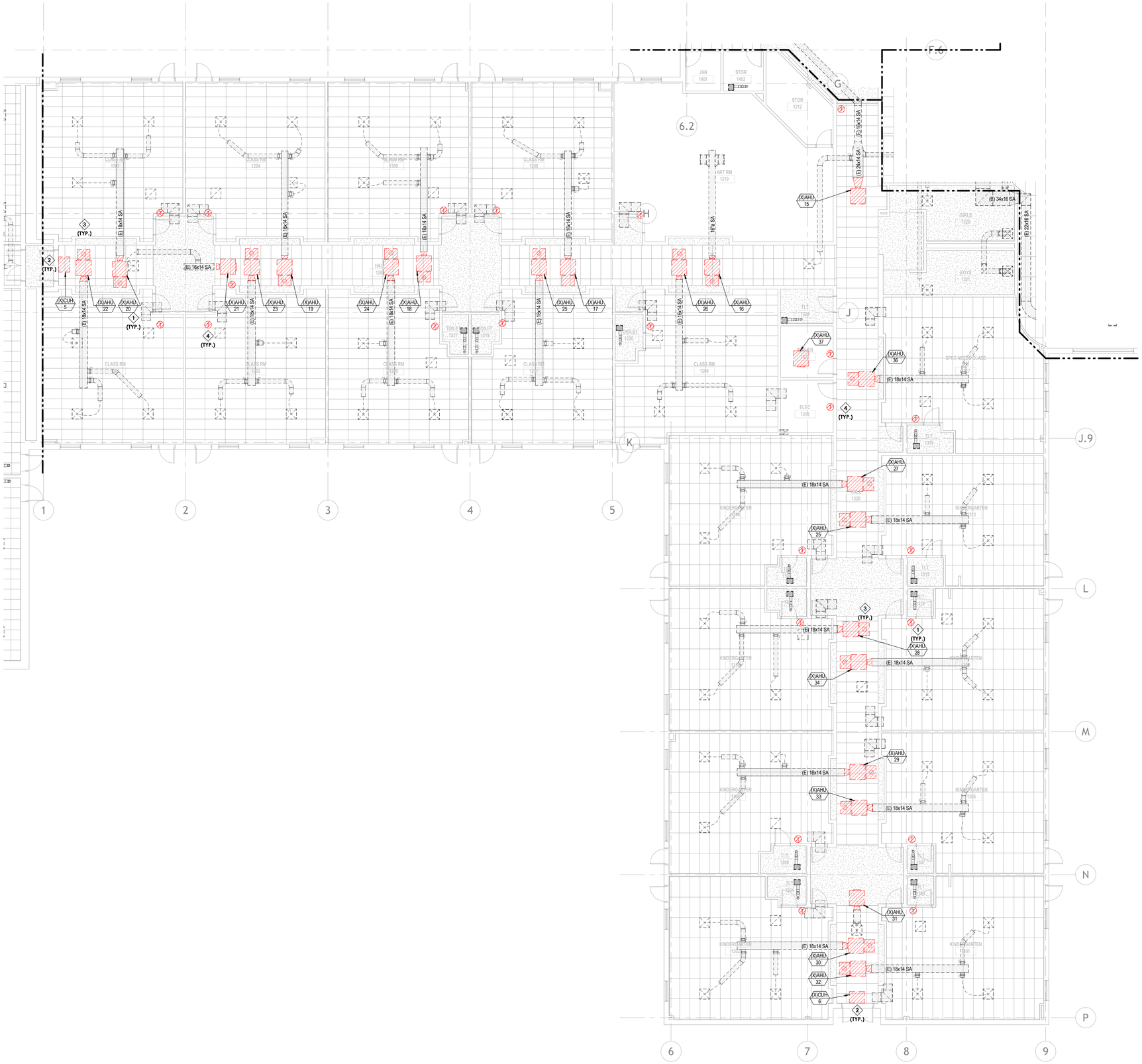
SHEET DESCRIPTION

MECHANICAL DEMO PLAN- AREA A

SHEET NUMBER

M1.11

6/18/2025 5:10:05 PM



DEMOLITION WORK NOTES ◊

1. DEMO AND REMOVE EXISTING INDOOR AIR HANDLER AND ALL ASSOCIATED CONTROLS, PIPING, AND ELECTRIAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.
2. DEMO AND REMOVE EXISTING INDOOR CABINET UNIT HEATER AND ALL ASSOCIATED CONTROLS, PIPING, AMD ELECTRICAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADITIONAL INFORMATION.
3. DEMO AND REMOVE EXISTING OUTSIDE AIR DUCTWORK THROUGH ROOF. RETAIN EXISTING ROOF PENETRATION.
4. DEMO AND REMOVE EXISTING THERMOSTAT AND ALL ASSOCIATED CONTROLS.

1 PARTIAL MECHANICAL DEMO PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:09 PM

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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

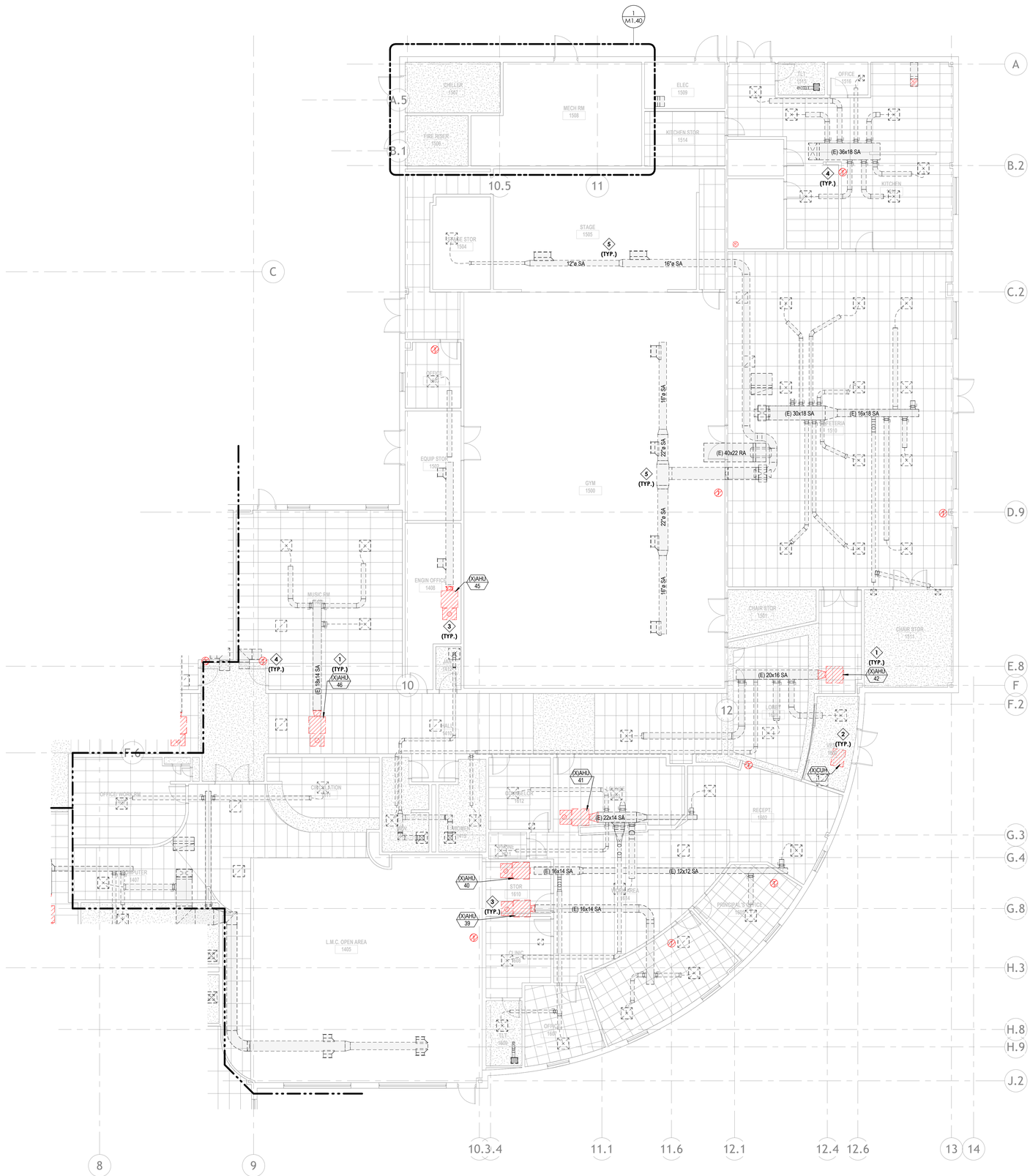
MECHANICAL DEMO PLAN- AREA B

SHEET NUMBER

M1.12

DEMOLITION WORK NOTES ◊

1. DEMO AND REMOVE EXISTING INDOOR AIR HANDLER AND ALL ASSOCIATED CONTROLS, PIPING, AND ELECTRIAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.
2. DEMO AND REMOVE EXISTING INDOOR CABINET UNIT HEATER AND ALL ASSOCIATED CONTROLS, PIPING, AMD ELECTRICAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADITIONAL INFORMATION.
3. DEMO AND REMOVE EXISTING OUTSIDE AIR DUCTWORK THROUGH ROOF. RETAIN EXISTING ROOF PENETRATION.
4. DEMO AND REMOVE EXISTING THERMOSTAT AND ALL ASSOCIATED CONTROLS.
5. EXISTING DUCTWORK TO REMAIN AS-IS.



1 PARTIAL MECHANICAL DEMO PLAN - AREA C

1/8" = 1'-0"

6/18/2025 5:10:13 PM

FIRM NAME

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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

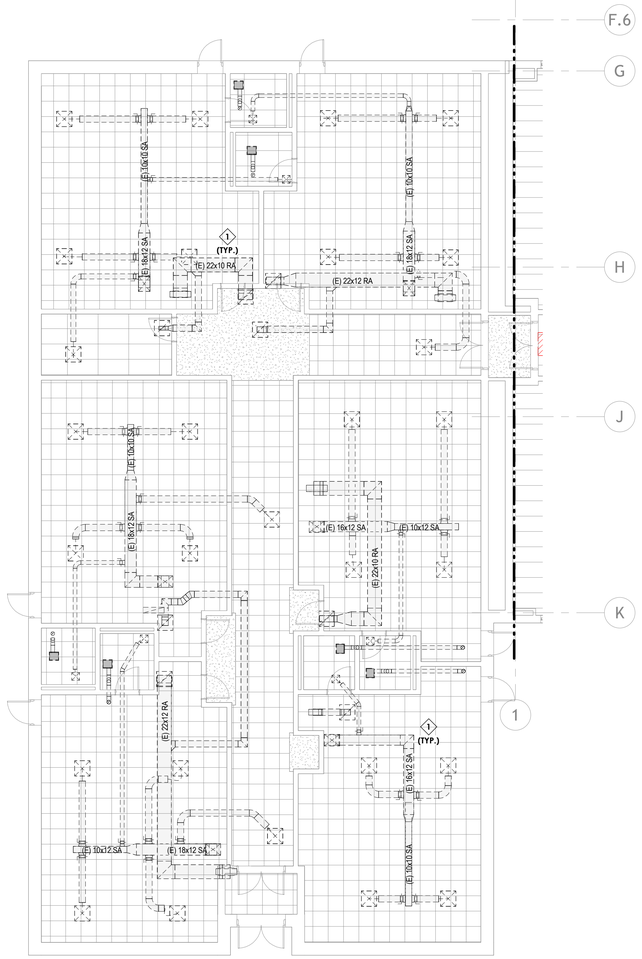
MECHANICAL DEMO PLAN- AREA C

SHEET NUMBER

M1.13

DEMOLITION WORK NOTES ◊

1 EXISTING DUCTWORK TO REMAIN AS-IS.



1 PARTIAL MECHANICAL DEMO PLAN - AREA D

1/8" = 1'-0"

FIRM NAME

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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

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SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

MECHANICAL DEMO PLAN- AREA D

SHEET NUMBER

M1.14

6/18/2025 5:10:15 PM

DEMOLITION WORK NOTES ◊

1 DEMO CHWS/R PIPING BACK TO IOSLATION VALVES. PREPARE FOR NEW CONNECTIONS.

2 DEMO HWS/R PIPING BACK TO ISOLATION VLAVES. PREPARE FOR NEW CONNECTIONS.

1 PARTIAL MECHANICAL PIPING DEMO PLAN - AREA A

1/8" = 1'-0"

6/18/2025 5:10:17 PM

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SEAL

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PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

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SHEET DESCRIPTION

MECHANICAL PIPING DEMO PLAN- AREA A

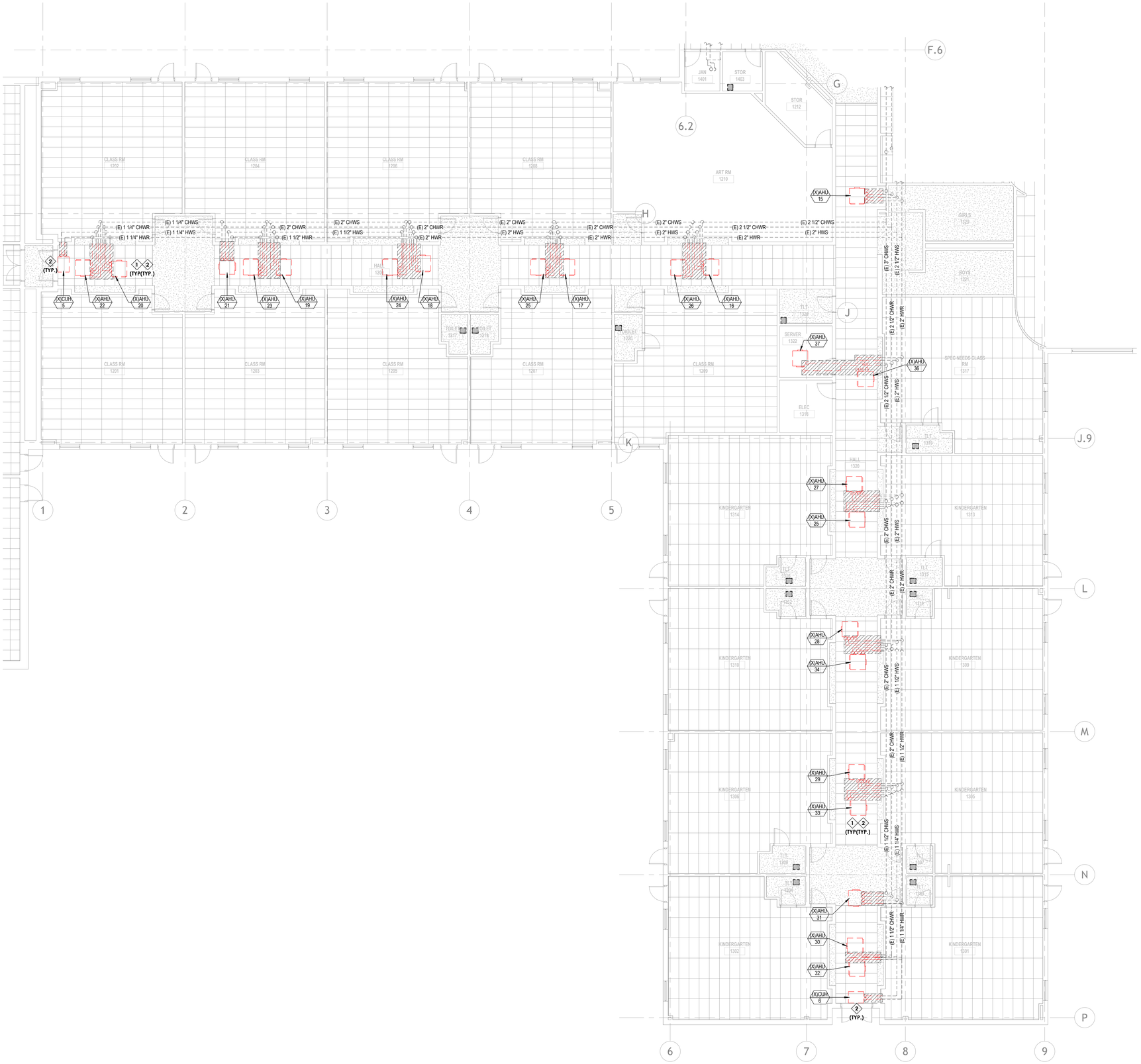
SHEET NUMBER

M1.21

DEMOLITION WORK NOTES ◊

1 DEMO CHWS/R PIPING BACK TO IOSLATION VALVES. PREPARE FOR NEW CONNECTIONS.

2 DEMO HWS/R PIPING BACK TO ISOLATION VLAVES. PREPARE FOR NEW CONNECTIONS.



1 PARTIAL MECHANICAL PIPING DEMO PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:20 PM

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PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

MECHANICAL PIPING DEMO PLAN- AREA B

SHEET NUMBER

M1.22

DEMOLITION WORK NOTES ◊

1 DEMO CHWS/R PIPING BACK TO IOSLATION VALVES. PREPARE FOR NEW CONNECTIONS.

2 DEMO HWS/R PIPING BACK TO ISOLATION VLAVES. PREPARE FOR NEW CONNECTIONS.

3 PIPING UP TO ROOF MOUNTED AHU.

1 PARTIAL MECHANICAL PIPING DEMO PLAN - AREA C

1/8" = 1'-0"

6/18/2025 5:10:23 PM

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422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

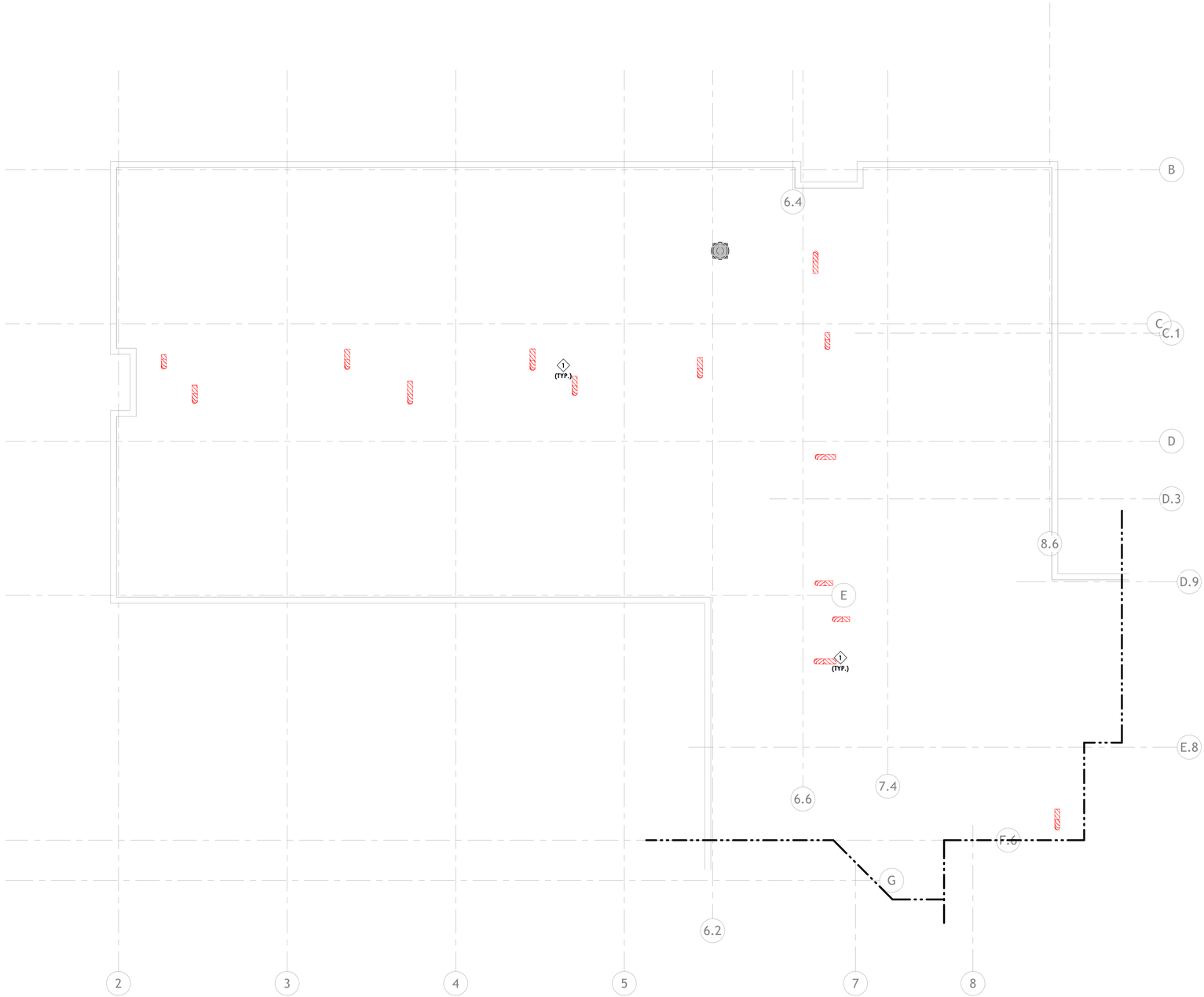
MECHANICAL PIPING DEMO PLAN- AREA C

SHEET NUMBER

M1.23

DEMOLITION WORK NOTES ◊

1. DEMO EXISTING OUTSIDE AIR DUCT. TEMPORARILY PATCH ROOF OPENING.



1 PARTIAL ROOF MECHANICAL DEMO PLAN - AREA A

1/8" = 1'-0"

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422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION

ROOF MECHANICAL DEMO PLAN- AREA A

SHEET NUMBER

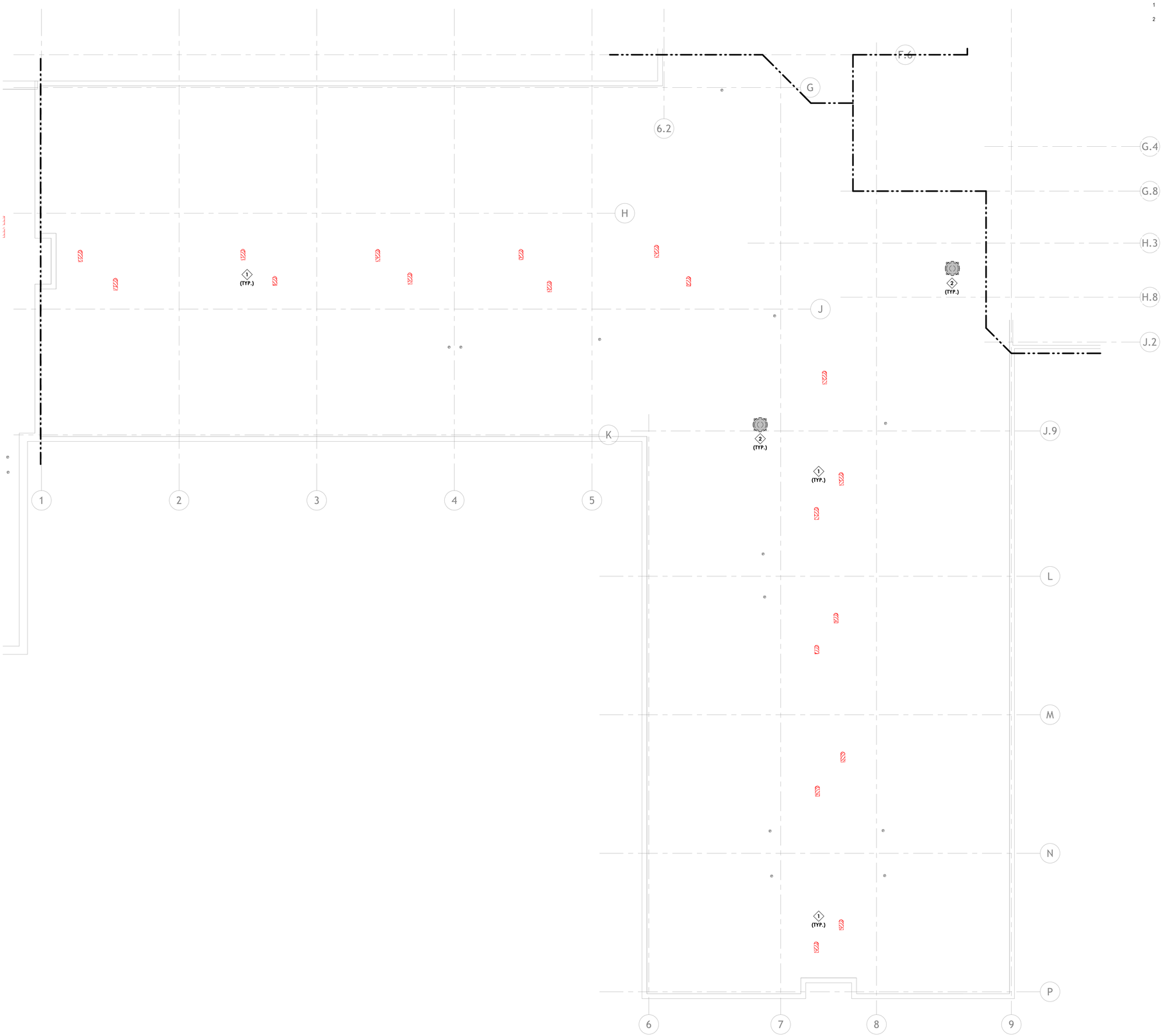
M1.31

6/18/2025 5:10:23 PM

DEMOLITION WORK NOTES ◊

1 DEMO EXISTING OUTSIDE AIR DUCT. TEMPORARILY PATCH ROOF OPENING.

2 EXISTING EXHAUST FAN TO REMAIN.



1 PARTIAL ROOF MECHANICAL DEMO PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:24 PM

FIRM NAME

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SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

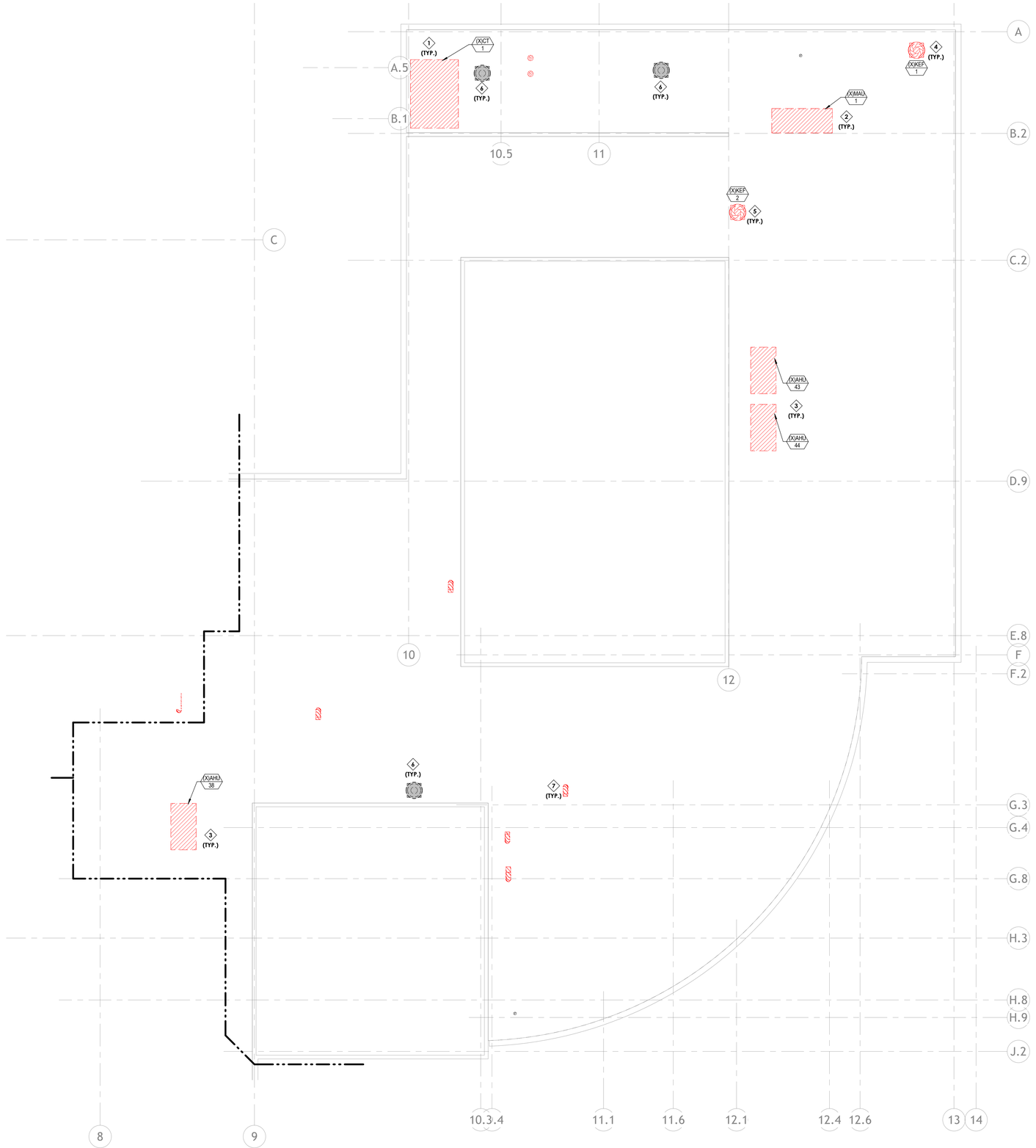
DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION

ROOF MECHANICAL DEMO PLAN- AREA B

SHEET NUMBER

M1.32



1 PARTIAL ROOF MECHANICAL DEMO PLAN - AREA C

1/8" = 1'-0"

DEMOLITION WORK NOTES ◊

1. DEMO AND REMOVE EXISTING COOLING TOWER. REFER TO PIPING PLANS FOR ADDITIONAL INFORMATION.
2. DEMO AND REMOVE EXISTING MAU. DISCONECT EXISTING GAS PIPING AND ELECTRICAL. REFER TO ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.
3. DEMO AND REMOVE EXISTING AIR HANDLER AND ALL ASSOCIATED CONTROLS, PIPING AND ELECTRICAL. REFER TO PIPING PLANS AND ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.
4. DEMO AND REMOVE EXISTING TYPE 1 EXHAUST FAN.
5. DEMO AND REMOVE EXISTING EXHAUST FAN.
6. EXISTING EXHAUST FAN TO REMAIN.
7. DEMO EXISTING OUTSIDE AIR DUCT. TEMPORARILY PATCH ROOF OPENING.

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PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24 | SCALE 1/8" = 1'-0"

DRAWN Author | CHECKED Checker

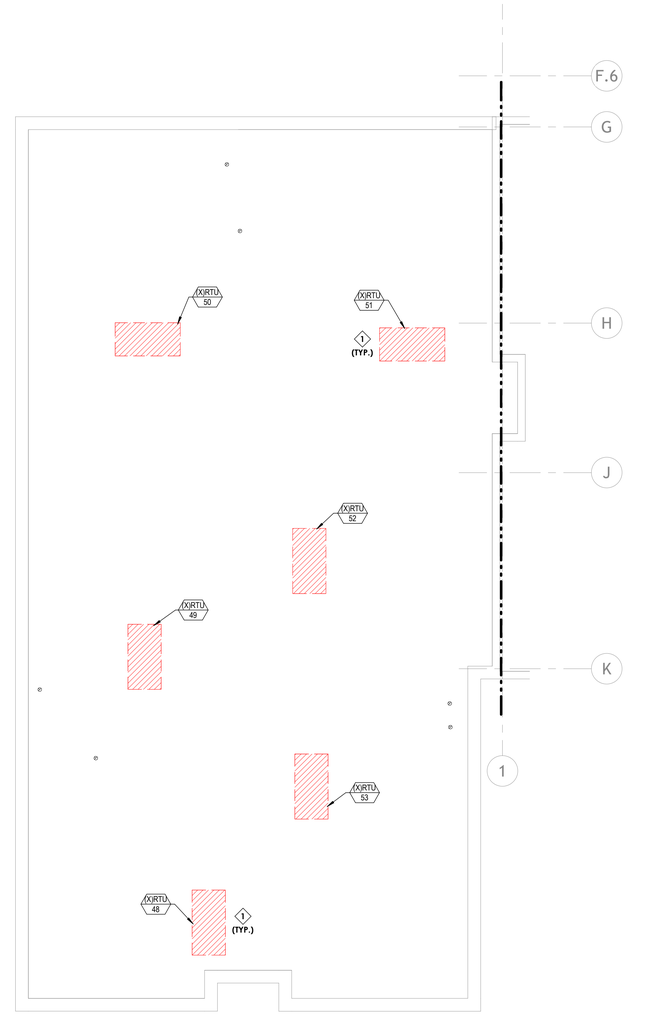
SHEET DESCRIPTION
ROOF MECHANICAL DEMO PLAN- AREA C

SHEET NUMBER
M1.33

6/18/2025 5:10:25 PM

DEMOLITION WORK NOTES ◊

1. DEMO AND REMOVE EXISTING RTU'S. DISCONNECT EXISTING GAS PIPING AND ELECTRICAL. REFER TO ELECTRICAL PLANS FOR ADDITIONAL INFORMATION.



1 PARTIAL ROOF MECHANICAL DEMO PLAN - AREA D
1/8" = 1'-0"

FIRM NAME
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UNIT 100
TIMNATH, CO 80547
(970) 460-7400
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION
ROOF MECHANICAL DEMO PLAN- AREA D

SHEET NUMBER
M1.34

6/18/2025 5:10:25 PM

FIRM NAME
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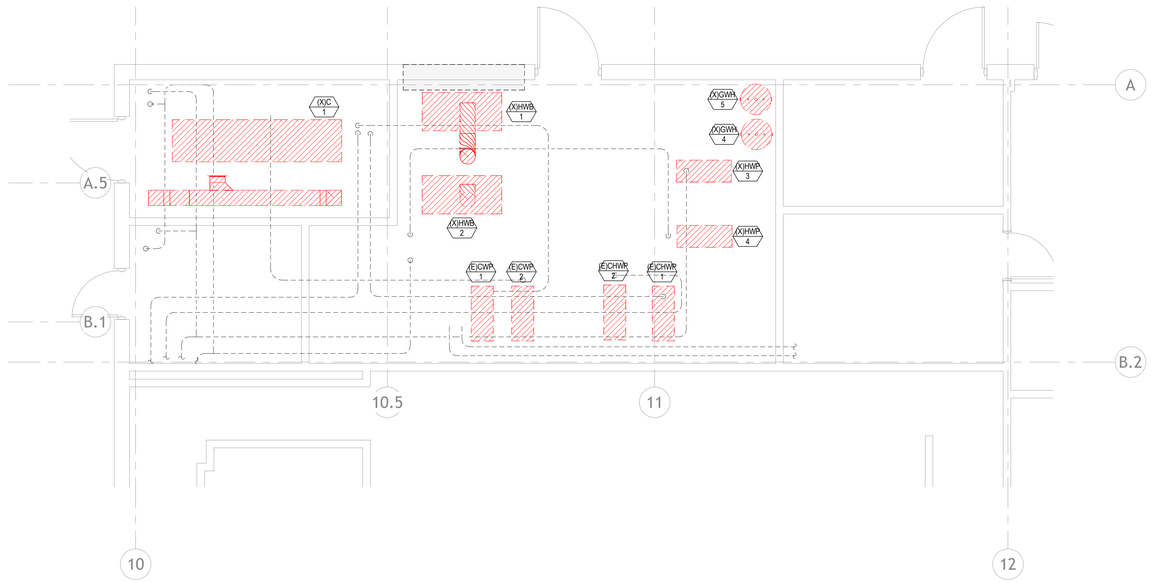
CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723



1 ENLARGED MECHANICAL DEMO PLAN - BOILER ROOM

1/4" = 1'-0"

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/4" = 1'-0"

DRAWN Author

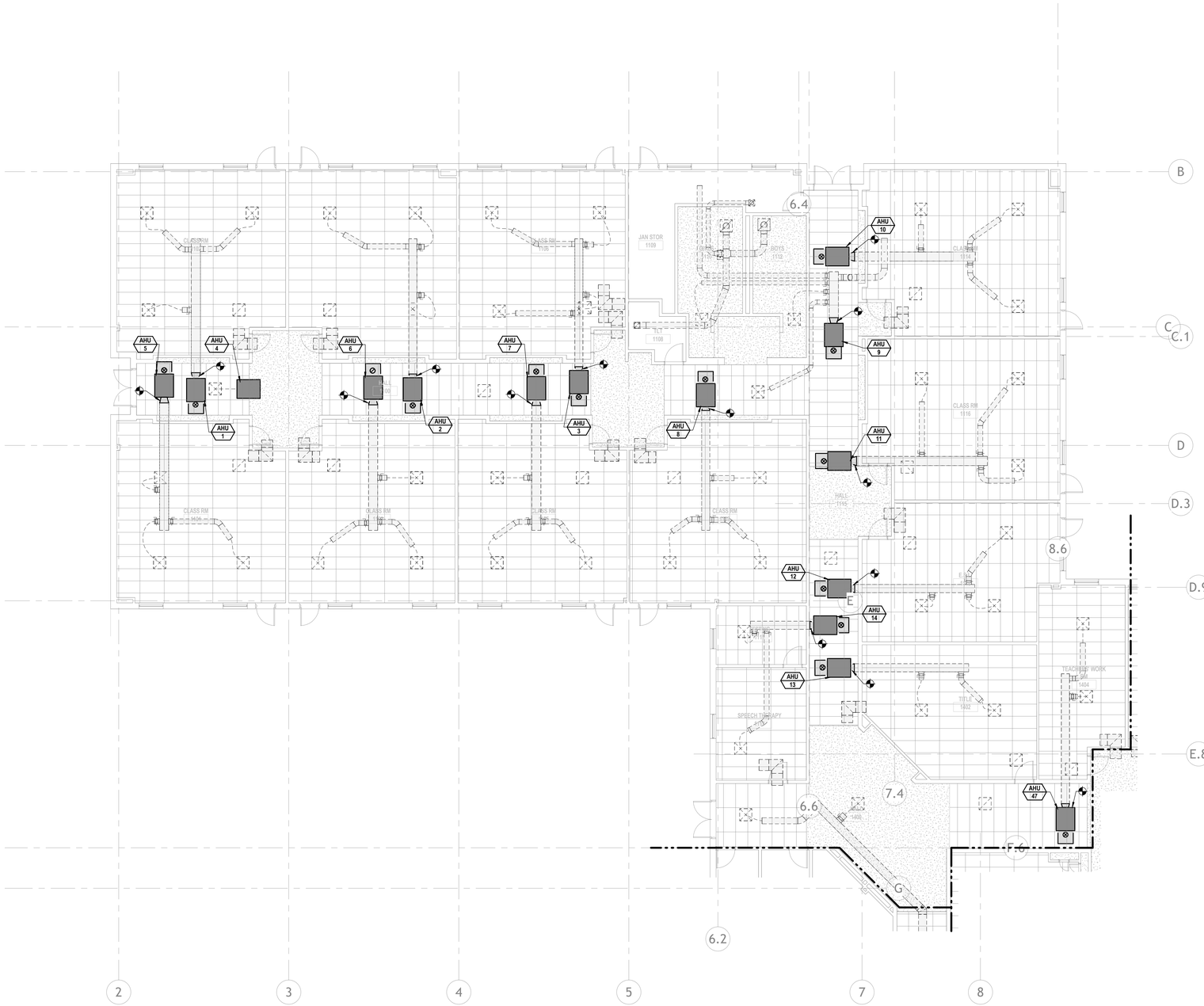
CHECKED Checker

SHEET DESCRIPTION
ENLARGED MECHANICAL DEMO PLAN

SHEET NUMBER
M1.40

6/18/2025 5:10:26 PM

WORK NOTES□



1 PARTIAL MECHANICAL PLAN - AREA A

1/8" = 1'-0"

6/18/2025 5:10:28 PM

FIRM NAME

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5000 GOODMAN ST.
UNIT 100
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PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

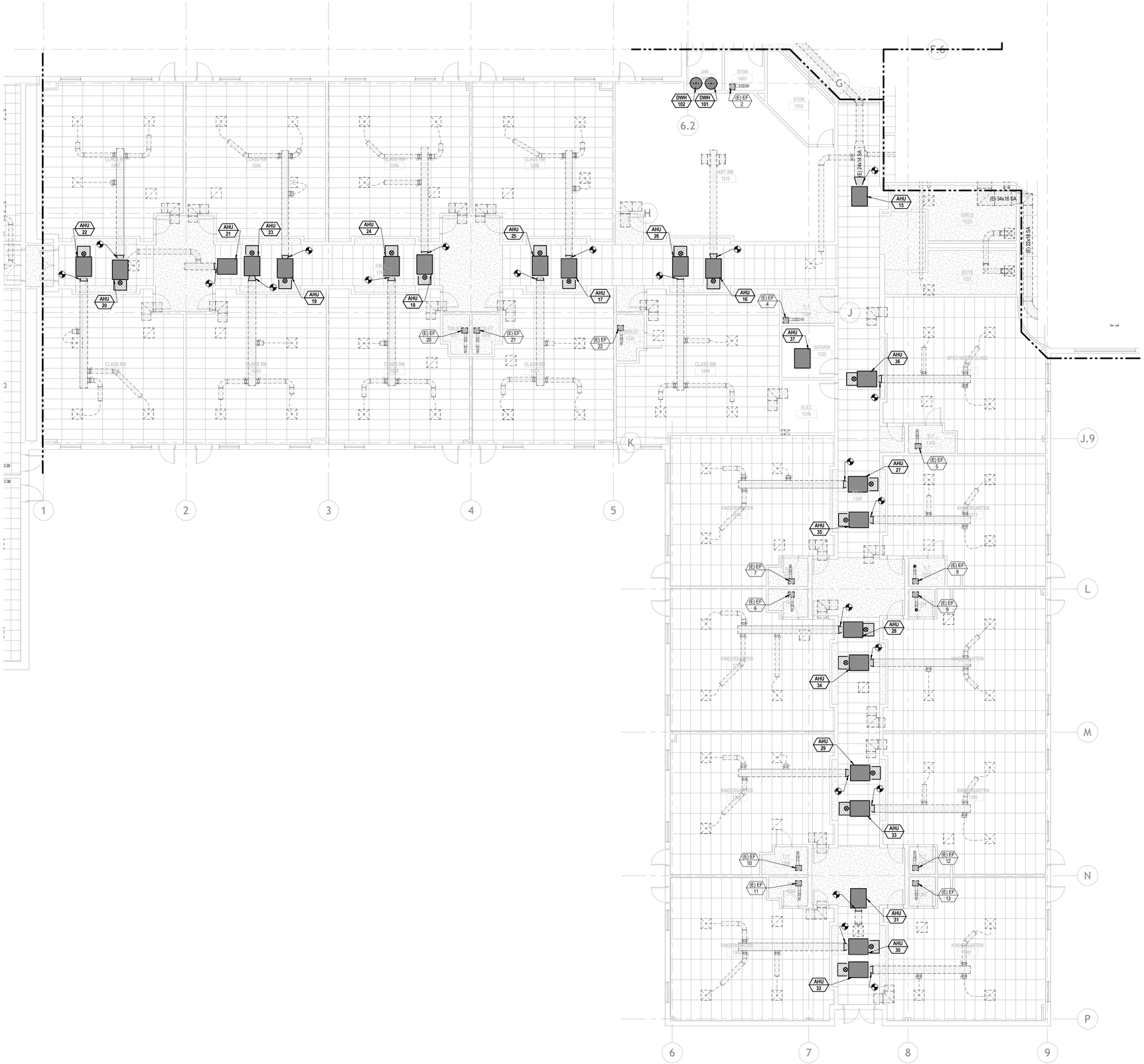
SHEET DESCRIPTION

MECHANICAL PLAN-AREA A

SHEET NUMBER

M2.11

WORK NOTES□



1 PARTIAL MECHANICAL PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:32 PM

FIRM NAME

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SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

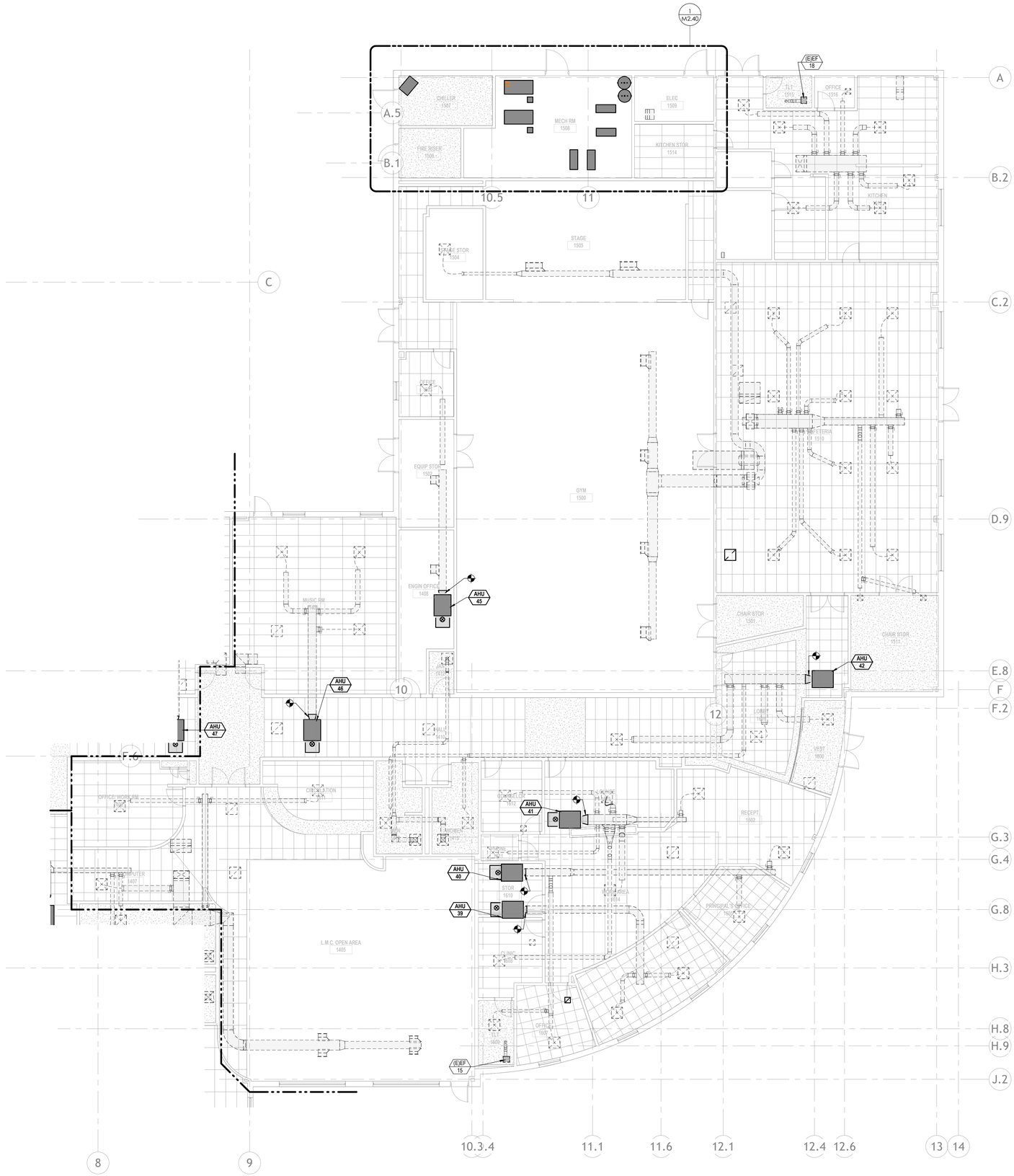
SHEET DESCRIPTION

MECHANICAL PLAN- AREA B

SHEET NUMBER

M2.12

WORK NOTES□



1 PARTIAL MECHANICAL PLAN - AREA C

1/8" = 1'-0"

6/18/2025 5:10:36 PM

FIRM NAME

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NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

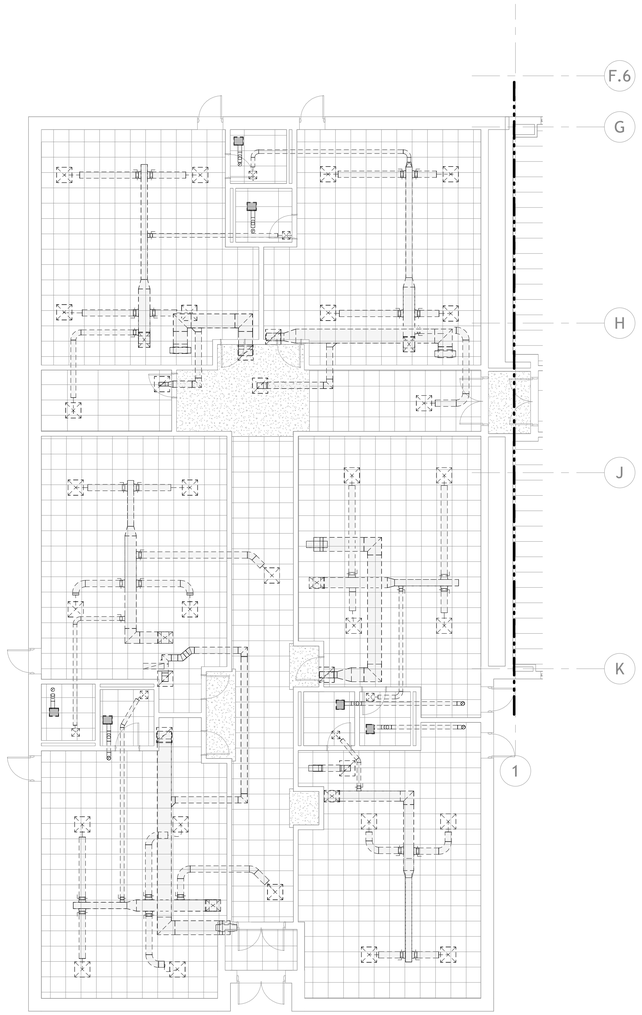
SHEET DESCRIPTION

MECHANICAL PLAN-AREA C

SHEET NUMBER

M2.13

WORK NOTES□



1 PARTIAL MECHANICAL PLAN - AREA D

1/8" = 1'-0"

FIRM NAME

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SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

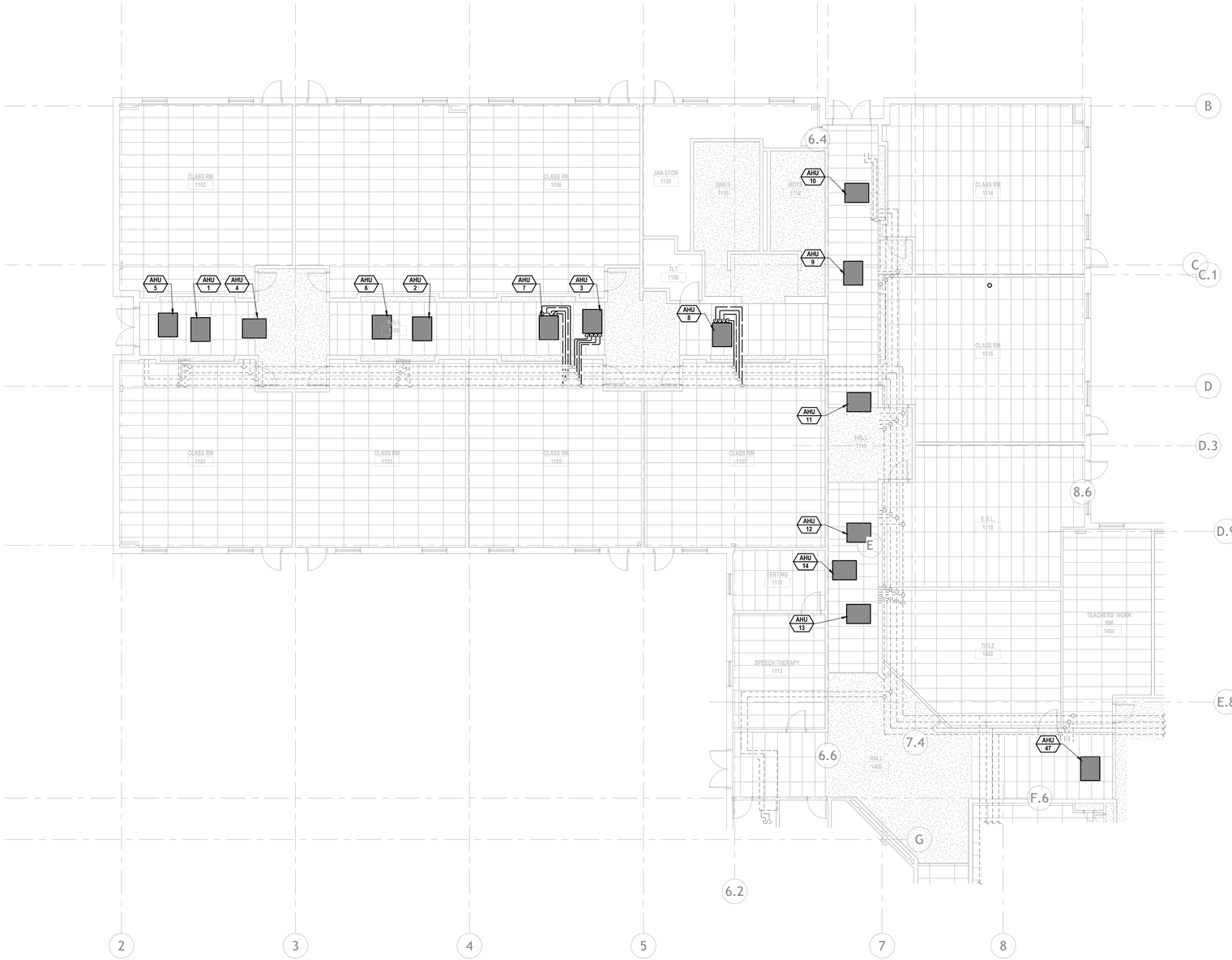
MECHANICAL PLAN-AREA D

SHEET NUMBER

M2.14

6/18/2025 5:10:37 PM

WORK NOTES□



1 PARTIAL MECHANICAL PIPING PLAN - AREA A

1/8" = 1'-0"

6/18/2025 5:10:39 PM

FIRM NAME

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SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

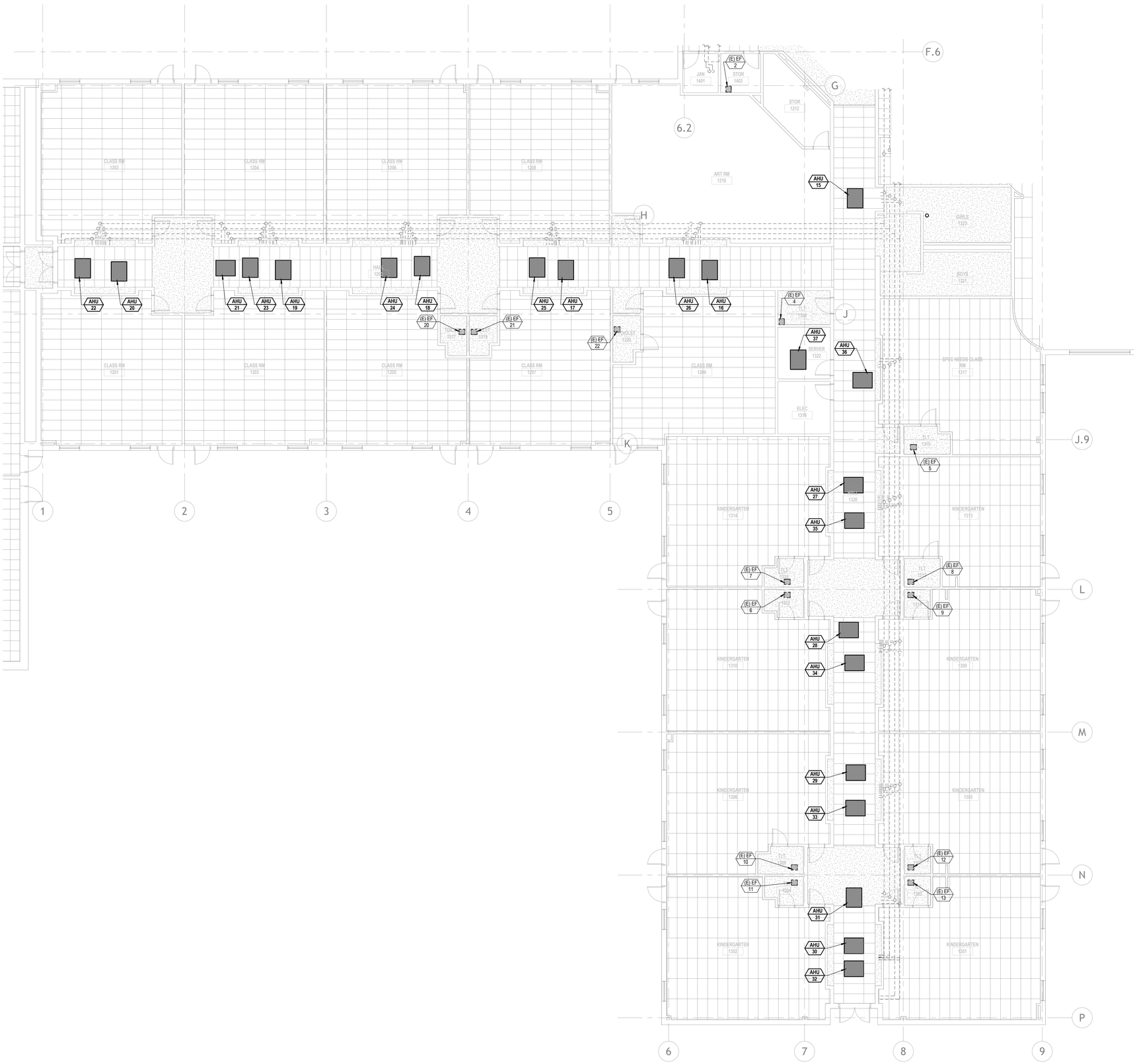
SHEET DESCRIPTION

MECHANICAL PIPING PLAN- AREA A

SHEET NUMBER

M2.21

WORK NOTES□



1 PARTIAL MECHANICAL PIPING PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:42 PM

FIRM NAME

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SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

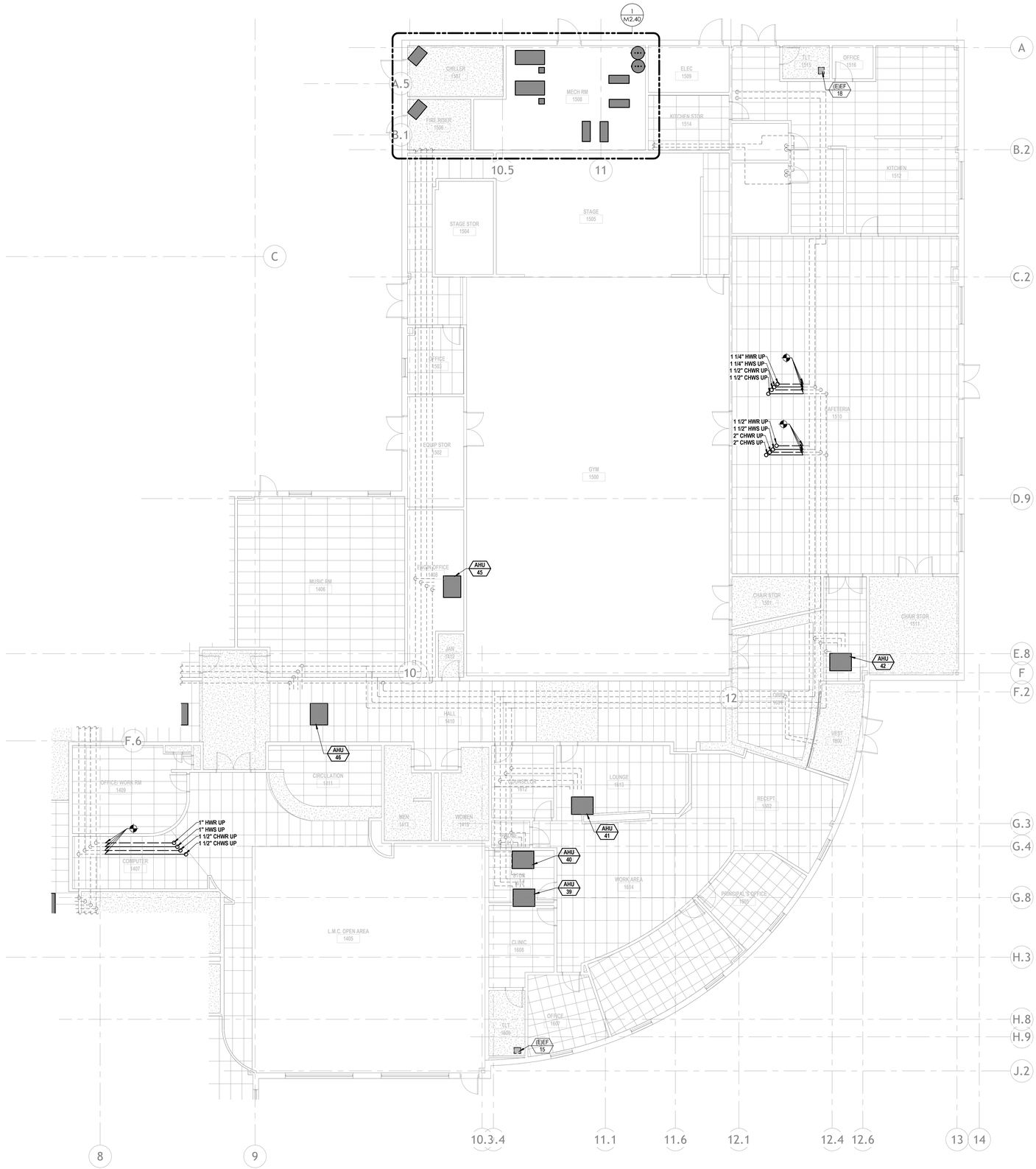
SHEET DESCRIPTION

MECHANICAL PIPING PLAN- AREA B

SHEET NUMBER

M2.22

WORK NOTES□



1 PARTIAL MECHANICAL PIPING PLAN - AREA C

1/8" = 1'-0"

6/18/2025 5:10:45 PM

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SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

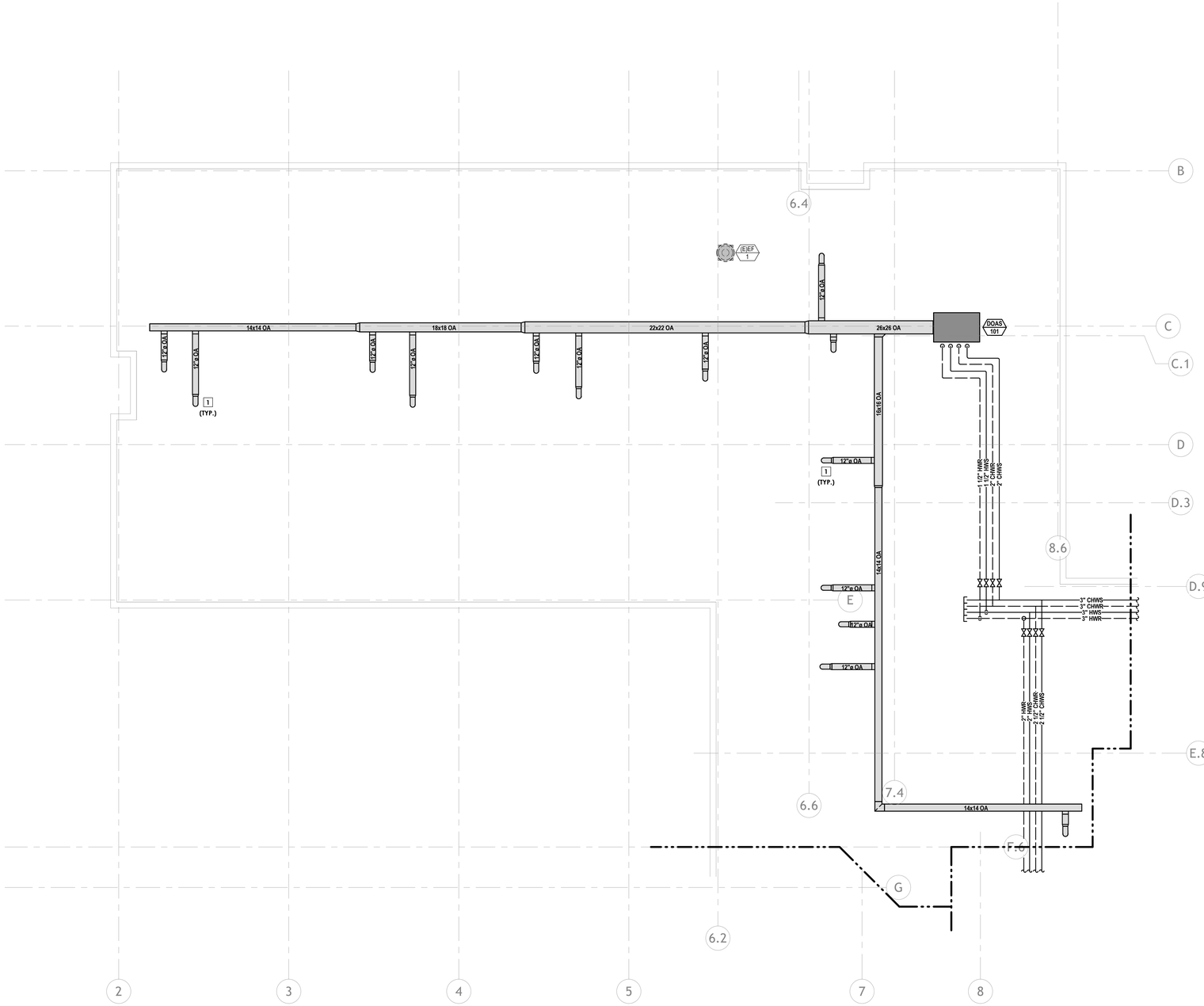
MECHANICAL PIPING PLAN- AREA C

SHEET NUMBER

M2.23

WORK NOTES□

1. NEW OSA DUCT DOWN TO INDOOR AHUS. REFER TO DETAIL X/M.XX FOR MORE INFORMATION.



1 PARTIAL ROOF MECHANICAL PLAN - AREA A
1/8" = 1'-0"

6/18/2025 5:10:46 PM

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24 | SCALE 1/8" = 1'-0"

DRAWN Author | CHECKED Checker

SHEET DESCRIPTION

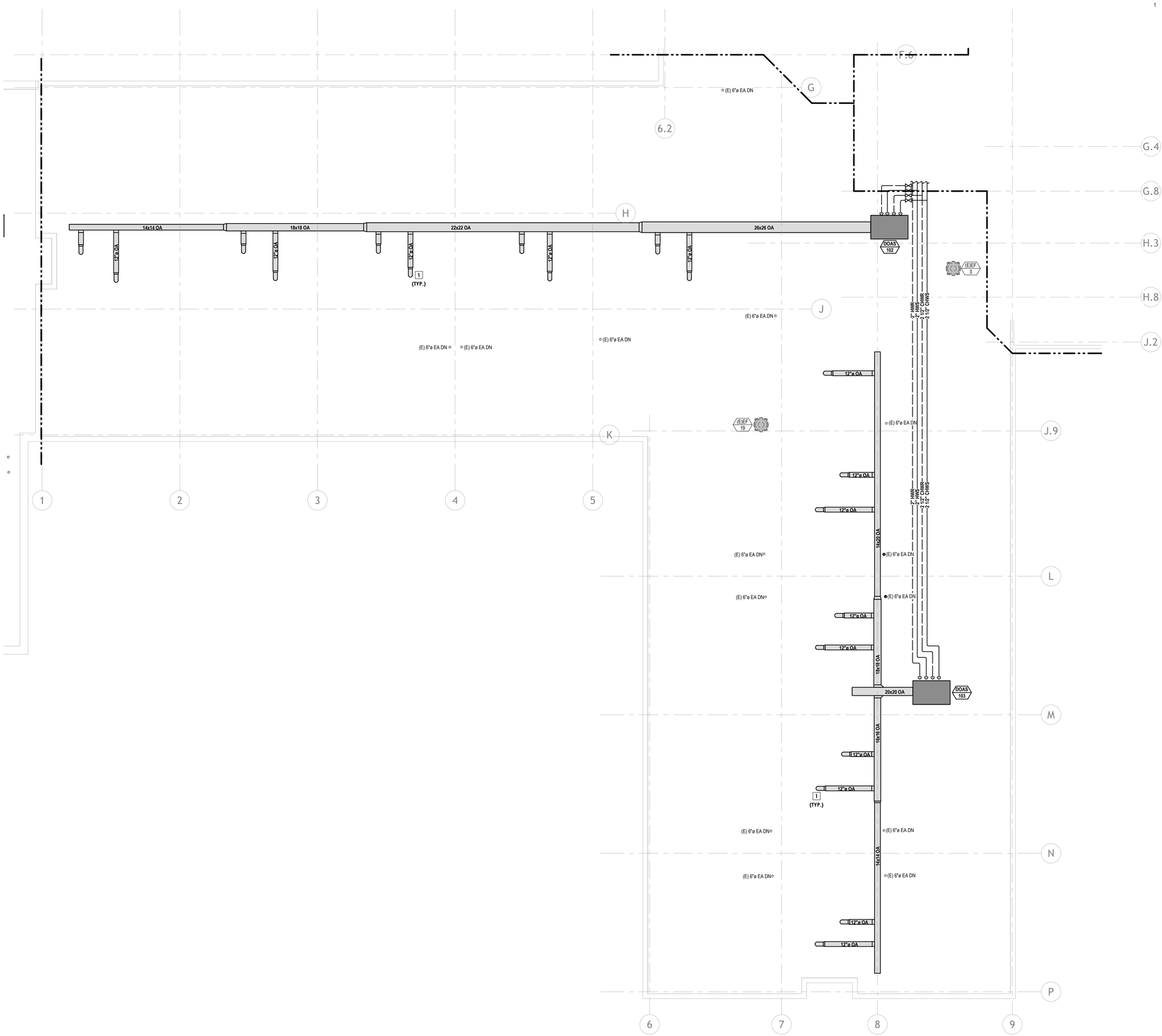
ROOF MECHANICAL PLAN- AREA A

SHEET NUMBER

M2.31

WORK NOTES

1. NEW OSA DUCT DOWN TO INDOOR AHUS. REFER TO DETAIL X/M.XX FOR MORE INFORMATION.



1 PARTIAL ROOF MECHANICAL PLAN - AREA B

1/8" = 1'-0"

6/18/2025 5:10:47 PM

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
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(970) 460-7400
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION

ROOF MECHANICAL PLAN- AREA B

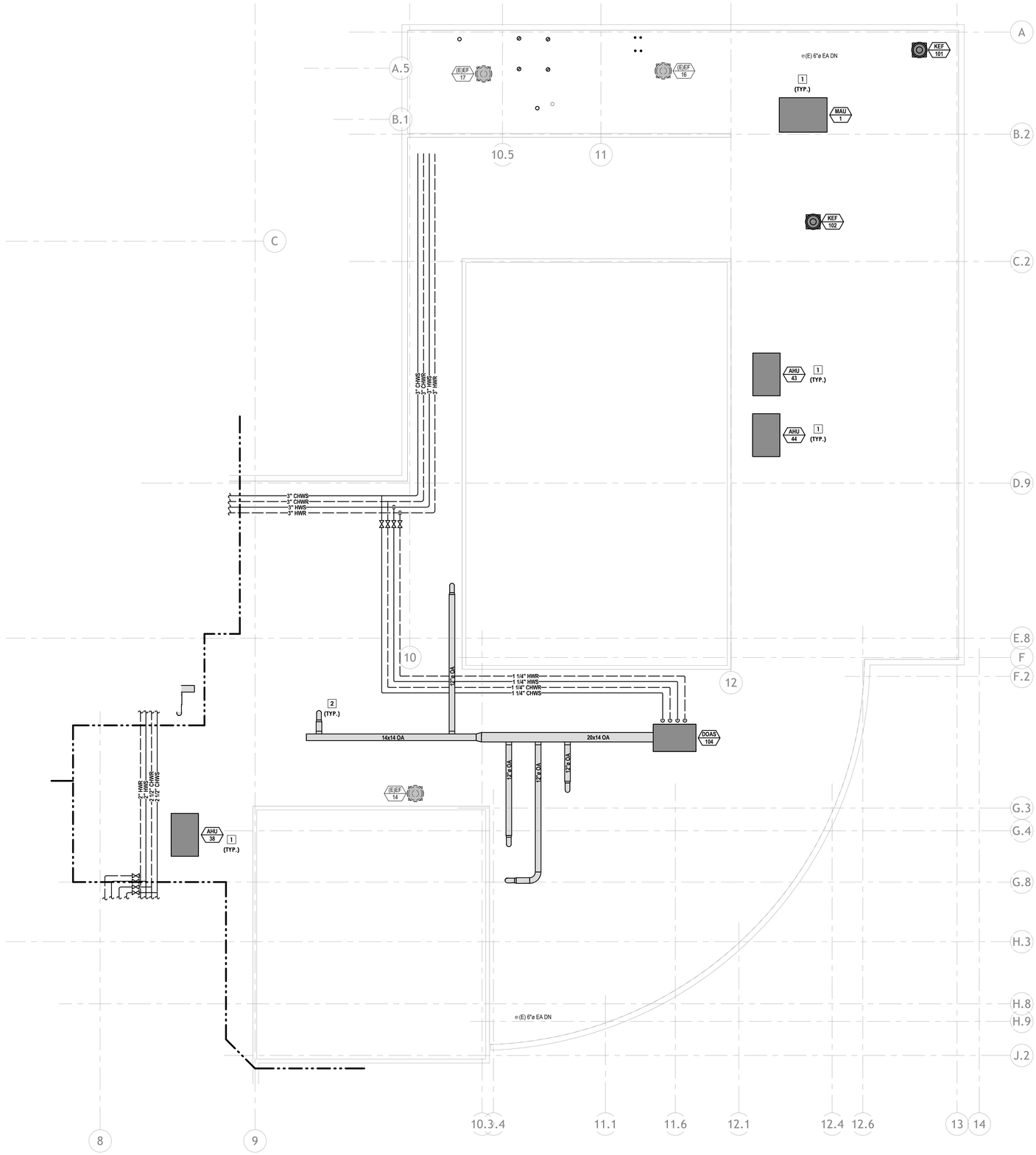
SHEET NUMBER

M2.32

WORK NOTES□

1 INSTALL NEW RTU ON EXISTINNG ROOF CURB. RECONNECT EXISTING SA AND RA TO NEW AIR HANDLER WITHIN CURB. RECONNECT TO EXISTING CHILLED WATER ISOLATION VALVES LOCATED DIRECTLY BELOW ROOF.

2 NEW OSA DUCT DOWN TO INDOOR AHUS. REFER TO DETAIL X/M.XX FOR MORE INFORMATION.



1 PARTIAL ROOF MECHANICAL PLAN - AREA C

1/8" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

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UNIT 100
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CONSULTANT FIRM NAME

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422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24 | SCALE 1/8" = 1'-0"

DRAWN Author | CHECKED Checker

SHEET DESCRIPTION

ROOF MECHANICAL PLAN- AREA C

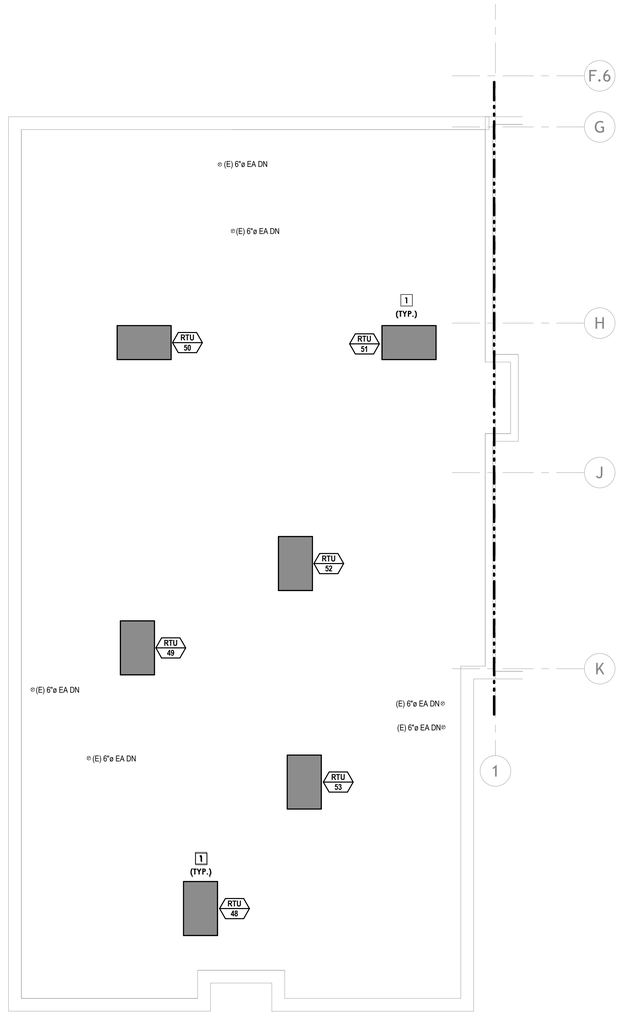
SHEET NUMBER

M2.33

6/18/2025 5:10:48 PM

WORK NOTES□

1. INSTALL NEW RTU ON EXISTINNG ROOF CURB. RECONNECT EXISTING SA AND RA TO NEW AIR HANDLER WITHIN CURB. RECONNECT TO EXISTING CHILLED WATER ISOLATION VALVES LOCATED DIRECTLY BELOW ROOF.



1 PARTIAL ROOF MECHANICAL PLAN - AREA D

1/8" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
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G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

ROOF MECHANICAL PLAN- AREA D

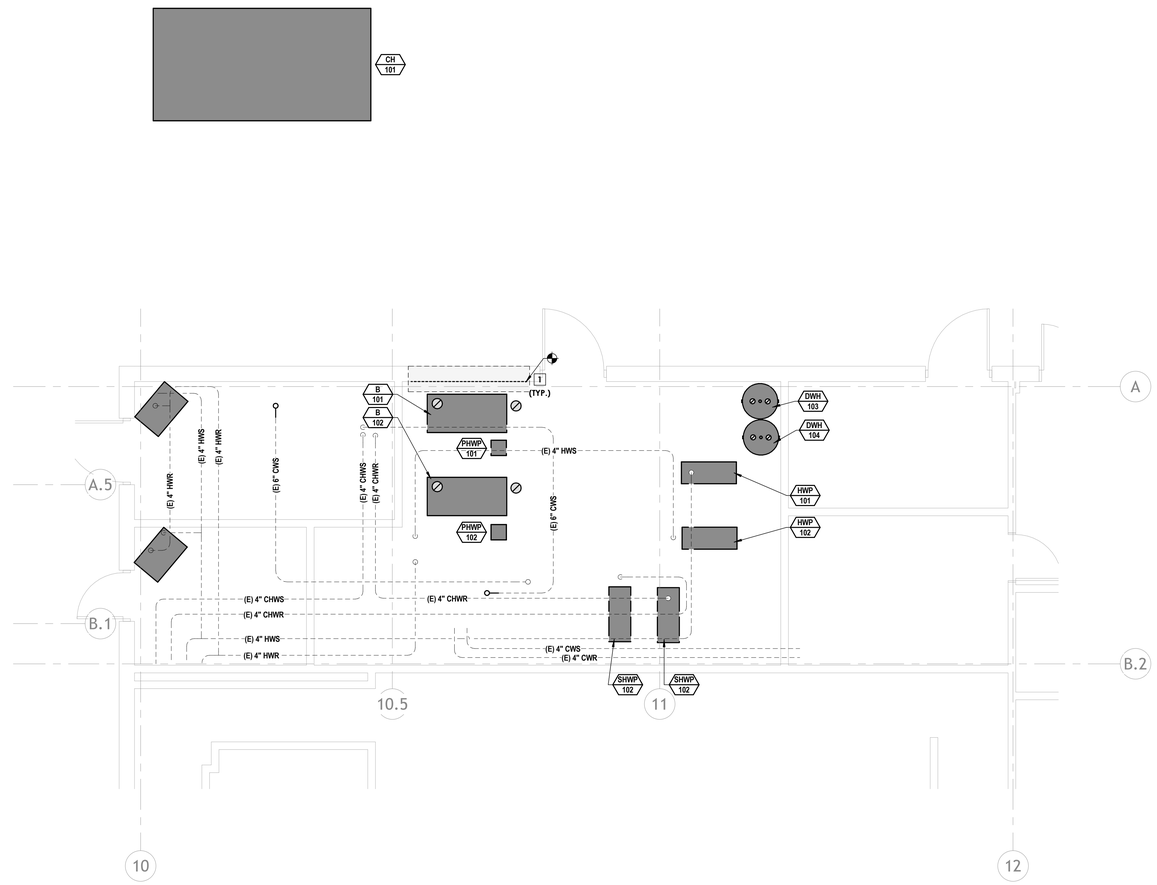
SHEET NUMBER

M2.34

6/18/2025 5:10:49 PM

WORK NOTES

1 PROVIDE INSUALTED DUCT CAP FOR EXISTING COMBUSTION AIR LOUVER.



1 ENLARGED MECHANICAL PLAN - BOILER ROOM

1/4" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
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(970) 460-7400
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/4" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

ENLARGED MECHANICAL PLAN

SHEET NUMBER

M2.40

6/18/2025 5:10:49 PM

COMMUNICATIONS

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
TV	A/V SYSTEM SCREEN OUTLET		TELECOM CABINET, SURFACE MOUNT
	BELL		TELECOM RACK, 2-POST, 45U, UON
CR	CARD READER		TELECOM RACK, 4-POST, 45U, UON
	CLOCK OUTLET	▷	TELECOM OUTLET: PROVIDE FLUSH MOUNT 4S JUNCTION BOX WITH 2-GANG OPENING AND MUD-RING. ROUTE (1) 3/4" CONDUIT TO ACCESSIBLE ABOVE CEILING SPACE COMPLETE WITH PULLSTRING. FUTURE CABLING BY OTHERS.
IC	INTERCOMM		
(P)	PUBLIC ADDRESS SPEAKER CEILING MOUNT		
P	PUBLIC ADDRESS SPEAKER WALL MOUNTED	D2 ▷	TELECOM OUTLET COMPLETE WITH CABLING/ JACKS, CONVENTIONS AS FOLLOWS: D = DATA V = VOICE P = POINT-OF-SALE # = QUANTITY OF CABLES/RJ45 JACKS, EACH
(S)	SPEAKER CEILING MOUNT	V2 ▷	
S	SPEAKER WALL MOUNTED	D1/V1 ▷	
	TELECOM CABINET, FLUSH MOUNT	△	TELECOM OUTLET FLUSH FLOOR MOUNT
		WAP	WIRELESS ACCESS POINT

ELECTRICAL SYMBOLS LIST

SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
	RECESSED MOUNTED LINEAR	$a	SWITCH, SINGLE POLE
	SURFACE MOUNTED LINEAR	$3	SWITCH, THREE POLE
	FLANGED MOUNTED LINEAR	a	DIMMER SWITCH, SINGLE POLE
	SUSPENDED MOUNTED LINEAR	$3	DIMMER SWITCH, THREE POLE
	LINEAR STRIP	$M	SWITCH, MANUAL MOTOR STARTER
	WALL MOUNTED LINEAR	a	OCCUPANCY SWITCH, SINGLE POLE, DUAL-TECHNOLOGY, UON
	WALL BRACKET	OC	CEILING MOUNTED OCCUPANCY SWITCH, SINGLE POLE, DUAL-TECHNOLOGY, UON (= WIRELESS)
	OPEN DOWNLIGHT, SURFACE OR RECESSED		
	IN-GRADE DOWNLIGHT	DS	CEILING MOUNTED DAYLIGHT SENSOR, 0-10V UON (= WIRELESS)
	POLE MOUNTED LIGHT		CONTROL STATION
	BOLLARD LIGHT FIXTURE		JUNCTION BOX
	TRACK AND TRACK HEAD		DUPLEX RECEPTACLE
	DECORATIVE FIXTURE		DOUBLE DUPLEX RECEPTACLE
LCS	LIGHTING CONTROL STATION (= WIRELESS)		DUPLEX RECEPTACLE, GFCI
	EXIT SIGN, SINGLE FACE, CHEVRONS AS INDICATED		DUPLEX RECEPTACLE, HALF-SWITCHED
	EXIT SIGN, DUAL FACE, CHEVRONS AS INDICATED		DUPLEX RECEPTACLE, ISOLATED GROUND
	EXIT SIGN, SINGLE FACE, CHEVRONS AS INDICATED, INTEGRAL EMERGENCY LIGHT		SPECIALTY RECEPTACLE (NEMA/IEC)
	EXIT SIGN, LOW-LEVEL		50% CONTROLLED RECEPTACLE (DUPLEX, DOUBLE DUPLEX, ETC.)
	SHADING INDICATES WIRING DEVICES ON EMERGENCY POWER SOURCE		100% CONTROLLED RECEPTACLE (DUPLEX, DOUBLE DUPLEX, ETC.)
	TWIN-HEAD EMERGENCY LIGHT		DUPLEX RECEPTACLE - CEILING MOUNTED
	REMOTE HEAD ASSOCIATED WITH EXIT SIGN		FLUSH FLOOR DUPLEX RECEPTACLE
LA-1,3,5	HOMERUN: (6) #12 AWG + (1) #12 AWG GRD, CU, TO PANEL 'LA' CIRCUITS 1, 3, 5 - 3/4"C		RECESSED CLOCK RECEPTACLE
	CIRCUITING IN WALL OR ABOVE CEILING	SIGN $	ILLUMINATED SIGNAGE
	CIRCUITING IN FLOOR OR BELOW GRADE		COMBINATION DISCONNECT/MOTOR STARTER, 30 AMP, SIZE '1' UON
	CIRCUITING WITH ISOLATED GROUND CONDUCTOR	N	DISCONNECT SWITCH, NON-FUSED, HEAVY-DUTY, 30 AMP, UON
FCU 1	MECHANICAL/PLUMBING EQUIPMENT DESIGNATION	F	DISCONNECT SWITCH, FUSED, HEAVY DUTY, 30 AMP, UON
			CONTACTOR
	PANELBOARD, FLUSH MOUNT	PC	PHOTOCELL
	PANELBOARD, SURFACE MOUNT	PP	POWER PACK
#	POWER/TELECOM RISER	VFD	VARIABLE FREQUENCY DRIVE
CTR	COUNTER	FSD	FIRE-SMOKE DAMPER
GRD	GROUND	T	DISTRIBUTION TRANSFORMER
(R)	RELOCATED	TYP	TYPICAL
(X)	EXISTING TO BE REMOVED	UON	UNLESS OTHERWISE NOTED
HP	HORSEPOWER	NL	NIGHT LIGHT (UNSWITCHED)
(E)	EXISTING TO REMAIN	FPEN	FUSE PER EQUIPMENT NAMEPLATE
WP	WEATHER-PROOF	(E/R)	EXISTING TO BE RELOCATED
U/C	UNDERCOUNTER	FBO	FURNISHED BY OTHERS
O/H	OVERHEAD		

ELECTRICAL DRAWING INDEX

● ISSUED FOR CONSTRUCTION
○ ISSUED FOR REFERENCE ONLY

SHEET NUMBER	SHEET NAME	SCHEMATIC DESIGN 06/18/2025				
E0.00	ELECTRICAL INDEX, LEGENDS, AND NOTES	○				
E0.01	ELECTRICAL COM-CHECK	○				
E0.02	ELECTRICAL SPECIFICATIONS	○				
E0.10	ELECTRICAL DIAGRAMS	○				
E0.20	ELECTRICAL SINGLE-LINE DIAGRAM	○				
E0.30	PANEL SCHEDULES	○				
E0.31	PANEL SCHEDULES	○				
E0.32	PANEL SCHEDULES	○				
E0.40	ELECTRICIAL SCHEDULES	○				
E1.00	OVERALL ELECTRICAL PLAN	○				
E1.11	PARTIAL EQUIPMENT CONNECTION DEMO PLAN	○				
E1.12	PARTIAL EQUIPMENT CONNECTION DEMO PLAN	○				
E1.13	PARTIAL EQUIPMENT CONNECTION DEMO PLAN	○				
E1.14	PARTIAL EQUIPMENT CONNECTION DEMO PLAN	○				
E1.31	PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN	○				
E1.32	PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN	○				
E1.33	PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN	○				
E1.34	PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN	○				
E1.40	ENLARGED EQUIPMENT CONNECTION DEMO PLAN	○				
E2.11	PARTIAL EQUIPMENT CONNECTION PLAN	○				
E2.12	PARTIAL EQUIPMENT CONNECTION PLAN	○				
E2.13	PARTIAL EQUIPMENT CONNECTION PLAN	○				
E2.14	PARTIAL EQUIPMENT CONNECTION PLAN	○				
E2.31	PARTIAL ROOF EQUIPMENT CONNECTION PLAN	○				
E2.32	PARTIAL ROOF EQUIPMENT CONNECTION PLAN	○				
E2.33	PARTIAL ROOF EQUIPMENT CONNECTION PLAN	○				
E2.34	PARTIAL ROOF EQUIPMENT CONNECTION PLAN	○				
E2.40	ENLARGED EQUIPMENT CONNECTION PLAN	○				
Grand total: 28						

DESIGN DATA

CODES:
2018 INTERNATIONAL BUILDING CODE
2018 INTERNATIONAL ENERGY CONSERVATION CODE
2018 INTERNATIONAL EXISTING BUILDING CODE
2023 NATIONAL ELECTRICAL CODE

*ALL APPLICABLE LOCAL AMENDMENTS AND ORDINANCES

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL
RENOVATION
422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
11/29/17	

DRAWN	CHECKED
Author	Checker

SHEET DESCRIPTION
ELECTRICAL INDEX, LEGENDS, AND NOTES

SHEET NUMBER
E0.00

6/18/2025 11:05:56 AM

ELECTRICAL SPECIFICATIONS

PART 1 - GENERAL

A. GENERAL

1. GENERAL CONDITIONS, SPECIAL REQUIREMENTS, OR GENERAL REQUIREMENTS OF THE PROJECT SPECIFICATIONS MANUAL (WHERE PROVIDED) ARE MADE PART OF THIS SPECIFICATION AND HAVE THE SAME FORCE AND EFFECT AS IF COMPLETELY REPRODUCED.
2. DEFINITIONS: THE WORD "WORK" SHALL MEAN LABOR AND ANY INCIDENTAL ITEMS OR SERVICES NECESSARY FOR THE PROPER INSTALLATION AND OPERATION OF THE COMPLETE SYSTEMS NOTED ON THESE DRAWINGS AND ASSOCIATED SPECIFICATIONS. THE WORD "PROVIDE" SHALL MEAN FURNISH, INSTALL, FEED, MAKE FINAL CONNECTIONS, COMMISSION AND LEAVE IN AN APPROVED COMPLETE OPERATING CONDITION.
3. WORK SHALL BE PROVIDED IN ACCORDANCE WITH THE LATEST ADOPTED EDITIONS OF THE APPLICABLE NATIONAL ELECTRICAL CODE (NEC), INTERNATIONAL BUILDING CODE (IBC), INTERNATIONAL ENERGY CONSERVATION CODE (IECC), NFPA 110, AND ALL OTHER APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS INCLUDING AMENDMENTS.
4. OBTAIN AND PAY FOR ALL PERMITS, FEES AND INSPECTIONS REQUIRED FOR THIS WORK.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER FITTING OF MATERIAL INTO THE BUILDING AS INDICATED ON THE DRAWINGS, WITHOUT INTERFERENCE WITH OTHER WORK, AND SHALL MAKE REASONABLE MODIFICATIONS IN THE LAYOUTS NEEDED TO PREVENT CONFLICT WITH OTHER TRADES, TO PROVIDE ACCESS AND FOR THE PROPER EXECUTION OF THE WORK.
6. THE WORK SHALL BE COORDINATED WITH THE WORK OF OTHER TRADES INCLUDING CONTRACT DOCUMENTS, SHOP DRAWINGS, AND EXISTING SYSTEMS (WHERE APPLICABLE).
7. DO NOT SCALE DRAWINGS AS THEY ARE DIAGRAMMATIC AND SCHEMATIC IN NATURE. CONTRACTOR SHALL PROVIDE NECESSARY ITEMS TO COMPLETE THE WORK ACCORDING TO INDUSTRY STANDARDS. IT IS THE INTENT OF THE DRAWINGS AND SPECIFICATIONS TO CALL OUT FOR FINISHED WORK, TESTED AND READY FOR OPERATION. ARRANGEMENT OF EQUIPMENT AND ROUTING OF RACEWAYS INDICATED ON DRAWINGS SHALL BE ROUTED PLUMB AND AT RIGHT ANGLES TO BUILDING STRUCTURE. INSTALLATION OF SYSTEMS MAY REQUIRE MODIFICATION DUE TO UNFORESEEN CONDITIONS.
8. VERIFY ALL SIZES DIMENSIONS, AND CONDITIONS BEFORE STARTING ANY WORK. ANY DEVIATIONS OR ISSUES SHALL BE TRANSMITTED TO THE ARCHITECT FOR REVIEW.
9. CONTRACTOR SHALL SUBMIT A BID BASED ON MANUFACTURER NAMES LISTED UNLESS "OR EQUAL" IS INDICATED. SUBSTITUTION REQUESTS WILL BE REVIEWED BY THE ENGINEER PROVIDED THEY ARE SUBMITTED A MINIMUM OF SEVEN (7) BUSINESS DAYS PRIOR TO THE BID DATE. CLOSING ACCEPTABILITY OF SUBSTITUTION WILL BE SOLELY DETERMINED BY THE OWNER.
10. IT IS THE INTENT OF THESE DRAWINGS AND SPECIFICATIONS TO ESTABLISH A STANDARD OF QUALITY.
11. EXAMINATION OF BIDDING DOCUMENTS:
    - 11.1. EACH BIDDER SHALL EXAMINE THE BIDDING DOCUMENTS CAREFULLY AND, NOT LATER THAN SEVEN (7) DAYS PRIOR TO THE DATE OF RECEIPT AND SHALL MAKE WRITTEN REQUEST TO THE ARCHITECT FOR INTERPRETATION OR CORRECTION OF ANY DISCREPANCIES, AMBIGUITY, INCONSISTENCY OR ERROR THEREIN WHICH HE MAY DISCOVER. ANY INTERPRETATION OR CORRECTION WILL BE ISSUED AS AN ADDENDUM BY THE ARCHITECT. ONLY A WRITTEN INTERPRETATION OR CORRECTION BY ADDENDUM SHALL BE BINDING, NO BIDDER SHALL RELY UPON INTERPRETATIONS OR CORRECTIONS GIVEN BY ANOTHER METHOD. IF DISCREPANCIES, AMBIGUITY, INCONSISTENCY OR ERROR ARE NOT COVERED BY ADDENDUM OR WRITTEN DIRECTIVE, CONTRACTOR SHALL INCLUDE IN HIS BID, LABOR, MATERIALS AND METHODS OF CONSTRUCTION RESULTING IN HIGHER COST. AFTER AWARD OF CONTRACT, NO ALLOWANCE OR EXTRA COMPENSATION WILL BE MADE IN BEHALF OF THE CONTRACTOR DUE TO HIS FAILURE TO MAKE THE WRITTEN REQUESTS AS DESCRIBED ABOVE.
    - 11.2. THE COMPANY/CONTRACTOR SUBMITTING THE REQUEST WILL BE RESPONSIBLE FOR ITS PROMPT DELIVERY. FAILURE TO SO REQUEST CLARIFICATION OF ANY INADEQUACY, OMISSION, OR CONFLICT WILL NOT RELIEVE THE CONTRACTOR OF ANY RESPONSIBILITY. THE SIGNING OF THE CONTRACT WILL BE AS CONSIDERED AS IMPLICITLY DENOTING THAT THE CONTRACTOR HAS A THOROUGH COMPREHENSION OF THE FULL INTENT AND SCOPE OF THE WORKING DRAWINGS AND SPECIFICATIONS.
12. WORK SHALL BE PERFORMED IN A WORKMANLIKE MANNER TO THE SATISFACTION OF THE ARCHITECT.
13. GUARANTEE THE INSTALLATION AGAINST DEFECTS IN MATERIALS AND WORKMANSHIP WHICH MAY OCCUR UNDER NORMAL USAGE FOR A PERIOD OF ONE YEAR AFTER OWNERS ACCEPTANCE. DEFECTS SHALL BE PROMPTLY REMEDIED WITHOUT COST TO THE OWNER.
14. SYSTEMS SHALL BE TESTED FOR PROPER OPERATION. IF TEST SHOW THAT WORK IS DEFECTIVE, CONTRACTOR SHALL MAKE CORRECTIONS NECESSARY AT NO COST TO THE OWNER.
15. CONTRACTOR SHALL BE RESPONSIBLE FOR REPLACING EQUIPMENT WHICH IS DAMAGED DUE TO INCORRECT FIELD WIRING PROVIDED UNDER THIS SECTION OR FACTORY WIRING IN EQUIPMENT PROVIDED UNDER THIS SECTION.
16. SYSTEMS SHALL BE PROVIDED COMPLETE, OPERABLE AND READY FOR CONTINUOUS OPERATIONS. LIGHTS, SWITCHES, RECEPTACLES, MOTORS, ETC. SHALL BE CONNECTED AND OPERABLE.
17. ALL ELECTRICAL SYSTEMS COMPONENTS SHALL BE LISTED OR LABELED BY U.L. OR OTHER NATIONALLY RECOGNIZED TESTING LABORATORIES (NRTL).
18. IN INSTANCES WHERE THE PROJECT DOES NOT INCLUDE AN ARCHITECT, THE ENGINEER SHALL RECEIVE ALL CORRESPONDENCE AS DIRECTED HEREIN.

B. SUBMITTALS

1. CONTRACTOR SHALL SUBMIT FIVE (5) SETS OF SHOP DRAWINGS AND TECHNICAL DATA SHEETS FOR EQUIPMENT AND MATERIALS SPECIFIED. THE ENGINEER SHALL REVIEW SHOP DRAWINGS AND TECHNICAL DATA SHEETS FOR CONFORMANCE WITH THE CONTRACT DOCUMENTS AND ISSUE A WRITTEN ASSESSMENT TO THE OWNER PRIOR TO COMMENCEMENT OF WORK.
2. CONTRACTOR SHALL IDENTIFY ANY DEVIATIONS IN THE SHOP DRAWINGS FROM THE DESIGN DOCUMENTS.
3. SUBSTITUTIONS SHALL BE SUBMITTED TO THE ARCHITECT FOR CONSIDERATION PRIOR TO BIDDING. SUBSTITUTIONS SHALL BE PRE-APPROVED IN WRITING. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING REQUIREMENTS ASSOCIATED WITH SUBSTITUTED EQUIPMENT OR MATERIALS WITH OTHER BUILDING TRADES. CONTRACTOR SHALL IDENTIFY AND ANNOTATE REVISED REQUIREMENTS PER BUILDING TRADE ON THE SHOP DRAWINGS. CONTRACTOR SHALL ALSO IDENTIFY COST DEBITS OR CREDITS IN WRITING FOR THE PROPOSED CHANGES PER BUILDING TRADE.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ENGINEERING FEES NECESSARY TO CHANGE PERMIT DOCUMENTS BASED ON ALTERNATE SUBMITTAL PACKAGES/EQUIPMENT SUBSTITUTIONS.
5. PRESENT SHOP DRAWING SUBMITTAL DATA AT ONE TIME, IN ELECTRONIC PORTABLE DOCUMENT FORMAT (.PDF) IN A NEAT AND ORDERLY MANNER. PARTIAL SUBMITTALS WILL NOT BE ACCEPTED. SUBMITTALS SHALL INCLUDE BUT NOT BE LIMITED TO LIGHTING FIXTURES, SWITCHGEAR, PANELBOARDS, WIRING DEVICES, SAFETY SWITCHES, FUSES, MOTOR CONTROLLERS, LAMPS, CONDUIT, FITTINGS, TRANSFORMERS AND LIGHTING CONTROLS.
6. CONTRACTORS FAILURE TO ORDER OR RELEASE ORDER FOR MATERIALS AND/OR EQUIPMENT WILL NOT BE ACCEPTED AS A REASON TO SUBSTITUTE ALTERNATE MATERIALS OR EQUIPMENT.

D. DRAWINGS

1. CONTRACTOR SHALL MAINTAIN, TWO (2) SETS OF WHITE PRINTS OF DRAWINGS PERTAINING TO THE WORK. ONE (1) SET OF PRINTS SHALL BE KEPT ON SITE AND CHANGES OR DEVIATIONS FROM THE CONTRACT DRAWINGS SHALL BE CAREFULLY NOTED AS CHANGES OR DEVIATIONS ARE MADE.

E. OPERATING AND MAINTENANCE INSTRUCTIONS

1. CONTRACTOR SHALL PROVIDE THREE (3) COPIES OF MANUFACTURERS OPERATING AND MAINTENANCE INSTRUCTIONS FOR EACH PIECE OF EQUIPMENT AND SYSTEM. COPIES SHALL BE COMPILED IN SETS AND PLACED IN A HARD COVER THREE RING BINDER WITH INDEX PAGE AND INDEX TABS. ALL NAME TAG INFORMATION SUCH AS THE MANUFACTURER, TYPE, SIZE, CAPACITY, SERIAL NUMBER, ETC. SHALL BE INCLUDED AS PART OF THE MANUAL.
2. PROVIDE WRITTEN OPERATING INSTRUCTIONS WITH DIAGRAMS FOR ELECTRICAL EQUIPMENT.
3. OPERATING AND MAINTENANCE MANUALS SHALL BE SUBMITTED TO THE ARCHITECT FOR REVIEW.

PART 2 - PRODUCTS

A. GENERAL

1. PROVIDE EQUIPMENT AS SPECIFIED AND/OR SCHEDULED AND IN ACCORDANCE WITH MANUFACTURERS PUBLISHED INSTALLATION INSTRUCTIONS. EQUIPMENT SHALL OPERATE ACCORDING TO THE MANUFACTURERS "OWNERS OPERATING AND MAINTENANCE MANUAL" TROUBLE-FREE.

B. WIRE AND CABLE

1. WIRE SHALL BE COPPER, 75°C RATED FOR GENERAL USE. FOR HID FIXTURES AND WIRING WITHIN 3 INCHES OF FLUORESCENT BALLASTS WIRE SHALL BE COPPER MINIMUM 90°C RATED. SIZES INDICATED ARE FOR INSTALLATION IN A MAXIMUM 30°C AMBIENT. CONDUCTOR AMPACITY SHALL DERATED FOR HIGHER AMBIENT INSTALLATIONS.

C. RACEWAYS AND FITTINGS

1. ALL WIRING SHALL BE INSTALLED IN LISTED METALLIC RACEWAYS. RACEWAYS IN SLAB-ON-GRADE OR BELOW GRADE SHALL BE SCHEDULE 40 PVC, WITH PVC WRAPPED (OR EQUIVALENT PROTECTION). RIGID STEEL ELBOWS AT BENDS AND TRANSITIONS FROM BELOW TO ABOVE GRADE. EMT FITTINGS SHALL BE STEEL. CONNECTORS SHALL BE INSULATED THROAT TYPE.
2. RGS OR IMC SHALL BE USED IN ALL AREAS SUBJECT TO WEATHER OR MECHANICAL DAMAGE.
3. ALL CIRCUITING SHALL BE CONCEALED. WHERE CONCEALMENT IS IMPRACTICAL, AND WITH THE SPECIFIC APPROVAL FROM THE ARCHITECT, SURFACE RACEWAY AND OUTLETS MAY BE INSTALLED, FINISHED TO MATCH ADJACENT SURFACES.
4. METAL-CLAD (TYPE MC) CABLE MAY BE USED IN THE FOLLOWING LIMITED LOCATIONS:
    - 4.1. 6'-0" MAXIMUM LIGHT FIXTURE WHIPS.
    - 4.2. DEAD-END RUNS TO THE LAST WIRING DEVICE ON A CIRCUIT.
    - 4.3. IN AREAS CONSIDERED "TIGHT" WITHIN MILLWORK AND CASEWORK INSTALLATIONS.
5. TYPE ENT RACEWAY IS NOT ALLOWED.
6. NON-METALLIC AND FLEXIBLE METAL CONDUITS SHALL HAVE A CODE SIZED COPPER GROUNDING CONDUCTOR. INCREASE CONDUIT SIZE AS REQUIRED.

D. DISTRIBUTION EQUIPMENT

1. SWITCHBOARDS, DISTRIBUTION BOARDS, PANELBOARDS, DISCONNECT SWITCHES, MOTOR CONTROL CENTERS, ETC. SHALL BE FURNISHED BY SQUARE D (SCHNEIDER ELECTRIC), GENERAL ELECTRIC, EATON CUTLER HAMMER, OR SIEMENS. FLOOR MOUNTED EQUIPMENT SHALL INSTALLED ATOP 4" HIGH CONCRETE HOUSEKEEPING PADS.
2. TRANSFORMERS SHALL BE COPPER WOUND, 115° RISE WITH 220°C INSULATION. MOUNT ON RUBBER-IN-SHEAR ISOLATORS. MANUFACTURERS SHALL BE SQUARE D (SCHNEIDER ELECTRIC), GENERAL ELECTRIC, EATON CUTLER HAMMER, OR SIEMENS. INSTALL ATOP 4" HIGH CONCRETE HOUSEKEEPING PAD.
3. PROVIDE ENGRAVED NAMEPLATES MECHANICALLY FASTENED WITH A MINIMUM OF TWO (2) SCREWS ON ALL SWITCHBOARDS, PANELBOARDS DISCONNECT SWITCHES, MOTOR CONTROL CENTERS, TRANSFORMERS, ETC. INDICATING EQUIPMENT DESIGNATION (OR DESIGNATION OF EQUIPMENT SERVED), VOLTAGE, AND SOURCE. EXAMPLE: "PANEL HPA, SERVED FROM SWITCHBOARD 'MSB', 480/277V, 3PH, 4W".
4. DISCONNECT SWITCHES SHALL BE HEAVY-DUTY TYPE. FUSIBLE SWITCHES SHALL ACCEPT CLASS 'R' FUSES ONLY AND REJECT OTHERS. INSTALL DISCONNECT SWITCH ON TWO (2) 24" LONG UNISTRUT CHANNELS DRILLED AND BOLTED TO HVAC UNIT FRAME WHERE POSSIBLE (COORDINATE LOCATION W/HVAC MANUFACTURER TO AVOID WARRANTY INFRACTIONS). SILICONE SEAL ALL HOLES IN UNIT.
5. CIRCUIT BREAKERS SHALL BE BOLT-ON TYPE AND FUSES SHALL BE BUSSMAN OR APPROVED EQUIVALENT. CIRCUIT BREAKERS SHALL BE FULLY RATED IN EXCESS OF AVAILABLE FAULT CURRENT LEVELS. SERIES RATING OF EQUIPMENT IS PROHIBITED.
6. WIRE TERMINATION PROVISIONS FOR PANELBOARDS, CIRCUIT BREAKERS, SAFETY SWITCHES, AND ALL OTHER ELECTRICAL APPARATUS SHALL BE LISTED AS SUITABLE FOR 75°C.
7. ALL EQUIPMENT SUCH AS SWITCHBOARDS, DISTRIBUTION BOARDS, DISCONNECT SWITCHES, TRANSFORMERS AND PANELBOARDS SHALL BE BY THE SAME MANUFACTURER. ALL FUSES PROVIDED SHALL BE OF THE SAME MANUFACTURER.
8. PROVIDE HANDLE TIES OR MULTI-POLE CIRCUIT BREAKERS FOR SIMULTANEOUS OPERATION OF ALL MULTI-WIRE BRANCH CIRCUITS.
9. PROVIDE ARC-FLASH LABELING ON ALL DISTRIBUTION EQUIPMENT.

E. WIRING DEVICES

1. WIRING DEVICES SHALL BE SPECIFICATION GRADE AND RATED AT 20 AMPERES. THE DEVICE PLATES SHALL BE LEXAN OR NYLON UNLESS OTHERWISE NOTED. THE COLOR OF THE DEVICES AND COVERPLATES SHALL BE AS DIRECTED BY THE ARCHITECT.
2. SMOKE-DETECTORS SHALL BE SELF-CONTAINED WITH AUDIBLE ALARM, UL LISTED AND COMPLY WITH NFPA STANDARD 72. INTERCONNECT DETECTORS WITHIN A DWELLING UNIT OR GUESTROOM TO SOUND A COMMON ALARM.
3. ALL 120 VOLT 15- AND 20-AMPERE RECEPTACLES LOCATED IN DWELLING UNITS, GUEST ROOMS AND SUITES, AND CHILD CARE FACILITIES SHALL BE TAMPER-RESISTANT TYPE.
4. LIGHT SWITCHES IN PUBLIC AREAS SHALL BE SPECIFICATION GRADE ROCKER TYPE, UON. LIGHT SWITCHES IN BACK OF HOUSE AREAS SHALL BE SPECIFICATION GRADE TOGGLE TYPE, UON.

F. BOXES

1. FLUSH FLOOR OUTLETS SHALL BE CAST IRON, QUANTITY OF GANGS AND CONDUIT ENTRIES AS REQUIRED. PROVIDE BRASS COVERPLATE FOR THE OUTLET TYPES INDICATED. PROVIDE CARPET OR TILE FLANGE TO MATCH FLOOR FINISH.
2. BOXES SHALL BE A MINIMUM OF 4" SQUARE WITH REQUIRED EXTENSIONS AND PLASTER OR TILE RINGS.

G. LIGHT FIXTURES

1. RECESSED FIXTURES INSTALLED INDOORS SHALL BE THERMALLY PROTECTED.
2. FIXTURES INDICATED AS BEING EMERGENCY SHALL BE PROVIDED WITH BATTERY POWERED INVERTER UNIT MOUNTED IN, OR ADJACENT TO, FIXTURE. PROVIDE UNIT WITH FULLY AUTOMATIC TWO-RATE CHARGER, NICKEL CADMIUM BATTERY, AC "ON" PILOT LIGHT, AND TEST SWITCH. DESIGN AND WIRE UNIT TO AUTOMATICALLY TRANSFER TO BATTERY SUPPLY UPON LOSS OF NORMAL AC POWER AND TO OPERATE ONE LAMP AT 1300 LUMENS MINIMUM FOR LINEAR LAMPS, 700 LUMENS FOR COMPACT LAMPS FOR A MINIMUM OF 90-MINUTES. LED LUMEN LEVELS VARY, AND SHALL BE AS SPECIFIED. ALL EMERGENCY LIGHTING UNITS SHALL BE CONNECTED TO AN UNSWITCHED SOURCE. IN LOCATIONS ACCEPTABLE TO THE AUTHORITY HAVING JURISDICTION, EMERGENCY LIGHTING MAY BE CONNECTED TO THE EMERGENCY LEG OF A GENERATOR POWER SYSTEM IN LIEU OF BATTERY POWER.

PART 3 - EXECUTION

A. GENERAL

1. FINAL CONNECTIONS AND ROUGH-IN REQUIREMENTS TO EQUIPMENT SHALL BE PER MANUFACTURERS APPROVED WIRING DIAGRAMS, DETAILS, AND INSTRUCTIONS. IT SHALL BE THE CONTRACTORS RESPONSIBILITY TO PROVIDE MATERIALS AND EQUIPMENT COMPATIBLE WITH EQUIPMENT ACTUALLY SUPPLIED INCLUDING ALL RACEWAYS, BOXES, WIRING, WIRING DEVICES, ETC.
2. CONTRACTOR SHALL PROVIDE CONTROLS INTERLOCKS, ACCESSORIES, ETC. AS REQUIRED FOR MOTOR CONTROL. EACH STARTER SHALL CONTAIN 120V CONTROL TRANSFORMER, LED PILOT LIGHT, AND PUSHBUTTONS OR SELECTOR SWITCH AS REQUIRED, IN ADDITION TO OTHER ITEMS (AUXILIARY CONTACTS, DOOR SWITCHES, RELAYS, ETC.) REQUIRED. REFER TO CONTROL DRAWINGS AND CONTROL DIAGRAMS FOR ADDITIONAL CONDUIT, WIRE, RELAYS, TRANSFORMERS, CONNECTIONS, ETC. REQUIRED FOR A COMPLETE AND OPERABLE SYSTEM.
3. EMPTY RACEWAY SYSTEMS SHALL HAVE A #12 PULLWIRE OR EQUAL AND SHALL BE IDENTIFIED AT JUNCTION, PULL AND TERMINATION POINTS, USING PERMANENT METALLIC TAGS. TAG SHALL INDICATE INTENDED USE OF CONDUIT, ORIGINATION AND TERMINATION POINTS OF EACH INDIVIDUAL CONDUIT. STUB CONDUIT OUT 6" INTO AN ACCESSIBLE AREA. CAP OPEN ENDS NOT TERMINATED IN A JUNCTION BOX.
4. VERIFY EXACT LOCATION OF EQUIPMENT TO BE FURNISHED BY OTHERS PRIOR TO ROUGH-IN.
5. RECEPTACLES WHICH ARE SHOWN WALL MOUNTED ON THE ELECTRICAL DRAWINGS ON WALLS WHICH, ON THE ARCHITECTURAL DRAWINGS AND ELEVATIONS ARE SHOWN AS GLASS OR PARTITIONS, SHALL BE FLUSH FLOOR DUPLEX RECEPTACLES MOUNTED ADJACENT TO BASE OR WALL. COORDINATE MOUNTING HEIGHTS AND LOCATIONS OF OUTLETS AND DEVICES WITH ARCHITECTURAL MILLWORK DRAWINGS AND INTERIOR ELEVATIONS.
6. PROVIDE SEPARATE NEUTRAL CONDUCTOR FOR EACH ARC-FAULT, GROUND FAULT, OR DIMMED CIRCUIT.
7. PROVIDE MAINTENANCE RECEPTACLE WITHIN 25'-0" OF ALL MECHANICAL, MOTORIZED, OR REFRIGERATION EQUIPMENT.
8. WHERE MECHANICAL EQUIPMENT IS INSTALLED ABOVE A GYPSUM BOARD CEILING REQUIRING ACCESS THROUGH AN ACCESS PANEL, PROVIDE A RECEPTACLE, SWITCH, AND LIGHT IN THE CEILING SPACE AT THE ACCESS LOCATION.
9. RECESSED LIGHT FIXTURES INSTALLED IN GYPSUM BOARD OR PLASTER CEILINGS SHALL HAVE PLASTER FRAMES INSTALLED PRIOR TO THE CEILING MATERIAL.
10. MULTI-BALLSTED OR DRIVER FLUORESCENT OR LED FIXTURES SHALL BE DUAL-SWITCHED UNLESS NOTED OTHERWISE.
11. LIGHT FIXTURES RECESSED IN T-BAR CEILING SHALL BE SUPPORTED INDEPENDENTLY OF THE CEILING SYSTEM WITH A MINIMUM OF TWO (2) #12 HANGAR WIRES UP TO STRUCTURE. SECURE HANGAR WIRES TO CORNERS OF FIXTURE. CLIP FIXTURE TO GRID ON TWO (2) SIDES WITH FACTORY-FURNISHED CLIPS. FINAL CONNECTION TO FIXTURE SHALL BE MADE WITH A FLEXIBLE U.L. APPROVED ASSEMBLY.
12. CONTRACTOR SHALL REFER TO FOOD SERVICE DRAWINGS FOR EXACT LOCATIONS AND ADDITIONAL ELECTRICAL REQUIREMENTS. PROVIDE JUNCTION BOXES, RECEPTACLES, CONNECTIONS, CONDUITS (TO INCLUDE SODA AND LIQUOR DISPENSING SYSTEMS), WIRE, INTERLOCKS, CONTROLS, ETC. AS REQUIRED BY THE FOOD SERVICE EQUIPMENT SUPPLIER.
13. SEE DIVISION 23 DRAWINGS FOR LOCATION OF MECHANICAL EQUIPMENT. PROVIDE SERVICE TO AND CONNECT EQUIPMENT AS REQUIRED. PROVIDE FUSES OR HACR-TYPE CIRCUIT BREAKERS FOR AIR CONDITIONING EQUIPMENT SIZED IN ACCORDANCE WITH MANUFACTURERS NAMEPLATE. WHERE FACTORY-PROVIDED DISCONNECT SWITCHES ARE UTILIZED, THEY SHALL BE RATED TO EXCEED THE AVAILABLE FAULT CURRENT AT THE EQUIPMENT.
14. HVAC CONTROLS: PROVIDE LINE VOLTAGE WIRING, RACEWAYS, AND POWER CONNECTIONS AS REQUIRED TO ACCOMMODATE HVAC CONTROL SYSTEMS. COORDINATE REQUIREMENTS WITH TEMPERATURE CONTROL, MECHANICAL, PLUMBING, AND GENERAL CONTRACTORS PRIOR TO BID. NO EXTRAS WILL BE ALLOWED FOR FAILURE TO COMPLY WITH THIS REQUIREMENT. LOW VOLTAGE HVAC CONTROL RACEWAY SYSTEMS SHALL BE PER THE TEMPERATURE CONTROLS CONTRACTOR. THESE DOCUMENTS DO NOT INDICATE ALL CONNECTION POINTS NECESSARY FOR A COMPLETE AND OPERABLE SYSTEM.
15. PANEL DIRECTORIES SHALL BE REMOVABLE. ROOM NAMES AND NUMBERS SHALL BE AS DIRECTED BY OWNER. DIRECTORIES SHALL BE TYPED AND INSTALLED UNDER CLEAR PLASTIC COVERS.
16. PROVIDE DYMO-TAPE TAG PRINTED LABEL INSIDE COVER OF EACH FUSIBLE SWITCH, INDICATING SIZE AND TYPE OF FUSES PROVIDED.
17. PROVIDE TWO (2) SETS OF THREE (3) SPARE FUSES FOR EACH SIZE AND TYPE PROVIDED ON THIS PROJECT. INSTALL FUSES IN A HINGED DOOR, SHEET METAL STORAGE CABINET EQUIPPED WITH CLIPS OR CUBICLES. EACH MARKED WITH THE SIZE AND TYPE OF FUSE STORED THEREIN. PROVIDE NAMEPLATE "SPARE FUSES". INSTALL IN LOCATIONS AS DIRECTED BY OWNER.
18. PROVIDE 4" HIGH CONCRETE EQUIPMENT PADS FOR FLOOR MOUNTED EQUIPMENT SUCH AS SWITCHBOARDS, MOTOR CONTROL CENTERS, TRANSFORMERS, ETC. COORDINATE WITH DISTRIBUTION EQUIPMENT TO ENSURE ALL SWITCH AND CIRCUIT BREAKER HANDLES ARE BELOW 6'-6" TO THE HIGHEST POINT.
19. CONTRACTOR SHALL PROVIDE NEW UPDATED TYPE WRITTEN PANEL DIRECTORIES FOR EXISTING AND NEW CIRCUITS BEING UTILIZED FOR COMPLETION OF THIS PROJECT.
20. FINAL CONNECTIONS TO MOTORS, TRANSFORMERS, AND OTHER VIBRATING AND/OR ROTATING EQUIPMENT SHALL BE MADE WITH SEAL-TITE FLEXIBLE FLEXIBLE CONDUIT WITH APPROVED FITTINGS (3'0" MAXIMUM LENGTH). DO NOT SECURE CONDUITS OR DEVICES TO DUCTWORK OR OTHER MECHANICAL EQUIPMENT.
21. DEVICES INSTALLED IN FIRE-RATED WALLS SHALL HAVE NELSON FSP PUTTY PADS INSTALLED TO MAINTAIN FIRE INTEGRITY - ONE PAD PER HOUR OF RATING. CONDUIT PENETRATING FIRE-RATED WALLS SHALL COMPLY WITH THE REQUIREMENTS OF U.L. SYSTEM 147A FOR SINGLE CONDUITS OR U.L. SYSTEM 322 FOR MULTIPLE CONDUITS. DEVICES INSTALLED IN SOUND-RATED WALLS SHALL HAVE NELSON FSP (STC 54) SOUND RATED PUTTY PADS INSTALLED TO MAINTAIN THE SOUND INTEGRITY OF THE WALL.
22. RECEPTACLES INSTALLED OUTSIDE, ON THE BUILDING EXTERIOR OR ROOF, IN KITCHENS OR WITHIN 6'-0" MEASURED HORIZONTALLY FROM A SINK OR DRINKING FOUNTAIN UNLESS LOCATED BELOW A COUNTER OR OTHERWISE PROTECTED SHALL BE GFCI TYPE OR PROTECTED BY A GFI CIRCUIT BREAKER.
23. COORDINATE THE LOCATION OF LIGHTING FIXTURES WITH THE ARCHITECTURAL REFLECTED CEILING PLAN. UNLESS VERIFIED IN WRITING THE REFLECTED CEILING PLAN LOCATIONS SHALL GOVERN.
24. COORDINATE THE LOCATION OF WALL MOUNTED EQUIPMENT WITH THE ARCHITECTURAL INTERIOR AND EXTERIOR ELEVATIONS. UNLESS OTHERWISE VERIFIED IN WRITING THE ARCHITECTURAL DRAWINGS SHALL GOVERN.

PART 4 - DESIGN-BUILD FIRE ALARM AND DETECTION SYSTEM PERFORMANCE CRITERIA

A. GENERAL

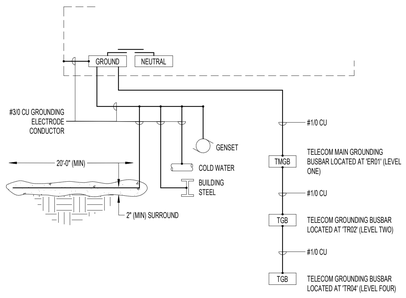
1. CONTRACTOR SHALL PROVIDE, INSTALL, TEST, AND COMMISSION A FULLY OPERATIONAL, APPROVED, FIRE ALARM AND DETECTION SYSTEM.
2. FIRE ALARM AND DETECTION SYSTEM SHALL BE PROVIDED BY THIS CONTRACTOR, PERFORMED UNDER A DESIGN-BUILD DELIVERY METHOD.
3. FIRE ALARM AND DETECTION SYSTEM SHALL BE IN FULL COMPLIANCE WITH ALL LOCAL, STATE, FEDERAL, AND ADA REQUIREMENTS.
4. CONTRACTOR SHALL PROVIDE SUBMITTALS. SUBMITTAL REQUIREMENTS:
    - 4.1. SUBMITTALS SHALL BE APPROVED BY AUTHORITIES HAVING JURISDICTION PRIOR TO SUBMITTING THEM TO THE ARCHITECT.
    - 4.2. SHOP DRAWINGS SHALL BE PREPARED BY PERSONS WITH THE FOLLOWING QUALIFICATIONS:
        - 4.2.1. TRAINED AND CERTIFIED BY MANUFACTURER IN FIRE-ALARM SYSTEM DESIGN.
        - 4.2.2. NICET-CERTIFIED, FIRE ALARM TECHNICIAN, LEVEL III MINIMUM.
        - 4.2.3. LICENSED OR CERTIFIED BY AUTHORITIES HAVING JURISDICTION.
    - 4.3. DELEGATED-DESIGN: FOR NOTIFICATION APPLIANCES AND SMOKE AND HEAT DETECTORS, IN ADDITION TO THE SUBMITTALS LISTED ABOVE, INDICATE COMPLIANCE WITH PERFORMANCE REQUIREMENTS AND DESIGN CRITERIA, INCLUDING ANALYSIS DATA SIGNED AND SEALED BY THE QUALIFIED PROFESSIONAL ENGINEER RESPONSIBLE FOR THEIR PREPARATION.
        - 4.3.1. DRAWINGS SHOWING THE LOCATION OF EACH NOTIFICATION APPLIANCE AND SMOKE AND HEAT DETECTOR, RATINGS OF EACH, AND INSTALLATION DETAILS AS NEEDED TO COMPLY WITH LISTING CONDITIONS OF THE DEVICE.
        - 4.3.2. DESIGN CALCULATIONS: CALCULATE REQUIREMENTS FOR SELECTING THE SPACING AND SENSITIVITY OF DETECTION; COMPLYING WITH NFPA 72. CALCULATE SPACING AND INTENSITIES FOR STROBE SIGNALS AND SOUND-PRESSURE LEVELS FOR AUDIBLE APPLIANCES.
        - 4.3.3. INDICATED AUDIBLE APPLIANCES REQUIRED TO PRODUCE SQUARE WAVE SIGNAL PER NFPA 72.
5. EXISTING FIRE ALARM EQUIPMENT (WHERE APPLICABLE) SHALL BE MAINTAINED AND FULLY OPERATIONAL UNTIL NEW EQUIPMENT PROVIDED UNDER THIS PROJECT HAS BEEN TESTED AND ACCEPTED. NEW COMPONENTS SHALL BE COMPATIBLE WITH, AND OPERATE AS AN EXTENSION OF, EXISTING SYSTEM. PROVIDE SYSTEM MANUFACTURERS CERTIFICATION THAT ALL COMPONENTS PROVIDED HAVE BEEN TESTED AS, AND WILL OPERATE AS, A SYSTEM.
6. WARRANTY: CONTRACTOR SHALL AGREE TO REPAIR OR REPLACE FIRE ALARM SYSTEM EQUIPMENT AND COMPONENTS THAT FAIL IN MATERIALS OR WORKMANSHIP FOR A PERIOD OF NOT LESS THAN ONE YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION.
7. COMPLY WITH NFPA 72, NFPA 101, AND REQUIREMENTS OF AUTHORITIES HAVING JURISDICTION FOR INSTALLATION AND TESTING OF FIRE-ALARM EQUIPMENT. INSTALL ALL ELECTRICAL WIRING TO COMPLY WITH REQUIREMENTS IN NFPA 70 INCLUDING, BUT NOT LIMITED TO, ARTICLE 760, "FIRE ALARM SYSTEMS."

B. SYSTEM DESCRIPTION

1. NONCODED, UL-CERTIFIED ADDRESSABLE SYSTEM, WITH MULTIPLEXED SIGNAL TRANSMISSION AND VOICE/STROBE EVACUATION MEETING AUDIBILITY AND INTELLIGIBLE REQUIREMENTS.
2. AUTOMATIC SENSITIVITY CONTROL OF CERTAIN SMOKE DETECTORS.
3. ALL COMPONENTS PROVIDED SHALL BE LISTED FOR USE WITH THE SELECTED SYSTEM.
4. ELECTRICAL COMPONENTS, DEVICES, AND ACCESSORIES SHALL BE LISTED AND LABELED AS DEFINED IN NFPA 70, BY A QUALIFIED TESTING AGENCY, AND MARKED FOR INTENDED LOCATION AND APPLICATION.

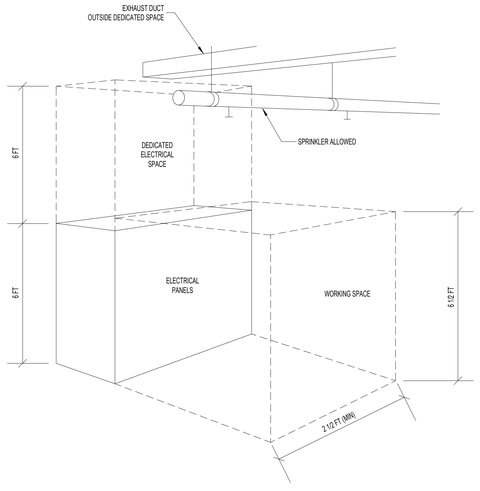
C. OPERATIONAL DESCRIPTION

1. NOTE: THE FOLLOWING DESCRIPTIONS REPRESENT A MASTER LIST. NOT ALL DEVICES, SYSTEMS, AND FUNCTIONS LISTED HEREIN MAY BE REPRESENTED ON THIS PROJECT. APPLICABILITY SHALL BE DETERMINED BY QUALIFIED SYSTEM DESIGN PROFESSIONAL.
2. FIRE-ALARM SIGNAL INITIATION SHALL BE BY ONE OR MORE OF THE FOLLOWING DEVICES AND SYSTEMS:
    - 2.1. MANUAL STATIONS.
    - 2.2. HEAT DETECTORS.
    - 2.3. FLAME DETECTORS.
    - 2.4. SMOKE DETECTORS.
    - 2.5. DUCT SMOKE DETECTORS.
    - 2.6. AIR-SAMPLING SMOKE-DETECTION SYSTEM (VESDA).
    - 2.7. CARBON MONOXIDE DETECTORS.
    - 2.8. COMBUSTIBLE GAS DETECTORS.
    - 2.9. AUTOMATIC SPRINKLER SYSTEM WATER FLOW.
    - 2.10. PREACTION SYSTEM.
    - 2.11. FIRE-EXTINGUISHING SYSTEM OPERATION.
    - 2.12. FIRE STANDPIPE SYSTEM.
    - 2.13. DRY SYSTEM PRESSURE FLOW SWITCH.
    - 2.14. FIRE PUMP RUNNING.
3. FIRE-ALARM SIGNAL SHALL INITIATE THE FOLLOWING ACTIONS:
    - 3.1. CONTINUOUSLY OPERATE ALARM NOTIFICATION APPLIANCES.
    - 3.2. IDENTIFY ALARM AND SPECIFIC INITI



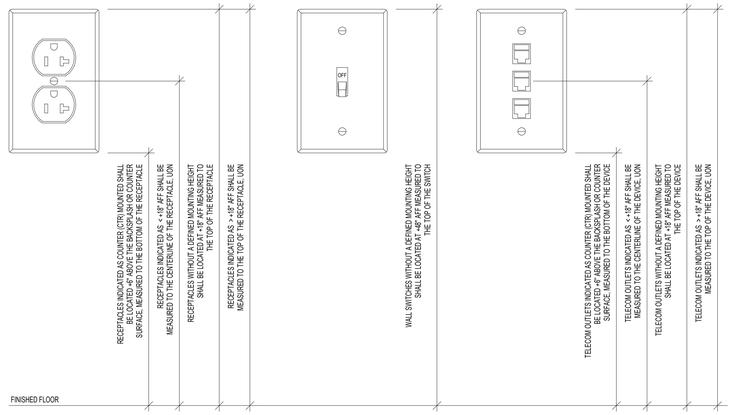
2 SERVICE ENTRANCE GROUNDING

NOT TO SCALE



3 WORKING CLEARANCE

NOT TO SCALE



1 DEVICE MOUNTING HEIGHT

NOT TO SCALE

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 12" = 1'-0"

DRAWN Author

CHECKED Checker

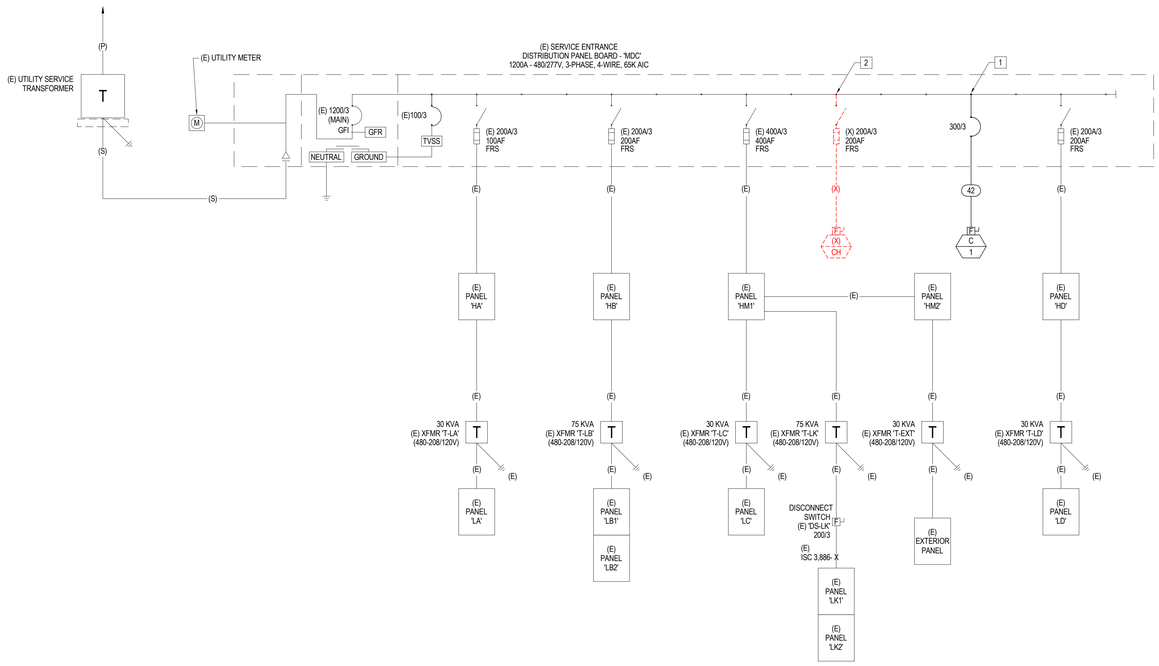
SHEET DESCRIPTION

ELECTRICAL DIAGRAMS

SHEET NUMBER

E0.10

6/18/2025 11:05:56 AM



1 SINGLE LINE DIAGRAM

NOT TO SCALE

GENERAL NOTES:

1. CONTRACTOR SHALL INSPECT THE EXISTING FIELD CONDITIONS AT THE SITE AND THE CONTRACT DOCUMENTS PRIOR TO THE START OF ANY WORK TO DETERMINE WHAT EFFECT THE EXISTING CONDITIONS WILL HAVE ON THE WORK. CONTRACTOR SHALL REPORT DISCREPANCIES TO THE ENGINEER AND INCLUDE IN HIS BID ALL COSTS REQUIRED TO MAKE HIS WORK MEET EXISTING CONDITIONS. EXISTING CONDITIONS TAKEN FROM EXISTING DESIGN DOCUMENTS AND FIELD SURVEYS. REFER TO ARCHITECTURAL DEMOLITION DRAWINGS FOR LOCATION AND EXTENT OF DEMOLITION REQUIRED.

WORK NOTES:

1. PROVIDE NEW CIRCUIT BREAKER IN EXISTING DISTRIBUTION EQUIPMENT. MATCH EXISTING MANUFACTURER AND AIC RATING.
2. DEMOLISHED EXISTING LOAD. REMOVE EXISTING BREAKER FROM EXISTING DISTRIBUTION EQUIPMENT.

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION
ELECTRICAL SINGLE-LINE DIAGRAM

SHEET NUMBER
E0.20

6/18/2025 11:05:56 AM

PANELBOARD SCHEDULE: (EXISTING) PANEL 'HM1'

277/480 VOLTAGE | 3 PHASE | 4 WIRE | ____ MAIN BREAKER
400 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | ____ 200% RATED NEUTRAL | ____ SUB-FEED LUGS | MOUNT:
(E) AIC RATING | ____ COPPER BUSSING | ____ ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | ____ SOLID NEUTRAL | ____ FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) PNL LK					50	3	**25**	**3**					**(E) CHWP-1**	**2**	**B**
"	3	"					-	-	-	-					"	**4**	"
"	5	"					-	-	-	-					"	**6**	"
A	7	(E) PNL LC					100	3	**25**	**3**					**(E) CHWP-2**	**8**	**B**
"	9	"					-	-	-	-					"	**10**	"
"	11	"					-	-	-	-					"	**12**	"
B	**13**	**(E) CWP-1**					**20**	**-**	**25**	**3**					**(E) HWP-3**	**14**	**B**
"	**15**	"					**-**	**-**	**-**	**-**					"	**16**	"
"	**17**	"					**-**	**-**	**-**	**-**					"	**18**	"
B	**19**	**(E) CWP-2**					**20**	**3**	**25**	**3**					**(E) HWP-4**	**20**	**B**
"	**21**	"					**-**	**-**	**-**	**-**					"	**22**	"
"	**23**	"					**-**	**-**	**-**	**-**					"	**24**	"
B	**25**	**(E) AHU-39-41**					**20**	**1**	20	1					(E) 1602-14,1413,15 LTG	26	A
	27	(E) SPACE							20	1					(E) 1501,10,11,12-16 LTG	28	A
B	**29**	**(E) AHU-42**					**15**	**1**	20	1					(E) 1500,2,3,1408,12 LTG	30	A
B	**31**	**(E) EUH-1**					**40**	**3**	20	1					(E) 1504-9 LTG	32	A
"	**33**	"					**-**	**-**							(E) SPACE	34	
"	**35**	"					**-**	**-**							(E) SPACE	36	
B	**37**	**(E) AHU-43,44**					**15**	**3**	**15**	**3**					**(E) SFT-1**	**38**	**B**
"	**39**	"					**-**	**-**	**-**	**-**					"	**40**	"
"	**41**	"					**-**	**-**	**-**	**-**					"	**42**	"
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0

SIZING LOAD ***0*** *AMPS*

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'HM2'

277/480 VOLTAGE | 3 PHASE | 4 WIRE | ____ MAIN BREAKER
400 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | ____ 200% RATED NEUTRAL | ____ SUB-FEED LUGS | MOUNT:
(E) AIC RATING | ____ COPPER BUSSING | ____ ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | ____ SOLID NEUTRAL | ____ FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
B	**43**	**(E) MAU-1, KEF-1**					**15**	**3**	100	3					(E) TRANSFORMER #2	44	A
"	**45**	"					**-**	**-**	-	-					"	46	"
"	**47**	"					**-**	**-**	-	-					"	48	"
B	**49**	**(E) COOLING TOWER -FANS**					**25**	**3**							(E) LK100	50	A
"	**51**	"					**-**	**-**							"	52	"
"	**53**	"					**-**	**-**							"	54	"
B	**55**	**(E) COOLING TOWER - HTR**					**25**	**3**							(E) SPACE	56	
"	**57**	"					**-**	**-**							(E) SPACE	58	
"	**59**	"					**-**	**-**							(E) SPACE	60	
	61	(E) SPACE													(E) SPACE	62	
	63	(E) SPACE													(E) SPACE	64	
	65	(E) SPACE													(E) SPACE	66	
	67	(E) SPACE													(E) SPACE	68	
	69	(E) SPACE													(E) SPACE	70	
	71	(E) SPACE													(E) SPACE	72	
B	**73**	**(E) HWP-1**					**15**	**3**							(E) SPACE	74	
"	**75**	"					**-**	**-**							(E) SPACE	76	
"	**77**	"					**-**	**-**							(E) SPACE	78	
B	**79**	**(E) HWP-2**					**15**	**3**							(E) SPACE	80	
"	**81**	"					**-**	**-**							(E) SPACE	82	
"	**83**	"					**-**	**-**							(E) SPACE	84	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0

SIZING LOAD ***0*** *AMPS*

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'HA'

277/480 VOLTAGE | 3 PHASE | 4 WIRE | ____ MAIN BREAKER
100 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | ____ 200% RATED NEUTRAL | ____ SUB-FEED LUGS | MOUNT:
(E) AIC RATING | ____ COPPER BUSSING | ____ ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | ____ SOLID NEUTRAL | ____ FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
B	**1**	**(E) AHU-1,4,6**					**20**	**1**	20	1					(E) 1102,4,8-10,12 LTG	2	A
B	**3**	**(E) AHU-2,3,7**					**20**	**1**	20	1					(E) 1101,3,5,7,11,13 LTG	4	A
B	**5**	**(E) AHU-9-10**					**20**	**1**	20	1					(E) 114,16,18 LTG	6	A
B	**7**	**(E) AHU-11-14**					**20**	**1**	20	1					(E) 1402,4,6 LTG	8	A
	9	(E) SPACE							20	1					(E) 1115,17,140,10,1600,01,HLL EMG LTG	10	A
	11	(E) SPACE													(E) SPACE	12	
	13	(E) SPACE													(E) SPACE	14	
	15	(E) SPACE													(E) SPACE	16	
	17	(E) SPACE													(E) SPACE	18	
	19	(E) SPACE													(E) SPACE	20	
	21	(E) SPACE													(E) SPACE	22	
	23	(E) SPACE													(E) SPACE	24	
	25	(E) SPACE													(E) SPACE	26	
	27	(E) SPACE													(E) SPACE	28	
	29	(E) SPACE													(E) SPACE	30	
	31	(E) SPACE													(E) SPACE	32	
	33	(E) SPACE													(E) SPACE	34	
	35	(E) SPACE													(E) SPACE	36	
A	37	(E) PANEL LA					50	3							(E) SPACE	38	
"	39	"					-	-							(E) SPACE	40	
"	41	"					-	-							(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0

SIZING LOAD ***0*** *AMPS*

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'HD'

277/480 VOLTAGE | 3 PHASE | 4 WIRE | ____ MAIN BREAKER
250 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | ____ 200% RATED NEUTRAL | ____ SUB-FEED LUGS | MOUNT:
(E) AIC RATING | ____ COPPER BUSSING | ____ ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | ____ SOLID NEUTRAL | ____ FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
B	**1**	**(E) RTU-48**					**15**	**3**	20	1					LTG CLSSRMS A106,109,112	2	A
"	**3**	"					**-**	**-**	20	1					LTG CLSSRMS A101,104,105	4	A
"	**5**	"					**-**	**-**	20	1					LTG CORRIDOR, A105	6	A
B	**7**	**(E) RTU-49**					**15**	**3**	50	3					PANEL LD	8	A
"	**9**	"					**-**	**-**	-	-					"	10	"
"	**11**	"					**-**	**-**	-	-					"	12	"
B	**13**	**(E) RTU-50**					**15**	**3**	20	1					LTG CORRIDOR CONTROL	14	A
"	**15**	"					**-**	**-**	20	1					(E) SPARE	16	
"	**17**	"					**-**	**-**	20	1					(E) SPARE	18	
B	**19**	**(E) RTU-51**					**15**	**3**	20	1					(E) SPARE	20	
"	**21**	"					**-**	**-**	20	1					(E) SPARE	22	
"	**23**	"					**-**	**-**							(E) SPACE	24	
B	**25**	**(E) RTU-52**					**15**	**3**							(E) SPACE	26	
"	**27**	"					**-**	**-**							(E) SPACE	28	
"	**29**	"					**-**	**-**							(E) SPACE	30	
B	**31**	**(E) RTU-53**					**15**	**3**							(E) SPACE	32	
"	**33**	"					**-**	**-**							(E) SPACE	34	
"	**35**	"					**-**	**-**							(E) SPACE	36	
	37	(E) SPACE													(E) SPACE	38	
	39	(E) SPACE													(E) SPACE	40	
	41	(E) SPACE													(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0

SIZING LOAD ***0*** *AMPS*

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'HB'

277/480 VOLTAGE | 3 PHASE | 4 WIRE | ____ MAIN BREAKER
225 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | ____ 200% RATED NEUTRAL | ____ SUB-FEED LUGS | MOUNT:
(E) AIC RATING | ____ COPPER BUSSING | ____ ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | ____ SOLID NEUTRAL | ____ FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
B	**1**	**(E) AHU-20,21,22,23**					**20**	**1**	20	1					(E) 122,4,6,8 LTG	2	A
B	**3**	**(E) AHU-18,19,24**					**20**	**1**	20	1					(E) 1201,3,5,7 LTG	4	A
B	**5**	**(E) AHU-17,25,26**					**20**	**1**	20	1					(E) 1210,1318,21-24,1401,3 LTG	6	A
B	**7**	**(E) AHU-15,16**					**20**	**1**	20	1					(E) 1301,5,9,13,17,21,23 LTG	8	A
B	**9**	**(E) AHU-27,35,36**					**20**	**1**	20	1					(E) 1302,6,10,14,1209 LTG	10	A
B	**11**	**(E) AHU-28,29,34**					**20**	**1**	20	1					(E) 1405,7,9,11 LTG	12	A
B	**13**	**(E) AHU-30-33**					**20**	**1**	20	1					(E) 1200,15,1300,20 LTG, HALL	14	A
B	**15**	**(E) AHU-45-47**					**20**	**1**							(E) SPACE	16	
	17	(E) SPACE							20	1					(E) EXT WALL PACKS & CONTACTOR	18	A
B	**19**	**(E) AHU-38**					**15**	**3**							(E) SPACE	20	
"	**21**	"					**-**	**-**							(E) SPACE	22	
"	**23**	"					**-**	**-**							(E) SPACE	24	
A	25	(E) LOAD					15	3							(E) SPACE	26	
"	27	"					-	-							(E) SPACE	28	
"	29	"					-	-							(E) SPACE	30	
A	31	(E) PARKING LOT LTG					20	2							(E) SPACE	32	
"	33	"					-	-							(E) SPACE	34	
A	35	(E) FLAG POLE/WALKWAY LTG					20	1							(E) SPACE	36	
A	37	(E) PANEL LB					100	3							(E) SPACE	38	
"	39	"					-	-							(E) SPACE	40	
"	41	"					-	-							(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0

SIZING LOAD ***0*** *AMPS*

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION
THOMSON ELEMENTARY SCHOOL RENOVATION
422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081
DATE 02/29/24
SCALE 12" = 1'-0"
DRAWN Author
CHECKED Checker

SHEET DESCRIPTION
PANEL SCHEDULES

SHEET NUMBER
E0.30

6/18/2025 11:05:58 AM

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LC'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | X | 100 MAIN BREAKER
100 AMP MAIN BUS | | | MAIN LUGS
1 NEMA ENCLOSURE | | 200% RATED NEUTRAL | | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | | COPPER BUSSING | | ISOLATED GROUND | X | SURFACE
| X | ALUMINUM BUSSING | | SOLID NEUTRAL | | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) GEN. PURP. REC.					20	1	20	1					(E) GEN PURP REC	2	A
A	3	(E) GEN. PURP. REC.					20	1	20	1					(E) 1500 REC	4	A
A	5	(E) 1608,11,12 REC					20	1	20	1					(E) 1408,12,1502,3 REC	6	A
A	7	(E) 1605-7 REC					20	1	20	1					(E) 1504 SOUND	8	A
A	9	(E) 1602-4					20	1	20	1					(E) 1505 REC	10	A
A	11	(E) 1613 FRIDGE					20	1	20	1					(E) BACK-BOARD CONTROL	12	A
A	13	(E) 1613 REC					20	1	20	1					(E) WINDOW SHADES	14	A
A	15	(E) 1613 GARBAGE DISP.					20	1	**20**	**1**					**(E) HWB-1**	**16**	**B**
A	17	(E) 1613 REC					20	1	**20**	**1**					**(E) HWB-2**	**18**	**B**
A	19	(E) 1614 REC					20	1	**20**	**1**					**(E) EF-16,17,ROOF REC**	**20**	**B**
A	21	(E) GEN PURP REC & MECH					20	1	20	1					(E) STAGE LTG	22	A
A	23	(E) 1516 REC					20	1	20	1					(E) STAGE LTG	24	A
A	25	(E) RM 1614 COPIER					20	1	20	1					(E) STAGE LTG	26	A
A	27	(E) GEN PURP REC & MECH					20	1	20	1					(E) STAGE LTG	28	A
A	29	(E) HEAT TAPE					20	1	**20**	**1**					**(E) FACP**	**30**	**B**
A	31	(E) GEN PURP REC & MECH					20	1	20	1					(E) AUTO DOOR OPERATOR	32	A
A	33	(E) CLINIC UNDEERCAB FRIDGE					20	1	20	1					(E) 1602 PENDANTS	34	A
A	35	(E) DOC PANEL					20	1	**20**	**1**					**(E) GWH-3,4**	**36**	**B**
A	37	(E) DOC PANEL					20	1	20	1					(E) LOAD	38	A
A	39	(E) DDC PANEL					20	1	20	1					(E) LOAD	40	A
A	41	(E) LOAD					20	1	20	1					(E) LOAD	42	A
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	*CODE DEMAND REQUIREMENTS*	*CONNECTED VA* THIS PANEL	SUB PNLS	TOTAL	*DEMAND VA*	*MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)*
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LA'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | X | 100 MAIN BREAKER
100 AMP MAIN BUS | | | MAIN LUGS
1 NEMA ENCLOSURE | | 200% RATED NEUTRAL | | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | | COPPER BUSSING | | ISOLATED GROUND | | SURFACE
| X | ALUMINUM BUSSING | | SOLID NEUTRAL | | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) 1101 REC					20	1	20	1					(E) 1102 REC	2	A
A	3	(E) 1103 REC					20	1	20	1					(E) 1104 REC	4	A
A	5	(E) 1105 REC					20	1	20	1					(E) 1106 REC	6	A
A	7	(E) 1107 REC					20	1	20	1					(E) 1118 REC	8	A
A	9	(E) 1111,12					20	1	20	1					(E) 1114 REC	10	A
A	11	(E) 1404 COPIER					20	1	20	1					(E) 1116 REC	12	A
A	13	(E) 1404 REC					20	1	**20**	**1**					**(E) GEN PURP REC, HEATER WEST**	**14**	**B**
A	15	(E) 1404 REC					20	1	20	1					(E) 1402 REC	16	A
B	**17**	**(E) EF-1, ROOF REC**					**20**	**1**	20	1					(E) 1406 REC	18	A
A	19	(E) 1108 REC					20	1	20	1					(E) 101,102,103 PROJECTORS	20	A
A	21	(E) 1402 POWER POLE					20	1	20	1					(E) LOAD	22	A
A	23	(E) 1402 POWER POLE					20	1	20	1					(E) 104,105,106,107 PROJECTORS	24	A
A	25	(E) 1402 POWER POLE					20	1	20	1					(E) 114,116,118 PROJECTORS	26	A
	27	(E) SPACE							20	2					DRYER	28	A
	29	(E) SPACE							-	-					"	30	"
	31	(E) SPACE													(E) SPACE	32	
	33	(E) SPACE													(E) SPACE	34	
	35	(E) SPACE													(E) SPACE	36	
	37	(E) SPACE													(E) SPACE	38	
	39	(E) SPACE													(E) SPACE	40	
	41	(E) SPACE													(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	*CODE DEMAND REQUIREMENTS*	*CONNECTED VA* THIS PANEL	SUB PNLS	TOTAL	*DEMAND VA*	*MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)*
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LB2'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | | MAIN BREAKER
225 AMP MAIN BUS | | | X | MAIN LUGS
1 NEMA ENCLOSURE | | 200% RATED NEUTRAL | | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | | COPPER BUSSING | | ISOLATED GROUND | X | SURFACE
| X | ALUMINUM BUSSING | | SOLID NEUTRAL | | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
B	**43**	**(E) AHU-37**					**15**	**2**	20	1					(E) 301,302,306 PROJECTORS	44	A
"	**45**	"					-	-	20	1					(E) 305,309,310 PROJECTORS	46	A
A	47	(E) FA					20	1	20	1					(E) 207,209,210 PROJECTORS	48	A
A	49	(E) SECURITY					20	1	20	1					(E) 405,406 PROJECTORS	50	A
B	**51**	**(E) LG AC UNIT**					**15**	**2**	20	1					(E) 201,202,203,204 PROJECTORS	52	A
"	**53**	"					-	-	20	1					(E) 205,206,208 PROJECTORS	54	A
	55	(E) SPACE													(E) SPACE	56	
	57	(E) SPACE													(E) SPACE	58	
	59	(E) SPACE													(E) SPACE	60	
	61	(E) SPACE													(E) SPACE	62	
	63	(E) SPACE													(E) SPACE	64	
	65	(E) SPACE													(E) SPACE	66	
	67	(E) SPACE													(E) SPACE	68	
	69	(E) SPACE													(E) SPACE	70	
	71	(E) SPACE													(E) SPACE	72	
	73	(E) SPACE													(E) SPACE	74	
	75	(E) SPACE													(E) SPACE	76	
	77	(E) SPACE													(E) SPACE	78	
	79	(E) SPACE													(E) SPACE	80	
	81	(E) SPACE													(E) SPACE	82	
	83	(E) SPACE													(E) SPACE	84	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	*CODE DEMAND REQUIREMENTS*	*CONNECTED VA* THIS PANEL	SUB PNLS	TOTAL	*DEMAND VA*	*MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)*
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LB1'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | X | 225 MAIN BREAKER
225 AMP MAIN BUS | | | | MAIN LUGS
1 NEMA ENCLOSURE | | 200% RATED NEUTRAL | X | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | | COPPER BUSSING | | ISOLATED GROUND | X | SURFACE
| X | ALUMINUM BUSSING | | SOLID NEUTRAL | | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) 1201 REC					20	1	20	1					(E) 1202 REC	2	A
A	3	(E) 1203 REC					20	1	20	1					(E) 1204 REC	4	A
A	5	(E) 1205 REC					20	1	20	1					(E) 1205 REC	6	A
A	7	(E) 1207 REC					20	1	20	1					(E) 1208 REC	8	A
A	9	(E) 1209 REC					20	1	20	1					(E) 1210 REC	10	A
A	11	(E) 1301 REC					20	1	20	1					(E) 1302 REC	12	A
A	13	(E) 1305 REC					20	1	20	1					(E) 1302 MICRO/FRIDGE	14	A
A	15	(E) 1309 REC					20	1	20	1					(E) 1306 REC	16	A
A	17	(E) 1313 REC					20	1	20	1					(E) 1306 MICRO/FRIDGE	18	A
B	**19**	**(E) EF-19, ROOF REC**					**20**	**1**	20	1					(E) 1310 REC	20	A
A	21	(E) DISPLAY CASES					20	1	20	1					(E) 1316 REC	22	A
A	23	(E) LOAD					20	1	20	1					(E) LOAD	24	A
A	25	(E) LOAD					20	1	20	1					(E) DOC PANEL	26	A
A	27	(E) LOAD					20	1	20	1					(E) 1407 REC	28	A
B	**29**	**(E) EF-3,14, ROOF REC**					**20**	**1**	20	1					(E) 1409 REC	30	A
A	31	(E) FEN PURP REC					20	1	20	1					(E) 1317 DISHWASHER	32	A
A	33	(E) STOVE					50	2	20	1					(E) 1317 REC	34	A
"	35	"					-	-	20	1					(E) 1317 FRIDGE, HOOD	36	A
A	37	(E) 1322 TELE					20	1	20	1					(E) 1317 MICRO	38	A
A	39	(E) 1322 TELE					20	1	20	1					(E) 1409,11 REC	40	A
B	**41**	**(E) GEN PURP REC & CERT PUMP**					**20**	**1**	**20**	**1**					**(E) CLSS BATH FANS/LGTS**	**42**	**B**
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED) A - 0 B - 0 C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED A - B - C-
TOTAL CONNECTED VA/PH *A - 0* *B - 0* *C- 0*

LOAD TYPE	*CODE DEMAND REQUIREMENTS*	*CONNECTED VA* THIS PANEL	SUB PNLS	TOTAL	*DEMAND VA*	*MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)*
LIGHTING (NEC 220.42)	100%	0	0	0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0	0	0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0	0	0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0	0	0	0	0
HEATING (NEC 220.51)	100%	0	0	0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0	0	0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0	0	0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION
THOMSON ELEMENTARY SCHOOL RENOVATION
422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081
DATE 02/29/24
SCALE 12" = 1'-0"
DRAWN Author
CHECKED Checker

SHEET DESCRIPTION
PANEL SCHEDULES

SHEET NUMBER
E0.31

6/18/2025 11:05:59 AM

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LK2'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | MAIN BREAKER
225 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | 200% RATED NEUTRAL | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | COPPER BUSSING | ISOLATED GROUND | SURFACE
X ALUMINUM BUSSING | SOLID NEUTRAL | X FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	43	(E) HOOD LTG					20	1	50	3					(E) TILT SKILLET	44	A
	45	(E) SHUNT TRIP SPACE							-	-					*	46	*
A	47	(E) CONVECTION OVEN					20	1	-	-					*	48	*
	49	(E) SHUNT TRIP SPACE													(E) SHUNT TRIP SPACE	50	
A	51	(E) CONVECTION OVEN					20	1	50	3					(E) CONVECTION STEAMER	52	A
	53	(E) SHUNT TRIP SPACE							-	-					*	54	*
	55	(E) SPACE							-	-					*	56	*
	57	(E) SPACE													(E) SHUNT TRIP SPACE	58	
	59	(E) SPACE													(E) SPACE	60	
	61	(E) SPACE													(E) SPACE	62	
	63	(E) SPACE													(E) SPACE	64	
	65	(E) SPACE													(E) SPACE	66	
	67	(E) SPACE													(E) SPACE	68	
	69	(E) SPACE													(E) SPACE	70	
	71	(E) SPACE													(E) SPACE	72	
	73	(E) SPACE													(E) SPACE	74	
	75	(E) SPACE													(E) SPACE	76	
	77	(E) SPACE													(E) SPACE	78	
	79	(E) SPACE													(E) SPACE	80	
	81	(E) SPACE													(E) SPACE	82	
	83	(E) SPACE													(E) SPACE	84	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED)	A - 0	B - 0	C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED	A -	B -	C-
TOTAL CONNECTED VA/PH	*A - 0*	*B - 0*	*C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES:
A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LK1'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | MAIN BREAKER
225 AMP MAIN BUS | X MAIN LUGS
1 NEMA ENCLOSURE | 200% RATED NEUTRAL | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | COPPER BUSSING | ISOLATED GROUND | SURFACE
X ALUMINUM BUSSING | SOLID NEUTRAL | X FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) WALK-IN COOLER					15	2	70	3					H20 BOOSTER	2	A
*	3	*					-	-	-	-					*	4	*
A	5	(E) ICE MACHINE					20	1	-	-					*	6	*
	7	(E) SPACE							25	3					(E) DISH WASHER	8	A
A	9	(E) COOLER LTG					20	1	-	-					*	10	*
A	11	(E) FREEZER LTG					20	1	-	-					*	12	*
A	13	(E) COOLER EVAP					15	1	15	3					(E) DISPOSAL	14	A
A	15	(E) FREEZER HEAT TAPE					20	1	-	-					*	16	*
A	17	(E) COUNTER REC					20	1	-	-					*	18	*
A	19	(E) FRIDGE					20	1	40	3					(E) WALK-IN FREEZER	20	A
A	21	(E) HOT BOX					20	1	-	-					*	22	*
A	23	(E) MICRO					20	1	-	-					*	24	*
A	25	(E) HOT FOOD UNIT					40	2	15	3					(E) MIXER	26	A
*	27	*					-	-	-	-					*	28	*
A	29	(E) COLD FOOD UNIT					20	1	-	-					*	30	*
	31	(E) SPACE							90	3					(E) D/W BOOSTER	32	A
A	33	(E) MILK COOLER					20	1	-	-					*	34	*
A	35	(E) FSS					35	1	-	-					*	36	*
	37	(E) SPACE													(E) SPACE	38	
	39	(E) SPACE													(E) SPACE	40	
	41	(E) SPACE													(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED)	A - 0	B - 0	C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED	A -	B -	C-
TOTAL CONNECTED VA/PH	*A - 0*	*B - 0*	*C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES:
A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'EXT'

120/208 VOLTAGE | 1 PHASE | 3 WIRE | X 200/2 MAIN BREAKER
225 AMP MAIN BUS | MAIN LUGS
3R NEMA ENCLOSURE | 200% RATED NEUTRAL | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | COPPER BUSSING | ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | SOLID NEUTRAL | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
	1	(E) SPACE													(E) SPACE	2	
	3	(E) SPACE													(E) SPACE	4	
A	5	(E) SOUTH MODULAR					100	2	100	2					NORTH MODULAR	6	A
*	7	*					-	-	-	-					*	8	*
	9	(E) SPACE													(E) SPACE	10	
	11	(E) SPACE													(E) SPACE	12	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED)	A - 0	B - 0	C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED	A -	B -	C-
TOTAL CONNECTED VA/PH	*A - 0*	*B - 0*	*C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES: A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.

PANELBOARD SCHEDULE: (EXISTING) PANEL 'LD'

120/208 VOLTAGE | 3 PHASE | 4 WIRE | X 100 MAIN BREAKER
225 AMP MAIN BUS | MAIN LUGS
1 NEMA ENCLOSURE | 200% RATED NEUTRAL | SUB-FEED LUGS | MOUNT:
(E) AIC RATING | COPPER BUSSING | ISOLATED GROUND | X SURFACE
X ALUMINUM BUSSING | SOLID NEUTRAL | FLUSH

PANEL LOCATION: SEE PLANS
SOURCE: RE: SINGLE LINE

NOTE	CIRCUIT NUMBER	SERVICE	VA LOAD A	VA LOAD B	VA LOAD C	LOAD TYPE	C.B. TRIP	C.B. POLE	C.B TRIP	C.B POLE	LOAD TYPE	VA LOAD A	VA LOAD B	VA LOAD C	SERVICE	CIRCUIT NUMBER	NOTE
A	1	(E) CLSSRM A106 REC					20	1	**20**	**1**					**(E) EF-1,4**	**2**	**B**
A	3	(E) CLSSRM A106 REC					20	1	**20**	**1**					**(E) EF-5,6**	**4**	**B**
A	5	(E) CLSSRM A109 REC					20	1	20	1					(E) ROOF REC	6	A
*	7	(E) CLSSRM A109 REC					20	1	**20**	**2**					**(E) EH-1**	**8**	**B**
A	9	(E) WATER COOLER REC					20	1	**-**	**-**					**"**	**10**	**B**
A	11	(E) LOAD					20	1	**20**	**1**					**(E) GWH-4 & RCP-1**	**12**	**B**
A	13	(E) CLSSRM A104 REC					20	1	100	3					(E) MAIN	14	A
A	15	(E) CLSSRM A104 REC					20	1	-	-					*	16	A
A	17	(E) CLSSRM A112 REC					20	1	-	-					*	18	A
A	19	(E) CLSSRM A112 REC					20	1	20	1					(E) COMMLINK CONTROL	20	A
A	21	(E) CLSSRM A115 REC					20	1	20	1					(E) SPARE	22	
A	23	(E) CLSSRM A115 REC					20	1	20	1					(E) SPARE	24	
A	25	(E) CLSSRM A101 REC					20	1	20	1					(E) SPARE	26	
A	27	(E) CLSSRM A101 REC					20	1	20	1					(E) SPARE	28	
A	29	(E) WATER COOLER REC.					20	1							(E) SPACE	30	
A	31	(E) FIRE ALARM CONTROL PANEL					20	1							(E) SPACE	32	
	33	(E) SPACE													(E) SPACE	34	
	35	(E) SPACE													(E) SPACE	36	
	37	(E) SPACE													(E) SPACE	38	
	39	(E) SPACE													(E) SPACE	40	
	41	(E) SPACE													(E) SPACE	42	
			0	0	0							0	0	0			

CONNECTED VA/PH (LESS FEED THRU & SUB FEED)	A - 0	B - 0	C- 0
CONNECTED VA/PH FROM FEED THRU AND SUB FEED	A -	B -	C-
TOTAL CONNECTED VA/PH	*A - 0*	*B - 0*	*C- 0*

LOAD TYPE	CODE DEMAND REQUIREMENTS	CONNECTED VA THIS PANEL	CONNECTED VA SUB PNLS	CONNECTED VA TOTAL	DEMAND VA	MIN. CODE VA (1.25 x CONT.) (NEC 210.19 & 215.2)
LIGHTING (NEC 220.42)	100%	0		0	0	0
RECEPTACLES (NEC 220.44)	1st 10,000VA + 1/2 x REMAINING	0		0	0	0
LARGEST MOTOR (NEC 430.24)	1.25 x LARGEST FLA	0		0	0	0
REMAINING MOTORS (NEC 430.24)	100% REMAINING MOTORS	0		0	0	0
HEATING (NEC 220.51)	100%	0		0	0	0
KITCHEN EQUIPMENT (NEC 220.56)	VARIES (SEE CODE SECTION)	0		0	0	0
MISC. (NEC 210.19 & 215.2)	100%	0		0	0	0
SPARE	0 x CODE MIN.VA					0
TOTAL LOADS		0	0	0	0	0
	SIZING LOAD			***0*** *AMPS*		

NOTES:
A.) EXISTING LOAD TAKEN FROM EXISTING DOCUMENTS.
B.) DEMOLISHED EXISTING LOAD.
C.) NEW LOAD ON EXISTING CIRCUIT BREAKER.

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24 | SCALE 12" = 1'-0"

DRAWN Author | CHECKED Checker

SHEET DESCRIPTION

PANEL SCHEDULES

SHEET NUMBER

E0.32

6/18/2025 11:06:00 AM

AHU-46	1/2	277	1	DEMOLISHED	**AHU-46**	**1**	**277**	**1**	**A**
AHU-47	1/3	277	1	DEMOLISHED	**AHU-47**	**1/2**	**277**	**1**	**A**
MAU	1.5	460	3	DEMOLISHED	**MAU-101**	**24.9A**	**460**	**3**	**B**
HWB-1,2	3/4	115	1	DEMOLISHED					
CHWP-1,2	10	460	3	DEMOLISHED	**CHP-101,102**	**7.5**	**460**	**3**	**A**
CWP-1,2	7.5	460	3	DEMOLISHED	**N/A**				
CWP-3	1/8	120	1	DEMOLISHED	**N/A**				
HWP-1,2	1.5	460	3	DEMOLISHED					
HWP-3,4	10	460	3	DEMOLISHED	**HWP-101, 102**	**7.5**	**460**	**3**	**A**
DHWCP-1;	3/4	460	3	EXISTING	**N/A**				
DHWCP-2;	1/8	120	1	EXISTING	**N/A**				
C-1	165A	460	3	DEMOLISHED	**CH-101**	**284A**	**460**	**3**	**B**
CT-1	10	460	3	DEMOLISHED	**N/A**				
RTU-48	11A	460	3	DEMOLISHED	**RTU-48**	**14A**	**460**	**3**	**B**
RTU-49	11A	460	3	DEMOLISHED	**RTU-49**	**16.9A**	**460**	**3**	**B**
RTU-50	11A	460	3	DEMOLISHED	**RTU-50**	**16.9A**	**460**	**3**	**B**
RTU-51	11A	460	3	DEMOLISHED	**RTU-51**	**16.9A**	**460**	**3**	**B**
RTU-52	8A	460	3	DEMOLISHED	**RTU-52**	**16.9A**	**460**	**3**	**B**
RTU-53	8A	460	3	DEMOLISHED					
CUH-1;	1/10	115	1	DEMOLISHED	**CUH-101**				
CUH-2 THRU 6	1/15	115	1	DEMOLISHED	**CUH-102 THRU 106**				
KEF-1	1-1/2	460	3	DEMOLISHED	**KEF-101**	**1.5**	**460**	**3**	**B**
KEF-2	1/4	115	1	DEMOLISHED	**KEF-102**	**1.5**	**460**	**3**	**B**
GWH-4	5A	115	1	DEMOLISHED	**WH-101**				
GWH-5	5A	115	1	DEMOLISHED	**WH-102**				
N/A					**DOAS-101**	**22A**	**460**	**3**	**C**
N/A					**DOAS-102**	**13A**	**460**	**3**	**C**
N/A					**DOAS-103**	**9A**	**460**	**3**	**C**
N/A					**DOAS-104**	**9A**	**460**	**3**	**C**

NOTES
- A RETAIN EXISTING CIRCUITRY IN DEMOLITION, CONNECT TO NEW DISCONNECT UNDER NEW WORK.
- B DEMOLISH ALL EXISTING CIRCUITRY. ROUTE NEW CIRCUITRY UNDER NEW WORK.
- C ROUTE NEW CIRCUITRY UNDER NEW WORK.

EQUIPMENT SCHEDULE

EXISTING EQUIPMENT	ELECTRICAL HP	ELECTRICAL VOLT	ELECTRICAL PHASE	REMARK	NEW EQUIPMENT	REPLACEMENT ELECTRICAL HP	REPLACEMENT ELECTRICAL VOLT	REPLACEMENT ELECTRICAL PHASE	NOTES
AHU-1	1/2	277	1	DEMOLISHED	**AHU-1**	**1**	**277**	**1**	**B**
AHU-2	1/2	277	1	DEMOLISHED	**AHU-2**	**1**	**277**	**1**	**B**
AHU-3	1/2	277	1	DEMOLISHED	**AHU-3**	**1**	**277**	**1**	**B**
AHU-4	1/3	277	1	DEMOLISHED	**AHU-4**	**1**	**277**	**1**	**B**
AHU-5	1/2	277	1	DEMOLISHED	**AHU-5**	**1**	**277**	**1**	**B**
AHU-6	1/2	277	1	DEMOLISHED	**AHU-6**	**1**	**277**	**1**	**B**
AHU-7	1/2	277	1	DEMOLISHED	**AHU-7**	**1**	**277**	**1**	**B**
AHU-8	1/2	277	1	DEMOLISHED	**AHU-8**	**1**	**277**	**1**	**B**
AHU-9	1/2	277	1	DEMOLISHED	**AHU-9**	**1**	**277**	**1**	**B**
AHU-10	1/2	277	1	DEMOLISHED	**AHU-10**	**1**	**277**	**1**	**B**
AHU-11	1/2	277	1	DEMOLISHED	**AHU-11**	**1**	**277**	**1**	**B**
AHU-12	1/2	277	1	DEMOLISHED	**AHU-12**	**1**	**277**	**1**	**B**
AHU-13	1/3	277	1	DEMOLISHED	**AHU-13**	**1/2**	**277**	**1**	**B**
AHU-14	1/3	277	1	DEMOLISHED	**AHU-14**	**1/2**	**277**	**1**	**B**
AHU-15	1	277	1	DEMOLISHED	**AHU-15**	**1**	**277**	**1**	**A**
AHU-16	1/2	277	1	DEMOLISHED	**AHU-16**	**1**	**277**	**1**	**A**
AHU-17	1/2	277	1	DEMOLISHED	**AHU-17**	**1**	**277**	**1**	**A**
AHU-18	1/2	277	1	DEMOLISHED	**AHU-18**	**1**	**277**	**1**	**B**
AHU-19	1/2	277	1	DEMOLISHED	**AHU-19**	**1**	**277**	**1**	**B**
AHU-20	1/2	277	1	DEMOLISHED	**AHU-20**	**1**	**277**	**1**	**B**
AHU-21	1/3	277	1	DEMOLISHED	**AHU-21**	**1/2**	**277**	**1**	**B**
AHU-22	1/2	277	1	DEMOLISHED	**AHU-22**	**1**	**277**	**1**	**B**
AHU-23	1/2	277	1	DEMOLISHED	**AHU-23**	**1**	**277**	**1**	**B**
AHU-24	1/2	277	1	DEMOLISHED	**AHU-24**	**1**	**277**	**1**	**B**
AHU-25	1/2	277	1	DEMOLISHED	**AHU-25**	**1**	**277**	**1**	**A**
AHU-26	1/2	277	1	DEMOLISHED	**AHU-26**	**1**	**277**	**1**	**A**
AHU-27	1/2	277	1	DEMOLISHED	**AHU-27**	**1**	**277**	**1**	**B**
AHU-28	1/2	277	1	DEMOLISHED	**AHU-28**	**1**	**277**	**1**	**B**
AHU-29	1/2	277	1	DEMOLISHED	**AHU-29**	**1**	**277**	**1**	**B**
AHU-30	1/2	277	1	DEMOLISHED	**AHU-30**	**1**	**277**	**1**	**B**
AHU-31	1/3	277	1	DEMOLISHED	**AHU-31**	**1**	**277**	**1**	**B**
AHU-32	1/2	277	1	DEMOLISHED	**AHU-32**	**1**	**277**	**1**	**B**
AHU-33	1/2	277	1	DEMOLISHED	**AHU-33**	**1**	**277**	**1**	**B**
AHU-34	1/2	277	1	DEMOLISHED	**AHU-34**	**1**	**277**	**1**	**B**
AHU-35	1/2	277	1	DEMOLISHED	**AHU-35**	**1**	**277**	**1**	**B**
AHU-36	1/2	277	1	DEMOLISHED	**AHU-36**	**1**	**277**	**1**	**B**
AHU-37	(2)1/16	208	3	DEMOLISHED	**AHU-37**		**208**	**3**	
AHU-38	2	460	3	DEMOLISHED	**AHU-38**	**5.6A**	**460**	**3**	**A**
AHU-39	1/3	277	1	DEMOLISHED	**AHU-39**	**1/2**	**277**	**1**	**B**
AHU-40	1/2	277	1	DEMOLISHED	**AHU-40**	**1**	**277**	**1**	**B**
AHU-41	3/4	277	1	DEMOLISHED	**AHU-41**	**1**	**277**	**1**	**B**
AHU-42	1	277	1	DEMOLISHED	**AHU-42**	**1**	**277**	**1**	**A**
AHU-43	2	460	3	DEMOLISHED	**AHU-43**	**5.6A**	**460**	**3**	**B**
AHU-44	5	460	3	DEMOLISHED	**AHU-44**	**8.5A**	**460**	**3**	**B**
AHU-45	1/3	277	1	DEMOLISHED	**AHU-45**	**1/2**	**277**	**1**	**A**

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PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 12" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

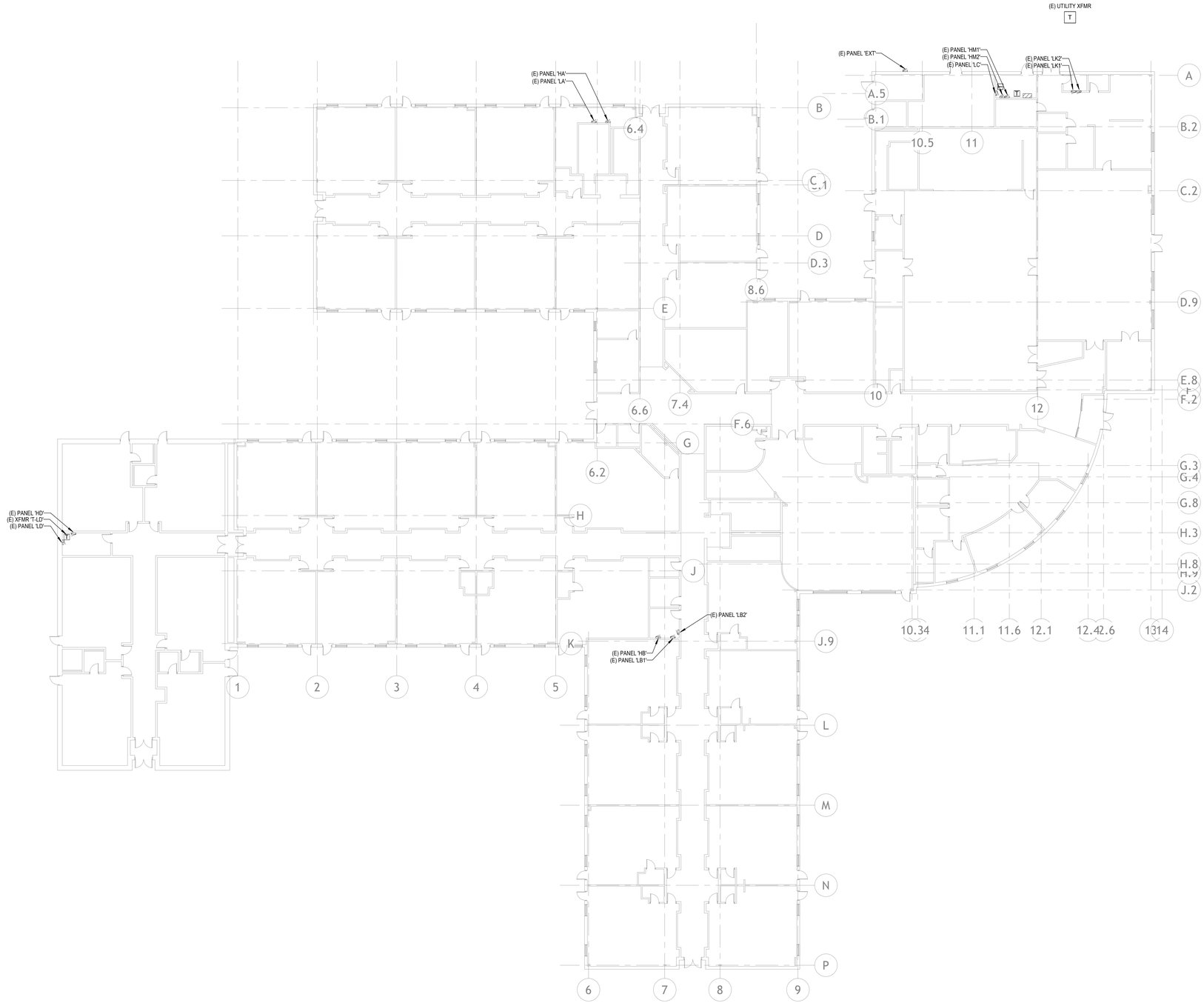
ELECTRCIAL SCHEDULES

SHEET NUMBER

E0.40

6/18/2025 11:06:01 AM

WORK NOTES□



1 MAIN LEVEL ELECTRICAL PLAN - OVERALL

1/16" = 1'-0"

6/18/2025 11:06:01 AM

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DRAWN Author

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SHEET DESCRIPTION

OVERALL ELECTRICAL PLAN

SHEET NUMBER

E1.00

GENERAL NOTES

1 CONTRACTOR SHALL INSPECT THE EXISTING FIELD CONDITIONS AT THE SITE AND THE CONTRACT DOCUMENTS PRIOR TO THE START OF ANY WORK TO DETERMINE WHAT EFFECT THE EXISTING CONDITIONS WILL HAVE ON THE WORK. CONTRACTOR SHALL REPORT DISCREPANCIES TO THE ENGINEER AND INCLUDE IN THEIR BID ALL COSTS REQUIRED TO MAKE THEIR WORK MEET EXISTING CONDITIONS. EXISTING CONDITIONS TAKEN FROM EXISTING DESIGN DOCUMENTS AND FIELD SURVEYS. REFER TO ARCHITECTURAL DEMOLITION DRAWINGS FOR LOCATION AND EXTENT OF DEMOLITION REQUIRED.

2 CONTRACTOR SHALL PROVIDE NECESSARY DEMOLITION TO REMOVE EXISTING UNUSED CONDUIT, WIRE, CABLE, WIRE MOLD, PLUG MOLD, JUNCTION BOXES, RECEPTACLES, SWITCHES, LIGHTS, FIRE ALARM DEVICES, ETC. COMPLETE WITH ASSOCIATED CIRCUIT TO SOURCE.

DEMOLITION WORK NOTES ◊

1 PROVIDE ELECTRICAL DEMOLITION OF EXISTING DEVICE. RETAIN CABLING AND CONDUIT TO BE RE-USED UNDER NEW WORK. ENSURE CONTINUITY TO ANY DEVICES ON THIS CIRCUIT.

2 PROVIDE COMPLETE ELECTRICAL DEMOLITION OF EXISTING. REMOVE CABLING AND CONDUIT (IF ANY) BACK TO SOURCE OR NEAREST POINT IN WHICH IT IS TO REMAIN. ENSURE CONTINUITY TO ANY DEVICES REMAINING ON THIS CIRCUIT.

3 EXISTING TO REMAIN.

1 PARTIAL EQUIPMENT CONNECTION DEMO PLAN - AREA A

1/8" = 1'-0"

6/18/2025 11:06:02 AM

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SEAL

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PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION PARTIAL EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER E1.11

DEMOLITION WORK NOTES ◊

1 PROVIDE ELECTRICAL DEMOLITION OF EXISTING DEVICE. RETAIN CABLING AND CONDUIT TO BE RE-USED UNDER NEW WORK. ENSURE CONTINUITY TO ANY DEVICES ON THIS CIRCUIT.

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3 EXISTING TO REMAIN.

1 PARTIAL EQUIPMENT CONNECTION DEMO PLAN - AREA B

1/8" = 1'-0"

6/18/2025 11:06:03 AM

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DATE 02/29/24 | SCALE 1/8" = 1'-0"

DRAWN Author | CHECKED Checker

SHEET DESCRIPTION: PARTIAL EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER

E1.12

1 PARTIAL EQUIPMENT CONNECTION DEMO PLAN - AREA C

1/8" = 1'-0"

DEMOLITION WORK NOTES ◊

1. PROVIDE ELECTRICAL DEMOLITION OF EXISTING DEVICE. RETAIN CABLING AND CONDUIT TO BE RE-USED UNDER NEW WORK. ENSURE CONTINUITY TO ANY DEVICES ON THIS CIRCUIT.
2. PROVIDE COMPLETE ELECTRICAL DEMOLITION OF EXISTING. REMOVE CABLING AND CONDUIT (IF ANY) BACK TO SOURCE OR NEAREST POINT IN WHICH IT IS TO REMAIN. ENSURE CONTINUITY TO ANY DEVICES REMAINING ON THIS CIRCUIT.
3. EXISTING TO REMAIN.

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SEAL

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DATE 02/29/24 | SCALE 1/8" = 1'-0"

DRAWN Author | CHECKED Checker

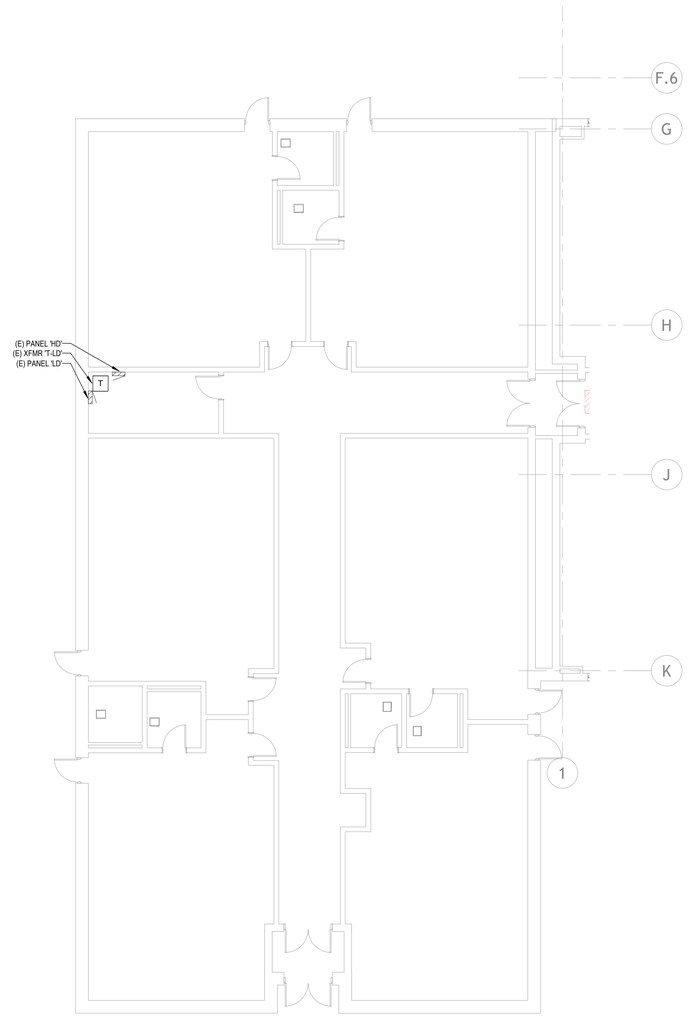
SHEET DESCRIPTION: PARTIAL EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER

E1.13

6/18/2025 11:06:03 AM

DEMOLITION WORK NOTES ◊



1 PARTIAL EQUIPMENT CONNECTION DEMO PLAN - AREA D

1/8" = 1'-0"

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SEAL

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PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION: PARTIAL EQUIPMENT CONNECTION DEMO PLAN

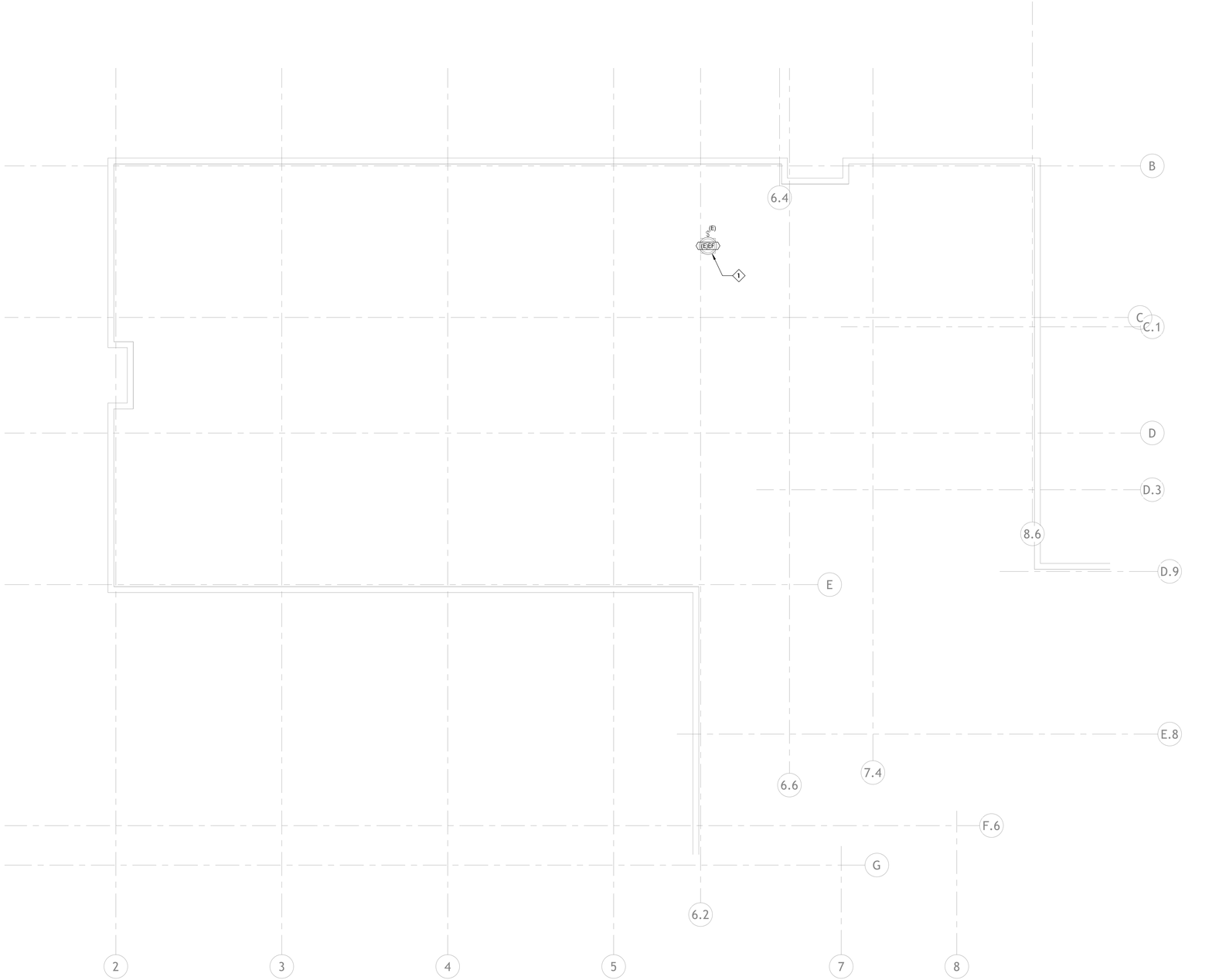
SHEET NUMBER

E1.14

6/18/2025 11:06:04 AM

DEMOLITION WORK NOTES ◊

1 EXISTING TO REMAIN.



1 PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN - AREA A

1/8" = 1'-0"

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DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET: PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN

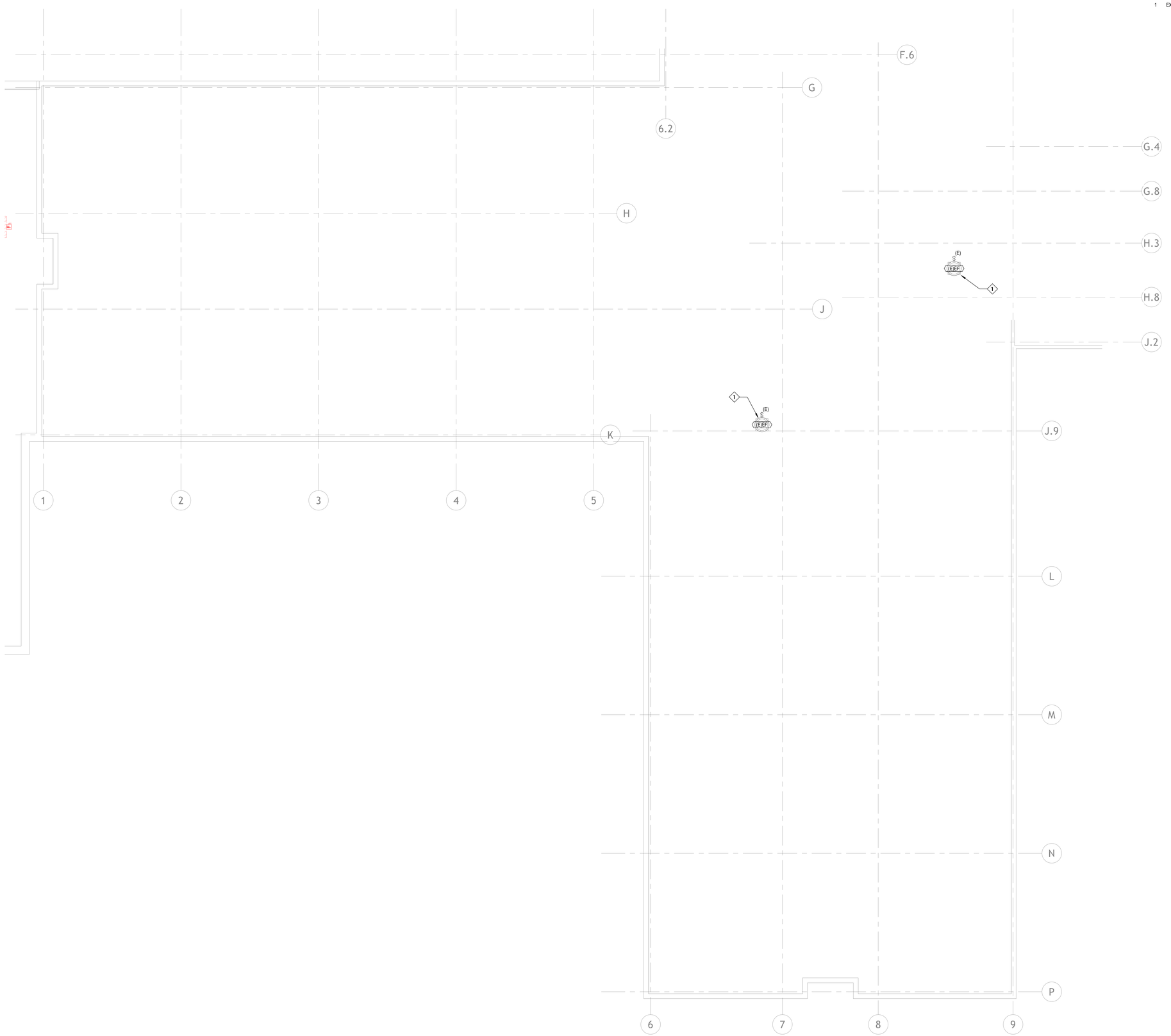
SHEET NUMBER

E1.31

6/18/2025 11:06:04 AM

DEMOLITION WORK NOTES ◊

1 EXISTING TO REMAIN.



1 PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN - AREA B

1/8" = 1'-0"

6/18/2025 11:06:04 AM

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DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET: PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER

E1.32

DEMOLITION WORK NOTES ◊

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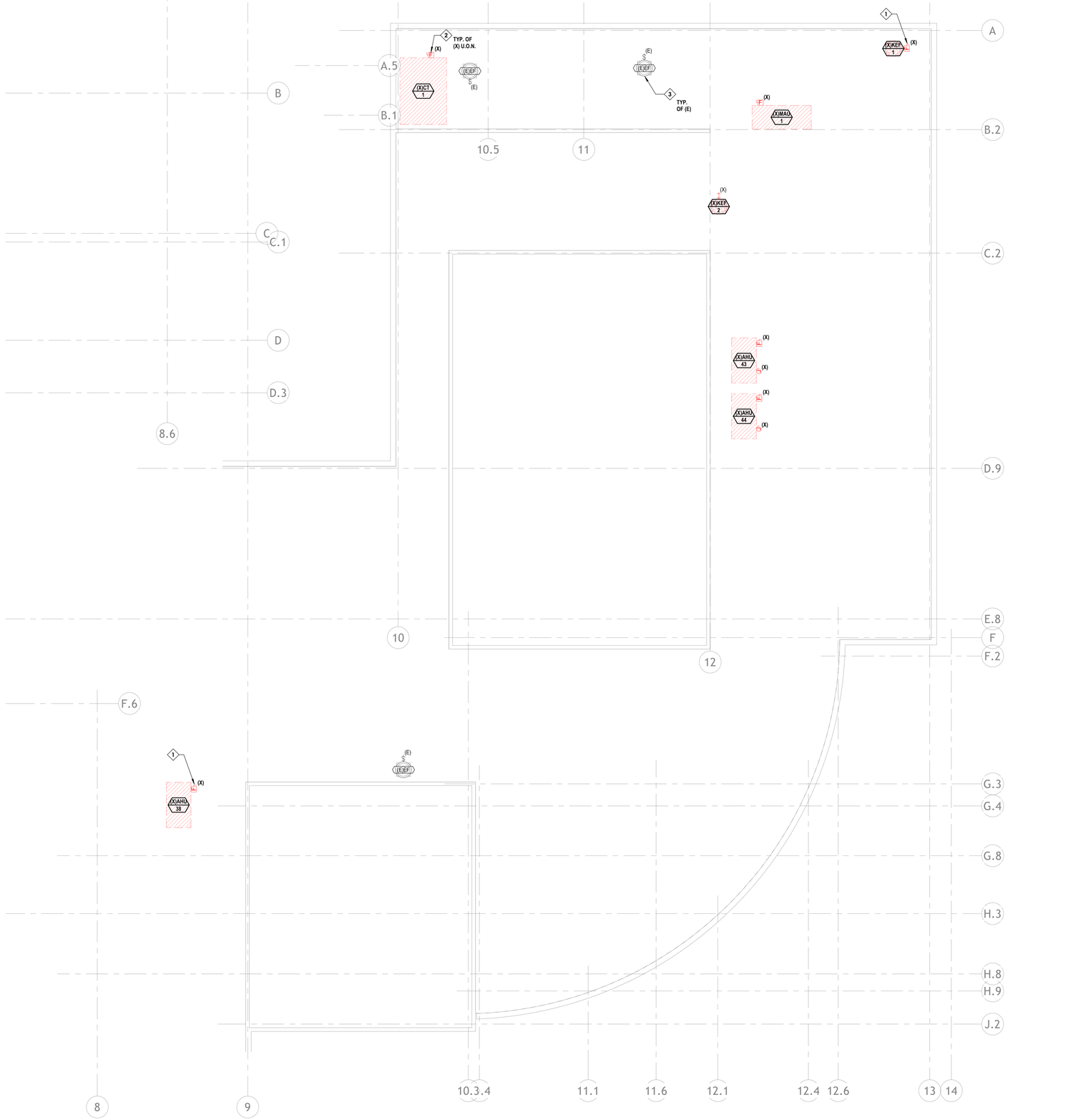
3 EXISTING TO REMAIN.



1 PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN - AREA C

1/8" = 1'-0"

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SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER E1.33

6/18/2025 11:06:04 AM

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DEMOLITION WORK NOTES ◊

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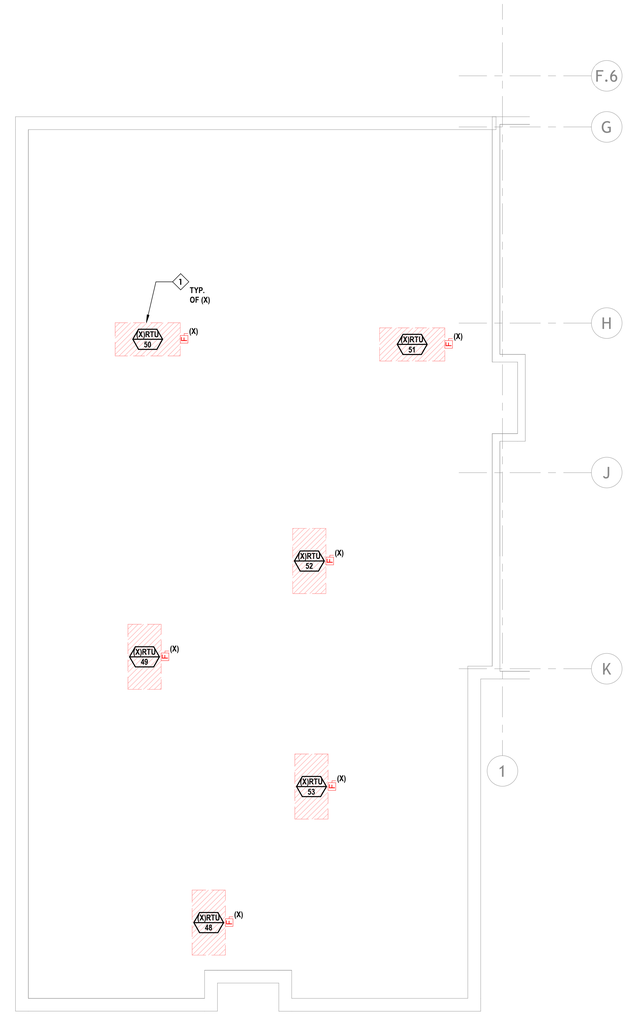

1 PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN - AREA D
1/8" = 1'-0"

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DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET: PARTIAL ROOF EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER: E1.34

6/18/2025 11:06:04 AM

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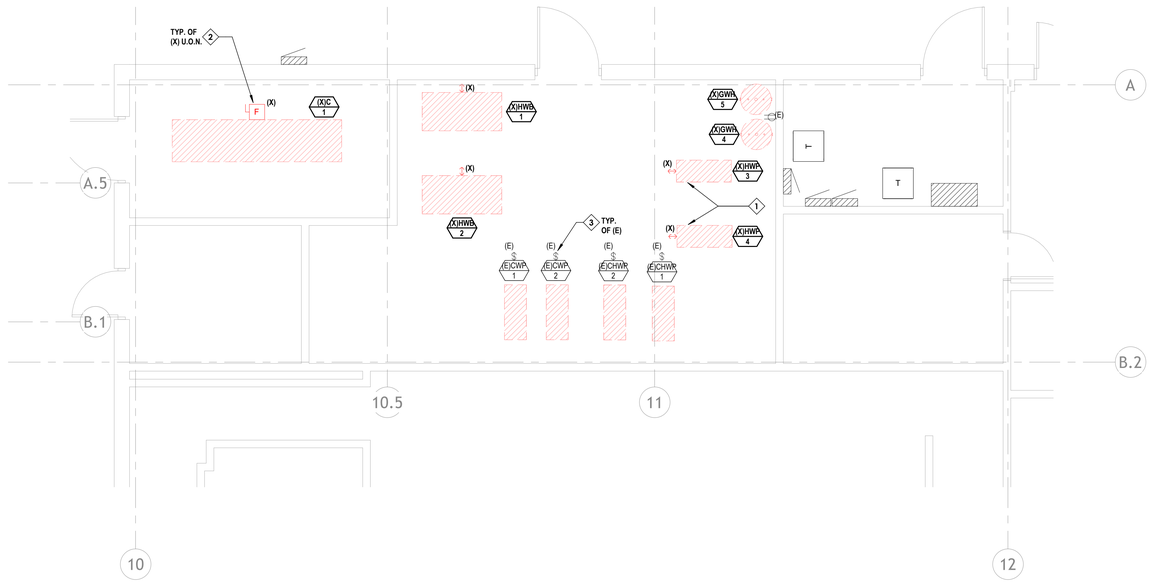
3 EXISTING TO REMAIN.



1 ENLARGED EQUIPMENT CONNECTION DEMO PLAN - BOILER ROOM

1/4" = 1'-0"

6/18/2025 11:06:05 AM

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/4" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCR. ENLARGED EQUIPMENT CONNECTION DEMO PLAN

SHEET NUMBER

E1.40

WORK NOTES□

1 PARTIAL EQUIPMENT CONNECTION PLAN - AREA A

1/8" = 1'-0"

6/18/2025 11:06:05 AM

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/8" = 1'-0"

DRAWN Author

CHECKED Checker

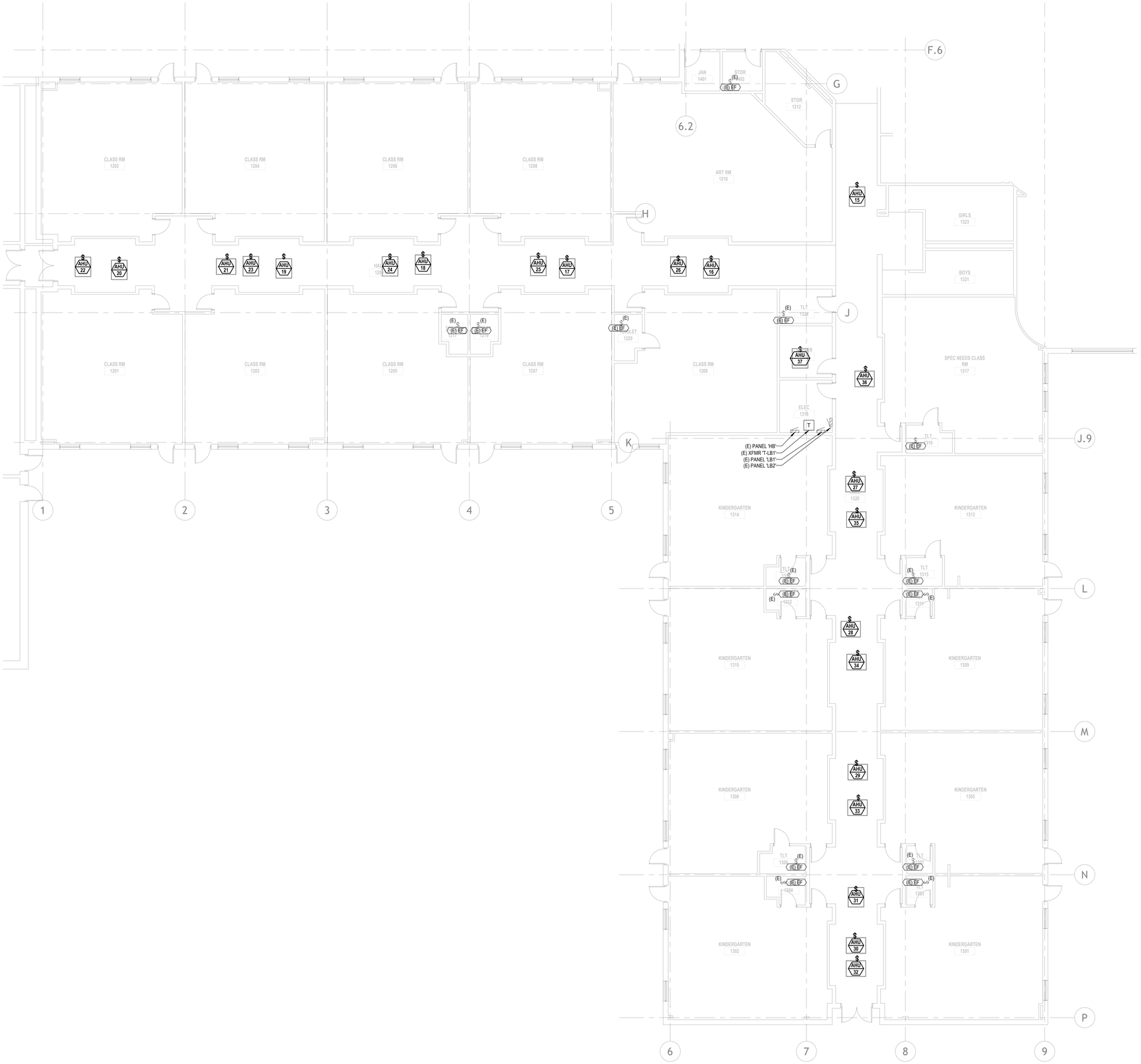
SHEET DESCRIPTION

PARTIAL EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.11

WORK NOTES□



1 PARTIAL EQUIPMENT CONNECTION PLAN - AREA B

1/8" = 1'-0"

6/18/2025 11:06:06 AM

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

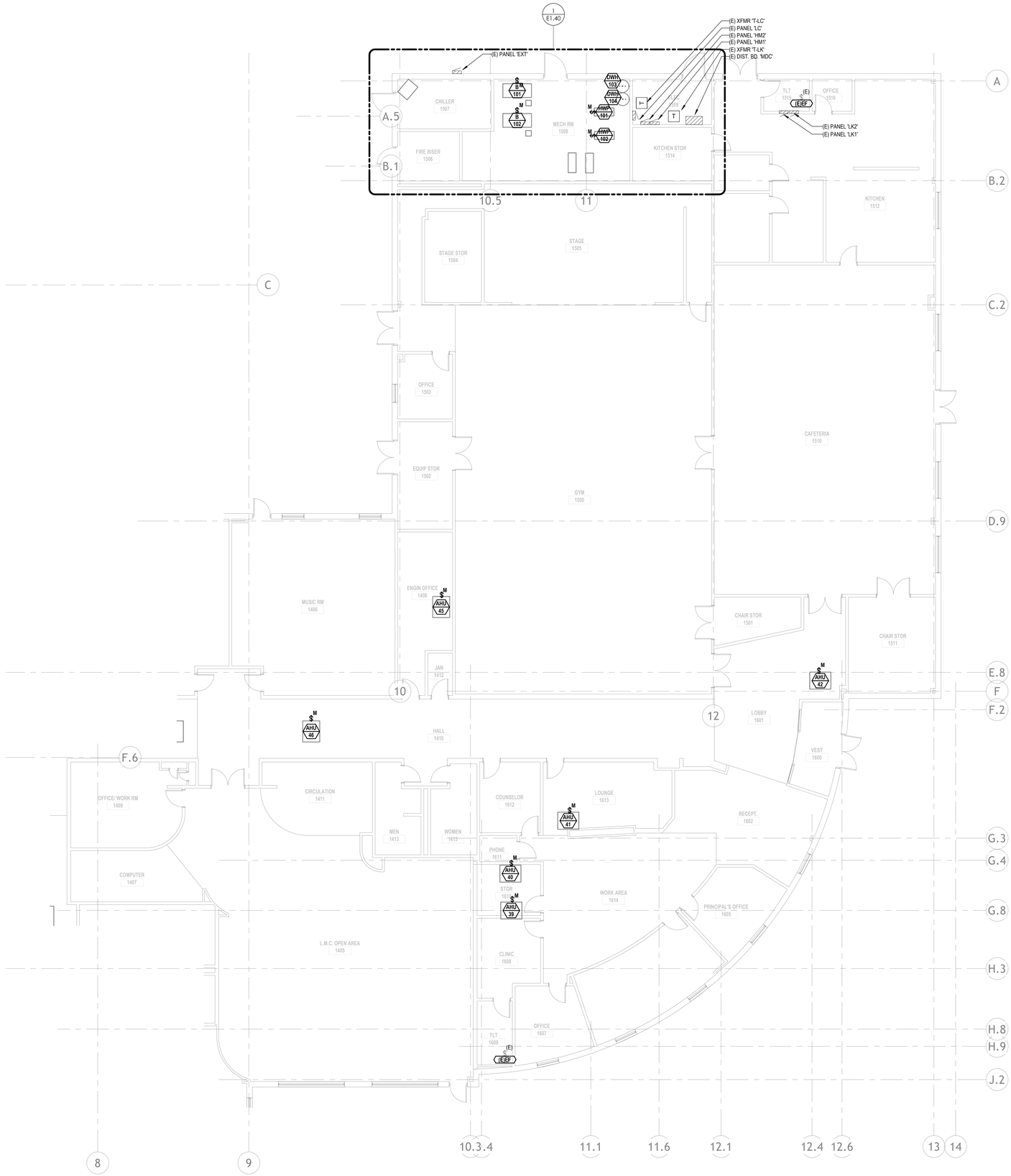
SHEET DESCRIPTION

PARTIAL EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.12

WORK NOTES□



1 PARTIAL EQUIPMENT CONNECTION PLAN - AREA C

1/8" = 1'-0"

6/18/2025 11:06:06 AM

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

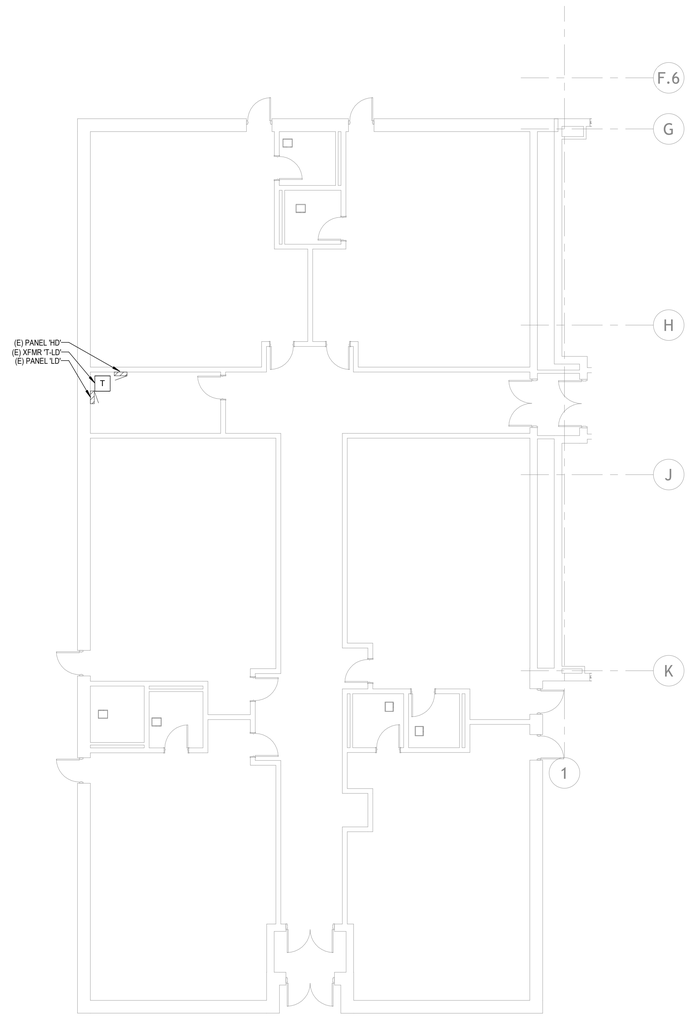
SHEET DESCRIPTION

PARTIAL EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.13

WORK NOTES□



1 PARTIAL EQUIPMENT CONNECTION PLAN - AREA D
1/8" = 1'-0"

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

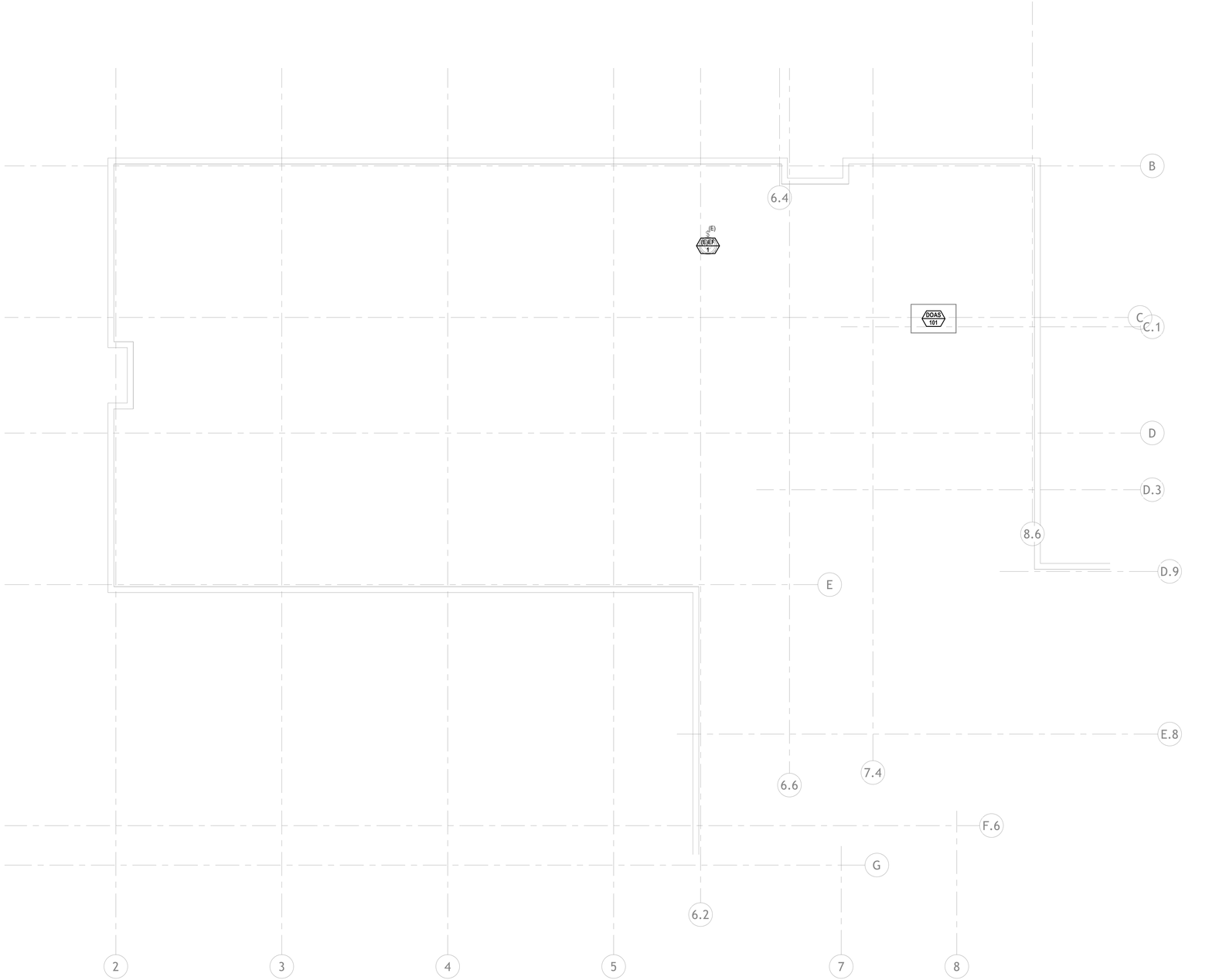
DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION
PARTIAL EQUIPMENT CONNECTION PLAN

SHEET NUMBER
E2.14

6/18/2025 11:06:06 AM

WORK NOTES□



1 PARTIAL ROOF EQUIPMENT CONNECTION PLAN - AREA A

1/8" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

SHEET DESCRIPTION

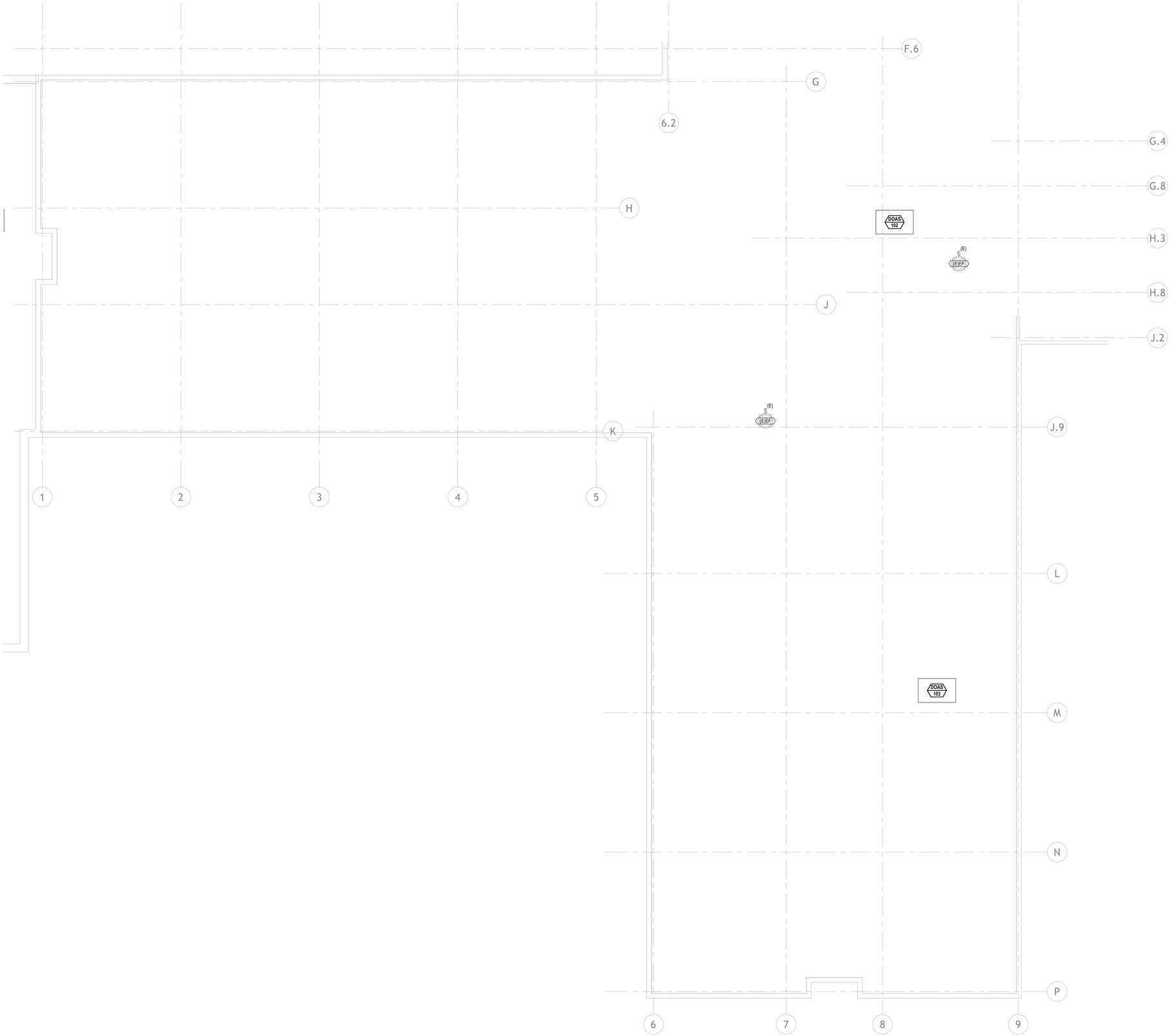
PARTIAL ROOF EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.31

6/18/2025 11:06:07 AM

WORK NOTES□



1 PARTIAL ROOF EQUIPMENT CONNECTION PLAN - AREA B

1/8" = 1'-0"

6/18/2025 11:06:07 AM

FIRM NAME

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UNIT 100
TIMNATH, CO 80547
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G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

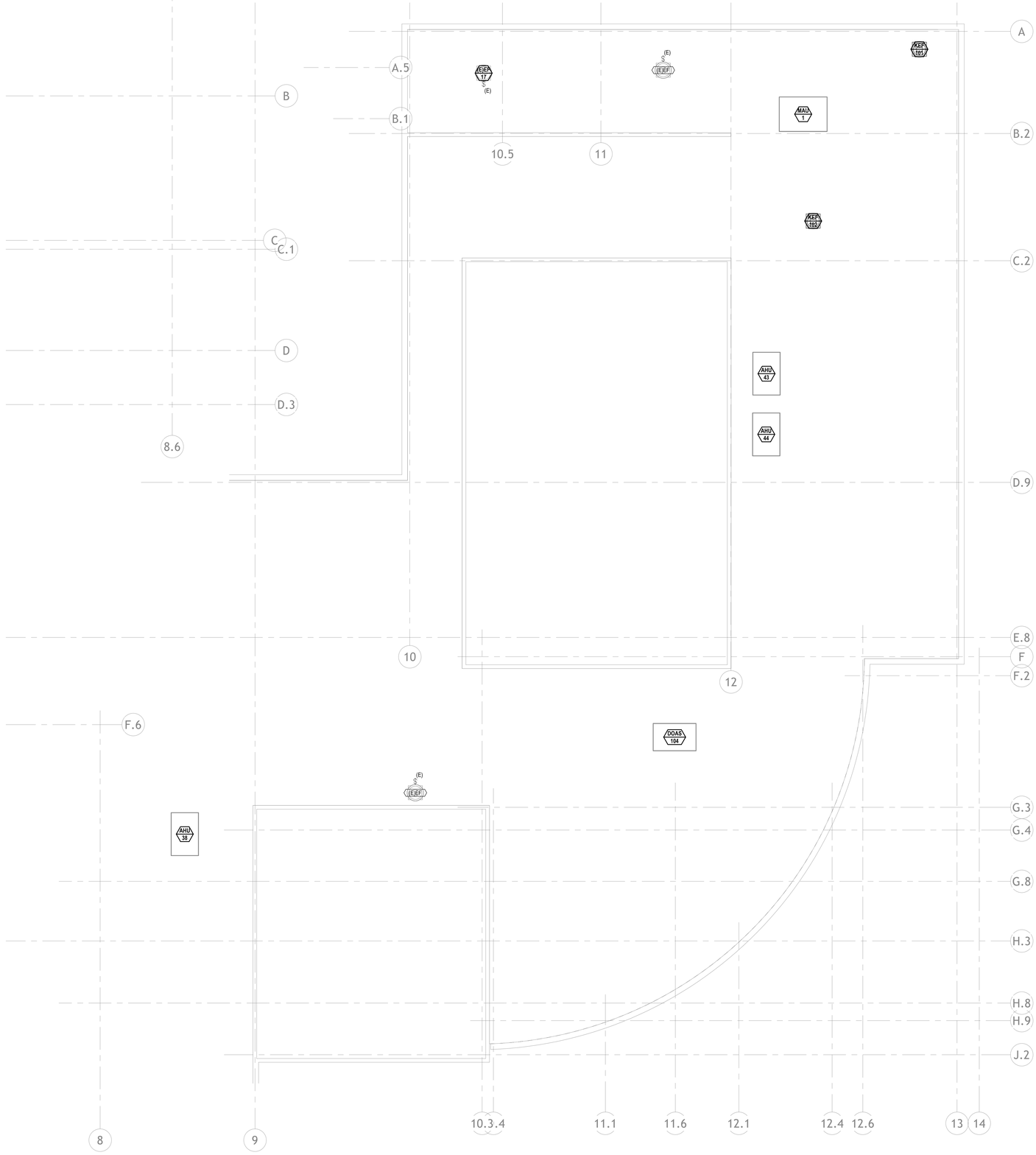
SHEET DESCRIPTION

PARTIAL ROOF EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.32

WORK NOTES□



1 PARTIAL ROOF EQUIPMENT CONNECTION PLAN - AREA C

1/8" = 1'-0"

6/18/2025 11:06:07 AM

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

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UNIT 100
TIMNATH, CO 80547
(970) 460-7400
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CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

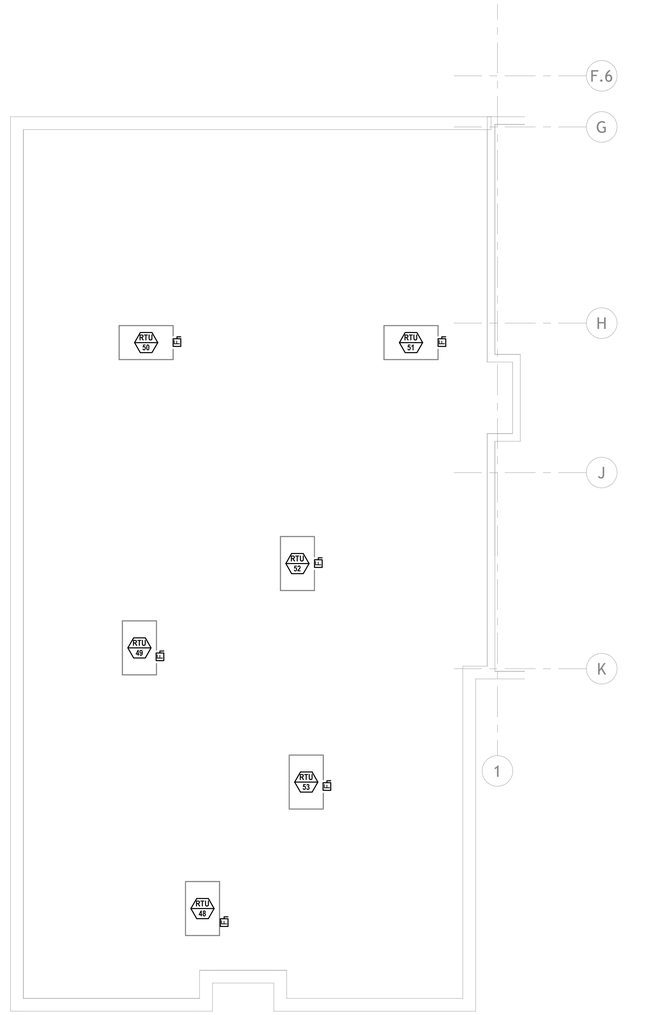
SHEET DESCRIPTION

PARTIAL ROOF EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.33

WORK NOTES□



1 PARTIAL ROOF EQUIPMENT CONNECTION PLAN - AREA D
1/8" = 1'-0"

FIRM NAME
G2 CONSULTING ENGINEERS, INC.
5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
G2CE.COM

CONSULTANT FIRM NAME

PROJECT DESCRIPTION

THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE	SCALE
02/29/24	1/8" = 1'-0"
DRAWN: Author	CHECKED: Checker

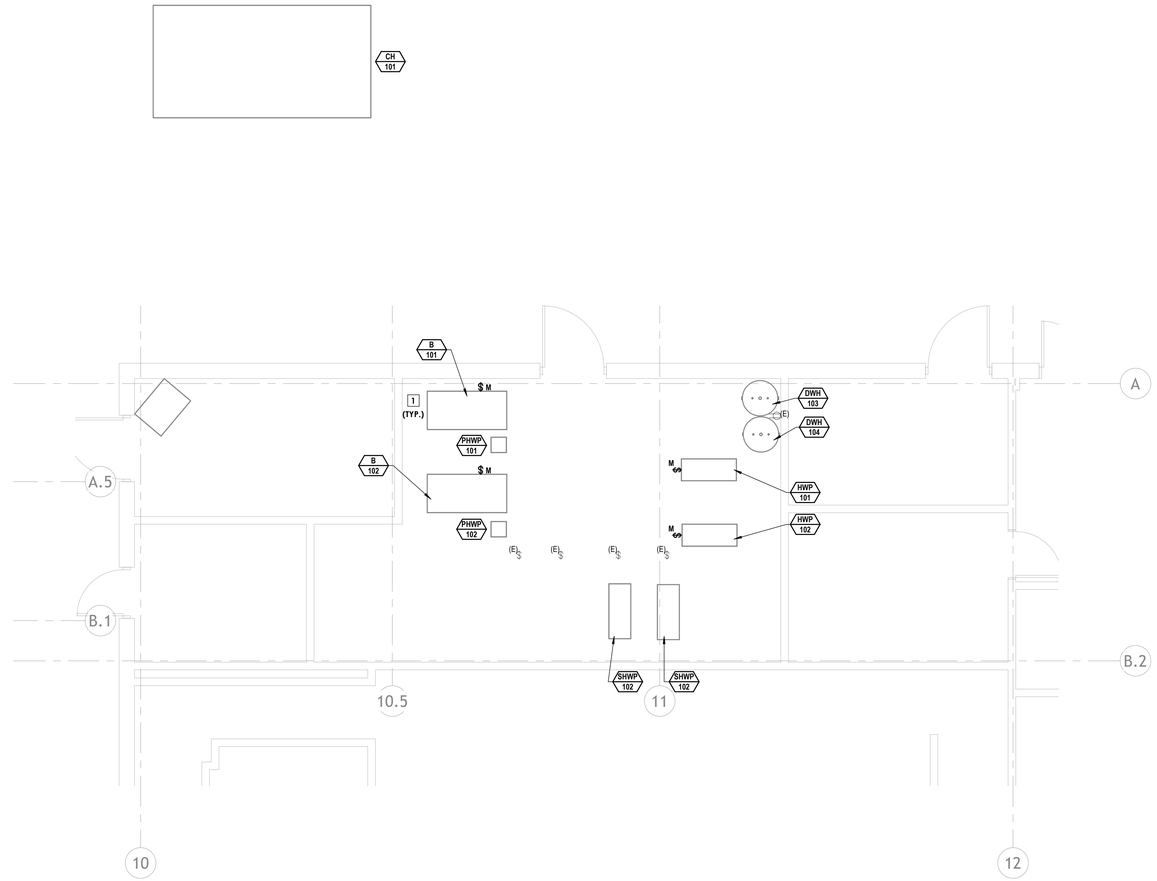
SHEET DESCRIPTION
PARTIAL ROOF EQUIPMENT CONNECTION PLAN

SHEET NUMBER
E2.34

6/18/2025 11:06:07 AM

WORK NOTES

1 PROVIDE INSUALTED DUCT CAP FOR EXISTING COMBUSTION AIR LOUVER.



1 ENLARGED EQUIPMENT CONNECTION PLAN - BOILER ROOM

1/4" = 1'-0"

FIRM NAME

G2 CONSULTING ENGINEERS, INC.

5000 GOODMAN ST.
UNIT 100
TIMNATH, CO 80547
(970) 460-7400
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CONSULTANT FIRM NAME

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THOMSON ELEMENTARY SCHOOL RENOVATION

422 RAY ST, BRUSH, CO 80723

SEAL

NO.	REVISION/ISSUE	DATE

PROJECT # 2025081

DATE 02/29/24

SCALE 1/4" = 1'-0"

DRAWN Author

CHECKED Checker

SHEET DESCRIPTION

ENLARGED EQUIPMENT CONNECTION PLAN

SHEET NUMBER

E2.40

6/18/2025 11:06:08 AM

Board of Education Work Session Dates
2025-2026 School Year
Meeting Time – 6:00 pm

July 7, 2025

August 4, 2025

September 1, 2025 (Labor Day)

October 6, 2025

November 3, 2025

December 1, 2025

January 6, 2026

February 2, 2026

March 2, 2026

April 6, 2026

May 4, 2026

June 1, 2026

*All work sessions are held on the 1st Monday of the month at the District Office, unless otherwise noted.

Board of Education Meeting Dates
2025-2026 School Year
Meeting Time – 6:00 pm

July 21, 2025

August 18, 2025

September 15, 2025

October 20, 2025

November 17, 2025

December 8, 2025 - Mill Levy*

December 11-13, 2025 CASB Conference

January 19, 2026

February 16, 2026

March 16, 2026

April 20, 2026

May 18, 2026

June 15, 2026 - Approve Final Budget

*All meetings are held on the 3rd Monday of the month at the District Office, unless otherwise noted.

Meet & Confer: 2nd Wednesday of the month at 4:30 pm
DAAC: 2nd Wednesday of the month at 5:30 pm

Board of Education Regular Meeting Dates
2025-2026 School Year
Meeting Time – 6:00 pm

July 21, 2025
August 18, 2025
September 15, 2025
October 20, 2025
November 17, 2025
December 8, 2025 - Mill Levy*
January 19, 2026
February 16, 2026
March 16, 2026
April 20, 2026
May 18, 2026
June 15, 2026 - Approve Final Budget

*All meetings are held on the 3rd Monday of the month at the District Office, unless otherwise noted.

Meet & Confer: 2nd Wednesday of the month at 4:30 pm
DAAC: 2nd Wednesday of the month at 5:30 pm

Board of Education Work Session Dates
2025-2026 School Year
Meeting Time – 6:00 pm

July 7, 2025
August 4, 2025
September 8, 2025
October 6, 2025
November 3, 2025
December 1, 2025
December 11-13, 2025 CASB Conference
January 6, 2026
February 2, 2026
March 2, 2026
April 6, 2026
May 4, 2026
June 1, 2026

*All work sessions are held on the 1st Monday of the month at the District Office, unless otherwise noted.

May 9, 2025

Mrs. Marsha Cody

The City of Brush! approves the Middle/High School Site Plan prepared by WEC, dated April 1, 2025, with the following conditions:

- The drainage corrections north of the practice field to prevent stormwater from entering the Daniels Street right-of-way will need to be completed in 2025.
- Within three years of the date of this approval, a 40% reduction of total vehicles entering/exiting the Secondary Campus at the Centre Street access point during peak traffic hours (currently 7-8am and 3-4pm), using Delich Associates 2024 Transportation Study counts as a baseline, will be required.
    - The City will conduct traffic counts at least once a year, and City staff and School District staff will meet at least once a year to review and discuss the traffic count data.
    - If the reduction is not met at the end of three years, at the City's discretion, a one-year extension can be provided for the implementation of alternative traffic mitigation efforts.
    - If at the end of that one-year extension, if provided, the 40% reduction is not met, the School District agrees to commit to constructing within two years the necessary additional improvements at the Secondary Campus for the purpose of the reduction of vehicle traffic at the Centre Street access point.

Let me know if you have any questions. Thanks!

Tyler Purvis
Community Development Director
& Assistant City Administrator

2019 SITE PLAN NOT CONSTRUCTED IMPROVEMENTS

INFILTRATION POND BOTTOMS TO BE OVER-EXCAVATED INTO NATIVE SANDS.

SITE PLAN NOTES:

1. PROPOSED GREENHOUSE TO BE ADDED NORTH OF POND C.
2. BUS LANES TO MILL STREET ADDED NORTH THROUGH WOLF PARCEL TO LINE UP WITH EXISTING BOXER ST INTERSECTION.
3. STUDENT/VISITOR ACCESS ROUTE TO MILL STREET ADDED NORTH THROUGH WOLF PARCEL. STUDENT & BUS ROUTES TO BE SEPARATED BY A 10.5' CONCRETE MEDIAN/BARRIER.
4. POND NE MOVED FURTHER NORTH & SIZED FOR ENTIRE TRIBUTARY AREA. POND C TO BE REGRADED TO ACHIEVE REQUIRED VOLUME.
5. NORTH ROAD ALIGNMENT REVISED TO ELIMINATE SHARP CURVES AND TIE STRAIGHT INTO THE PROPOSED BUS LANE. STAFF PARKING LOT EXPANDED NORTH & ALTERNATE CONNECTION FOR NORTH ROAD TO NEW STUDENT/VISITOR ACCESS ROUTE.
6. BEETDIGGER DRIVE WIDENED TO 36 FEET TO PROVIDE A DEDICATED NORTH-BOUND LEFT TURN LANE AT MILL STREET AS WELL AS AN ADDITIONAL LANE AT SOUTH END FOR STUDENT DROP OFF.

~~7.A) ADDITIONAL PARKING ADDED ALONG NORTH SIDE OF NORTH ROAD.~~

7. B) OVERFLOW PARKING LOT ADDED BETWEEN STUDENT & BUS ROUTES IN WOLF PARCEL.
8. CONCRETE DRIVEWAY CUT TO BE INSTALLED OFF DANIELS ST. REGRADE AND INSTALL CONCRETE PAN ALONG NORTH EDGE OF PRACTICE FIELD TO CAPTURE & CONVEY RUNOFF TO EXISTING BSC INLET.

NOTES

IT IS THE OWNER AND/OR THE CONTRACTOR'S RESPONSIBILITY TO ATTAIN ALL APPROPRIATE PERMITS AND REVIEW APPROVALS FROM THE STATE OF COLORADO AND COUNTY OF MORGAN RESPECTIVELY.

SEE ALSO DESIGN SURVEY BY AMERICAN WEST LAND SURVEYORS INC PROVIDED ON OCTOBER 5, 2017 AS WELL AS "ALTA / NSPS LAND TITLE SURVEY - BRUSH SCHOOL DISTRICT MORGAN COUNTY COLORADO", DATED OCTOBER 27, 2017 BY OLSSON ASSOCIATES

PROJECT BENCHMARK (VERTICAL DATUM):
SITE BENCHMARK: A 5/8" REBAR WITH A 2" ALUMINUM CAP, PLS 37931 'CP BHS' LOCATED 90' WEST OF THE HS WELL HOUSE (NEAR FOOTBALL STADIUM) JUST NORTH OF THE EXISTING PARKING LOT.

PROJECT BENCHMARK:
ALL ELEVATIONS SHOWN HEREON ARE BASED UPON STATIC GPS OBSERVATIONS POST PROCESSD THROUGH THE NATIONAL GEODETIC ONLINE POSITIONING USER SERVICE (OPUS) AND ARE REPORTED IN NAVD 88 (GEOID 12B)

ALL CONTOURS SHOWN HEREON ARE SHOWN AT ONE-FOOT INTERVALS WITH INDEX CONTOURS SHOWN AT FIVE-FOOT INTERVALS

HORIZONTAL DATUM:
HORIZONTAL COORDINATES SHOWN HEREON ARE BASED UPON THE COLORADO STATE PLANE COORDINATE SYSTEM, NORTH ZONE (0501) AND HAVE BEEN MODIFIED TO GROUND USING A COMBINED FACTOR OR 1.000242749 / 0.999975310.

ADDTIONAL SURVEY NOTES:
ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP DATED OCTOBER 31, 1981, COMMUNITY PANEL NO. 080130 005C, THE PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE 'B', AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-YEAR F;PPD' OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH AVERAGE DEPTHS OF LESS THAN ONE (1) FOOT OR WHERE THE CONTRIBURING DRAINAGE AREA IS LESS THAN ONE SQUARE MILE; OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD; AND ZONE 'C' AREAS OF MINIMAL FLOODING. UTILITIES SHOWN HEREON ARE BASED UPON VISIBLE EVIDENCE TOGETHER WITH UTILITY MARKINGS PROVIDED BY ACCURATE UNDERGROUND.

NOT ALL UNCC UTILITY LOCATES HAVE BEEN PERFORMED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL UTILITIES ARE LOCATED AND SURVEY PROVIDED TO THE OWNER AND ENGINEER PRIOR TO CONSTRUCTION DRAWING RELEASE.

SYMBOL LEGEND

- 45 DEG BEND
- 22.5 DEG BEND
- RESTRAINED PLUG
- RESTRAINED TEE
- WATER METER
- RESTRAINED CROSS
- FIRE HYDRANT
- RESTRAINED VALVE
- THRUST BLOCK
- CURB STOP
- PIPE CROSSING
- MANHOLE
- MANHOLE W/FLOW DIRECTION
- ROOF DRAIN
- RESTRAINED VALVE
- SPILL CURB
- DS DOWNSPOUT
- (10) PROPOSED PARKING COUNT
- EXISTING ASPHALT
- EXISTING CONCRETE
- EXISTING GRAVEL
- PROPOSED ASPHALT
- PROPOSED CONC
- PROPOSED GRAVEL

LINETYPE LEGEND

- LOT / PROPERTY LINE
- RIGHT OF WAY LINE
- EASEMENT
- GRID LINE
- TO BE ABANDONED LOT LINE
- EXISTING BUILDING, CURB
- EDGE of ASPHALT/GRAVEL
- CHAINLINK FENCE
- WIRE FENCE
- POND WQ W/S
- SWALE
- 100yr FLOODPLAIN
- TREE CANOPY

PHASE 1 LOT TABLE – BRUSH SCHOOL CAMPUS	
DESCRIPTION	AREA
NEW GREENHOUSE BUILDING	3,600 sf
EX CONCRETE TO BE REMOVED	675 sf
EX 2' CURB & GUTTER TO BE REMOVED	1,600 sf
PROPOSED CONCRETE	13,500 sf
PROPOSED 2' CURB & GUTTER	8,070 sf
EX ASPHALT TO BE REMOVED (12" SAWCUT)	1,035 sf
PROPOSED ASPHALT	57,100 sf
PROPOSED GRAVEL	37,100 sf

	EXISTING	PH1 PROPOSED
STANDARD PARKING	492	46
ADA PARKING	23	
REQUIRED HIGH SCHOOL (1 PER 4 STUDENTS @ 444 per CHSAA)		111 REQUIRED
REQUIRED MIDDLE SCHOOL (1 PER 15 STUDENTS @ 225 EST)		15 REQUIRED

BUILDING SETBACK DATA TABLE	
SIDE	DISTANCE
FRONT	20'
SIDE	20'
REAR	20'

COLORADO REGISTERED
CHRISTIN T. WOLF
33802
04/01/25
PROFESSIONAL ENGINEER

201722

Western Engineering Consultants, inc. LLC

ISSUE:

04/01/25	REV PER CITY COMMENTS ISSUE FOR REVIEW
09/29/25	REV PER CITY COMMENTS ISSUE FOR REVIEW
11/15/24	BEETDIGGER DR REVISION ISSUE FOR REVIEW
10/15/24	POND NE REVISION ISSUE FOR REVIEW
09/30/24	SITE PLAN REVISION ISSUE FOR REVIEW

MIDDLE/HIGH SCHOOL SITE PLAN FOR BRUSH SCHOOL DISTRICT RE-2J

1600 Mill Street, Brush, Colorado

DRAWINGS RECORDED ARE COMMON LAW COPYRIGHT AND OTHER PROPERTY RIGHT IN THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT OF WESTERN ENGINEERING CONSULTANTS, INC. ARCHITECT, ENGINEER, AND NELSON, P.A. NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT

SHEET TITLE:
CIVIL DRAWINGS
2019 SITE PLAN
NOT CONSTRUCTED
IMPROVEMENTS

DATE:
APRIL 01, 2025

C1.01

T:\1016_002_00-2017 BMS-BHS\Dwg\Cds\2024 Site Revision\1016-002-WEC-CIVIL-0.00-1.00.dwg, C1.01-PH1 SITE 2019, 4/1/2025 7:11:50 PM, AutoCAD PDF (General Documentation).pc3, ARCH full bleed E1 (30.00 x 42.00 Inches), WEC 24"36, WEC 24"36

PHASE 1 SITE PLAN

INFILTRATION POND BOTTOMS TO BE OVER-EXCAVATED INTO NATIVE SANDS.

SITE PLAN NOTES:

1. PROPOSED GREENHOUSE TO BE ADDED NORTH OF POND C.
2. BUS LANES TO MILL STREET ADDED NORTH THROUGH WOLF PARCEL TO LINE UP WITH EXISTING BOXER ST INTERSECTION.
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7. ~~A) ADDITIONAL PARKING ADDED ALONG NORTH SIDE OF NORTH ROAD.~~
7. B) OVERFLOW PARKING LOT ADDED BETWEEN STUDENT & BUS ROUTES IN WOLF PARCEL.
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REQUIRED MIDDLE SCHOOL (1 PER 15 STUDENTS @ 225 EST)		15 REQUIRED

BUILDING SETBACK DATA TABLE	
SIDE	DISTANCE
FRONT	20'
SIDE	20'
REAR	20'

DIRECTOR OF COMMUNITY DEVELOPMENT CERTIFICATE

THIS SITE PLAN WAS APPROVED BY THE DIRECTOR OF COMMUNITY DEVELOPMENT OF THE CITY OF BRUSH, COLORADO THIS 19 DAY OF May 2025

COMMUNITY DEVELOPMENT DIRECTOR — * see conditions of approval

NOTES

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ALL CONTOURS SHOWN HEREON ARE SHOWN AT ONE-FOOT INTERVALS WITH INDEX CONTOURS SHOWN AT FIVE-FOOT INTERVALS

HORIZONTAL DATUM:
HORIZONTAL COORDINATES SHOWN HEREON ARE BASED UPON THE COLORADO STATE PLANE COORDINATE SYSTEM, NORTH ZONE (0501) AND HAVE BEEN MODIFIED TO GROUND USING A COMBINED FACTOR OR 1.000242749 / 0.999757310.

ADDTIONAL SURVEY NOTES:
ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP DATED OCTOBER 31, 1981, COMMUNITY PANEL NO. 080130 0050, THE PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE 'B', AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-YEAR FLPPD' OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH AVERAGE DEPTHS OF LESS THAN ONE (1) FOOT OR WHERE THE CONTRIBURING DRAINAGE AREA IS LESS THAN ONE SQUARE MILE; OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD; AND ZONE 'C' AREAS OF MINIMAL FLOODING. UTILITIES SHOWN HEREON ARE BASED UPON VISIBLE EVIDENCE TOGETHER WITH UTILITY MARKINGS PROVIDED BY ACCURATE UNDERGROUND.

NOT ALL UNCC UTILITY LOCATES HAVE BEEN PERFORMED. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY ALL UTILITIES ARE LOCATED AND SURVEY PROVIDED TO THE OWNER AND ENGINEER PRIOR TO CONSTRUCTION DRAWING RELEASE.

SYMBOL LEGEND

45 DEG BEND; 22.5 DEG BEND; RESTRAINED PLUG; RESTRAINED TEE; WATER METER; RESTRAINED CROSS; FIRE HYDRANT; RESTRAINED VALVE; THRUST BLOCK; CURB STOP; PIPE CROSSING; MANHOLE; MANHOLE W/FLOW DIRECTION; RD ROOF DRAIN; RESTRAINED VALVE; SPILL CURB; DS DOWNSPOUT; (10) PROPOSED PARKING COUNT

EXISTING ASPHALT; EXISTING CONCRETE; EXISTING GRAVEL; PROPOSED ASPHALT; PROPOSED CONC; PROPOSED GRAVEL

LINETYPE LEGEND

LOT / PROPERTY LINE; RIGHT OF WAY LINE; EASEMENT; GRID LINE; TO BE ABANDONED LOT LINE; EXISTING BUILDING, CURB; EDGE of ASPHALT/GRAVEL; CHAINLINK FENCE; WIRE FENCE; POND WQ W/S; SWALE; 100yr FLOODPLAIN; TREE CANOPY

FULL SCALE: 1" = 20'
HALF SCALE: 1" = 40'

FULL SCALE: 1" = 60'
HALF SCALE: 1" = 120'

KEY MAP — SCALE 1" = 500'
SHOWN KEY MAP TAKEN FROM AMERICAN WEST DESIGN SURVEYDESIGN SURVEY

COLORADO REGISTERED PROFESSIONAL ENGINEER 33802 04/01/25

201722

Western Engineering Consultants, inc. LLC

ISSUE:

04/01/25 — ADDRESS COMMENTS; ISSUE FOR REVIEW

MIDDLE/HIGH SCHOOL SITE PLAN FOR
BRUSH SCHOOL DISTRICT RE-2J
1600 Mill Street, Brush, Colorado

ARCHITECT RESERVES HIS COPYRIGHT AND OTHER PROPERTY RIGHTS IN THESE PLANS, THESE PLANS AND DRAWINGS ARE NOT TO BE REPRODUCED, CHANGED OR COPIED IN ANY FORM OR MANNER WHATSOEVER NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT OF ARCHITECT.

SHEET TITLE: CIVIL DRAWINGS
PHASE 1 SITE PLAN

DATE: APRIL 01, 2025

C1.02

PHASE 1 SITE PLAN

INFILTRATION POND BOTTOMS TO BE OVER-EXCAVATED INTO NATIVE SANDS.

NOTES

IT IS THE OWNER AND/OR THE CONTRACTOR'S RESPONSIBILITY TO ATTAIN ALL APPROPRIATE PERMITS AND REVIEW APPROVALS FROM THE STATE OF COLORADO AND COUNTY OF MORGAN RESPECTIVELY.

SEE ALSO DESIGN SURVEY BY AMERICAN WEST LAND SURVEYORS INC PROVIDED ON OCTOBER 5, 2017 AS WELL AS "ALTA / NSPS LAND TITLE SURVEY - BRUSH SCHOOL DISTRICT MORGAN COUNTY COLORADO", DATED OCTOBER 27, 2017 BY OLSSON ASSOCIATES

PROJECT BENCHMARK (VERTICAL DATUM):
SITE BENCHMARK: A 5/8" REBAR WITH A 2" ALUMINUM CAP, PLS 37931 'CP BHS' LOCATED 90' WEST OF THE HS WELL HOUSE (NEAR FOOTBALL STADIUM) JUST NORTH OF THE EXISTING PARKING LOT.

PROJECT BENCHMARK:
ALL ELEVATIONS SHOWN HEREON ARE BASED UPON STATIC GPS OBSERVATIONS POST PROCESSD THROUGH THE NATIONAL GEODETIC ONLINE POSITIONING USER SERVICE (OPUS) AND ARE REPORTED IN NAVD 88 (GEOID 12B)

ALL CONTOURS SHOWN HEREON ARE SHOWN AT ONE-FOOT INTERVALS WITH INDEX CONTOURS SHOWN AT FIVE-FOOT INTERVALS

HORIZONTAL DATUM:
HORIZONTAL COORDINATES SHOWN HEREON ARE BASED UPON THE COLORADO STATE PLANE COORDINATE SYSTEM, NORTH ZONE (0501) AND HAVE BEEN MODIFIED TO GROUND USING A COMBINED FACTOR OR 1.000242749 / 0.999757310.

ADDTIONAL SURVEY NOTES:
ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP DATED OCTOBER 31, 1981, COMMUNITY PANEL NO. 080130 005C, THE PROPERTY SHOWN HEREON LIES WITHIN FLOOD ZONE 'B', AREAS BETWEEN LIMITS OF THE 100-YEAR FLOOD AND 500-YEAR F.P'PO' OR CERTAIN AREAS SUBJECT TO 100-YEAR FLOODING WITH AVERAGE DEPTHS OF LESS THAN ONE (1) FOOT OR WHERE THE CONTRIBURING DRAINAGE AREA IS LESS THAN ONE SQUARE MILE; OR AREAS PROTECTED BY LEVEES FROM THE BASE FLOOD; AND ZONE 'C' AREAS OF MINIMAL FLOODING. UTILITIES SHOWN HEREON ARE BASED UPON VISIBLE EVIDENCE TOGETHER WITH UTILITY MARKINGS PROVIDED BY ACCURATE UNDERGROUND.

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SYMBOL LEGEND

- 45 DEG BEND
- 22.5 DEG BEND
- RESTRAINED PLUG
- RESTRAINED TEE
- WATER METER
- RESTRAINED CROSS
- FIRE HYDRANT
- RESTRAINED VALVE
- THRUST BLOCK
- CURB STOP
- PIPE CROSSING
- MANHOLE
- MANHOLE W/FLOW DIRECTION
- RD ROOF DRAIN
- RESTRAINED VALVE
- SPILL CURB
- DS DOWNSPOUT
- (10) PROPOSED PARKING COUNT

- EXISTING ASPHALT
- EXISTING CONCRETE
- EXISTING GRAVEL
- PROPOSED ASPHALT
- PROPOSED CONC
- PROPOSED GRAVEL

LINETYPE LEGEND

- LOT / PROPERTY LINE
- RIGHT OF WAY LINE
- EASEMENT
- GRID LINE
- TO BE ABANDONED LOT LINE
- EXISTING BUILDING, CURB
- EDGE of ASPHALT/GRAVEL
- CHAINLINK FENCE
- WIRE FENCE
- POND WQ W/S
- SWALE
- 100yr FLOODPLAIN
- TREE CANOPY

SITE PLAN NOTES:

1. PROPOSED GREENHOUSE TO BE ADDED NORTH OF POND C.
2. BUS LANES TO MILL STREET ADDED NORTH THROUGH WOLF PARCEL TO LINE UP WITH EXISTING BOXER ST INTERSECTION.
3. STUDENT/VISITOR ACCESS ROUTE TO MILL STREET ADDED NORTH THROUGH WOLF PARCEL. STUDENT & BUS ROUTES TO BE SEPARATED BY A 10.5' CONCRETE MEDIAN/BARRIER.
4. POND NE MOVED FURTHER NORTH & SIZED FOR ENTIRE TRIBUTARY AREA. POND C TO BE REGRADED TO ACHIEVE REQUIRED VOLUME.
5. NORTH ROAD ALIGNMENT REVISED TO ELIMINATE SHARP CURVES AND TIE STRAIGHT INTO THE PROPOSED BUS LANE. STAFF PARKING LOT EXPANDED NORTH & ALTERNATE CONNECTION FOR NORTH ROAD TO NEW STUDENT/VISITOR ACCESS ROUTE.
6. BEETDIGGER DRIVE WIDENED TO 36 FEET TO PROVIDE A DEDICATED NORTH-BOUND LEFT TURN LANE AT MILL STREET AS WELL AS AN ADDITIONAL LANE AT SOUTH END FOR STUDENT DROP OFF.
7. ~~A)~~ ADDITIONAL PARKING ADDED ALONG NORTH SIDE OF NORTH ROAD.
7. B) OVERFLOW PARKING LOT ADDED BETWEEN STUDENT & BUS ROUTES IN WOLF PARCEL.
8. CONCRETE DRIVEWAY CUT TO BE INSTALLED OFF DANIELS ST. REGRADE AND INSTALL CONCRETE PAN ALONG NORTH EDGE OF PRACTICE FIELD TO CAPTURE & CONVEY RUNOFF TO EXISTING BSC INLET.

PHASE 1 LOT TABLE – BRUSH SCHOOL CAMPUS	
DESCRIPTION	AREA
NEW GREENHOUSE BUILDING	3,600 sf
EX CONCRETE TO BE REMOVED	675 sf
EX 2' CURB & GUTTER TO BE REMOVED	1,600 sf
PROPOSED CONCRETE	13,500 sf
PROPOSED 2' CURB & GUTTER	8,070 sf
EX ASPHALT TO BE REMOVED (12" SAWCUT)	1,035 sf
PROPOSED ASPHALT	57,100 sf
PROPOSED GRAVEL	37,100 sf

	EXISTING	PH1 PROPOSED
STANDARD PARKING	492	46
ADA PARKING	23	
REQUIRED HIGH SCHOOL (1 PER 4 STUDENTS @ 444 per CHSAA)		111 REQUIRED
REQUIRED MIDDLE SCHOOL (1 PER 15 STUDENTS @ 225 EST)		15 REQUIRED

BUILDING SETBACK DATA TABLE	
SIDE	DISTANCE
FRONT	20'
SIDE	20'
REAR	20'

KEY MAP — SCALE 1" = 500'
SHOWN KEY MAP TAKEN FROM AMERICAN WEST DESIGN SURVEYDESIGN SURVEY

FULL SCALE: 1" = 60'
HALF SCALE: 1" = 120'

Western Engineering Consultants, inc. LLC

ISSUE:

04/01/25 REV PER CITY COMMENTS
02/28/25 REV PER CITY COMMENTS
11/15/24 POND NE REVISION
09/04/24 SITE PLAN REVISION

ISSUE FOR REVIEW

MIDDLE/HIGH SCHOOL SITE PLAN FOR BRUSH SCHOOL DISTRICT RE-2J

1600 Mill Street, Brush, Colorado

GRANTED BY EDORED MS. JOHNSON OR OWNER AND OTHER PURPOSES. THESE PLANS AND DRAWINGS ARE THE PROPERTY OF WESTERN ENGINEERING CONSULTANTS, INC. AND SHALL NOT BE USED BY ANY PERSON FOR ANY PURPOSE WITHOUT THE EXPRESS CONSENT OF ARCHITECT. CHANCHAL AND NELSON, P.A. NOR ARE THEY TO BE ASSIGNED TO ANY THIRD PARTY WITHOUT OBTAINING SAID WRITTEN PERMISSION AND CONSENT OF ARCHITECT.

SHEET TITLE: CIVIL DRAWINGS PHASE 1 SITE PLAN W/ AERIAL

DATE: APRIL 01, 2025

C1.03

COLORADO REGISTERED ENGINEER
33802
04/01/25
PROFESSIONAL ENGINEER

201722

T:\1016_002_00-2017 BMS-BHS\Dwg\Cfds\2024 Site Revision\1016-002-WEC-CIVIL-0.00-1.00.dwg, C1.03-PH1 SITE AE, 4/1/2025 7:12:16 PM, AutoCAD PDF (General Documentation).pc3, ARCH full bleed E1 (30.00 x 42.00 Inches), WEC 24*36, WEC 24*36

S-T-R: NW ¼ S3-T3N-R56W	**Grantor:** BRUSH SCHOOL DISTRICT RE-2J	**Doc No:**
County: Morgan	**Address/Intersection:** 1600 Mill St., Brush, CO	**Reception No:**
Division-City/Town: Sterling - Brush	**Dist/HP Trans:** Dist.	**Surveyor:** M. Sudbeck- PLS 38503
Division Agent: Kalan Falbo	**Contract Agent/Co:** Anissa Warner Western States Land Services	**Survey Company:** SEH
LAT & LONG GPS: 40.261171° / -103.639454°		

PUBLIC SERVICE COMPANY OF COLORADO
UTILITY EASEMENT

The undersigned Grantor (whether one or more) hereby acknowledges receipt of good and valuable consideration from PUBLIC SERVICE COMPANY OF COLORADO (Company), in consideration of which Grantor(s) hereby grants unto said Company, its successors and assigns, a non-exclusive easement (**"Easement**") for utility lines, and all fixtures and devices used or useful in the operation of the same, on, through, over, under, across, and along a course as said lines may be hereafter constructed in A PARCEL OF LAND, in the NW 1/4 of Section 3, Township 3 North, Range 56 West of the 6th Principal Meridian in the following lands located in County of Morgan, State of Colorado, the easement being described as follows ("**Easement Area**"):

SEE "EXHIBIT A" ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE.

Together with the right (i) to enter upon said premises, to survey, construct, install, operate, repair, remove, replace, reconstruct, alter, relocate, patrol, inspect, improve, enlarge, remove, maintain and use utility lines and all related facilities, other fixtures, devices, and appurtenances used or useful in connection therewith (collectively the "**Facilities**"), and (ii) to remove objects interfering therewith, including the trimming or felling of trees and bushes, and (iii) to use so much of the adjoining premises of Grantor during surveying, construction, maintenance, repair, removal, or replacement of said Facilities and related fixtures and devices as may be required to permit the operation of standard utility construction or repair machinery.

The Grantor reserves the right to use and occupy the Easement Area for any purpose consistent with the rights and privileges above granted and which will not interfere with or endanger any of the said Company's Facilities therein or use thereof. Such reservations by Grantor shall in no event include the right to erect or cause to be erected any temporary or permanent buildings, structures (including without limitation trailers or mobile homes), signs, or wells on, under, or over the Easement Area. No other objects shall be erected, placed, or permitted to remain on, under, or over the Easement Area, which will or may interfere with the Facilities installed on the Easement Area or interfere with the exercise of any of the rights herein granted. No failure by Company to remove or otherwise raise an objection to any objects or improvements located or installed on the Easement Area by Grantor, shall be deemed to constitute consent on the part of Company to such improvements or objects, nor a waiver of Company's rights regarding removal of any such improvements or objects.

Grantor agrees to contact the Call Before You Dig - Utility Notification Center of Colorado (811 or 1-800-922-1987), or any similar one-call utility line locator system which may replace or supplement it, at least four (4) business days (or such longer time if required by applicable law) prior to the commencement of construction, excavation, or digging of the Easement Area to arrange for field locating of Facilities.

Grantor shall disclose to Company any pre-existing waste materials ("Pre-Existing Wastes"), that Grantor knows or reasonably suspects to be present in soils, water (surface or groundwater), vapors or air, whether on, in, above, migrating to or from, or under the Easement Area and any other information that would help Company assess the risks of working in the area. Company shall have the right to perform environmental sampling in the Easement Area at its discretion. If Company encounters any Pre-Existing Wastes, Company retains the right to stop work and may choose to exercise that right. Grantor shall retain its obligations to comply with all applicable

laws and regulations related to such Pre-Existing Wastes. Grantor shall release Company from any claims or responsibilities related to such Pre-Existing Wastes.

The work of installing and maintaining said lines and fixtures shall be done with care; the surface along the easement area and any adjoining premises used by Company shall be restored substantially to its original level and condition following completion of Company activities, taking into account, among other things, the existence of the Facilities and the restrictions stated in this Easement.

The provisions of this Easement shall run with, be binding on and burden the Easement Area and shall bind and benefit the heirs, executors, administrators, personal representatives, successors, and assigns of Grantor and Company. Non-use or a limited use of the Easement Area shall not prevent Grantee from thereafter making use of the Easement Area to the full extent herein authorized.

Grantor warrants and represents that Grantor is the owner of the Easement and has the right to sell, transfer, convey, confirm and grant this Easement and the rights contained herein. This Easement is binding on Grantor, is not conditioned upon obtaining the consent of any third party.

This Easement incorporates all agreements between the parties as to the subject matter of this Easement, and no prior representations or statements, verbal or written, shall modify, supplement or change the terms of this Easement. This Easement consists of the document entitled "Utility Easement", and Exhibit(s) containing a legal description and a sketch depicting the legal description, if referenced above or attached hereto. No other exhibit, addendum, schedule or other attachment (collectively "**Addendum**") is authorized by Company, and no Addendum shall be effective and binding upon Company unless executed by an authorized representative of Company.

Signed this _____ day of _____, 202__

GRANTOR: **BRUSH SCHOOL DISTRICT RE-2J**

BY:_____

_____(print name)

ITS:_____

STATE OF _____)
)ss
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 202__ by _____ as _____ of BRUSH SCHOOL DISTRICT RE-2J.

My commission Expires: _____

_____
Notary Public

(Seal)

EXHIBIT A – 1600 MILL ST
PERMANENT EASEMENT

A parcel of land lying in the northwest one-quarter (NW1/4) of Section 3, Township 3 North, Range 56 West, of the 6th Principal Meridian, County of Morgan, State of Colorado, being a portion of that Tract of land as shown on an ALTA/NSPS Land Title Survey recorded under Reception Number, 1601911, Morgan County Records described as follows:

A 10 foot wide strip lying 5 feet on each side of the following described line:

Beginning on the west line of said Tract, from which the northwest corner of said Section 3 bears N01°25'13"E, 1378.52 feet;

thence N87°56'08"E, 302.49 feet, along a line that lies 5 feet north of and parallel with the north line of Lot 2, SCHUT PLAT AMENDMENT, Morgan County Records and the extension thereof; thence S00°00'00"E, 58.00 feet, to the Point of Terminus.

The sidelines of said 10 foot wide strip are to be lengthened or shortened to terminate on said west line.

TOGETHER WITH a 10 foot wide strip of land lying 5 feet on each side of the following described line:

Beginning at said Point A;

thence N02°03'52"W, 34.79 feet, to the south line of Wardell Subdivision, Morgan County Records, the Point of Terminus.

The sidelines of said 10 foot wide strip are to be lengthened or shortened to terminate on said south line.

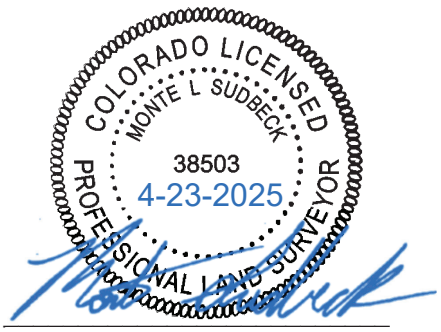
All together containing 3,903 square feet (0.090 acres) more or less.

All lineal distances shown hereon are in U.S. Survey Feet.

As shown on Exhibit A, Sheet 2 of 2, attached hereto and made a part hereof.

For the purposes of this description, bearings are based on the west line of the northwest one-quarter (NW1/4) of said Section 3, which is assumed to bear S03°44'31"W.

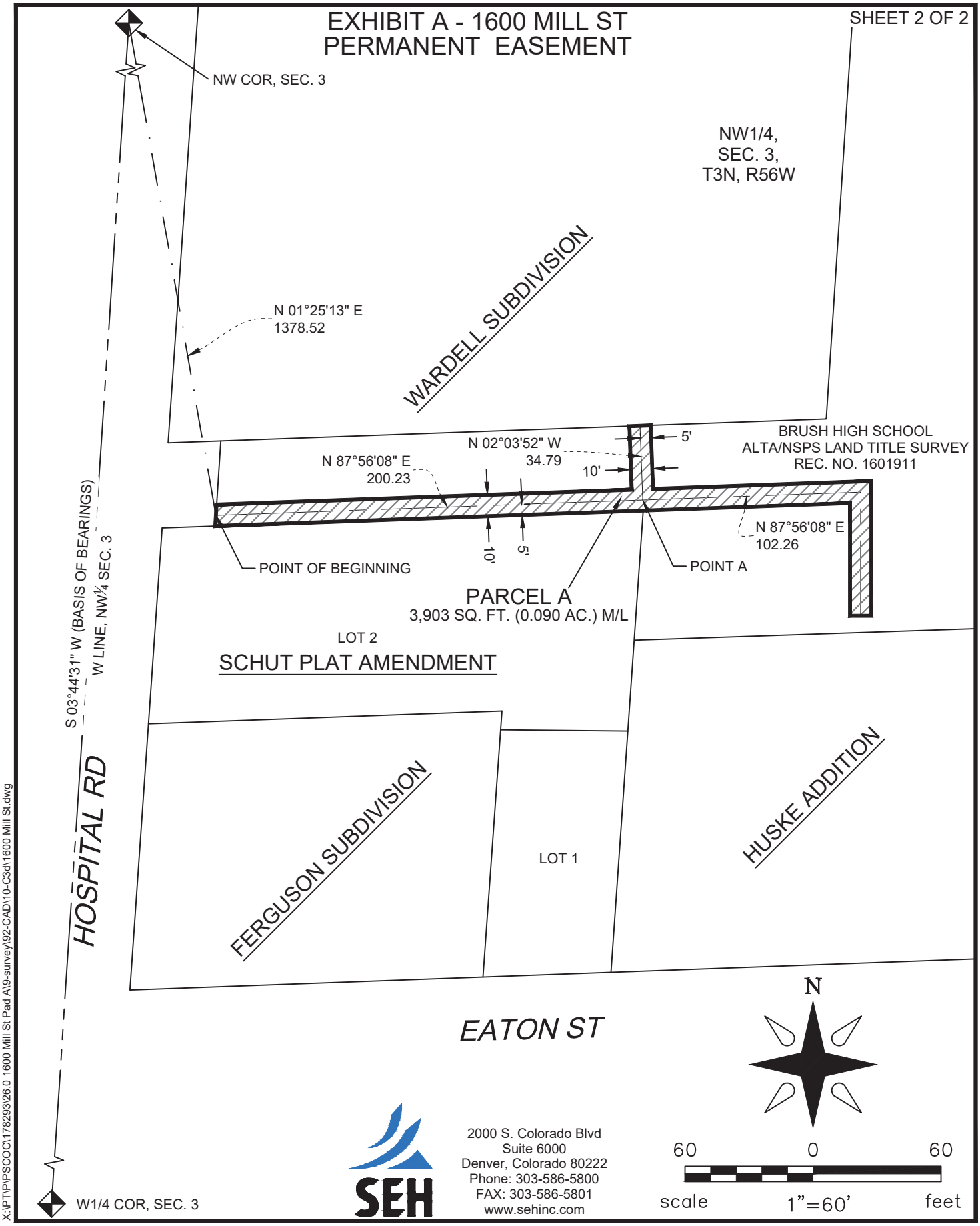
The author of this description is Monte L. Sudbeck, PLS 38503, prepared on behalf of SEH Inc., 2000 South Colorado Boulevard, Suite 6000, Denver, CO 80222, on April 23, 2025, under Job No. 178293-26.0, for Public Service Company of Colorado, and is not to be construed as representing a monumented land survey.



Monte L. Sudbeck, PLS 38503

2000 S Colorado Blvd, Suite 6000, Denver, CO 80222
SEH is an equal opportunity employer | **www.sehinc.com** | 303.586.5800 | 303.586.5801 fax

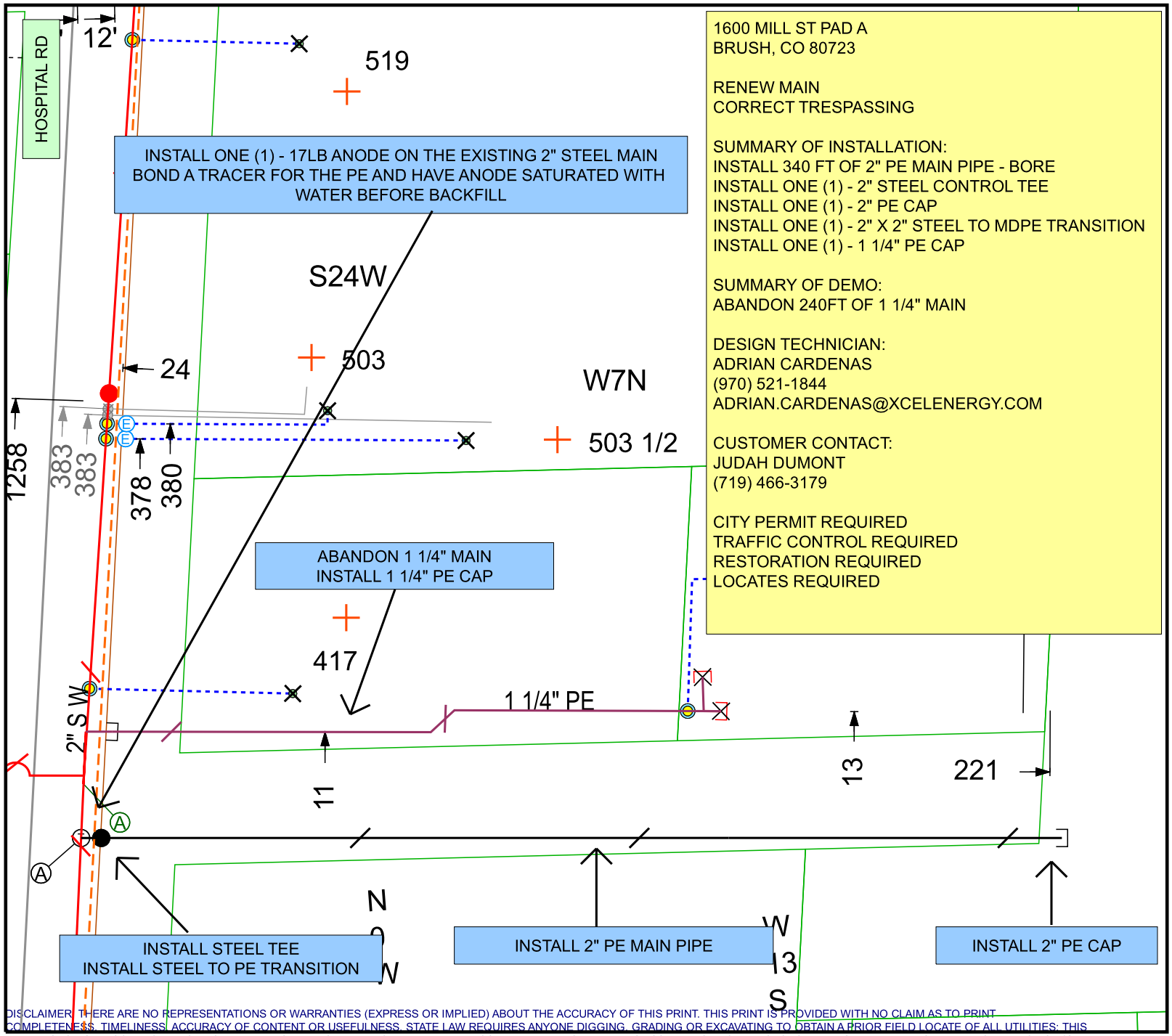
EXHIBIT A - 1600 MILL ST
PERMANENT EASEMENT



SEH
2000 S. Colorado Blvd
Suite 6000
Denver, Colorado 80222
Phone: 303-586-5800
FAX: 303-586-5801
www.sehinc.com

X:\PT\P\PSCOC\178293\26.0 1600 Mill St Pad A\9-survey\92-CAD\10-C3d\1600 Mill St.dwg

RENEW SERVICE
EXISTING MAIN
NEW MAIN
NEW SERVICE
Eaton St
Image © 2024 Airbus



1600 MILL ST PAD A
BRUSH, CO 80723

RENEW MAIN
CORRECT TRESPASSING

SUMMARY OF INSTALLATION:
INSTALL 340 FT OF 2" PE MAIN PIPE - BORE
INSTALL ONE (1) - 2" STEEL CONTROL TEE
INSTALL ONE (1) - 2" PE CAP
INSTALL ONE (1) - 2" X 2" STEEL TO MDPE TRANSITION
INSTALL ONE (1) - 1 1/4" PE CAP

SUMMARY OF DEMO:
ABANDON 240FT OF 1 1/4" MAIN

DESIGN TECHNICIAN:
ADRIAN CARDENAS
(970) 521-1844
ADRIAN.CARDENAS@XCELENERGY.COM

CUSTOMER CONTACT:
JUDAH DUMONT
(719) 466-3179

CITY PERMIT REQUIRED
TRAFFIC CONTROL REQUIRED
RESTORATION REQUIRED
LOCATES REQUIRED

Work Order Information

Service Request # : 000014921995
Design Number : 000001195168
Designer/Planner ID 235419
Designer/Planner Name
Designer/Planner Ph # :
Manager Approval: _____

Joint Utility

E: G:
T: C:

Design Location

Division: HIGH PLAINS REGION
County : Morgan
City : BRUSH
Address:
T: 3N R: 56W S: 3
Map # 2517342 03 Permit

Electric

Feeder: Voltage:
Phase: BkupDevID:

Gas

System: Pressure:
Size : Material :
Dead End :

Work Order # :
Date: 11/13/2024
Sketch: # of # Sketch Data
Scale: 1" equals 50'

Xcel Energy®

CONSTRUCTION USE ONLY
☐ NO CHANGES (BUILT AS DESIGNED)
☐ CHANGES MADE AS INDICATED
(ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO _____
FOREMAN _____ DATE _____
TEAM LEADER _____

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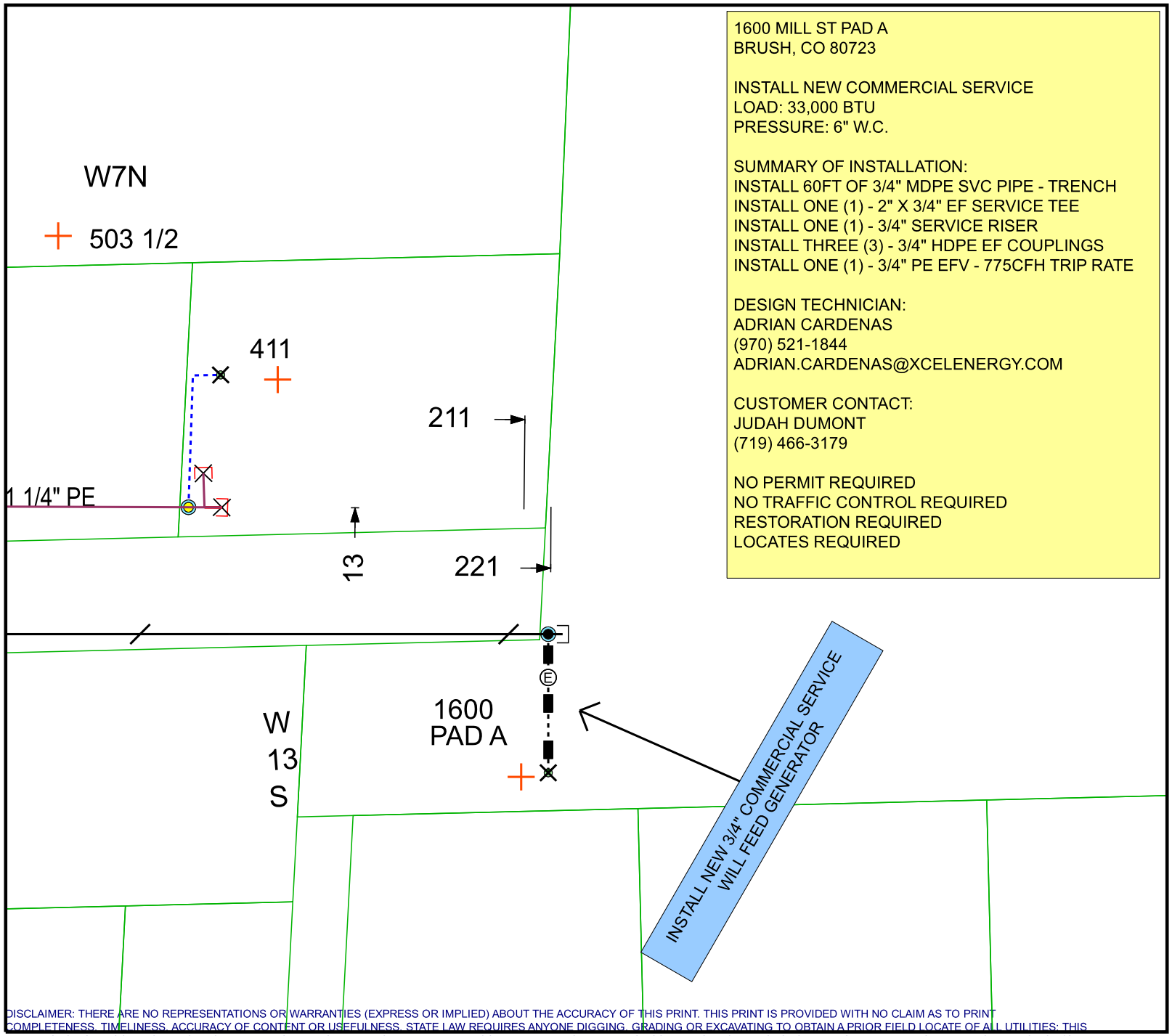

1600 MILL ST PAD A
BRUSH, CO 80723

INSTALL NEW COMMERCIAL SERVICE
LOAD: 33,000 BTU
PRESSURE: 6" W.C.

SUMMARY OF INSTALLATION:
INSTALL 60FT OF 3/4" MDPE SVC PIPE - TRENCH
INSTALL ONE (1) - 2" X 3/4" EF SERVICE TEE
INSTALL ONE (1) - 3/4" SERVICE RISER
INSTALL THREE (3) - 3/4" HDPE EF COUPLINGS
INSTALL ONE (1) - 3/4" PE EFV - 775CFH TRIP RATE

DESIGN TECHNICIAN:
ADRIAN CARDENAS
(970) 521-1844
ADRIAN.CARDENAS@XCELENERGY.COM

CUSTOMER CONTACT:
JUDAH DUMONT
(719) 466-3179

NO PERMIT REQUIRED
NO TRAFFIC CONTROL REQUIRED
RESTORATION REQUIRED
LOCATES REQUIRED

Work Order Information

Service Request # : 000014960248
Design Number : 000001195386
Designer/Planner ID 235419
Designer/Planner Name
Designer/Planner Ph # :
Manager Approval: _____

Joint Utility

E: G:
T: C:

Design Location

Division: HIGH PLAINS REGION
County : Morgan
City : BRUSH
Address:
T: 3N R: 56W S: 3
Map # 2517342 03 Permit

Electric

Feeder: Voltage:
Phase: BkupDevID:

Gas

System: Pressure:
Size : Material :
Dead End :

Work Order # :
Date: 11/13/2024
Sketch: # of # Sketch Data
Scale: 1" equals 50'

Xcel Energy®

CONSTRUCTION USE ONLY
☐ NO CHANGES (BUILT AS DESIGNED)
☐ CHANGES MADE AS INDICATED
(ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)
RFO _____
FOREMAN _____ DATE _____
TEAM LEADER _____

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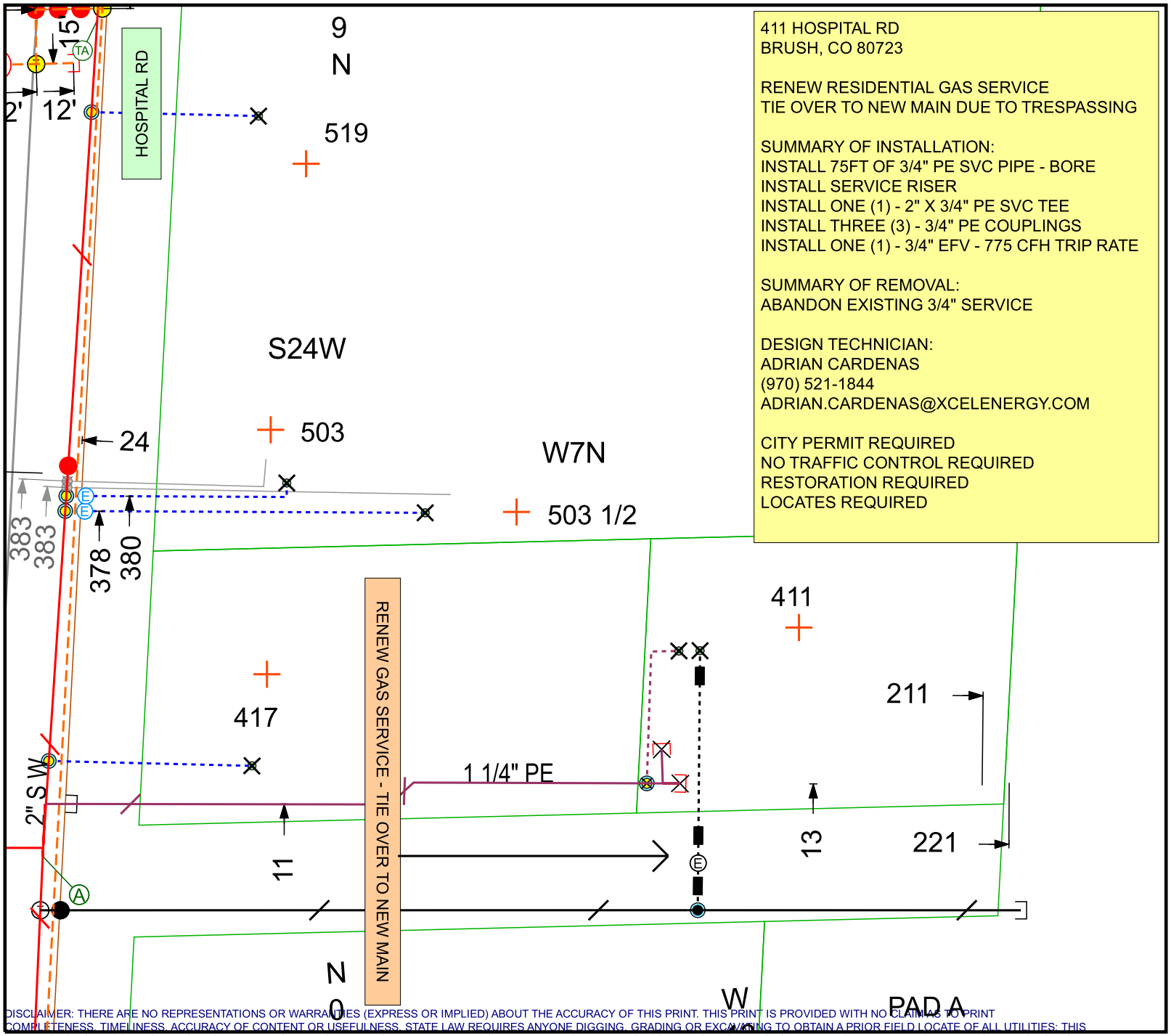


411 HOSPITAL RD
BRUSH, CO 80723

RENEW RESIDENTIAL GAS SERVICE
TIE OVER TO NEW MAIN DUE TO TRESPASSING

SUMMARY OF INSTALLATION:
INSTALL 75FT OF 3/4" PE SVC PIPE - BORE
INSTALL SERVICE RISER
INSTALL ONE (1) - 2" X 3/4" PE SVC TEE
INSTALL THREE (3) - 3/4" PE COUPLINGS
INSTALL ONE (1) - 3/4" EFV - 775 CFH TRIP RATE

SUMMARY OF REMOVAL:
ABANDON EXISTING 3/4" SERVICE

DESIGN TECHNICIAN:
ADRIAN CARDENAS
(970) 521-1844
ADRIAN.CARDENAS@XCELENERGY.COM

CITY PERMIT REQUIRED
NO TRAFFIC CONTROL REQUIRED
RESTORATION REQUIRED
LOCATES REQUIRED

Work Order Information

Service Request # : 000014973747
Design Number : 000001195645
Designer/Planner ID 235419
Designer/Planner Name
Designer/Planner Ph # :
Manager Approval: _____

Joint Utility

E: G:
T: C:

Design Location

Division: HIGH PLAINS REGION
County : Morgan
City : BRUSH
Address:
T: 3N R: 56W S: 3
Map # 2517342 03 Permit

Electric

Feeder: Voltage:
Phase: BkupDevID:

Gas

System: Pressure:
Size : Material :
Dead End :

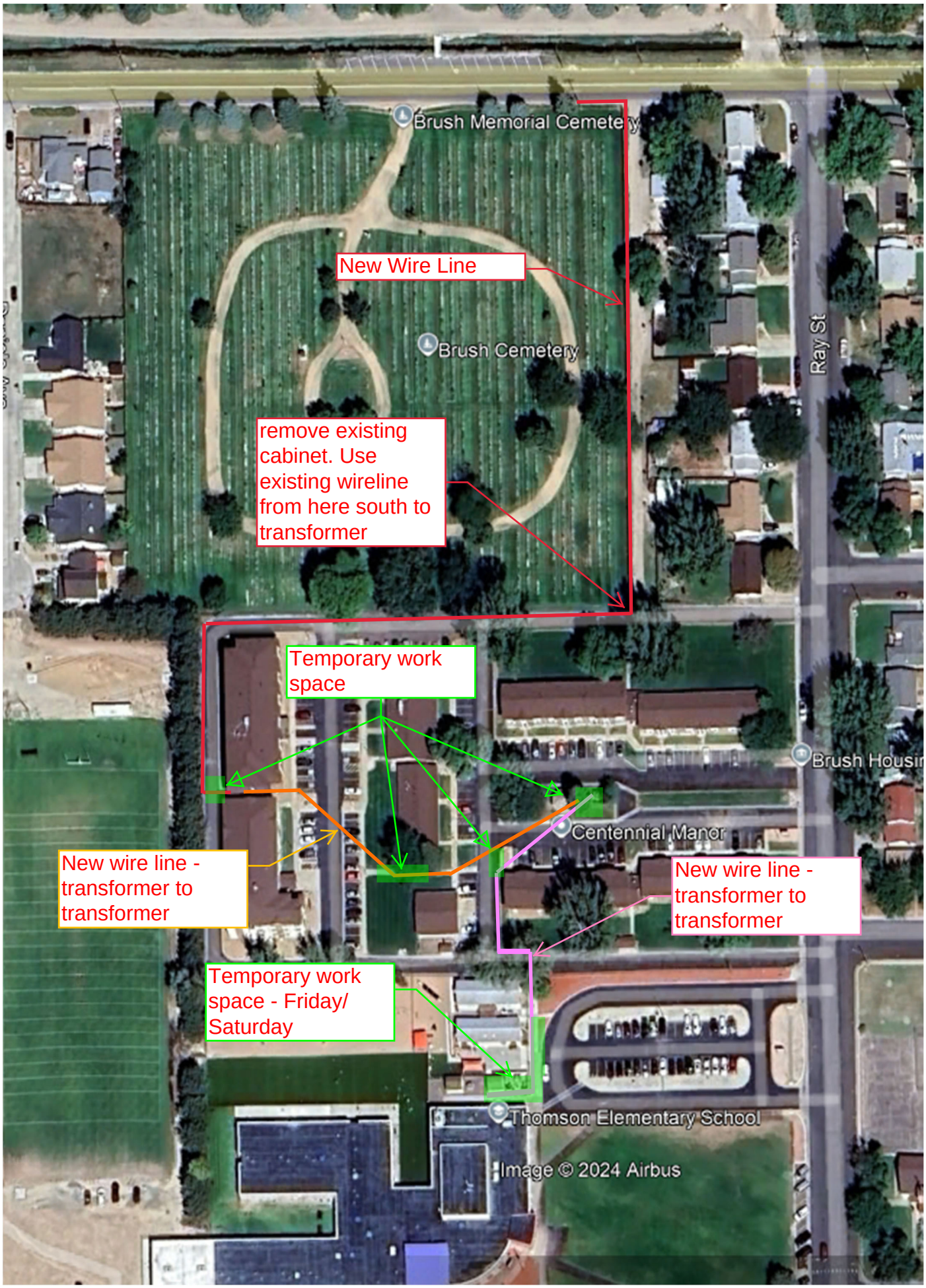
Work Order # :
Date: 11/13/2024
Sketch: # of # Sketch Data
Scale: 1" equals 50'

Xcel Energy®

CONSTRUCTION USE ONLY
☐ NO CHANGES (BUILT AS DESIGNED)
☐ CHANGES MADE AS INDICATED (ALL URD MUST HAVE ACTUAL MEASUREMENTS FROM THE FIELD SITE)

RFO _____
FOREMAN _____ DATE _____
TEAM LEADER _____

DISCLAIMER: THERE ARE NO REPRESENTATIONS OR WARRANTIES (EXPRESS OR IMPLIED) ABOUT THE ACCURACY OF THIS PRINT. THIS PRINT IS PROVIDED WITH NO CLAIMS TO PRINT COMPLETENESS, TIMELINESS, ACCURACY OF CONTENT OR USEFULNESS. STATE LAW REQUIRES ANYONE DIGGING, GRADING OR EXCAVATING TO OBTAIN A PRIOR FIELD LOCATE OF ALL UTILITIES; THIS PRINT DOES NOT DISCHARGE THIS REQUIREMENT OR ANY OTHER REQUIREMENT. THE COMPANY AND ITS AFFILIATES ASSUME NO LEGAL RESPONSIBILITY OR LIABILITY FOR THE RECIPIENT'S USE (OR ANY OTHER PARTIES' USE) OF THE PRINT, INCLUDING THE RECIPIENTS INTENDED PURPOSE IN USING THE PRINT. NO COMPANY EMPLOYEE OR OTHER PARTY HAS BEEN AUTHORIZED TO PROVIDE THIS PRINT FOR PLANNING OR ESTIMATING PURPOSES; RELY ON THIS PRINT AT YOUR OWN RISK. BY ACCEPTING THIS PRINT, THE RECIPIENT & ANY OTHER PARTY RECEIVING A COPY OF THE PRINT ACKNOWLEDGES AND AGREES TO THIS DISCLAIMER. For All Field Locates Call 811


Brush Memorial Cemetery
New Wire Line
Brush Cemetery
Ray St
remove existing cabinet. Use existing wireline from here south to transformer
Temporary work space
Brush Housing
Centennial Manor
New wire line - transformer to transformer
New wire line - transformer to transformer
Temporary work space - Friday/ Saturday
Thomson Elementary School
Image © 2024 Airbus

S-T-R: NE ¼ S3-T3N-R56W	**Grantor:** BRUSH SCHOOL DISTRICT RE-2J	**Doc No:**
County: Morgan	**Address/Intersection:** 422 Ray St., Brush, CO	**Reception No:**
Division-City/Town: Sterling - Brush	**Dist/HP Trans:** Dist.	**Surveyor:** J. Lambert- PLS 13212
Division Agent: Kalan Falbo	**Contract Agent/Co:** Anissa Warner Western States Land Services	**Survey Company:** Lambert Land Consulting
LAT & LONG GPS: 40.258881° / -103.632262°		

PUBLIC SERVICE COMPANY OF COLORADO
UTILITY EASEMENT

The undersigned Grantor (whether one or more) hereby acknowledges receipt of good and valuable consideration from PUBLIC SERVICE COMPANY OF COLORADO (Company), in consideration of which Grantor(s) hereby grants unto said Company, its successors and assigns, a non-exclusive easement (**"Easement"**) for utility lines, and all fixtures and devices used or useful in the operation of the same, on, through, over, under, across, and along a course as said lines may be hereafter constructed in A PARCEL OF LAND, in the NE 1/4 of Section 3, Township 3 North, Range 56 West of the 6th Principal Meridian in the following lands located in County of Morgan, State of Colorado, the easement being described as follows (**"Easement Area"**):

SEE "EXHIBIT A" ATTACHED HERETO AND INCORPORATED HEREIN BY THIS REFERENCE.

Together with the right (i) to enter upon said premises, to survey, construct, install, operate, repair, remove, replace, reconstruct, alter, relocate, patrol, inspect, improve, enlarge, remove, maintain and use utility lines and all related facilities, other fixtures, devices, and appurtenances used or useful in connection therewith (collectively the **"Facilities"**), and (ii) to remove objects interfering therewith, including the trimming or felling of trees and bushes, and (iii) to use so much of the adjoining premises of Grantor during surveying, construction, maintenance, repair, removal, or replacement of said Facilities and related fixtures and devices as may be required to permit the operation of standard utility construction or repair machinery.

The Grantor reserves the right to use and occupy the Easement Area for any purpose consistent with the rights and privileges above granted and which will not interfere with or endanger any of the said Company's Facilities therein or use thereof. Such reservations by Grantor shall in no event include the right to erect or cause to be erected any temporary or permanent buildings, structures (including without limitation trailers or mobile homes), signs, or wells on, under, or over the Easement Area. No other objects shall be erected, placed, or permitted to remain on, under, or over the Easement Area, which will or may interfere with the Facilities installed on the Easement Area or interfere with the exercise of any of the rights herein granted. No failure by Company to remove or otherwise raise an objection to any objects or improvements located or installed on the Easement Area by Grantor, shall be deemed to constitute consent on the part of Company to such improvements or objects, nor a waiver of Company's rights regarding removal of any such improvements or objects.

Grantor agrees to contact the Call Before You Dig - Utility Notification Center of Colorado (811 or 1-800-922-1987), or any similar one-call utility line locator system which may replace or supplement it, at least four (4) business days (or such longer time if required by applicable law) prior to the commencement of construction, excavation, or digging of the Easement Area to arrange for field locating of Facilities.

Grantor shall disclose to Company any pre-existing waste materials ("Pre-Existing Wastes"), that Grantor knows or reasonably suspects to be present in soils, water (surface or groundwater), vapors or air, whether on, in, above, migrating to or from, or under the Easement Area and any other information that would help Company assess the risks of working in the area. Company shall have the right to perform environmental sampling in the Easement Area at its discretion. If Company encounters any Pre-Existing Wastes, Company retains the right to stop work and may choose to exercise that right. Grantor shall retain its obligations to comply with all applicable

laws and regulations related to such Pre-Existing Wastes. Grantor shall release Company from any claims or responsibilities related to such Pre-Existing Wastes.

The work of installing and maintaining said lines and fixtures shall be done with care; the surface along the easement area and any adjoining premises used by Company shall be restored substantially to its original level and condition following completion of Company activities, taking into account, among other things, the existence of the Facilities and the restrictions stated in this Easement.

The provisions of this Easement shall run with, be binding on and burden the Easement Area and shall bind and benefit the heirs, executors, administrators, personal representatives, successors, and assigns of Grantor and Company. Non-use or a limited use of the Easement Area shall not prevent Grantee from thereafter making use of the Easement Area to the full extent herein authorized.

Grantor warrants and represents that Grantor is the owner of the Easement and has the right to sell, transfer, convey, confirm and grant this Easement and the rights contained herein. This Easement is binding on Grantor, is not conditioned upon obtaining the consent of any third party.

This Easement incorporates all agreements between the parties as to the subject matter of this Easement, and no prior representations or statements, verbal or written, shall modify, supplement or change the terms of this Easement. This Easement consists of the document entitled "Utility Easement", and Exhibit(s) containing a legal description and a sketch depicting the legal description, if referenced above or attached hereto. No other exhibit, addendum, schedule or other attachment (collectively "**Addendum**") is authorized by Company, and no Addendum shall be effective and binding upon Company unless executed by an authorized representative of Company.

Signed this 17th day of February, 2025

GRANTOR: **BRUSH SCHOOL DISTRICT RE-2J**

BY: Marsha Cody

Marsha Cody (print name)

ITS: _____

STATE OF Colorado)
)ss
COUNTY OF Morgan)

The foregoing instrument was acknowledged before me this 17th day of February, 2025 by Marsha Cody as Superintendent of BRUSH SCHOOL DISTRICT RE-2J.

My commission Expires: 11/28/2026

Lacey J. Smith
Notary Public

(Seal)

LACEY J. SMITH
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20144044903
MY COMMISSION EXPIRES 11/28/2026

EXHIBIT A

Public Service Company **Sheet 1 of 2**

Thomson School, School District No. 2, in the County of Morgan and State of Colorado - Property address: 422 Ray Street, Brush, Colorado

A parcel of land being part of that land in Book 555, Page 260, recorded June 6, 1955, Morgan County Records, lying in the Northeast one-quarter (NE1/4) of Section 3, Township 3 North, Range 56 West of the 6th Principal Meridian, Morgan County, State of Colorado, described as follows:

Beginning at the Northeast corner of said Book 555, Page 260;
thence west, 257.70 feet, along the north line of said Book 555, Page 260, to the True Point of Beginning;

thence south, 134.46 feet, on an angle to the right of 90°;
thence west, 58.82 feet, on an angle to the left of 90°;
thence northwesterly, 17.52 feet, on an angle to the left of 135°;
thence west, 7.93 feet, on an angle to the right of 135°;
thence north, 15.00 feet, on an angle to the left of 90°;
thence east, 15.00 feet, on an angle to the left of 90°;
thence south, 7.93 feet, on an angle to the left of 90°;
thence southeasterly, 13.38 feet, on an angle to the right of 135°;
thence east, 44.68 feet, on an angle to the right of 135°;
thence north, 124.46 feet, on an angle to the right of 90°, to the north line of said Book 555, Page 260;
thence east, 10.00 feet, on an angle to the left of 90°, along said north line to the TRUE POINT OF BEGINNING.

Said parcel contains 2,166 square feet, more or less.

An illustration for this description is attached hereto and made a part hereof.

The author of this description is Mr. John S. Lambert, PLS 13212, a registered professional land surveyor licensed to practice in the State of Colorado. The description was written for Public Service Company., and on behalf of Lambert Land Consulting, LLC, on November 5, 2024, under Job Number L24-089, and is *NOT to* be construed as representing a monumented land survey.

JOHN STEPHEN LAMBERT REGISTERED 11/8/2024 13212 LAND SURVEYOR STATE OF COLORADO

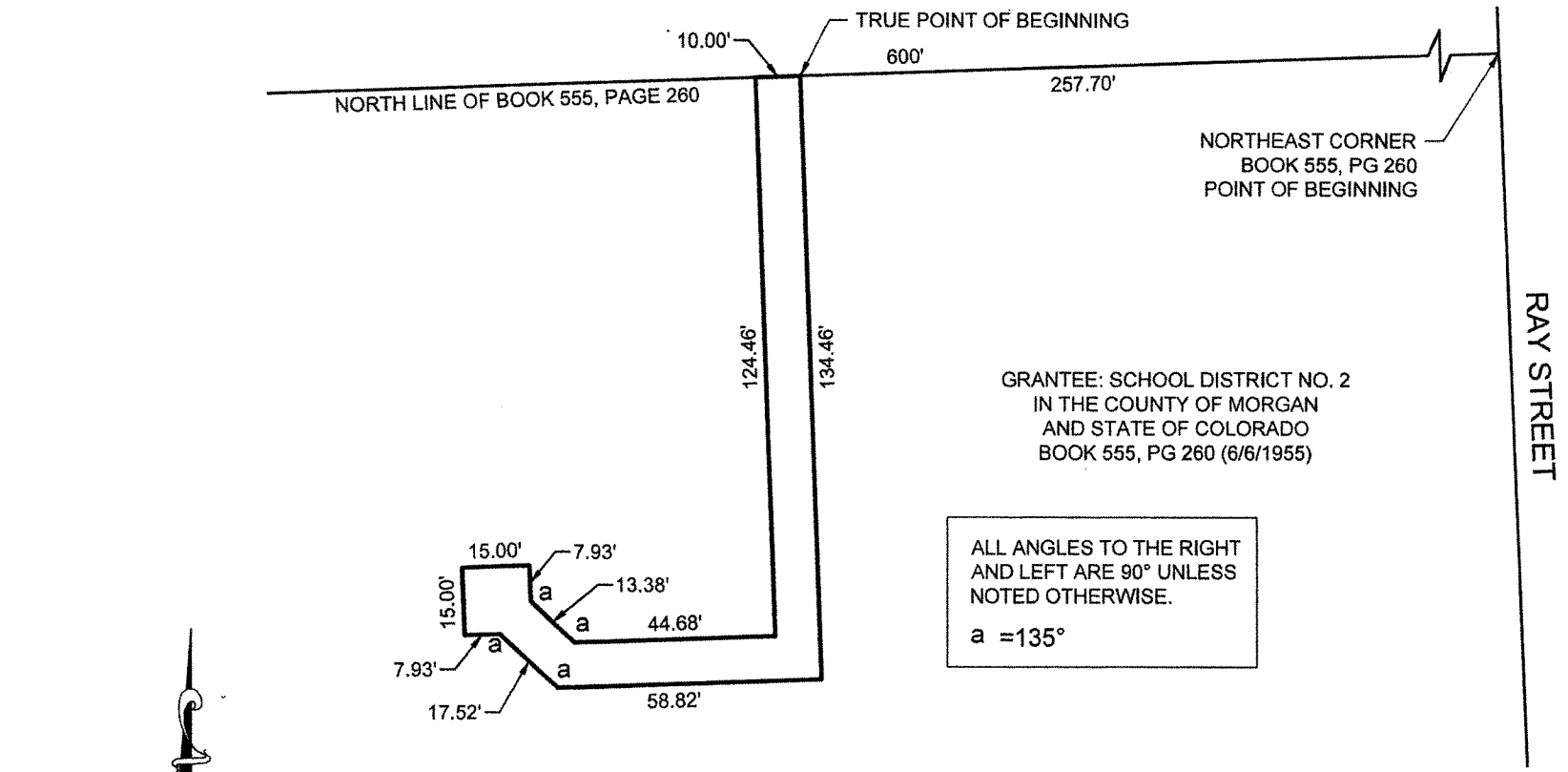
LAMBERT
LAND CONSULTING
o 970.217.2190 • f 970.232.9830 • 417 S. Whitcomb Street • Fort Collins, CO 80521 • www.lambertlc.com

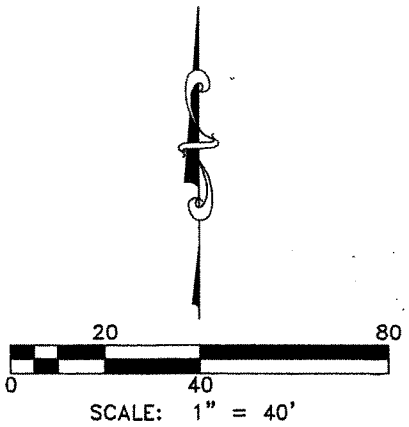
ILLUSTRATION

NORTHEAST ONE-QUARTER, SECTION 3, TOWNSHIP 3 NORTH, RANGE 56 WEST OF THE 6th P.M.
CITY OF BRUSH, COUNTY OF MORGAN, STATE OF COLORADO

LOT 1, CENTENNIAL SUBDIVISION
IN THE CITY OF BRUSH, MORGAN COUNTY, COLORADO,
RECEPTION NUMBER 1500157 (8/15/2005)

GRANTEE: HOUSING AUTHORITY OF THE CITY OF BRUSH, COLORADO,
RECEPTION NUMBER 599257, BOOK 755, PAGE 698 (11/20/1975)





NOTICE: According to Colorado law you must commence any legal action based upon any defect in this survey within three years after you first discover such defect. In no event, may any action based upon any defect in this survey be commenced more than ten years from the date of the certification shown hereon.

#	Date	Revisions
0	11/05/2024	ORIGINAL DOCUMENT - BMH

Prepared for: Public Service CO

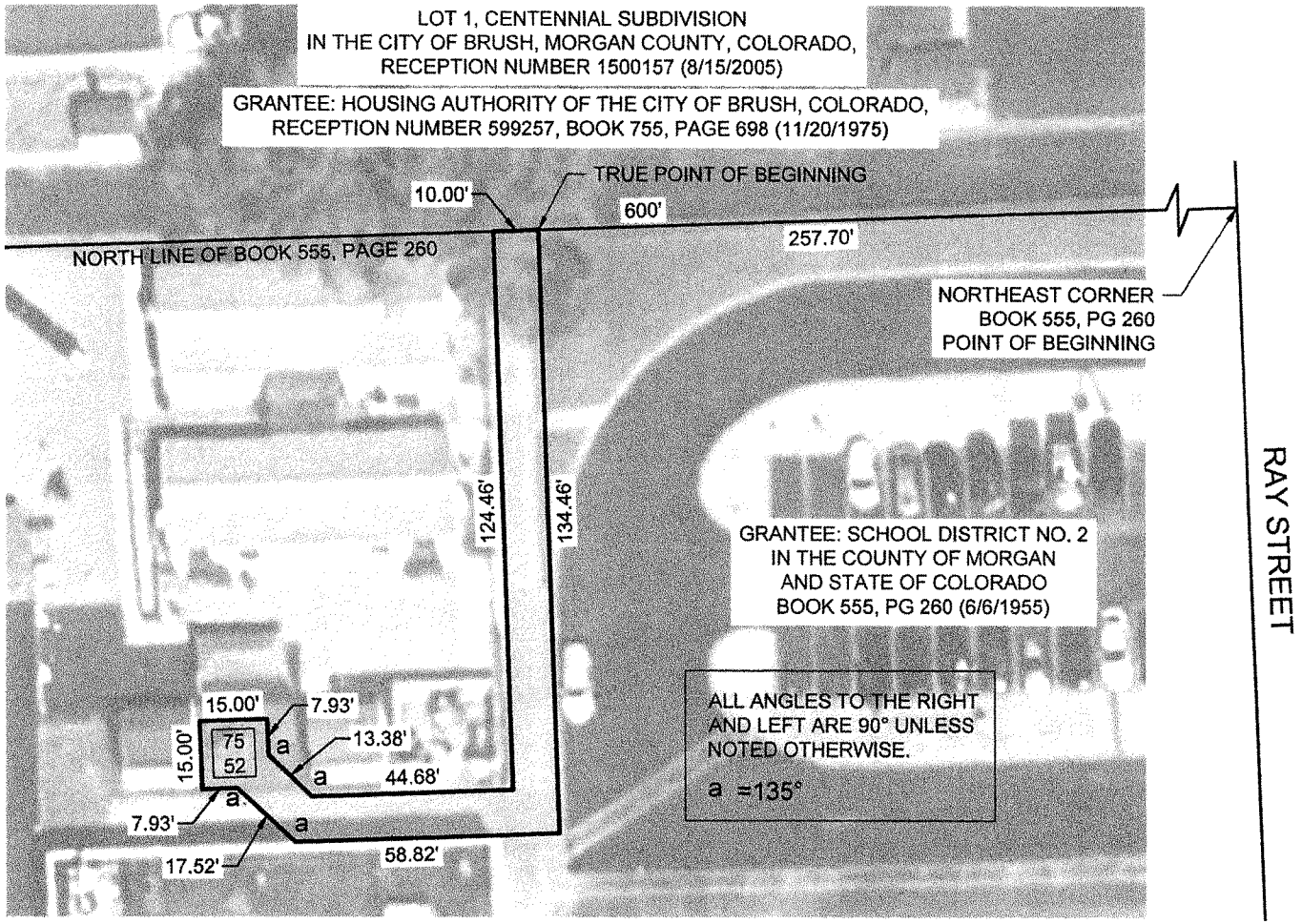
Project#: L24-089

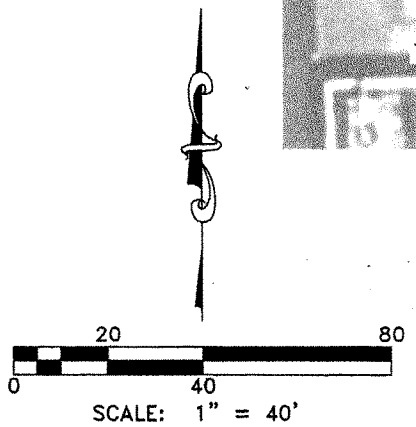
Lambert Land Consulting, LLC
417 S. Whitcomb Street · Fort Collins · Colorado 80521
Phone 970.217.2190 - 970.232.9830 Fax

G:\2024\L24-089 PSCo 612 Ray Street Brush\dwg\L24-089.dwg November 07, 2024 - 3:52pm

ILLUSTRATION

NORTHEAST ONE-QUARTER, SECTION 3, TOWNSHIP 3 NORTH, RANGE 56 WEST OF THE 6th P.M.
CITY OF BRUSH, COUNTY OF MORGAN, STATE OF COLORADO





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S-T-R: NE ¼ S3-T3N-R56W	**Grantor:** BRUSH SCHOOL DISTRICT RE-2J	**Doc No:**
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Division Agent: Kalan Falbo	**Contract Agent/Co:** Anissa Warner Western States Land Services	**Survey Company:** Lambert Land Consulting
LAT & LONG GPS: 40.258881° / -103.632262°		

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Signed this 17th day of February, 2025

GRANTOR: **BRUSH SCHOOL DISTRICT RE-2J**

BY: Marsha Cody

Marsha Cody (print name)

ITS: _____

STATE OF Colorado)
)ss
COUNTY OF Morgan)

The foregoing instrument was acknowledged before me this 17th day of February, 2025 by Marsha Cody as Superintendent of BRUSH SCHOOL DISTRICT RE-2J.

My commission Expires: 11/28/2026

Lacey J. Smith
Notary Public

(Seal)

LACEY J. SMITH
NOTARY PUBLIC
STATE OF COLORADO
NOTARY ID 20144044903
MY COMMISSION EXPIRES 11/28/2026

EXHIBIT A

Public Service Company **Sheet 1 of 2**

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JOHN STEPHEN LAMBERT REGISTERED 11/8/2024 13212 LAND SURVEYOR STATE OF COLORADO

LAMBERT
LAND CONSULTING
o 970.217.2190 • f 970.232.9830 • 417 S. Whitcomb Street • Fort Collins, CO 80521 • www.lambertlc.com

ILLUSTRATION

NORTHEAST ONE-QUARTER, SECTION 3, TOWNSHIP 3 NORTH, RANGE 56 WEST OF THE 6th P.M.
CITY OF BRUSH, COUNTY OF MORGAN, STATE OF COLORADO

LOT 1, CENTENNIAL SUBDIVISION
IN THE CITY OF BRUSH, MORGAN COUNTY, COLORADO,
RECEPTION NUMBER 1500157 (8/15/2005)

GRANTEE: HOUSING AUTHORITY OF THE CITY OF BRUSH, COLORADO,
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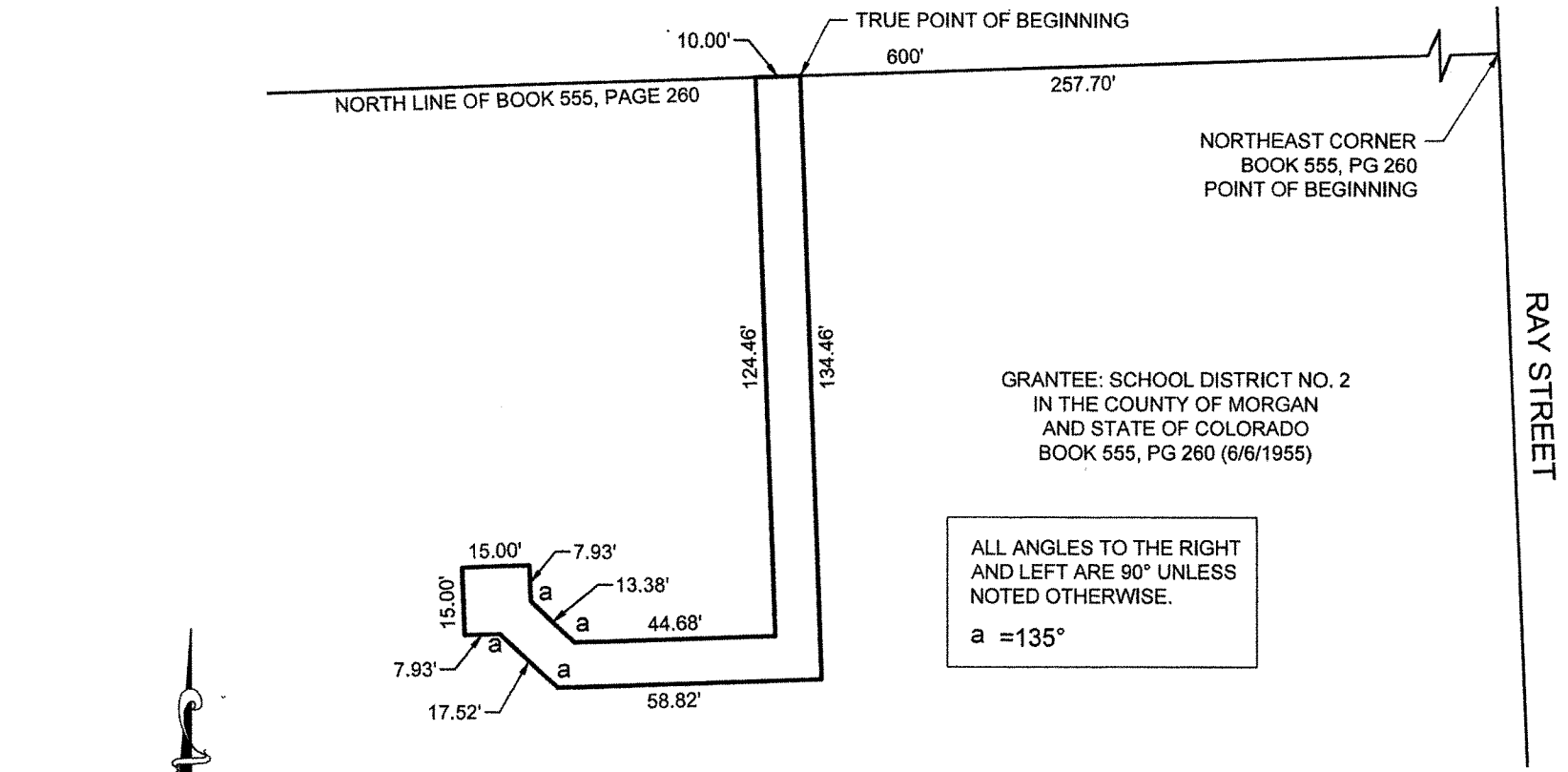

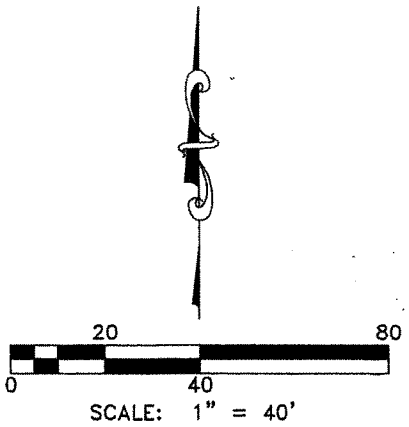

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Prepared for: Public Service CO

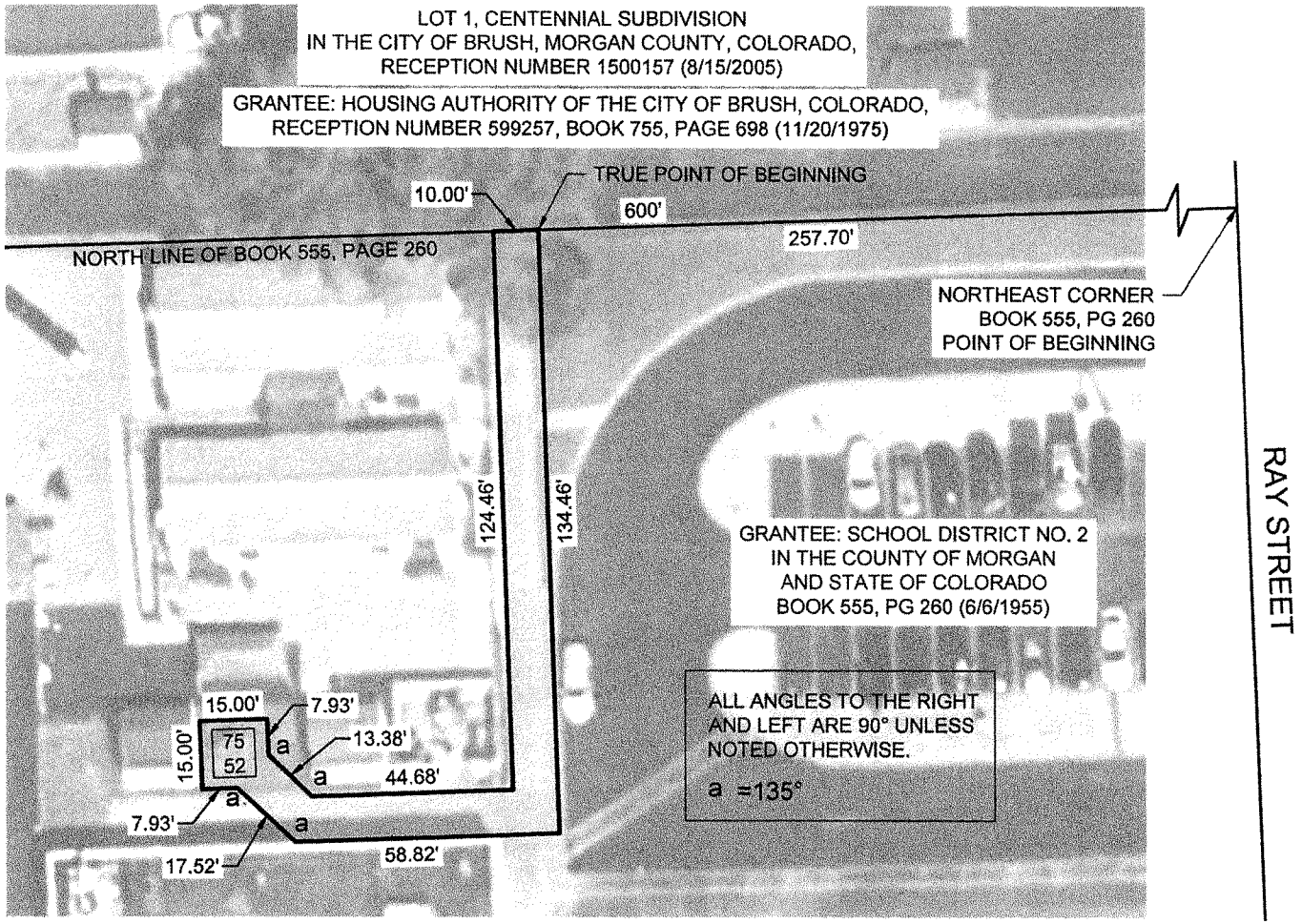
Project#: L24-089

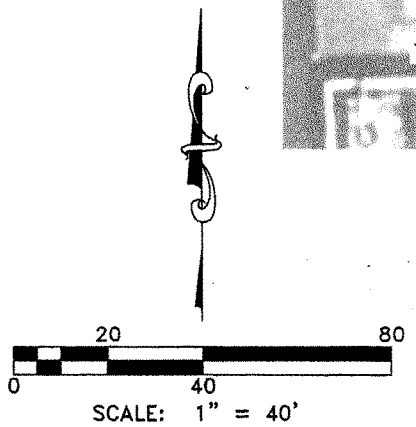
Lambert Land Consulting, LLC
417 S. Whitcomb Street · Fort Collins · Colorado 80521
Phone 970.217.2190 - 970.232.9830 Fax

G:\2024\L24-089 PSCo 612 Ray Street Brush\dwg\L24-089.dwg November 07, 2024 - 3:52pm

ILLUSTRATION

NORTHEAST ONE-QUARTER, SECTION 3, TOWNSHIP 3 NORTH, RANGE 56 WEST OF THE 6th P.M.
CITY OF BRUSH, COUNTY OF MORGAN, STATE OF COLORADO





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Phone 970.217.2190 - 970.232.9830 Fax

G:\2024\L24-089 PSCo 612 Ray Street Brush\dwg\L24-089.dwg November 07, 2024 - 3:53pm

Brush High School

“Home of the Beetdiggers”

1600 Mill Street
Beetdigger Drive
Brush, CO 80723
(970) 842-5171
(970) 842-2804 (FAX)
Attendance Line (970) 842-2357

Our Mission

Safely engaging every student, every day, in every classroom.

Our Vision

To build a culture of instruction that empowers the students of Brush for our future.

WELCOME TO BRUSH HIGH SCHOOL

The policies and procedures contained in this handbook are the result of a concerted effort on the part of the faculty and the administration. This information has been prepared and presented so that it will be of great value in helping you to adjust to our school, and to become an integral part of it.

The ultimate purpose of education is to help you become an effective citizen in our democracy.

We hope you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and take your place in this complex world.

Remember that your success in this school will be directly proportional to your efforts.

Our school welcomes you to its ranks and we hope that you will always be conscious of its traditions and requirements. This year will be whatever you make it. Let us always have the spirit to do the things that will make it outstanding.

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VISITORS (Section 1)

To ensure the safety of our students, all visitors wishing to enter the school building must submit their driver's license or other official ID card to be scanned by the district implemented computer program to verify that they do not pose a risk to children. The ID card will be returned along with a guest pass which must be worn while in the building. Parents are always welcome at school and may visit classrooms after completing the security process to register as a guest. Please make arrangements with the teacher in advance of the visit to reduce the interruption to classroom instruction. Parents may drop off items for their student, and secretaries will deliver the item to the student. Parents wishing to pick up or visit with their student should come to the main office. Secretaries will call the student from class. Students are not allowed to bring visitors to attend classes.

BELL SCHEDULE (Section 2)

Period 1	7:45-8:42	57 min
Period 2	8:45-9:41	56 min
Period 3	9:44-10:40	56 min
Period 4	10:43-11:39	56 min
Period 5	11:42-12:38	56 min
Lunch	12:41-1:09	28 min
Period 6	1:12-2:08	56 min
Period 7	2:11-3:07	56 min
Homeroom	3:10-3:45	35 min

SPANISH LANGUAGE TRANSLATION NEEDS (Section 3)

Spanish Language translation is available at Brush High School. Please contact the front office for translation services. Translators will be available for parent teacher conferences and all other meetings as needed.

NON DISCRIMINATION POLICY (Section 4)

Notice of Non-Discrimination Under Title VI, Title IX, Section 504, Age Discrimination Act, Title II of the American with Disabilities

Brush School District RE-2J does not discriminate on the basis of race, color, sex, age, religion, creed, national origin, ancestry, genetic information, marital status, sexual orientation, gender identity and disability in its programs, activities, operations and employment decisions and provides equal access. The following person has been designated to handle inquiries regarding the non-discrimination policies:

~~Sandy Markvicka~~
Brush Schools District RE-2J
527 Industrial Park Road
Brush, CO 80723
970-842-5176

THE BRUSH BEETDIGGERS HISTORY (Section 5)

In the early days, beets were plowed out of the ground, picked up with the hook of a beet knife and topped with the blade of the knife. A hoe was used by the beet workers to dig and to give adequate spacing of about six inches between plants. During most of the time the Brush plant was in operation, approximately 80-90 percent of the land in the area grew beets. It was a good cash crop and hail damage was minimal. In the mid-1940's the first mechanical puller, topper and loader was developed.

There have been over 17,000 acres in the Brush, Fort Morgan area committed to the growing of beets. The local Western Sugar Company has a waiting list of farmers that would like to contract to grow them. The people of Brush think the mascot of a Beetdigger is unique and appropriate.

BRUSH BEETDIGGERS ATTAIN A NATIONAL PROMINENCE

The Brush Beetdigger was chosen as the second most unusual mascot in the nation by a contest run by Cable News Network (CNN). Brush adopted the Beetdigger mascot because of the great amount of beets that were grown here in earlier years. During beet harvest, school would be dismissed so students could help. Many times when those students came back to school or to practice, other students would call them the beetdiggers, thus the name became popular and was given to the entire group of students that attended Brush High School.

Legend has it that a contest was held in which students submitted their choice of mascot names with a car going to the person whose choice was selected. The car was given to a boy who couldn't have played on the basketball team without his own transportation since he would have had to ride the bus home and miss practice. It has been said that it was already decided that this student's choice of mascot would be the one selected to enable him to participate in basketball. His choice was the Beetdiggers.

SCHOOL SONGS (Section 6)

Loyalty (tune: Illinois Loyalty)
We're loyal to you, BHS
We're Crimson and Gold, BHS
We'll back you to stand
Against the best in the land
For we know you have sand, BHS
RAH! RAH! RAH!
So smash that brigade, BHS
Go crashing ahead, BHS
Our team is our fame protector,
On team, for we expect a victory from you, BHS
RAH! RAH! RAH!

Kids (tune: Washington and Lee Swing)
The kids of Old Brush High are quite discreet
They are one hundred pure from head to feet
They got the style, the smile, the winning way,
And everywhere you go you recognize their ways.
I say now there's a kid I'd like to know.
They've got that good ole Brush High pep and go,
For the colors of Maroon and Gold, Maroon and Gold
FIGHT! FIGHT! FIGHT!

BRUSH HIGH SCHOOL GRADUATION REQUIREMENTS (SECTION 7)

In pursuit of its mission to ensure that all students reach their learning potential and are prepared for postsecondary and career opportunities in the 21st century, the Brush Board of Education has established the following graduation requirements for students.

District academic standards:

To receive a high school diploma from Brush High School, students must meet or exceed the district's academic standards by demonstrating college and career readiness as provided below or complete the requirements and goals as listed on a student's Individualized Education Program (IEP), which may include modified academic standards. Students must also complete the College/Career/Workforce Readiness program as outlined by the school district. Currently, this program is outlined in Xello and completed during the ILP period.

Demonstration of Readiness in English in at least one of the following:

Accuplacer	Score of at least 62 on Reading Comprehension
ACT Assessment	Score of at least 18 on English
ACT Compass assessment	Score of at least 79 on English
ACT WorkKeys	Score of at least 3 (Bronze Level) on the English Exam.
Advanced Placement (AP)	Score of at least 2 on AP English Language and Culture Exam
Armed Services Vocational Aptitude Battery (ASVAB)	Score of at least 31
SAT assessment	Score of at least 470 on English
Collaboratively-developed, standards-based performance assessment	Score of at least 70% on the district English Proficiency Exam. Pending state approval.
Concurrent enrollment course	Grade of at least a C in one semester of an approved concurrent enrollment course.
Industry certified	Passing score on Career Skills Certification Exam
District capstone	Approved by a district-designated reviewer verifying that the student has demonstrated academic and intellectual learning in the subject of English

Demonstration of Competency in Math in at least one of the following:

Accuplacer	Score of at least 61 on Elementary Algebra
ACT Assessment	Score of at least 19 on Math
ACT Compass assessment	Score of at least 63 on Math
ACT WorkKeys	Score of at least 3 (Bronze Level) on Mathematics Exam
Advanced Placement (AP)	Score of at least 2 on AP Calculus AB Exam
Armed Services Vocational Aptitude Battery (ASVAB)	Score of at least 31
SAT assessment	Score of at least 500 on Math

Collaboratively-developed, standards-based performance assessment	Score of at least 70% on the district Math Proficiency Exam. Pending state approval
Concurrent enrollment course	Grade of at least a C in one semester of an approved concurrent enrollment course.
Industry certified	Passing score on Career Skills Certification Exam
District capstone	Approved by a district-designated reviewer verifying that the student has demonstrated academic and intellectual learning in the subject of Math

If the student transfers to Brush High School and demonstrates college and career readiness by completing an assessment or other measure that is not included in this policy's graduation requirements, the principal or principal's designee may determine that such assessment or other measure is acceptable and meets the district's readiness as provided above. Such determination shall be made in accordance with state graduation guidelines.

Capstone

A capstone project is a multifaceted course that serves as a culminating academic, intellectual, and personalized learning experience for students, typically at the end of an academic program or learning pathway experience. The project must demonstrate the 21st century skills as defined by the Colorado Department of Education. *Students may utilize projects they are working on in a class, or extracurricular activity if they are related to their career interest area.* This highly individualized and flexible capstone portfolio prioritizes work readiness, career and/or college exploration (technical college, 2 year and 4 year), post-secondary transition planning and self-reflection (Senior Capstone Portfolio). *Students who complete the BHS Career Capstone satisfy their English and mathematics competency requirements.*

The five elements that must be completed are: BHS Capstone Rubric

1. College/Career Exploration: (facility tour, job fair, college tour, mock interview, etc..)
2. Assessment (Must take one academic assessment (SAT/ASVAB/Accuplacer, etc…) and one career/skill/interest test can take Xello, YouScience, etc.)
3. Independent Living (Resume, cover letter building, personal finance course, etc..)
4. Work Readiness (CDIP approved certification, internship, RWPS, concurrent enrollment course, level two or beyond CTE course)
5. Presentation of Learning (present the portfolio to a group of teachers, administrators, school leaders, volunteer parents, etc…)

Graduation Courses/Credit Requirements

Units of credit needed

A total of ~~52~~ 50 credits are required to the class of 2026. 48 credits are required for the class of 2027 onward ~~credits are required~~ for graduation. A credit shall be earned by receiving a passing grade in a course meeting ~~five~~ four days a week for a minimum designated period of time for one semester.

The following specific requirements shall be necessary in order to graduate from high school:

· Achievement in academic standards as demonstrated by mastery of the curriculum which may include, but is not limited to, daily classroom assignments, the state assessment program, the district assessment program, classroom assessments, and student participation in, and completion of assigned projects.

· Completion of ~~52~~ the required credits in the prescribed categories listed below.

· Completion of the requirements and goals as listed on a student's Individualized Education Plan (IEP) which may include modified academic standards.

-Completion of the requirements and goals listed on the student's Individualized Academic Plan (IAP)

Required credit/courses

1. English. Each student shall be required to take at least two semesters of English each year in grades 9-12 (8 credits).
2. Social studies. Students must complete the following:
    a. Two semesters of world geography (2 credits)
    b. Two semesters of United States history (2 credits)

c. One semester of American government (1 credit)
d. Two additional semesters of social studies electives (2 credits)

3. Science. Each student must complete ~~four~~ six ~~semesters~~ of science (~~4~~ 6 credits). ~~Must be two separate classes~~.
4. Mathematics. Each student must complete six semesters of mathematics (6 credits).
5. Physical Education. Each student must complete two semesters of physical education (2 credits). Successful participation in 4 seasons of sport may be substituted for one physical education credit. If a student becomes injured and is unable to complete a season, they must finish the season in good standing as a participant of the team to earn credit.
6. Career and Technical: Each student must complete two semesters of career/technical classes with one semester being in technology (2 credits). Students completing multiple pieces of the CTE Honors Program are eligible for the Beetdigger of the Year.
7. General Elective:(~~24~~ 18 Credits) Completion of one online course required. IAPs will determine the pathways that will guide which electives students will take during their high school career. Students who elect to change pathways will still need to meet the ~~52~~ total credit requirements to earn a BHS diploma, but may not be able to finish the credentials or diplomas in a particular pathway.

~~**Total 52 credits**~~

Credit from other institutions and home-based programs

All students entering from outside the district must meet the district graduation requirements. The ILT Review Committee shall determine whether the credit toward graduation requirements shall be granted for courses taken outside the district. Students who are currently enrolled in the district and wish to obtain credit from outside institutions, or through online programs, must have the prior approval from the ILT Review Committee or have selected a course the ILT Approved Course List.

The district shall accept the transcripts from a home-based educational program, provided it meets district standards. In order to determine whether the courses and grades earned are consistent with district requirements and district academic standards, the district shall require submission of the student's work or other proof of academic performance for each course for which credit toward graduation is sought. In addition, the district may administer testing to the student to verify the accuracy of the student's transcripts. The district may reject any transcripts that cannot be verified through such testing.

Independent study

Independent study, work based learning and experience-based programs approved in advance by the ILT Academic Review Committee Process may be taken for high school credit. Students must submit a request for approval that includes a summary of the educational objectives to be achieved and monitored by a faculty member.

Student course load

Students must be enrolled in at least 6 hours per semester of high school credit or 12 credit hours of college credit to meet CHSAA eligibility requirements and/or participate in BHS extracurricular activities. Students need to meet the activity requirements if they choose to participate, but may also develop schedules that allow them to complete graduation requirements only. Seniors may be permitted one exempt period per day if they are on track to graduate. Juniors may be permitted an exempt period for scheduling purposes. Juniors must have administration approval to take an exempt period.

Years of attendance

The Board of Education believes that most students benefit from four years of high school experience and are encouraged not to graduate early. Conversations with parents and staff should be held to determine the best course of action for each student. However, in some cases, students need the challenge provided by postsecondary education or other opportunities at an earlier age. Therefore, the principal may grant permission to students wishing to graduate early, provided the student has met all district graduation requirements. Commencement ceremonies will only be held at the end of the spring semester.

Individual Learning Plans (ILPs)

Each student at Brush High School will have the opportunity to develop an individual academic plan along with their family, a teacher, counselor, and other important academic advisors to develop the pathway to a diploma from Brush High School that best fits the students interests and meets the requirements set by the Brush School District and state of Colorado.

- Each teacher will be assigned 8-10 students to contact and schedule appointments per Parent Teacher Conference session. (Based on enrollment of 450 and certified staff of 27)
- IAP plans will be reviewed and developed based on conversations with the families.
- Teachers will have the same students for all 4 years. BHS will attempt to have students in the same family with the same teacher on ILP Conference nights.

- Students will still need to meet with counselors to verify schedules/plans/etc as needed.
- Initial pathway planning and interest finding development will occur beginning in Beetdigger Academy and other courses during a student's freshman year.
- Pathways/certificates/diplomas will be planned in that process. Graduation requirements of ~~52~~ total required credits, and/or capstone courses remain in place.

Graduation Deadlines and Bubble Meetings

Students who have not met or have multiple indicators of not being able to meet the requirements for graduation, shall participate in an Academic Review Meeting (Bubble Meeting) consisting of at a minimum: principal or assistant principal, counselor, teacher, student, parent/guardian on or prior to April 30. An individualized graduation plan will be developed and the opportunity to complete the requirements on the graduation plan by the senior's last day of school will be given. If the requirements of the graduation plan are met by the senior's last day of school, the student will be allowed to participate in the graduation ceremony.

CTE Honors Program

Brush High School believes that career and technical education is an important part of preparing kids for their future. In an effort to encourage students to take advantage of course offerings, develop employable skills, and gain valuable experience, the BHS CTE team has developed the CTE Honors Program to recognize students that have taken advantage of these opportunities. The student that accomplishes the most pieces of the CTE Honors Program at the end of their senior year will be recognized as the Beetdigger of the Year at graduation and earn the BHS Grant Award. A description for the CTE Honors Program can be found in the Counseling Office.

Credit Recovery and Alternative Credit Policy

Alternative credit is available for all courses required for graduation through our alternative credit program. This is an alternative way for students to earn credit in courses that they have already taken, but have failed to receive a passing grade or alternative courses are available for students based on their individual academic plans. All alternative courses will use the final dates listed on the school calendar for the semester. Alternative dates may be used with approval of the Instructional Leadership Team, counseling, and principal. If a student is requesting to receive credit for something not already contained in our approved online curriculum, students must have their alternative credit plans and courses approved by the Instructional Leadership Team Academic Review Committee prior to the start of each semester.

Students enrolled in online credit recovery will be charged a $50 fee per course. If a student completes the course by the assigned due date, the student will receive full credit. Completion dates for credit recovery will be the same as the final semester dates listed on the school calendar. This policy will also apply to summer school.

Credit Recovery courses offered by BHS staff in person may be an option. These courses would follow the Repeat and Replace Policy. These courses may be offered in English, Social Studies, Science, and Math. Students who choose to recover credit via in person instruction will not be charged for the course.

ILT Alternative Credit Approval Process

The BHS Instructional Leadership Team will be the oversight group for determining the alternative credit process. Students wishing to receive high school credit for courses taken online, off campus, or from some other location that is not an accredited institution will need to apply for approval through the BHS ILT. The process the BHS ILT will follow is listed below. Examples might include:

-Courses through colleges approved with review of syllabus
-Online courses approved with review of syllabus and vendor qualifications
-Courses offered at other educational facilities - approved with review of syllabus and verificati on of coursework requirements.
-Courses that result in an earned certificate or diploma.
-Process for approval of Alternative Credits:

1. Review and Approval by BHS ILT with recommendations to BSD Curriculum Council
2. BSD Curriculum Council review and approval with recommendations made to the superintendent.
3. Superintendent presents curriculum development to Brush School District BOE in accordance with BOE Policy IG.
4. Approved alternative credit list will be reviewed annually at BHS ILT level and recommendations for changes can be sent through the process as needed.

Online Elective Lab
Students will have access to a variety of electives through the online elective lab. The purpose of the lab is to offer students access to courses that may not be offered at BHS in person. Seniors and juniors may take online courses through the lab with approval from the lab teacher. Sophomores and freshmen may only take online elective courses with approval from administration.

EARLY GRADUATION POLICY (Section 8)

To qualify for early graduation, a student must comply with all of the following

- Apply in writing by the end of the 1st semester of the student's junior year and receive approval from the principal.
- Plan 2nd semester junior courses and 1st semester senior courses by the end of the 1st semester junior year.
- Be able to meet all graduation requirements by the end of the 7th semester.
- Students must demonstrate proficiency in English and Math as determined by the school district graduation requirement policy.
- Students must have completed all requirements for Brush High School to be eligible for graduation. Brush High School does not have a winter graduation ceremony.
- Seniors who graduate early and want to participate in the Brush High School's graduation ceremony must have approval by the principal.

English Requirement for Early Graduation
Students who have met the district criteria for early graduation may complete their English requirements by taking 2nd semester senior English in addition to taking their 2nd semester junior English required class during the 2nd semester of their junior year. Students choosing this option do so with the understanding that they may not have acquired the skills taught during the first semester of the senior English class. Students would then complete the first semester senior English requirement during the first semester of their senior year. Students who successfully complete all courses will have completed the English requirements at the end of the first semester of their senior year.

GRADING (Section 9)

Parents and students have access to all grades in real time via their ALMA account and are encouraged to frequently monitor their student's academic progress in this manner.

BHS uses the following for grading:

Percent Grade	Letter Grade	GPA Point Value	Weighted GPA Value
100- 90%	A	4	4.2
89 - 80%	B	3	3.2
79-70%	C	2	2.5
69-60%	D	1	1
59-0%	F	0	0
59-0%	WF	0	0

Other Grades that may be earned:

S- Satisfactory U- Unsatisfactory I- Incomplete

Grading is based on academic achievement as well as attendance in class. The first day the class meets, teachers distribute a course syllabus that includes the grading plan and the value of semester tests toward the final semester grade.

Class rankings and grade point averages
Graduating seniors shall be ranked within the graduating class upon the basis of grade-point averages for the four-year program.

Grades for regular classes will be given the following values: A=4, B=3, C=2, D=1.

Grades for Advanced Placement classes, college courses, and honors will be given the following values: A=4.2, B=3.2, C=2.5, D=1. Honors courses have been determined by the Brush High School Instructional Leadership Team as: AP Chemistry*, AP US History*, AP Spanish*, AP Calculus*, Physics, Pre-Calculus, Spanish III, Core Content Courses from MCC or UNC
*Students wishing to receive honors credits for AP courses must sit for the exam.

After a course has been passed, no future grade earned in the same course shall be used to determine class rank or grade point average.

When transcripts of transfer students show grades such as pass or satisfactory, such grades shall not be counted in determining class rank or grade point average. Students entering from home-based education programs must submit student work or other proof of academic performance for each course for which credit toward class ranking or grade point average is sought.

Repeat and Replace Policy
Students wishing to retake a class to improve their final grade may do so. Students must declare their intention to Repeat/Replace a course within 14 days of the start of the semester to the counseling office in writing. The Repeat/Replace Course will replace the previous grade on a student's transcript. The course being replaced will remain on the transcript without a grade. Students will not receive an additional credit for Repeat/Replace Courses. In the event the student is Repeat/Replacing a course they previously failed or did not complete, they will be allowed to receive credit. A student may only Repeat/Replace a course one time.

Credits Earned Prior to Starting High School
Students in middle school may take courses that can result in additional credits being earned prior to starting high school. If a student takes and passes a high school level course with a C or better in both quarters, they may receive high school credit. This credit will go on a transcript upon enrollment in Brush High School. The credit will not count towards GPA nor will a final grade be listed on the transcript.

VALEDICTORIAN/SALUTATORIAN AND BEETDIGGER OF THE YEAR (Section 10)

The student with the highest-class rank will be valedictorian. When more than one student holds the numerical one rank, all students holding the rank will be declared co-valedictorians. Salutatorian(s) will be the next highest class rank. Please see Section 7 for an explanation of class rankings and grade point average.

Students that complete the most requirements on the CTE Honors Program will qualify for consideration of Beetdigger of the Year. It may be possible to be Beetdigger of the Year and Valedictorian. The BHS Grant will be awarded to the Beetdigger of the Year.

HONOR GRADUATES (Section 11)

All seniors with a cumulative grade point average of over 3.5 will graduate with honors. All seniors who graduate with a cumulative grade point average of over 4.0 will be recognized as honors graduates with distinction.

HONOR ROLLS (Section 12)

Scholarship is recognized and encouraged through the Honor Roll and Cadet Honor Roll. Eligible students must be enrolled in at least five classes each semester, and receive credit in all classes. The Honor Rolls are compiled at the close of each of the four quarters. Requirements for the Cadet Honor Roll are a 3.0 average and no grade lower than a 2.0 value. The Honor Roll requires an average over 3.5 with no grade lower than a 3.0.

ACADEMIC LETTERING (Section 13)

The purpose of the academic lettering program at BHS is to encourage and support academic excellence by all students. The fall of each school year, an academic lettering assembly is held. Sophomores through seniors are eligible to receive the awards. Everything is based upon the previous year's GPA (grade point average). Students who achieve a 3.5 cumulative GPA for the year will letter.

NATIONAL HONOR SOCIETY (Section 14)

To qualify for National Honor Society, a student must have a cumulative semester grade point average of 3.50 or above. The faculty then evaluates leadership, character and community service and a total score is ascertained.

ANNUAL AWARDS NIGHT (Section 15)

Toward the end of the school year, a special assembly is held for the purpose of awarding local scholarships and giving recognition for notable achievements made by seniors. This assembly is held in the evening so that parents may attend.

FEES (Section 16)

Fees are paid by those students involved in optional activities or courses or P.E.. These fees are paid before school begins (fee amounts are subject to change).

Activity Ticket - $50.00 per year
Accounting Class Fee- $20.00 per year
Ag Fundamentals - $20.00 per semester
Ag Bus/Science/Mechanics - $20.00 per semester
PE Fee - $6.00 per semester
Athletic Fees – $100 first sport, $75 second sport, $25 third sport, $400 family max
Drawing/Studio Fee - $20.00 per semester
Woods Class Fee - $30.00 per semester
Construction Science Fee- $30.00
Culinary Essentials Fee - $30.00 per semester
Catering - $30.00
Health Science Courses- $40.00 per semester

Students that do not have their fees paid will not be considered as a “student in good standing.”

TAKING COLLEGE CLASSES FOR H.S./COLLEGE CREDIT (Section 17)

The student must be in the ~~tenth~~ ninth through twelfth grade, be under the age of 21 and have permission of their parent(s) or guardian(s). A student intending to enroll in a post-secondary program must give written notice to the College and Career Readiness Counselor prior to enrollment via the concurrent enrollment application. These decisions should be based on the student’s individual learning plan (ILP) developed in conjunction with their parent/guardian and the College and Career Readiness Counselor.

The high school principal shall determine whether the student is eligible for the post-secondary program on the basis that:

a. The student is in need of course work at a higher academic level than available at the high school
b. The student qualifies based on GPA, previous class college enrollment, PSAT/SAT, NWEA, and/or teacher recommendation.
c. The student is in good standing in terms of credits, fees, behavior, and eligibility.
d. The student is able to work out a transportation plan and the parent/guardian approves of the overall plan to attend the course(s).

TAKING COLLEGE CLASSES AT MORGAN COMMUNITY COLLEGE (Section 18)

There is an application process that must be completed by the student. Please make sure you contact the counseling office prior to signing up for college classes.

Vocational Classes: There are no initial eligibility requirements (other than being on track to graduate) for juniors or seniors taking the vocational courses such as Auto Tech, Collision Repair, and Welding. However, if a student earns a semester grade below a C in an MCC course, that student will no longer be allowed to continue in the MCC vocational programs the next semester.

Health Sciences Technology and Multimedia: There is an initial eligibility requirement of a 2.5 GPA, and the student must have earned credit in the prerequisite courses at Brush High School. There are also minimum scores required for the ACCUPLACER reading test or SAT English and Writing

Academic Classes: Qualifications for taking academic courses ~~and having the school district pay a portion of the tuition~~ are:

A. The student must maintain a cumulative GPA of 3.0
B. The student must pass the ACCUPLACER test (or SAT) in the appropriate area with these designated scores:

-For English courses:
245+ Next Generation Writing (470 SAT English and Writing)
-For Math courses
246+ Next Generation Advanced Algebra and Functions (590 SAT Math)

~~The Brush School District pays tuition (not the fees and books) for one academic course per semester for juniors who meet the qualifications, and for two academic courses per semester for seniors who meet the qualifications. Sophomores will need counseling and administrative approval. Students can request the Brush School District to approve payment for additional courses.~~

~~If a student drops a course, either voluntarily or at the request of the instructor, the student or the student's parent/guardian shall pay a $150 withdrawal fee to the school district. Fees must be paid before the student will be allowed to enroll in future MCC courses.~~

The district shall pay the tuition for postsecondary courses by a qualified student and for which the qualified student receives high school credit.

The tuition paid by the district for the qualified student's approved postsecondary course shall be in accordance with the Act and the district's cooperative agreement with the institution of higher education. The institution of higher education may charge associated fees to the qualified student or the student's parent/guardian in addition to the tuition paid by the district. The first $200 dollars of these fees per year shall be paid by the student. Any fees beyond the $200 shall be paid by the district.

Parents/Guardians may be required to pay any fees paid incurred by the district if the student fails the course.

Students who take summer MCC courses must have the courses approved by the Counseling Department and the principal, if the courses are to be placed on the BHS transcript and used to complete graduation requirements. Students with passing grades in MCC courses will receive both high school and college credit.

ENROLLING AT MCC WITH SOPHOMORE STATUS (Section 19)

Student Eligibility Criteria:

* High school graduates currently enrolled with Morgan Community College during their junior and or senior year of high school.
* Successful completion (C or better) of 30 or more credit hours with Morgan Community College at the time of High School graduation or no later than the semester immediately following high school graduation.
* Completion of the Free Application for Federal Student Aid (FAFSA) and Morgan Community Scholarship by priority dates of April 1 for May high school graduates and November 1 for December high school graduates.
* Students must qualify for in-state resident status. If a student does not meet in-state resident requirements, they may apply for other financial aid programs.

Students may enroll at any MCC location. Eligible students will receive grant and/or funds (not a loan or work study) to cover tuition and fees (at on campus rates only) at MCC for an additional 30 hours of coursework in the degree for which they were enrolled in the initial 30 hours. Books are not included. If a student's financial aid award (including loans and work study) is greater than tuition and fees, the students can receive the entire award.

This program is available for up to three academic semesters beginning the summer or fall semester after high school graduation. This program does not apply to any hours needed during the summer to complete the 30 hour requirement. Any student who graduates from high school in mid-year is eligible to enroll in the spring semester if they meet the student eligibility criteria.

Students must be enrolled for a minimum of 6 hours per semester but the scholarship/grant with this program is only guaranteed for the time of 3 academic semesters after high school graduation. Other financial aid may be available after that time but is not guaranteed. All federal, state, and college rules and regulations regarding financial aid/scholarships apply to this program.

See a BHS counselor for additional information on the above programs.

REPORTING TO COLLEGES (Section 20)

Brush High School is obligated to report inappropriate student behavior to the colleges at which students have been accepted, particularly where scholarships are involved. Examples of reportable behaviors are those resulting in expulsion, suspension, or failure of a required course, including cheating or plagiarism.

ADVANCED PLACEMENT COURSES (Section 21)

Brush High offers Advanced Placement (AP) Courses in a number of subject areas to expose students to college level rigor and to provide additional opportunities for students to earn college credit. Students that take AP courses are expected to complete the entire course, are required to take the AP exam aligned with the course offering in May and are responsible for paying the AP exam Fee. Students enrolled in AP courses that fail to show for the AP exam associated with the class will be responsible for paying the restocking charge for the exam. Students that drop an AP class first semester will receive a withdraw fail for 1st and 2nd semester. Students dropping an AP class second semester will receive a withdraw fail for the second semester.

~~BEETDIGGER ACADEMY (Section 22)~~

~~All incoming freshmen at Brush High School will attend Beetdigger Academy. Beetdigger Academy is a type of homeroom class that will allow freshmen the best opportunity to acclimate to high school. The class will include the development of academic soft skills,completion of college and postsecondary readiness requirements, registration, and time to study. Successful completion of the class will earn students one elective credit toward graduation (0.5 elective credits per semester).~~

~~INTERVENTION CLASSES (Section 23)~~

~~Students may be assigned a Math or English Language Arts intervention course based on data from both state/local assessments and grades. The goal of the intervention class is to allow students the opportunity to get extra help in learning skills that there is an existing deficit. Students will have the ability to exit any intervention class by demonstrating grade-level proficiency. Students that successfully complete an intervention class will earn a 0.5 elective credit per semester. Intervention classes will appear on student schedules for math as Math 101, Math 102, Math 103, and Accelerated Math. For English the intervention classes will appear on student schedules as ELA 101, ELA 102 and ELA 103.~~

BUSES (Section 24)

Buses are provided for transportation to and from school for students in outlying areas. All buses to games, music contests or field trips are scheduled by the school and each bus is under the direction of faculty members and/or Parent Association/ Accountability Committee members. All students are required to return to the school on their assigned bus unless parents request in writing that their child ride home with them. Requests for variations should be made to the faculty sponsor or administration before the bus leaves Brush. The assistant director maintains a list of students that are restricted from riding activity buses. (Student athletes must see the athletic handbook for more information.)

Bus Transportation Rules

1. ~~When loading in behind BSC, students should stay behind the marked line and not move forward until the bus has come to a complete stop.~~
2. Bus riders are not permitted to leave their seats while the bus is in motion.
3. Students are expected to be courteous to other students, sponsors and bus drivers.
4. All students are to be quiet when the bus stops at railroad crossings.
5. Glass containers are not allowed on any bus.
6. No food is allowed on buses unless the sponsor has received authorization in advance.
7. Students that do not follow rules may lose the privilege of riding school transportation.

PARKING (Section 25)

Students driving cars to school must park them in the student parking lot on the east side of the building. Handicapped parking is available for students with disabilities. For reasons of safety and fire lane access, parking is permitted in designated parking spaces only.

Students must register vehicles parked on campus by completing a Parking Permit Request Form. All registered vehicles will receive a numbered Student Parking Permit designed to hang from the rear view mirror. It can easily be moved from vehicle to vehicle as needed. The first permit will be given free of charge and is to be used by the recipient throughout their high school career. It is to be returned on the student's last school day, whether graduation or withdrawal from school. Additional permits, if needed, will cost $5.00.

The school district assumes no responsibility for cars parked on school property. It is recommended that all cars be locked after arriving in the morning. Sitting in or on cars during the school day (7:45 a.m. – ~~3:38~~ 3:45 p.m.) is not allowed. Students must leave their car and the parking lot after arriving at school.

Students that do not follow the posted speed limit, drive recklessly on or around school property, fail to abide by posted signs or that park improperly may lose their privilege to park on school grounds. Reckless driving that endangers the safety of others may be reported to law enforcement.

Students that park their vehicles in unauthorized parking spots will be subject to the following fines:

- 1st offense - $5
- 2nd offense - $10
- 3rd and subsequent offenses- $20

STUDENT SCHEDULES (Section 26)

Students make out their schedule with the assistance of their parents, teachers and assigned counselor. At the same time, all students graduating from middle school plan their courses for the freshman year.

If it becomes necessary to change a schedule during the year, students may request a change at the counseling department.

Schedule changes will be made only if there is a good reason for doing so. Except at the semester break, all schedule changes require the signatures of all teachers involved and a counselor. A student wishing to drop a class must consult with the teacher before taking the problem to the counselor.

Counselors will keep track of all students to whom they give a transfer form. Students must turn in the transfer forms to the counselor after all signatures have been obtained. No schedule change will be made until the counselors receive the completed transfer form. Teachers for the added class will not sign until after the teacher of the dropped class has signed.

DROPPING AND ADDING CLASSES (Section 27)

Dropping a class or adding a class is allowed without penalty in the first 3 days of a semester, provided all school guidelines are followed.

After the 8th day of a semester and up through the midpoint of the semester …

a. A class may be added as long as the student makes up the work missed and the teacher approves this.
b. A class may be dropped and replaced with a class as specified in article “a” of this section OR replaced with a study hall, provided the student does not already have a study hall or an exempt period. Written parent permission is required.
c. For determination of eligibility, a student dropping a class in which the grade is an F will continue to have that F recorded every week for the remainder of the semester, and the F will be treated as if it were the final grade.

After the midpoint of the semester …

a. No class may be added.
b. A class dropped will have a grade of WF (Withdrawn Fail) assigned, regardless of the grade in the class at the time it was dropped. Written parent permission is required

Note: Students who transfer from other schools, regardless of when it is during the semester, will be placed in courses roughly equivalent to the courses they had in the previous school. Students who have not yet attended school during the semester will not be allowed to enroll after the 35th day of the semester.

WITHDRAWAL FROM SCHOOL (Section 28)

The following steps must be taken to withdraw from school:

1. Obtain appropriate forms from the counselors.
2. Secure authorization for withdrawal from your parents or guardian.
3. Have the forms completed by teachers, librarian and financial secretary (school fees). Return all schoolbooks and property and make sure all fees are paid.
4. Take completed forms to the counselors for final clearance.

BRUSH HIGH SCHOOL ACTIVITIES AND ATHLETICS (Section 29)

ACTIVITIES

FBLA FFA FCCLA Catering Drama	International Travel Club Student Council (Must be enrolled in the corresponding academic course) TSA

YEAR ROUND TEAMS

E-Sports

FALL TEAMS	WINTER TEAMS	SPRING TEAMS
Cross Country Football Boys' Golf Softball Volleyball Boys Soccer @ FMHS	Boys' Basketball Girls' Basketball Boys' Wrestling Girls' Wrestling	Track Baseball Girls' Golf Girls' Soccer @ FMHS Girls' Tennis

Student Random Drug Testing

Students who are in extra-curricular activities will participate in random drug testing. For specifics, refer to the athletic or extra-curricular handbooks and the district random drug testing policy.

STUDENT ELIGIBILITY (Section 30)

Student participation in athletics, clubs and organizations will be based on CHSAA Eligibility and on the weekly eligibility. A student must be academically eligible to be allowed to participate in any extra-curricular activity. Eligibility is based on the CHSAA state Option B that states that a student becomes ineligible on the 1st failing grade during any grading period. Additionally BHS holds students to a higher standard. Any student with more than one D in any reporting period will also be considered ineligible. Student athletes can still practice if they do not meet this requirement, but may not compete in a scheduled competition.

Eligibility reports will be run weekly beginning the third full week of each semester. Grades will be a continuous semester grade for each grading period. Eligibility is turned in every week during the eligibility period and reported to sponsors and coaches, with eligibility for each reporting period running from Monday through Sunday of the following week.

~~FRIDAY SCHOOL REQUIRED ATTENDANCE (Section 31)~~

~~Students that are failing multiple classes or not making adequate progress will be required to attend school on Friday's when school is not in general session. Students and parents/guardians will be notified that they are required to attend by Thursday at 3:45 PM. Students that do not attend may face disciplinary action, including truancy referrals. The purpose of Friday School is to help struggling students get caught up to grade level expectations in smaller settings with the opportunity to work in 1 on 1 or small group settings with staff. We ask that parents/guardians help support the overall success of their students by ensuring that their student attends required Friday School sessions.~~

LOCKERS (Section 32)

Students will be assigned lockers at designated times the first week of school. Changing lockers is not allowed. Students are responsible for the upkeep of their locker and the combination lock. Administrators may search any locker with reasonable suspicion.

SCHOOL LUNCHES (Section 33)

Current Food Service information, including cost of individual breakfast and/or lunch, is available on the District Website at www.brushschools.org. Families may apply for free or reduced-price lunches by completing an application in the main office. Lunch accounts can be maintained by depositing money that students debit at each lunch. Students may charge only up to two lunches. Students with a negative balance will not be allowed to charge seconds.
After eating, students must dispose of all trash in appropriate trash cans. All school rules apply during lunchtime.

OPEN CAMPUS (Section 34)

Open campus is a privilege for all students grades 10-12. Lunchtime is open-campus, and Sophomore-Senior students may leave during this time. The following guidelines should be observed when leaving campus for lunch:

1. Do not loiter or congregate on or near other people's property.
2. Be responsible when disposing of your trash – do not litter!
3. Walk only on sidewalks, not in the street.
4. For the safety and welfare of others, do not block or obstruct streets or alleys.
5. Be respectful to property owners and other adults who live near the school.

Students who do not follow these guidelines may lose the privilege of leaving campus at lunchtime.

Student guests are not allowed at any time at BHS.

EMERGENCY DRILLS (Section 35)

FIRE DRILLS

When the alarm sounds, everyone exits the building using designated exit routes as quickly and calmly as possible. Designated exit routes are posted in each classroom.

Physical education classes should use the nearest convenient exit. Students exiting out the north doors are to go across the street and stay away from the fire hydrant. ~~All other students shall be moved a safe distance from the building (at least 500 feet).~~

Teachers check outside their rooms to see if an alternate exit should be used in case of fire or smoke. Teachers also make sure doors are shut before leaving the building. Students must remain with their teachers, as teachers take attendance outside.

TORNADO DRILLS

The warning of a possible tornado is made over the intercom. At that time, all students are to proceed to the tornado shelter under the direction of staff.

STAFF PROTECTION (Section 36)

The following procedures shall be followed in instances of assault, disorderly conduct, harassment, and knowingly giving false allegations of child abuse or alleged criminal offense by a student directed toward a teacher or school employee. An act of a teacher or other employee shall not be considered child abuse if the act was an appropriate expression or emotional support.

These same procedures shall be followed in instances of damage, by a student, to the personal property of a teacher or school employee, occurring on school district premises.

(1) The teacher or employee shall file a written complaint with the building principal, the superintendent's office and the Board of Education.
(2) The principal, after receipt of both the complaint and adequate proof of charges, shall suspend the student for three days in accordance with established procedures.
(3) The superintendent shall initiate procedures for the further suspension or expulsion of the student when injury or property damage has occurred.
(4) The superintendent, or his designee, shall report the incident to the district attorney or the appropriate local law enforcement agency or officer who shall then investigate the incident to determine the appropriateness of filing criminal charges or initiating delinquency proceedings.

GRIEVANCE PROCEDURE (Section 37)

A student grievance is defined as a complaint lodged by a student with a member of the staff or administration alleging one or more of the following unfair practices:

(1) that a school rule is unfair
(2) that a school rule or regulation discriminates between students
(3) that an unfair procedure has been used in arriving at a punishment
(4) that a violation has occurred in regard to the administration of Federal Regulations Title VI, Title IX or Section 504.

Grievances are processed:

(1) an informal talk with the counselor about the problem, and
(2) an informal talk with the person with whom you have a complaint (if the problem has not been resolved, you return to the counselor).
(3) Unresolved problems will be referred to the administration.

Grievances that are not resolved at the building level will be referred to the superintendent. Grievances about actions taken by the directors should be addressed to the superintendent.

Grievance Procedures for Sexual Harassment or Discrimination

Allegations of sexual harassment or discrimination should be reported to the building Principal or Director of Human Resources at the district office. District grievance procedures will be followed as per the procedures that have been adopted by the Board of Education outlined in the District Handbook.

NON-DISCRIMINATION (Section 38)

Notice of Non-Discrimination Under Title VI, Title IX, Section 504, Age Discrimination Act, Title II of the American with Disabilities

Brush School District RE-2J does not discriminate on the basis of race, color, sex, age, religion, creed, national origin, ancestry, genetic information, marital status, sexual orientation, gender identity and disability in its programs, activities, operations and employment decisions and provides equal access. The following person has been designated to handle inquiries regarding the non-discrimination policies:

~~Sandy Markvicka~~
Brush Schools District RE-2J
527 Industrial Park Road
Brush, CO 80723
970-842-5176

ANNOUNCEMENTS AND POSTERS (Section 39)

If you wish to have announcements made regarding school activities, you must have them initialed by the teacher or advisor of the activity involved. All posters must be approved by the principal.

HALL PASSES (Section 40)

Students need to be in their classrooms with their teachers during class times. Hall passes are available for restroom visits and special needs according to IEPs and 504 plans. Misuse of hall passes will result in restriction to the classroom.

A twenty-minute no-passing period at the beginning of each class is enforced. Students are to remain in the classroom, engaged in the day's studies, and are not allowed to be in the hall during this time.

LOITERING (Section 41)

Students are not permitted to loiter about the building after their daily program is finished. Students must have a valid reason for staying in the building after their classes are over and the school buses have left.

SKATEBOARDS AND ROLLERBLADES (Section 42)

Skateboards and rollerblades are not allowed to be used on campus. Students may use them to get to school, carrying them when arriving at school and storing them in lockers.

CELL PHONES/ ELECTRONIC DEVICES (Section 43)

Students are not allowed to use or access cell phones, smartwatches, earbuds, or other devices with the ability to call, access apps, or text, on BSC campus during the school day, from when you enter the building until you exit the building

(7:20 a.m. - 4:00 p.m.) except as provided in the BSC Cell Phone/Electronic Device Agreement. Students with medical conditions that require monitoring will have the ability to use or access these devices with restrictions as written into their individual agreement.

Students using or accessing a cell phone, smartwatch, earbuds, or other device with the ability to call, access apps, or text during school hours that is not in compliance with the BSC Cell Phone/Electronic Device Agreement are given the following warnings and consequences:

***First Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will place their phone in the lockbox. If the student voluntarily does so, they will return to class. A parent will be notified to retrieve the device. The behavior event will be documented in ALMA as a 1st Cell Phone violation.
***Second Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will remain until the parent/guardian arrives at the school to take the device(s) from campus. Once the parent acquires the device(s) from the student, a short conference with the student and parent will be held with administration to communicate the consequences of a third violation. The parent will remove the device(s) from campus and the student will return to class. The behavior event will again be documented in ALMA.
***Third Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will remain until the parent/guardian arrives at the school to take the device(s) from campus. Once the parent arrives, a short conference with the student and parent will be held with administration to communicate that the student will receive consequences that **WILL** include in-school or out-of-school suspension in line with defiance/insubordination in the discipline matrix. The behavior event will be documented in Alma
***Subsequent Offenses:** Once cell phone/electronic device(s) violations surpass three offenses, the behavior is no longer construed as a cell phone/electronic device(s) violation. Rather, the continued behavior events rise to the degree of insubordination and a significant violation of Student Conduct Code outlined in Brush School Board Policy JIC and JICDA.

**Coaches/sponsors will administer and monitor the policy at their discretion within this policy and based on the staff handbook recommendations for activity trip supervision. Cell phones/electronic device(s) will not be allowed to be used on the bus without coach/sponsor permission or in locker rooms while traveling.

***Please note that insubordinate, non-compliant, dishonest, and disrespectful behaviors associated with confiscation of the phone will result in more significant disciplinary action.

Parents are requested to relay all important messages for their children through the office due to students' inaccessibility to their cell phones throughout the school day. This information will then be forwarded to your child at the most appropriate time.

STUDENTS IN GOOD STANDING (Section 44)

Students are considered to be in good standing if they have all of their student fees paid and if they are academically eligible per BHS eligibility policies.

DANCES (Section 45)

Several dances are held throughout the school year. **Students that are not considered to be students in good standing will not be allowed to attend.**

All school rules remain in effect. **Once a student leaves the building, they will not be permitted to return.**

Non-BHS students will be admitted for some dances only if they are the date of a current BHS student and have registered in advance**. All guests must be in 9th grade or above and under the age of 21.**

INTERNET USE (Section 46)

All students must sign an Acceptable Use Agreement. Students may access the Internet from their Chromebooks and the library. The following activities are prohibited:

- Accessing or creating files or materials without authorization
- Accessing, storing or creating offensive, profane, or pornographic files/software/applications
- Use of Internet games, MUDs (multi-user domains), IRCs
- Plagiarizing works or violating copyrights or trademarks
- Damaging, altering, or modifying hardware or software

- Attempting to bypass computer security
- Downloading and use of non-approved software
- Using the internet to harm, defame, harass or otherwise cyberbully individuals
- Unauthorized use during class time
- Inappropriate Internet sites (administration will determine what is appropriate)

Violations of the acceptable use policy will result in the loss of privilege to use computers at school.

PLAGIARISM AND AI USAGE (Section 47)

Plagiarism at Brush High School is defined as any attempt to take the work of another and pass it off as original work by the student. This includes, but is not limited to, the following: copying, unauthorized sharing of work or answers, or the failing to properly give credit to the source of work. Plagiarism will result in a failing grade for the assignment or exam in question and may also result in disciplinary action per policy JICDA and Section 56 of the BHS Student Handbook. Students should be advised that use of AI created content that is unattributed will be considered plagiarism. Guidelines for appropriate and acceptable use of AI can be found in the AI Integration Best Practices for BSC.

ATTENDANCE POLICY (Section 48)

Regular daily attendance in class is of prime importance in the educational process. All students are expected to attend school for all days of the established school calendar as approved annually by the Board of Education and in compliance with the Colorado School Attendance Law. **Vacations and appointments should be scheduled outside the student's scheduled classes.**

Attendance is the responsibility of the student, parents, and the school. The importance of regular, daily attendance as a basis for academic achievement cannot be overemphasized. All absences have a negative effect upon instructional continuity, regardless of the attempts to make up work. The regular contact of students with one another in the classroom and their participation in a well-planned instructional activity under the tutelage of a competent teacher are vital to this purpose. Absences resulting from temporary illness, injury, extended disability of the student or family emergencies will, under normal circumstances, be acceptable reasons for a parent/guardian to verify a student's absence. However, students who choose to not attend school without a verifiable reason will face the appropriate consequences. The Brush School District is a safe place to learn that there are consequences for actions—better now than when they are employed.

Absence Policy Regulations

~~**For students under 17 years of age:**~~
~~Colorado State Law 22-33-107 states, "A child who is 'habitually truant' means a child who has…four unexcused absences from public school in any one month or ten unexcused absences during any school year." **Students under 17 years old are allowed ten unexcused absences (excluding excused or activity absences) during any one school year**. Once a student reaches 20 unexcused absences in any one class, an attendance contract will be set up. If the student violates the terms of the attendance contract, our school lawyer may take them to Truancy Court.~~

~~**For ALL students**: If a student misses at least sixteen days or classes in a semester (excluding excused or activity absences), the student will receive No Credit (NC) for that specific class for the current semester and/or the appropriate authorities will be contacted (i.e., law enforcement or social services). **The student will lose that credit towards his or her graduation requirements.** Exceptions can only be made with the principal's approval and will only be made in extreme circumstances. Appeals must be made directly to the principal. Exceptions will be considered based upon legitimate medical reasons or extreme hardships encountered in the family." To recover the credits community services must be performed. This signed and completed form must be turned into the counseling office by January 30 for first semester credits and May 10 for 2nd Semester Credits.~~

~~**TYPES OF ABSENCES** (Please note: The term "per semester" is defined as either August-December or January-May):~~

~~**EXCUSED –** Do not count toward the 16 absences allowed per semester. These include the following: illness with a doctor's excuse, appointments for orthodontist or doctor (with paperwork), court dates, and funerals.~~

~~**ACTIVITY –** Do not count toward the 16 absences allowed per semester. These include absences due to a school-sponsored activity (i.e., school-sponsored field trips, music concerts, sports trips, speech contests, etc.).~~

~~**VERIFIED –** Count toward the 16 absences allowed per semester. These are absences verified by the parent but do not fall under the guidelines as set above for excused absences (i.e., illness without doctor's excuse, trips, appointments, and prearranged absences for personal reasons, etc.)~~

UNVERIFIED AND UNEXCUSED – Count toward the 16 absences allowed per semester. These are absences that are not excused by the parent and school, and the student is considered truant for these absences.

SUSPENSIONS – Count toward the 16 absences allowed per semester. These include In-School Suspensions and Out-of-School Suspensions.

ATTENDANCE GUIDELINES:

*Each time an unverified absence is recorded, the attendance office will call the home. If you receive such a call, contact the attendance office as soon as possible to verify the absence.

*Protocol for progression of absences will be administered at the following points:

ATTENDANCE ACTION THRESHOLDS FOR ALL STUDENTS—

All actions below are per class:

4 absences - Letter sent home

8 absences - Letter sent home, Meeting scheduled with parents

10 absences per class - Parent/Guardian Meeting with Attendance Contract, Mandatory Friday School

15 absences - conference held with Administration, Teachers, and Family

16 absences - loss of credit, community service issued

20 absences - DHS referral for educational neglect and possible truancy court, verify district address and possible revocation of open enrollment

Violation of terms in Attendance Contract may result in the school attorney being notified to proceed with Truancy Court for students under the age of 17.

*Exceptions can only be made with the principal's approval and will only be made in extreme circumstances.

*Appeals must be made directly to the principal. Exceptions will be considered based upon legitimate medical reasons or extreme hardships encountered in the family.

*A parent/guardian must verify ALL absences by telephone, email, or written note, no matter the child's age.

*Parents/Guardians should contact the attendance office if a student arrives late or leaves early.

***Students in the high school who are over 10 minutes late to class will have an UNEXCUSED absence unless there is an excuse for the student arriving late.**

*Students will not be excused from one class to work on assignments for another course, unless explicit permission is given by the instructor(s) and/or administration.

***A parent/guardian must notify the office (970-842-2357) within 24 hours of each absence if the absence is to be verified or excused.**

UNEXCUSED ABSENCE POLICY

An unexcused absence occurs when a student is absent from class without a verifiable excuse from the parent and school. When a student is unexcused, he/she is considered truant. The administration is the final judge as to whether an absence is verified/excused or unexcused. In making this determination, the principal shall consider the best interests of the student and the school. An absence is unexcused or truant under the following conditions:

- An unauthorized absence – the student misses class without parental and school permission.
- A student is more than 10 minutes late to class without being excused by the parent and school.
- An unauthorized absence that is not cleared by the parent within 24 hours after the absence.
- A student leaves school or class without permission from the office and parents.

CONSEQUENCES FOR UNEXCUSED ABSENCES/TRUANCY

*1 to 5 Hours of Detention per Unexcused Absence for the First Offense

*Students who have an unexcused absence will NOT be able to participate in a minimum of one extra-curricular activity at the discretion of administration. Students may also lose his/her open campus privileges.

*Any work that is due when a student is unexcused may be considered LATE when it is turned in and will be subject to the individual teacher's grading policies.

Please refer to the BSC Attendance Policies for a detailed overview of the attendance policies.

RETURNING AFTER AN ABSENCE

Parents should call the school if a student is absent for any reason. It is best to call the school before 8 a.m. on the day of an absence. Parents may call the school at any time and leave a message regarding an absence. The school must be notified within **24 hours** after an absence occurs, or the absence becomes unexcused.

PRE-ARRANGED ABSENCES

Students who need to be absent from school for an extended period of time (more than 4 consecutive days) must obtain permission from administration. The student, his or her parent/guardian, his or her teachers and an administrator will sign an agreement showing the student agrees to the following criteria:

*It is the responsibility of the student to contact each teacher to see if the teacher can give any work for the student to take with him or her and to inform the teacher of the length of the absence.

*The teacher is not responsible for gathering the entire work for the remainder of the semester or the time span of the absence for the student. Some work will not be ready until after the student returns.

*The semester exam will not be given until after the semester has ended (unless the absence occurs a week or less before the scheduled exam). It will be at the teacher's discretion when to give the exam. The semester exam will most likely be an after-school session.

*All homework and the semester exam make-up must be completed within five school days of the start of the new semester. This must be pre-arranged with the teacher before leaving.

*All work NOT completed by the deadline will receive a 0% in the grade book for inclusion in the final course grade calculation.

*Students must turn in a signed *Student Early Leave Policy and Documentation* form BEFORE leaving on the pre-arranged absence.

~~**TARDY POLICY**~~

~~Brush School students are expected to be in class on time. Initially, the teachers will address tardiness and give appropriate classroom consequences. A student is tardy if he/she is not in the room or seat when the bell rings per the teacher's classroom procedures.~~

~~**CONSEQUENCES FOR TARDIES PER SEMESTER FOR EACH CLASS:**~~

- ~~1st 4 tardies – see teacher classroom policy~~
- ~~5th tardy and subsequent tardies – Referral and two-hour detention at Friday School~~

~~**CONSEQUENCES FOR TARDIES TO 6TH PERIOD CLASS FOLLOWING LUNCH:**~~

- ~~1 hour of detention per Unexcused 6th hour tardy following lunch for the First Offense~~
- ~~1 to 5 hours of detention per Unexcused 6th hour tardy following lunch for consecutive offenses~~

STUDENT DRESS CODE (Section 49)

File: JICA

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. In this case, there shall be no further penalty.

If the student cannot promptly obtain appropriate clothing, on the first offense, the student shall be given a written warning and an administrator shall notify the student's parents/guardians. On the second offense, the student shall remain in the administrative office for the day and do schoolwork and a conference with parents/guardians shall be held. On the third offense, the student may be subject to suspension or other disciplinary action in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions.

Unacceptable Items

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:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length. ~~Spandex pants must be worn with a top that is long enough to cover the buttocks.~~
2. Sunglasses inside the building

3. Inappropriately sheer, tight or low-cut clothing (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts
4. Tank tops or other similar clothing with straps narrower than 1.5 inches in width
5. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
    - Refer to drugs, tobacco, alcohol, or weapons
    - Are of a sexual nature
    - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
    - Are obscene, profane, vulgar, lewd, or legally libelous
    - Threaten the safety or welfare of any person
    - Promote any activity prohibited by the student code of conduct
    - Otherwise disrupt the teaching-learning process

Exceptions

Appropriate athletic clothing may be worn in physical education classes. Clothing normally worn when participating in school-sponsored extracurricular or sports activities (such as cheerleading uniforms and the like) may be worn to school when approved by the sponsor or coach. Hats may be worn in the building as long as they meet relevant dress code criteria and are not a distraction to the learning environment.

ALCOHOL USE/DRUG ABUSE BY STUDENTS (Section 50)

Situations in which a student seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse shall be handled on an individual basis depending upon the nature and particulars of the case. When appropriate, parents will be involved and every effort made to direct the substance abuser to sources of help. The school district assumes no financial responsibility for the expense of drug or alcohol assessment or treatment provided by other agencies or groups unless otherwise required.

PRANKS AND VANDALISM (Section 51)

Students who participate in vandalism or pranks to school property or personnel will be punished. Seniors involved in senior pranks or vandalism will not be allowed to participate in graduation ceremonies and their cost for the cap and gown and announcements will not be refunded.

HARASSMENT (Section 52)

Bullying and verbal harassment have become serious issues, as they often lead to physical assault. Verbal harassment is not tolerated, and such actions will result in disciplinary action. Victims of harassment should report incidents to a guidance counselor, an administrator, or any trusted adult. Offenders may be mandated to participate in an in-house mini-course in conflict management. Cell phones have become an additional tool for harassment and bullying. Incidents involving a cellphone may include higher consequences on the discipline matrix.

DETRIMENTAL GAMES OR PRANKS (Section 53)

Student participation in unauthorized “games” that include, but are not limited to, choking, tripping or hitting is not permitted, as serious injury may result. Students involved in such behavior may face consequences up to and including, but not limited to, suspension, expulsion and referral to law enforcement.

SEARCHES CONDUCTED BY SCHOOL PERSONNEL (Section 54)

File:JIH

School personnel may search a student and/or the student’s personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials.

Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

Searches may be conducted by a school official who has reasonable grounds for suspecting that a search will turn up evidence that the student has violated either the law or Board policy. When reasonable grounds for a search exist, school personnel may search a student and/or his property while on school premises or during a school activity under the

circumstances outlined in this policy. Refusal to allow access to a motor vehicle on school premises shall be cause for termination of the privilege of bringing a vehicle to school. The results of a school search may result in a referral to law enforcement.

Search of School Property: School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

Search of the Student's Person or Personal Effects: The principal or designee may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

A. Evidence of a violation of Board and/or district policies, school rules, or federal, state, or local laws.
B. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.

Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing. This may include electronic devices.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation. Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex as the student being searched. At least one person of the same sex as the student being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat or jacket shall be referred to a law enforcement officer. School personnel shall not participate in such searches. Refusal to submit to search also may result in disciplinary action and notification of law enforcement officials.

Seizure of Items: Anything found, in the course of a search conducted by school officials, which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding, if it is tagged for identification at the time it is seized. Such material shall be kept in a secure place by the principal until it is presented at the hearing.
2. Returned to the student or the parent/guardian
3. Turned over to law enforcement officers in accordance with this policy.

Parking Lot Searches
File: JIHB

The privilege of bringing a student-operated motor vehicle onto school premises is conditioned on consent by the student driver to allow search of the vehicle when there is reasonable suspicion that the search will yield evidence of contraband.

Refusal by a student, parent/guardian, or owner of the vehicle to allow access to a motor vehicle on school premises at the time of a request to search the vehicle shall be cause for termination without further hearing of the privilege of bringing the vehicle on to school premises.

Refusal to submit to search also may result in disciplinary action and notification of law enforcement officials.
Routine patrolling of student parking lots and inspection of the outside of student automobiles shall be permitted at all times.

CODE OF CONDUCT (Section 55)

FILE: JICDA

In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, the principal or designee may suspend or recommend expulsion of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in “hazing” activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board’s policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm in accordance with federal law.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board’s violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board’s policies on prohibiting sexual or other harassment.
16. Violation of the Board’s policy on nondiscrimination.
17. Violation of the Board’s dress code policy.
18. Violation of the Board’s policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district’s ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

DISCIPLINARY ACTIONS (Section 56)

Unacceptable behaviors, including but not limited to those described in the following list, are prohibited. Unacceptable behaviors include behaviors to and from school, on school grounds, off school grounds when nexus to school is established, on district transportation, and at any school sanctioned activity.

In many situations, parental involvement and warnings will be the initial step. The letters following the unacceptable behavior in the list below indicate the range of disciplinary consequences that may be applied, depending on severity, repetition of offense, and circumstance. The letters stand for the following consequences:

D - Detention
AP - Academic Penalties
R - Restitution

ISS - In-School Suspension
L – Loss of Privilege
S – Suspension
PI - Police Involvement
E - Recommendation for Expulsion

Drug Violation – use/under influence, possession, sale – **S, PI, E**
Alcohol Violation – use/under influence, possession, sale – **S, PI, E**
Tobacco Violation – use, possession - **ISS, S, PI, E**
Assault/Fight – considered criminal if committed by adult – **R, S, PI, E**
Dangerous Weapon – possession of firearm, firearm facsimile, pellet gun or other device designed to propel projectiles by spring action or compressed air, fixed-blade knife longer than 3 inches, spring-loaded knife or pocket knife with blade longer than 3 ½ inches, any object used to inflict death or serious bodily injury – **R, S, PI, E**
Robbery –theft committed with force – **R, S, PI, E**
Other Felonies – considered felony if committed by adult – **R, S, PI, E**
Disobedient or Defiant – willfully disobedient or persistently defiant – **S, PI, E**
Detrimental Behavior – off or on campus, detrimental to welfare or safety, can create threat of physical harm (examples: off-campus fight, emailed threat of fight) - **R, S, PI, E**
Destruction of School Property – willful destruction or defacement – **L, R, ISS, S, PI, E**
Repeated Interference – interference with school's ability to provide educational opportunities - **S, PI, E**
Other Violations of Code of Conduct – not listed above

Drug Paraphernalia – possession, use – **ISS, S, PI, E S, PI, E**
Fighting – physical contact – **R, D, ISS, S, PI, E**
Weapon – possession of a weapon not described above; examples: brass knuckles or facsimile, knife with shorter blade than listed above – **R, ISS, S, PI, E**
Harassment – bullying, hazing, intimidation, physical/sexual/verbal abuse, name calling, profanity, racial slur, threat; may result in mandatory participation in an in-school conflict resolution mini-course – **D, ISS, S, PI, E**
Gang Activity – dress, symbol, sign, tagging, recruiting – **R, D, ISS, S, PI, E**
Theft – stealing or attempting to steal; illegal entry to locker, classroom, vehicle – **AP, L, R, D, ISS, S, PI, E**
Insubordination – refusal to follow school/classroom rule, defiance of authority, disrespect, leaving without permission, failure to show for disciplinary consequence, forgery/misrepresentation, lying, possession of unauthorized item such as skateboard or rollerblades (will also result in confiscation) – **L, D, ISS, S, PI**
Academic Violation – cheating, plagiarism, manipulating grade, theft of test - **AP, L, D, ISS, S, PI, E**
Technology Misuse – improper computer site, possession of inappropriate electronic device (cell phone, CD player); may result in loss of computer access or confiscation - **AP, L, D, ISS, S, PI, E**
Trespassing – not leaving campus when directed to do so, on campus or at school event during suspension, present in unauthorized or unsupervised area – **S, PI**
Emergency Violation – creating false alarm, bomb threat, tampering with safety/ emergency equipment – **R, D, ISS, S, PI, E**
Dress Code Violation – (see Dress Code); On first offense, student will be given a choice to wear school-provided clothing, go home with parent permission to change clothes, or sit in ISS until someone delivers appropriate clothing – **ISS, S**
Truancy – excessive unverified absences, ditching class; Students under age 16 may be referred to truancy court; Students 16 and over may be counseled to transfer to alternative educational settings. – **AP, D, ISS, S, PI**
Tardy – excessive tardies to class as reported by teacher; Family meetings may be required to discuss causes of and solutions for tardies. – **AP, D, ISS, S**
Vehicle Violation – parking outside of designated parking spaces, reckless driving on campus, speeding on campus, occupying vehicle during school hours – **L, D, ISS, S, PI**
Fireworks – possession, igniting, or improper use of any combustible material – **R, D, ISS, S, PI, E**
Indecent Act – exposure of private body parts, mooning, any lude act, excessive public display of affection – **D, ISS, S, PI, E**

DUE PROCESS IN THE MATTER OF EXPULSION (Section 57)

File: JKD/JKE-R
The Board of Education has delegated to any school principal the power to suspend a pupil for an additional period of time to allow for the scheduling of an expulsion hearing. When the term "student or parent/guardian" is used, this shall mean student, if the student is 18 years of age or older, otherwise it shall mean parent/guardian.

The Principal or his designee shall give the student or parent/guardian notice of the contemplated action.

The student shall be given an opportunity to admit or deny the accusation and to give ~~his~~ their version of the events. The administrator may go further in allowing the student to present witnesses or may call the accuser and hold a more extensive hearing in order to make a proper decision on the contemplated action.

The notice and informal hearing should precede removal of the student from the school. There need be no delay between the time notice is given and the time of the hearing.

If the student's presence in school presents a danger, notice and an informal hearing need not be given prior to removal from school where a student's presence poses a continuing danger to persons or property or an ongoing threat of disrupting the academic process.

SCHOOL DISTRICT RE2-J STUDENT HANDBOOK HEALTH INFORMATION (Section 58)

Immunizations

All students must present proof that they have received all required immunizations as specified by the Department of Health. Transfer students will have 60 days from the date of enrollment to comply. Non-compliance may result in exclusion from school. A list of required immunizations is available through the School Nurse.

Medication Procedures

Colorado law states that no medication may be given at school without a signed order from a licensed health care provider and a signed parent permission form. Students may not carry medications to and from school with the exception of inhalers and epinephrine pens that may be carried by students in 6th-12th grade with written permission from physician and parent.

Oral Medications

If a student needs medication, it should be given at home when possible. Medication must be supplied in the original labeled container from the pharmacy. This regulation includes over the counter medications such as Tylenol, Ibuprofen, and cough drops, which must be sent in the original container.

Inhalers: A health care provider's written order is required for any inhaler that is to be used at school. Students at the Brush Middle and Brush High School may carry their inhaler if their parents and healthcare provider determine that the child has full understanding of its use. Students at Thomson and Beaver Valley must keep their inhalers in the health office and will be assisted by the nurse or trained staff.

Epi-Pens and Antihistamines: The teacher and the school nurse should be informed if a student has a severe allergy and will need to have an Epi-Pen and/or an antihistamine available for emergency use at school. The school nurse will provide an emergency health care plan for the parent and the primary health care provider to complete and sign.

ILLNESS

For the health of all students, here are guidelines for when to stay home:

- FEVER **–** if over 100.0 degrees F, stay home until fever has been gone for 24 hours *without* the use of fever-reducing medication.
- DIARRHEA – stay home until diarrhea-free for 24 hours *without* medication.
- VOMITING – stay home until no vomiting for 24 hours.
- COLD SYMPTOMS – that do not get better after 3 days OR runny nose or cough drainage that changes from clear to yellow or green, or with fever.
- 'PINK EYE' – yellow or green draining and/or crusting of the eye. Students must stay home until the prescribed medication has been in use for at least 24 hours.

If a student becomes sick at school, the nurse or health clerk will evaluate him/her and decide whether he/she can stay at school or needs to go home. The school will not provide transportation for an ill student to go home during the school day. Please make sure emergency contacts and phone numbers are updated regularly. Let us know if the student has seen a doctor or started a medicine or treatment, even if it is not given during school. Many medications affect mood, attention, and alertness, and will impact school performance. Thank you for partnering with us to keep our students healthy!

HEAD LICE

Please follow this link for more information on the district Head Lice protocol

Brush Middle School

"Home of the Beetdiggers"

1600 Mill Street
Beetdigger Drive
Brush, CO 80723
(970) 842-5035
(970) 842-2804 (FAX)
Attendance Line (970) 842 2357

Our Mission

Safely engaging every student, every day, in every classroom.

Our Vision

To build a culture of instruction that empowers the students of Brush for our future.

WELCOME TO BRUSH MIDDLE SCHOOL

The policies and procedures contained in this handbook are the result of a concerted effort on the part of the faculty and the administration. This information has been prepared and presented so that it will be of great value in helping you to adjust to our school, and to become an integral part of it.

The ultimate purpose of education is to help you become an effective citizen in our democracy.

We hope you will participate in our varied activities and thus find those things within our school that will prepare you to live a better life and take your place in this complex world.

Remember that your success in this school will be directly proportional to your efforts.

Our school welcomes you to its ranks and we hope that you will always be conscious of its traditions and requirements. This year will be whatever you make it. Let us always have the spirit to do the things that will make it outstanding.

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ARRIVAL/STUDENT DROP OFF AND PICK UP EXPECTATIONS (Section 1)

1. When arriving at school, students must use sidewalks and crosswalks to enter the school property and building.
2. Parents please do not park in the designated crosswalk areas and remember that pedestrians always have the right away in these areas and in the parking lot. In addition, adolescents are extremely impulsive and will frequently run out into traffic areas without warning. PLEASE BE EXTRA CAUTIOUS AND DRIVE SLOWLY WHEN NAVIGATING THROUGH THE DROP OFF AREAS..
3. When dropping off or picking up your child, **please pull forward to the furthest front available parking space** nearest the STOP sign at the exit of the pickup loop in order to ease congestion.
4. ~~6th Grade students will use the loop by the old Ag Shop and drop off on the southside of the middle school recess area. Please be sure to follow the correct one-way traffic pattern.~~
5. When dropping off or picking up your child, please park next to the sidewalks for student exit or entrance from your vehicle. It is strongly recommended and safest for students to exit the vehicle on the same side as the sidewalk.
6. You may pull around parked vehicles who are dropping off or picking up students, however please do so with extreme caution. And likewise, when pulling out of your parking space from dropping off or picking up your child, please do so with extreme caution. Please adhere to all traffic and driving laws, and please be sure to use your blinkers at all times when leaving or entering a parked position.

- Students should not arrive to school prior to 7:25AM, and doors will be opened to the building at 7:25 AM.
- The school day hours are from 7:45 AM to 3: PM.

ATTENDANCE (Section 2)

Attendance is the responsibility of the student, parent/guardian, and the school. The importance of regular and consistent attendance as a basis for student success cannot be overstated. Absences ALWAYS have a negative impact upon instructional continuity, regardless of attempts to make up missed work. The school cannot teach students who are not present. The regular interaction of students with one another in the school setting and their participation in well-planned instructional activities under the tutelage of a teacher are vital and essential to student learning.

~~Per Colorado Revised Statute 22-33-102 a child is considered habitually truant when there are four unexcused absences in a month or ten unexcused absences in an academic year. In the event that absences surpass school, district, and state expectations, families may be required to attend Truancy Court Hearings.~~

~~***Types of Absences:***~~

- ~~*Excused Absence*- Excused absences are provided for absences accompanied by a note from a physician/doctor, court mandated appearances with complete court documentation, and funeral services.~~
- ~~*Verified Absence*- In order for students to receive a Verified Absence it must be an absence deemed acceptable by the school AND a parent must directly contact the school with the reason for their child's absence through a phone call, note, or email. Students will receive no more than 10 Verified Absences throughout the school year unless granted an exception by school administration.~~
- ~~*Unexcused Absence*- Any absence without parent notification and absences beyond 6 to 10 days (excessive) within the school calendar year.~~
- ~~*School Activities*- All school sponsored events and activities are considered as Excused Absences.~~
- ~~*Tardies*- Tardies beyond 10 minutes are considered an Unexcused Absence.~~
- ~~*Pre-arranged Absences*- Students who will be absent for more than 5 consecutive school days will need to have pre-approval from school administration in order for the absences to be considered excused/verified. Failure to communicate these absences with the school prior to the absences will result in unexcused absences. If a pre-arranged absence falls below 4 days, parents should still notify the school and students should speak with their instructors to obtain work from their future absences, but need not consult with administration.~~

~~**ATTENDANCE ACTION THRESHOLDS FOR ALL STUDENTS**~~

~~All actions below are per class:~~
~~4 absences - Letter sent home~~
~~8 absences - Letter sent home, Meeting scheduled with parents~~
~~10 absences per class - Parent/Guardian Meeting with Attendance Contract, Mandatory Friday School~~
~~15 absences - conference held with Administration, Teachers, and Family~~
~~20 absences - DHS referral for educational neglect and possible truancy court, verify district address and possible revocation of open enrollment~~

~~Violation of terms in Attendance Contract may result in the school attorney being notified to proceed with Truancy Court for students under the age of 17.~~

~~**CONSEQUENCES FOR TARDIES PER SEMESTER FOR EACH CLASS:**~~

- ~~1st-4 tardies – see teacher classroom policy~~
- ~~5th tardy and subsequent tardies – Referral and two hour detention at Friday School~~

~~**TARDY POLICY**~~

~~Brush School students are expected to be in class on time. Initially, the teachers will address tardiness and give appropriate classroom consequences. A student is tardy if he/she is not in the room or seat when the bell rings per the teacher's classroom procedures. Tardies to 1st period might not be controllable for a middle school student and will be addressed differently by administration as a result.~~

~~**CONSEQUENCES FOR TARDIES PER SEMESTER FOR EACH CLASS:**~~

- ~~1st 4 tardies – see teacher classroom policy~~
- ~~5th tardy and subsequent tardies – Administrator discretion to issue referral and one hour detention at Friday School or lunch detention OR refer students to other resources to address the issue.~~

Please refer to the BSC Attendance Policies for a detailed overview of the attendance policies.

STUDENTS WHO ARE ABSENT FROM SCHOOL OR WHO SPENT PART OR ALL OF THE DAY IN ISS/OSS ARE NOT ELIGIBLE TO ATTEND ANY AFTER SCHOOL EVENT OR ACTIVITY AND MAY BE CITED FOR TRESPASSING IF ATTEMPTS ARE MADE TO ATTEND THESE EVENTS IN AN UNAUTHORIZED MANNER.

BACKPACKS (Section 3)

Backpacks: Backpacks may not be brought into the classroom. Backpacks are to remain in student lockers during the school day.

BELL SCHEDULES (Section 4)

Period 1	7:45-8:42	57 min
Period 2	8:45-9:41	56 min
Period 3	9:44-10:40	56 min
Period 4	10:43-11:39	56 min
Lunch A: 6th and ½ 7th Recess A: ½ 7th and 8th	11:39-11:56	17 min
Lunch B: ½ 7th and 8th Recess B: 6th and ½ 7th	11:56-12:13	17 min
Period 5	12:13-1:09	56 min
Period 6	1:12-2:08	56 min
Period 7	2:11-3:07	56 min
Homeroom	3:10-3:45	35 min

BUSES (Section 5)

Buses are provided for transportation to and from school for students in outlying areas. All buses to games, music contests or field trips are scheduled by the school and each bus is under the direction of faculty members and/or Parent Association/ Accountability Committee members. All students are required to return to the school on their assigned bus unless parents request in writing that their child ride home with them. Requests for variations should be made to the faculty sponsor or principal before the bus leaves Brush. The assistant principal maintains a list of students that are restricted from riding activity buses. (Student athletes must see the athletic handbook for more information.)

Bus Transportation Rules

1. ~~When loading in front of BHS, students should stay behind the yellow line and not move forward until the bus has come to a complete stop.~~
2. Bus riders are not permitted to leave their seats while the bus is in motion.
3. Students are expected to be courteous to other students, sponsors and bus drivers.
4. All students are to be quiet when the bus stops at railroad crossings.
5. Glass containers are not allowed on any bus.
6. No food is allowed on buses unless the sponsor has received authorization in advance.
7. Students that do not follow rules may lose the privilege of riding school transportation.

CELL PHONES/ ELECTRONIC DEVICES (Section 6)

Students are not allowed to use or access cell phones, smartwatches, earbuds, or other devices with the ability to call, access apps, or text, on BSC campus during the school day, from when you enter the building until you exit the building (7:20 a.m. - 4:00 p.m.) except as provided in the BSC Cell Phone/Electronic Device Agreement. Students with medical conditions that require monitoring will have the ability to use or access these devices with restrictions as written into their individual agreement.

Students using or accessing a cell phone, smartwatch, earbuds, or other device with the ability to call, access apps, or text during school hours that is not in compliance with the BSC Cell Phone/Electronic Device Agreement are given the following warnings and consequences:

***First Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will place their phone in the lockbox. If the student voluntarily does so, they will return to class. A parent will be notified to retrieve the device. The behavior event will be documented in ALMA as a 1st Cell Phone violation.

***Second Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will remain until the parent/guardian arrives at the school to take the device(s) from campus. Once the parent acquires the device(s) from the student, a short conference with the student and parent will be held with administration to communicate the consequences of a third violation. The parent will remove the device(s) from campus and the student will return to class. The behavior event will again be documented in ALMA.

***Third Offense:** The student will be sent to the office with their cell phone and/or electronic device(s) where the student will remain until the parent/guardian arrives at the school to take the device(s) from campus. Once the parent arrives, a short conference with the student and parent will be held with administration to communicate that the student will receive consequences that **WILL** include in-school or out-of-school suspension in line with defiance/insubordination in the discipline matrix. The behavior event will be documented in Alma

***Subsequent Offenses:** Once cell phone/electronic device(s) violations surpass three offenses, the behavior is no longer construed as a cell phone/electronic device(s) violation. Rather, the continued behavior events rise to the degree of insubordination and a significant violation of Student Conduct Code outlined in Brush School Board Policy JIC and JICDA.

**Coaches/sponsors will administer and monitor the policy at their discretion within this policy and based on the staff handbook recommendations for activity trip supervision. Cell phones/electronic device(s) will not be allowed to be used on the bus without coach/sponsor permission or in locker rooms while traveling.

***Please note that insubordinate, non-compliant, dishonest, and disrespectful behaviors associated with confiscation of the phone will result in more significant disciplinary action.

Parents are requested to relay all important messages for their children through the office due to students' inaccessibility to their cell phones throughout the school day. This information will then be forwarded to your child at the most appropriate time.

CHROMEBOOK, INTERNET, AND TECHNOLOGY USAGE (Section 7)

- Chromebooks are assigned to all students, and students are responsible for the upkeep and proper care of their device. Students and families can be held financially accountable for any damages occurred to their student's Chromebooks, especially after demonstrating patterns of lack of care and damage to the device.

- Use of technology at BMS is integral to every day learning for students and carries a significant impact in the quality of educational processes and learning outcomes. Use of district technology is a privilege and not a right for students. Continual violations of school district technological tools and policies can lead to temporary and/or the complete restriction and loss of Chromebook usage and internet access. Loss of such privileges significantly hampers the learning experience of students at BMS. Consequently, it is critical for students to always adhere to district expectations and policies.

- The following are infractions of Brush School District Policies surrounding Chromebook and internet usage:
  - Inappropriate use of profane and/or obscene language. If you cannot say it in school, then you shouldn't type, send, read, or view it.
  - Behaviors construed as harassing, including hateful verbiage, threatening, and/or any demeaning messages towards others.
  - Use of inappropriate racially based content, language, and/or ideology.
  - Any promotion of and/or advocating violent behavior, including threatening, intimidating, harassing, and/or bullying behavior.
  - Any inappropriate sexually explicit access to content and communication.
  - Technology usage that is unrelated to district educational objectives and/or inappropriate use of technology, especially during school hours.
  - Using another student's electronic device (not exclusively limited to Chromebooks).
  - Using another internet browser other than Google Chrome.

CODE OF CONDUCT (Section 8)

FILE: JICDA

In accordance with applicable law and Board policy concerning student suspensions, expulsions and other disciplinary interventions, **the principal or designee may suspend or recommend expulsion** of a student who engages in one or more of the following activities while in school buildings, on district property, when being transported in vehicles dispatched by the district or one of its schools, during a school-sponsored or district-sponsored activity or event and off district property when the conduct has a nexus to school or any district curricular or non-curricular event.

1. Causing or attempting to cause damage to district property or stealing or attempting to steal district property.
2. Causing or attempting to cause damage to private property or stealing or attempting to steal private property.
3. Willful destruction or defacing of district property.
4. Commission of any act which if committed by an adult would be robbery or assault as defined by state law.
5. Committing extortion, coercion or blackmail, i.e., obtaining money or other objects of value from an unwilling person or forcing an individual to act through the use of force or threat of force.
6. Engaging in verbal abuse, i.e., name calling, ethnic or racial slurs, either orally or in writing or derogatory statements addressed publicly to an individual or a group that precipitate disruption of the district or school program or incite violence.
7. Engaging in “hazing” activities, i.e., forcing prolonged physical activity, forcing excessive consumption of any substance, forcing prolonged deprivation of sleep, food, or drink, or any other behavior which recklessly endangers the health or safety of an individual for purposes of initiation into any student group.
8. Violation of the Board’s policy on bullying prevention and education.
9. Violation of criminal law which has an effect on the district or on the general safety or welfare of students or staff.
10. Violation of any Board policy or regulations, or established school rules.
11. Violation of the Board's policy on weapons in the schools. Expulsion shall be mandatory for bringing or possessing a firearm in accordance with federal law.
12. Violation of the Board's policy on student conduct involving drugs and alcohol.
13. Violation of the Board’s violent and aggressive behavior policy.
14. Violation of the Board's tobacco-free schools policy.
15. Violation of the Board’s policies on prohibiting sexual or other harassment.
16. Violation of the Board’s policy on nondiscrimination.
17. Violation of the Board’s dress code policy.
18. Violation of the Board’s policy on gangs and gang-like activity.
19. Throwing objects, unless part of a supervised school activity, that can cause bodily injury or damage to property.
20. Directing profanity, vulgar language or obscene gestures toward other students, school personnel or others.
21. Lying or giving false information, either verbally or in writing, to a district employee.
22. Engaging in scholastic dishonesty, which includes but is not limited to cheating on a test, plagiarism or unauthorized collaboration with another person in preparing written work.
23. Making a false accusation of criminal activity against a district employee to law enforcement or to the district.
24. Behavior on or off school property that is detrimental to the welfare or safety of other students or school personnel, including behavior that creates a threat of physical harm to the student exhibiting the behavior or to one or more other students.
25. Repeated interference with the district’s ability to provide educational opportunities to other students.
26. Continued willful disobedience or open and persistent defiance of proper authority including deliberate refusal to obey a member of the district staff.

CRITERIA FOR ADVANCED CLASSES (Section 9)

1.) Students must have "above-average" performance on NWEA, PSAT, or other assessment identification. Any student who scores "Did Not Meet or Partially Met" categories on any writing, reading, or math test will NOT be eligible for advanced classes.

2.) Students who test at the "Met" and "Exceeded" ranges and/or who are deemed "Gifted and Talented" (GT) in math, reading, or writing (language usage) will be given FIRST consideration. Students identified as GT are not guaranteed to be placed in an advanced class.

3.) Advanced class rosters will be established on an ongoing basis based on a body of evidence: test scores, work ethic, and past academic performance. Past advanced students are not automatically placed in advanced classes the following year and may be removed from advanced level classes within the academic school year, as well.

4.) Our student placements are flexible and can change as needed within a school year.

5.) During the school year, students need to demonstrate their work ethic and quality of work in order to stay in an advanced class. A student's GT classification does not necessarily ensure that he/she can stay in that class if the student is not performing at expectations. Student performance will be evaluated at the end of each quarter. In addition, if a child has an F in an advanced class for any two weeks during a semester, he or she can be placed in an alternative class.

6.) The body of evidence allowing students into Advanced Math, Advanced Reading, or Advanced Writing includes the above criteria as well as collaboration from a team that includes teachers, the counselor, administration, and parents.

7.) The body of evidence may allow students to take courses at the high school level after meeting the above criteria as well as collaboration from a team that includes teachers, counselors, administration, and parents.

Credits Earned Prior to Starting High School
Students in middle school may take courses that can result in additional credits being earned prior to starting high school. If a student takes and passes a high school level course with a C or better in both quarters, they may receive high school credit. This credit will go on a transcript upon enrollment in Brush High School. The credit will not count towards GPA nor will a final grade be listed on the transcript.

DANCES (Section 10)

Several dances are held throughout the school year. **Students that are not considered to be students in good standing will not be allowed to attend.**
All school rules remain in effect. **Once a student leaves the building, they will not be permitted to return.**
Non-BMS students will not be admitted into BMS dances.

DISCIPLINE (Section 11)

At BMS we strive to change unwarranted and unnecessary behaviors through positive actions and our PBIS policies and programs. **However, there will be negative consequences imposed upon students who continue to detract from the safety and learning environment of the school, individual classrooms, and the disruption of the learning environment for other students.** The following are the most common consequences assigned to disruptive and unsafe behaviors:

- **Lunch Detention** - The ability to eat and interact with peers during lunch and recess are a privilege that is offered to all students at BMS. However, removing this opportunity can be a consequence of detrimental behaviors from students.

- **After School Detention**- Students can be assigned after school detention time from teachers for their inappropriate behaviors exhibited in the classrooms and school building. Students that receive a detention and ride the bus will be afforded 24 hours to make necessary arrangements for alternative transportation. Students who do not serve their detention time will have greater degrees of consequences imposed upon them, as not serving a detention elevates to the level of insubordination.

- **Community Service/Restitution**- Service work within the school can be utilized as a disciplinary tool, especially if student actions lead to the damage of school property. Students can be assigned responsibilities related to building cleanliness, or matters that lead to improvement of the school appearance and functionality.

- **Friday Detention-** Since implementing a 4-day week, suspensions may be imposed on Friday, a non-academic day for students. Suspensions assigned on Friday eliminates student absenteeism from their classrooms and continues to afford students direct access to classroom instruction. The length of students' suspension times will be arranged and communicated to parents. **If assigned a Friday detention it is mandatory for the student to attend and failure to attend may result in higher consequences.**

- **In-School Suspension (ISS)**- When repeated or severe infractions of school policy, rules, and expectations occur, students will be placed in In-School Suspension. ~~While in ISS students will be assigned a room where it will be expected they attend their classes virtually via Google Classroom~~. ~~Disruptive behavior in this virtual setting will lengthen their suspension period.~~ ***Students must not have their cell phones in the ISS rooms and MUST be given to office staff during the ISS period.*** Students will receive their cell phones back at the end of the school day, or their completion of their ISS time, whichever comes first. ~~***During this suspension period students will NOT be allowed on school grounds and property, will not be allowed to attend or participate in any school activity (unless given explicit administrative approval).***~~

- **Out of School Suspension (OSS)**- For significant disruptions to the educational environment, students will be placed in OSS. ***During this suspension period students will NOT be allowed on school grounds and property, will not be allowed to attend or participate in any school activity (unless given explicit administrative approval).*** If students are on school grounds and property, trespassing charges can be brought forth. In the event that OSS is imposed upon the student, the parent MUST pick up their student and escort the child off campus. ***During this suspension period students will NOT be allowed on school grounds and property, will not be allowed to attend or participate in any school activity (unless given explicit administrative approval).***

- **Alternative Schedule**- In the event that disruptive behaviors are continuous, students may be placed on an alternative schedule limiting their time in the school building and/or placing the student in more restrictive classroom settings. Placing a student on an altered schedule can only occur through administrative recommendations.

- **Expulsion**- For the most significant of behavioral concerns, expulsion is the most stringent and restrictive consequence to be imposed upon the student. Consequently, many safeguards and procedures are put in place for the parents and students. First and foremost, all students are offered Due Process in the form of a formal meeting with school administration and the Superintendent of Schools in an Expulsion Hearing. If a student is expelled the expulsion may be imposed for up to one full calendar year, however, the student will still receive educational access and opportunities through the offerings of the Brush School District.

Behaviors that require invoking consequences can be, but are not limited to the following: fighting, technology violations (including cell phones), possession of tobacco, vape pens, alcohol, drugs and drug facsimiles, vandalism, gang involvement activities/dress, bullying, theft, disruptive behaviors, defiance, disrespectful behaviors, insubordination/disobedience, hate speech, extorsion, intimidation, discriminatory acts, inappropriate use of technology, violent behaviors, detrimental behaviors, unsafe behaviors, making of false accusations, inappropriate displays of affections demonstrated towards or with other students, and repeated interference.

DRESS CODE (Section 12)

~~**(The following is taken directly from the adopted Brush School Board Policy - JICA)**~~

A safe and disciplined learning environment is essential to a quality educational program. District-wide standards on student attire are intended to help students concentrate on schoolwork, reduce discipline problems, and improve school order and safety. The Board recognizes that students have a right to express themselves through dress and personal appearance; however, students shall not wear apparel that is deemed disruptive or potentially disruptive to the classroom environment or to the maintenance of a safe and orderly school.

Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. In this case, there shall be no further penalty. If the student cannot promptly obtain appropriate clothing:

1. On the first offense, the student shall be given a written warning and an administrator shall notify the student's parents/guardians (or appropriate clothing will be provided for the student to wear for the remainder of the day).
2. On the second offense, the student shall remain in the administrative office for the day and do schoolwork and a conference with parents/guardians shall be held.
3. On the third offense, the student may be subject to suspension or other disciplinary action in accordance with Board policy concerning student suspensions, expulsions and other disciplinary interventions. In the matter of a third offense, the matter is no longer a point of a dress code violation, but rather, a deliberate refusal to comply with school policy, and therefore constitutes a matter of insubordination.

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:

1. Shorts, dresses, skirts or other similar clothing shorter than mid-thigh length. (A good measure is by ensuring the questioned attire falls within the fingers when arms are dropped and rested to one's side.)
2. Sunglasses and/or hats worn inside the building.
3. Inappropriately sheer, tight or low-cut clothing/tops (e.g., midriffs, halter tops, backless clothing, tube tops, garments made of fishnet, mesh or similar material, muscle tops, etc.) that bare or expose traditionally private parts of the body including, but not limited to, the stomach, buttocks, back and breasts.
4. Tank tops or other similar clothing with straps narrower than 1.5 inches in width (2-3 finger widths).
5. Any clothing, paraphernalia, grooming, jewelry, hair coloring, accessories, or body adornments that are or contain any advertisement, symbols, words, slogans, patches, or pictures that:
    - Refer to drugs, tobacco, alcohol, or weapons
    - Are of a sexual nature
    - By virtue of color, arrangement, trademark, or other attribute denote membership in gangs which advocate drug use, violence, or disruptive behavior
    - Are obscene, profane, vulgar, lewd, or legally libelous
    - Threaten the safety or welfare of any person
    - Promote any activity prohibited by the student code of conduct
6. Loose pants, shorts, or sweatpants that can easily fall down without a draw string or belt. It is expected that clothing must cover undergarments completely.
7. Jeans with holes that are higher than ~~fingertip~~ within the fingers in length when draped to one's side.
8. Outdoor winter jackets in the classroom or during school hours.

~~***Secondary principals, in conjunction with the school accountability committee, may develop and adopt school-specific dress codes that are consistent with this policy, however school administrators will handle individual situations and interpretations on an ongoing basis.***~~

ELIGIBILITY (Section 13)

Student eligibility is based upon students' academic progress, behavior, and attendance. Grades will be reported and collected for each student on a weekly basis each ~~Thursday~~ Wednesday. Eligibility will be in effect from the following Monday to Sunday. Students must meet eligibility requirements in order to participate in school activities, athletic events, club activities, and field trips.

Eligibility Requirements:

- Students must not have any failing grades or more than one D to be eligible. Student athletes can still practice if they do not meet this requirement, but may not compete in a scheduled competition.
- Any student under a suspension may not attend practice or any scheduled event. Students that are serving in school suspension may be required to attend, but not allowed to participate in practices. Communication between administration, athletic principal, and coaches will dictate whether this will be included in the restoration process.
- Students may not participate in any school sponsored activity, event, or competition if they were not in attendance during the school day (administrative approval can be granted pending unique circumstances of the absence).

For students who continue to remain on the ineligible list and/or are failing multiple classes, they may be referred to a mandatory after school program in order to provide time and assistance from staff to bring their grades to acceptable levels and standards. This time after school is not a punishment, but rather an opportunity to provide students with opportunity, access, time, and assistance from staff to improve their academic performance and standing whether participating in an activity, or not.

EMERGENCY DRILLS (Section 14)

FIRE DRILLS
When the alarm sounds, everyone exits the building using designated exit routes as quickly and calmly as possible. Designated exit routes are posted in each classroom.

~~Physical education classes should use the nearest convenient exit. Students exiting out the north doors are to go across the street and stay away from the fire hydrant. All other students shall be moved a safe distance from the building (at least 500 feet).~~

Teachers check outside their rooms to see if an alternate exit should be used in case of fire or smoke. Teachers also make sure doors are shut before leaving the building. Students must remain with their teachers, as teachers take attendance outside.

TORNADO DRILLS
The warning of a possible tornado is made over the intercom. At that time, all students are to proceed to the tornado shelter under the direction of staff.

FEES (Section 15)

Because some of the elective (Unified Arts) classes require a greater amount of supplies and materials, it is necessary for students to be charged an extra fee to cover the costs for these classes. If the fees associated with these classes incur an excessive burden or hardship on the family, please contact the office and a meeting with the parent(s) and administration can be arranged to discuss the matter. In this setting, fees can be waived or student schedules can be modified to accommodate this hardship.

Art classes:	$12.00 for Introduction to Art $12.00 for Drawing and Painting $12.00 for Ceramics, Printmaking, and Fiber Arts
Industrial Tech:	$15.00 for Woods
First Aid/CPR:	$40.00 for First Aid/CPR Certification
Culinary Arts:	$15.00 for Intro to Foods
Athletic Fees:	- 6th- 8th grade student athletes- $100 per student annual fee $200 Family Max - 6th grade student athletes may be eligible to participate in ~~volleyball, basketball,~~ track, cross country and wrestling.The athletic principal will make that determination prior to the start of the season based on a variety of factors including but limited to: participation numbers, coaching supervision, scheduling flexibility, and budgetary considerations -6th Grade students may only have the opportunity to participate in practice for some sports.

FIELD TRIPS AND REWARDS (Section 16)

Students must meet established criteria in order to attend Field Trips and any type of Reward Activity, and school policies and rules pertain to these trips/activities, as well. These criteria will be based around eligibility, behavior and attendance in most cases, and students will have been notified prior to being notified they have not met the criteria.

Good Behavior Trip Criteria

- **Eligible**
- **No ISS or OSS (Quarter Reset-excluding Elitch's Trip)**
- **90% or Better Attendance** (*exceptions made for excused absences*)
- **Additional Criteria Options: (If used will be communicated at start of quarter)**
    - Grade level ISS or OSS Numbers
    - Missing Assignments
    - Tardies

~~Good Behavior Trip Guide~~

~~Quarter~~	~~Trip~~	~~Grades~~
~~1st Quarter~~	~~Ice Haus~~	~~6th-7th-8th~~
~~2nd Quarter~~	~~Sterling Rec. Center~~	~~6th-7th-8th~~
~~3rd Quarter~~	~~Movies or Bowling~~	~~6th-7th-8th~~
~~4th Quarter~~	~~STEM Day at Rockies for Science Fair Participants~~	~~6th-7th-8th~~
~~4th Quarter~~	~~Brush Pool~~	~~6th-7th-8th~~
~~4th Quarter~~	~~8th Grade Trip to Elitch's~~	~~8th Grade Only~~

**These are subject to change based on the availability of the location.*

***Trips will be designed to allow all students to participate that have met the criteria. Accommodations for students with IEPs and health care needs will be provided.*

FOOD AND DRINK IN THE CLASSROOM AND SCHOOL (Section 17)

- The only times that food and drink are allowed in the classroom are:
  - Breakfast in the Classroom
  - Under teacher discretion and supervision for a classroom activity, assignment, or reward.
- Students may have water bottles in the classroom, but the water bottle MUST be clear/transparent. Students who abuse the use of their water bottle (or other's water bottle) will have this privilege revoked. In this setting, students will still have access to drinking water as water fountains are accessible for all students to use during their passing periods throughout the school day.
- In efforts to keep carpets, furniture, lockers and facilities in clean order, consumption of gum, candy, sunflower seeds, and soda drinks are not allowed in the classroom or the school.

~~**FRIDAY SCHOOL REQUIRED ATTENDANCE (Section 18)**~~

~~Students that are failing multiple classes or not making adequate progress will be required to attend school on Friday's when school is not in general session. Students and parents/guardians will be notified that they are required to attend by Thursday at 3:45 PM. Students that do not attend may face disciplinary action, including truancy referrals. The purpose of Friday School is to help struggling students get caught up to grade level expectations in smaller settings with the opportunity to work in 1 on 1 or small group settings with staff. We ask that parents/guardians help support the overall success of their students by ensuring that their student attends required Friday School sessions.~~

STUDENTS IN GOOD STANDING (Section 19)

Students are considered to be in good standing if they have all of their student fees paid and if they are eligible

GRADES (Section 20)

BMS reports grades on a quarterly basis. Grading periods are listed below:
Quarter 1 - August 11th to October 9th
Quarter 2 - October 13th to December 18th
Quarter 3 - January 6th to March 5th
Quarter 4 - March 16th to May 21st

Parents and students have access to all grades in real time via their ALMA account and are encouraged to frequently monitor their student's academic progress in this manner.

BMS uses the following for grading:

Percent Grade	Letter Grade
100- 90%	A
89 - 80%	B
79-70%	C
69-60%	D
59-0%	F
59-0%	WF

Other Grades that may be earned:

S	Satisfactory
U	Unsatisfactory
I	Incomplete

GRIEVANCE PROCEDURE (Section 21)

A student grievance is defined as a complaint lodged by a student with a member of the staff or administration alleging one or more of the following unfair practices:

(1) that a school rule is unfair
(2) that a school rule or regulation discriminates between students
(3) that an unfair procedure has been used in arriving at a punishment
(4) that a violation has occurred in regard to the administration of Federal Regulations Title VI, Title IX or Section 504.

Grievances are processed:

(1) an informal talk with the counselor about the problem, and
(2) an informal talk with the person with whom you have a complaint (if the problem has not been resolved, you return to the counselor).
(3) Unresolved problems will be referred to the secondary principal .

Grievances that are not resolved at the building level will be referred to the superintendent. Grievances about actions taken by the principal should be addressed to the superintendent.

Grievance Procedures for Sexual Harassment or Discrimination

Allegations of sexual harassment or discrimination should be reported to the principal or Directorl of Human Resources at the district office. District grievance procedures will be followed as per the procedures that have been adopted by the Board of Education outlined in the District Handbook.

SCHOOL DISTRICT RE2-J STUDENT HANDBOOK HEALTH INFORMATION (Section 22)

Immunizations

All students must present proof that they have received all required immunizations as specified by the Department of Health. Transfer students will have 60 days from the date of enrollment to comply. Non-compliance may result in exclusion from school. A list of required immunizations is available through the School Nurse.

Medication Procedures

Colorado law states that no medication may be given at school without a signed order from a licensed health care provider and a signed parent permission form. Students may not carry medications to and from school with the exception of inhalers and epinephrine pens that may be carried by students in 6th-12th grade with written permission from physician and parent.

Oral Medications

If a student needs medication, it should be given at home when possible. Medication must be supplied in the original labeled container from the pharmacy. This regulation includes over the counter medications such as Tylenol, Ibuprofen, and cough drops, which must be sent in the original container.

Inhalers: A health care provider's written order is required for any inhaler that is to be used at school. Students at the Brush Middle and Brush High School may carry their inhaler if their parents and healthcare provider determine that the child has full understanding of its use. Students at Thomson and Beaver Valley must keep their inhalers in the health office and will be assisted by the nurse or trained staff.

Epi-Pens and Antihistamines: The teacher and the school nurse should be informed if a student has a severe allergy and will need to have an Epi-Pen and/or an antihistamine available for emergency use at school. The school nurse will provide an emergency health care plan for the parent and the primary health care provider to complete and sign.

ILLNESS

For the health of all students, here are guidelines for when to stay home:

- FEVER – if over 100.0 degrees F, stay home until fever has been gone for 24 hours *without* the use of fever-reducing medication.
- DIARRHEA – stay home until diarrhea-free for 24 hours *without* medication.
- VOMITING – stay home until no vomiting for 24 hours.
- COLD SYMPTOMS – that do not get better after 3 days OR runny nose or cough drainage that changes from clear to yellow or green, or with fever.
- 'PINK EYE' – yellow or green draining and/or crusting of the eye. Students must stay home until the prescribed medication has been in use for at least 24 hours.

If a student becomes sick at school, the nurse or health clerk will evaluate him/her and decide whether he/she can stay at school or needs to go home. The school will not provide transportation for an ill student to go home during the school day. Please make sure emergency contacts and phone numbers are updated regularly. Let us know if the student has seen a doctor or started a medicine or treatment, even if it is not given during school. Many medications affect mood, attention, and alertness, and will impact school performance. Thank you for partnering with us to keep our students healthy!

Head Lice

Please follow this link for more information on the district Head Lice protocol.

LOCKERS (Section 23)

Students will be assigned lockers at designated times the first week of school. Changing lockers is not allowed. Students are responsible for the upkeep of their locker and the combination lock. Administrators may search any locker with reasonable suspicion. Students will be responsible for providing their own locks. Locks may be purchased from the office.

LUNCH PROGRAM INFORMATION (Section 24)

Prices - Please refer to the Brush School District website for current lunch prices

Student Lunch Accounts - Parents can pay on their student's lunch account online or at the school office. Students whose accounts are deficit of $20 or more will need to eat an alternative lunch provided by the food service until the account is paid. Students with a negative lunch balance will not be permitted to get seconds.

Free and Reduced Status -

BMS participates in the National School Lunch Program. In order to obtain financial assistance with the program parents are required to fill out an application for this program at the beginning of each school year.

MIDDLE SCHOOL SPORTS HANDBOOK (Section 25)

Maroon and Gold Criteria (Section 26)

Gold Criteria Quarter 1 & 3: Straight A's, No Behavior Referrals

Quarter 1 & 3 Benefits: Attend a Good Behavior Trip, Free Entry to Game or Dance, Preferred Lunch Seating, Hat Pass,

Maroon Criteria Quarter 1 & 3: Grades are B's or better, No Classes Off Pace, No suspensions

Quarter 1 & 3 Benefits: Attend a Good Behavior Trip

Gold Criteria Quarter 2 & 4: Straight A's, No Behavior Referrals, Attendance above 90% (*exceptions made for excused absences*)

Quarter 2 & 4 Benefits: Attend a Good Behavior Trip, Preferred Lunch Seating, Hat Pass, Recognition at Maroon and Gold Card Ceremony during Brush Pride, Ice Cream Social

Maroon Criteria Quarter 2 & 4: Grades are all B's or better, No Suspensions, Attendance above 90% (*exceptions made for excused absences*)

Quarter 2 & 4: Attend a Good Behavior Trip, Recognition at Maroon and Gold Card Ceremony during Brush Pride, Ice Cream Social

MOVING UP (8th Grade) CONTINUATION DANCE EXPECTATIONS (Section 27)

In order to recognize those students who demonstrated acceptable behaviors, achieved academically in the classroom, and attended school on a regular basis, BMS would like to offer these students an end of the year Moving Up (Continuation)Ceremony and Dance. For students who have met the established criteria, they will receive an invitation to attend the event at the end of the school year.

- Students must be eligible to attend the dance. Students who do not meet school and 8th grade team academic, behavioral, and/or attendance expectations will not be allowed to attend the dance, unless given administrative approval.

  Eligibility guidelines:
  - 95% attendance rate.
  - No significant behavior events.
  - ~~100% attendance of Parent/Teacher Conferences~~.
  - No outstanding fees.
  - Meet weekly eligibility requirements.

- Attire for this dance must adhere to school dress code expectations and are as follow:
  Dresses, dress pants accompanied with collared shirts are recommended. Ties are optional. Prom or formal dresses are not necessary/recommended. Dresses must have shoulder straps that are at least 1.5 inches (2-3 fingers width) wide, must have a back to them, and no bare midriffs are allowed. If a student's dress has straps smaller than 1.5 inches, a light jacket will be required to be worn throughout the ceremony and dance.

NON DISCRIMINATION POLICY (Section 28)

Notice of Non-Discrimination Under Title VI, Title IX, Section 504, Age Discrimination Act, Title II of the American with Disabilities

Brush School District RE-2J does not discriminate on the basis of race, color, sex, age, religion, creed, national origin, ancestry, genetic information, marital status, sexual orientation, gender identity and disability in its programs, activities, operations and employment decisions and provides equal access. The following person has been designated to handle inquiries regarding the non-discrimination policies:

~~Sandy Markvicka~~
Brush Schools District RE-2J
527 Industrial Park Road
Brush, CO 80723
970-842-5176

PARENTS ROLES AND RESPONSIBILITIES (Section 29)

BMS greatly appreciates your involvement in the educational process of your child. We simply cannot fully educate your child to the greatest extent possible without your involvement in your child's education. Here are some ways to best assist and support your child in their education at BMS.

- Be sure your child is attending school regularly. A 90% attendance rate occurs when your child misses a day of school every two weeks. Our goal is at least a 95% attendance rate for every student.
- Be sure your child arrives to school on time every day. Instruction begins right away when the bell rings, and if your child is late, they miss out on very important information that the rest of the class period builds upon.
- Be sure that you are actively monitoring your child's academic status through your ALMA account.
- You are always welcome to email, call, or set up conferences with any school staff member/teacher/administrator. The more direct communication that you can have with the school, the higher the likelihood that your child will be successful.
- In the event of any absence, please be sure to notify the office of your child's absence.
- Frequently monitor the "HISTORY" tab on your child's Chromebook. This will not only provide insight into what your child is studying and learning in school, but will also show sights they have visited that may not be agreeable to you as a parent.
- Have conversations with your child about school, and don't settle for responses of "OK", "Good", "Boring", etc. Dig deeper in your conversations with your child about what they are learning.
- Establish bed times that are appropriate for your developing child. Experts recommend bed times no later than 9:00 PM, and to also avoid "screen time" away from electronic devices a few hours before bedtime.
- Check in with your child and their homework. If you repeatedly hear the response of "I don't have any homework" contact your child's teachers and refer to ALMA for a check on missing assignments and work your child may have. Teachers will take most late work.
- Have your child participate in as many activities as they can.
- Simply encouraging your child to do their best!!

~~PARENTS-TEACHER STUDENT LED CONFERENCES (Section 30)~~

~~All students will participate in Student Led Conferences twice each school year. It is highly encouraged, recommended, and expected that parents attend their child's student led conferences.~~

~~A parent-teacher-student conference provides all parties the best opportunity for:~~

- ~~Students and teachers to share academic progress and growth based on classroom observations, testing data, assessments, portfolios, and assignments.~~
- ~~For teachers to learn from parents or guardians so you can be better informed about students' strengths, needs, behaviors, and learning styles.~~
- ~~All parties to discuss enrichment or intervention strategies to support students' learning.~~
- ~~All parties to discuss issues that may be interfering with students' learning and growth.~~

~~By having parents attend all conferences it shows the student that we all are vested in the child's education, academic progress, and social growth.~~

PLAGIARISM AND AI USAGE (Section 31)

Plagiarism at Brush High School is defined as any attempt to take the work of another and pass it off as original work by the student. This includes, but is not limited to, the following: copying, unauthorized sharing of work or answers, or the failing to properly give credit to the source of work. Plagiarism will result in a failing grade for the assignment or exam in question and may also result in disciplinary action per policy JICDA and Section 11 of the BMS Student Handbook. Students should be advised that use of AI created content that is unattributed will be considered plagiarism. Guidelines for appropriate and acceptable use of AI can be found in the AI Integration Best Practices for BSC.

SEARCHES CONDUCTED BY SCHOOL PERSONNEL (Section 32)

School personnel may search a student and/or the student's personal property while on school premises or during a school activity in accordance with this policy and may seize any illegal, unauthorized or contraband materials.

Whenever possible, the student shall be informed of the reason(s) for conducting the search and the student's permission to perform the search shall be requested. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action.

An administrative report shall be prepared by the school official conducting a search explaining the reasons for the search, the results and the names of any witnesses to the search.

Searches may be conducted by a school official who has reasonable grounds for suspecting that a search will turn up evidence that the student has violated either the law or Board policy. When reasonable grounds for a search exist, school personnel may search a student and/or his property while on school premises or during a school activity under the circumstances outlined in this policy and may seize any illegal, unauthorized, or contraband materials. A student's failure to cooperate with school officials conducting a search shall be considered grounds for disciplinary action. Refusal to allow access to a motor vehicle on school premises shall be cause for termination of the privilege of bringing a vehicle to school. The results of a school search may result in a referral to law enforcement.

Search of School Property: School lockers, desks and other storage areas are school property and remain at all times under the control of the school. All such lockers, desks and other storage areas, as well as their contents, are subject to inspection at any time, with or without notice.

Students shall assume full responsibility for the security of their lockers and/or other storage areas in the manner approved by the administration. Students shall be responsible for whatever is contained in desks and lockers assigned to them by the school, as well as for any loss or damage relating to the contents of such desks and lockers.

Search of the Student's Person or Personal Effects: The principal or designee may search the person of a student or a student's personal effects such as a purse, backpack, book bag, or briefcase on school property or at school-sponsored events or activities if the school official has reasonable grounds to suspect that the search will uncover:

A. Evidence of a violation of Board and/or district policies, school rules, or federal, state, or local laws.
B. Anything which, because of its presence, presents an immediate danger of physical harm or illness to any person.

Search of the person shall be limited to the student's pockets, any object in the student's possession such as a purse, backpack, book bag, or briefcase, and a "pat down" of the exterior of the student's clothing.This may include electronic devices.

The extent of the search of a student's person or personal effects, as well as the means to conduct the search, must be reasonably related to the objectives of the search and the nature of the suspected violation. Additionally, school officials conducting the search shall be respectful of privacy considerations, in light of the sex and age of the student.

Searches of the person shall be conducted out of the presence of other students and as privately as possible by a person of the same sex as the student being searched. At least one person of the same sex as the student being searched shall witness but not participate in the search.

Searches of a student's person and/or personal effects may be conducted without the prior consent of the student's parent/guardian. However, the parent/guardian of any student searched shall be notified of the search as soon as reasonably possible.

Searches of the person which may require removal of clothing other than a coat or jacket shall be referred to a law enforcement officer. School personnel shall not participate in such searches. Refusal to submit to search also may result in disciplinary action and notification of law enforcement officials.

Seizure of Items: Anything found, in the course of a search conducted by school officials, which is evidence of a violation of law or Board policy or school rules or which by its presence presents an immediate danger of physical harm may be:

1. Seized and offered as evidence in any suspension or expulsion proceeding, if it is tagged for identification at the time it is seized. Such material shall be kept in a secure place by the principal until it is presented at the hearing.
2. Returned to the student or his parent or guardian.
3. Turned over to law enforcement officers in accordance with this policy.

SPANISH LANGUAGE TRANSLATION NEEDS (Section 33)

Spanish Language translation is available at Brush Middle School. Please contact the front office for translation services. Translators will be available for parent teacher conferences and all other meetings as needed.

STUDENT SCHEDULES (Section 34)

Students make out their schedule with the assistance of their parents, teachers and assigned counselor.

If it becomes necessary to change a schedule during the year, students may request a change at the counseling department.

Schedule change requests must be requested by filling out the google form on the student website. Requests are given based on a first come, first serve basis and are not guaranteed.

STUDY HALL EXPECTATIONS (Section 35)

During the school day students will have the opportunity to attend a study hall period. During this time students will be afforded time to work on school work, obtain extra help from teachers, to read independently, and participate in school-wide activities. It is expected that all students:

- Bring their Chromebooks to Study Hall fully functional and charged.
- Bring a book (assigned or chosen) to read.
- Utilize their time working on classwork and homework.

VISITORS (Section 36)

To ensure the safety of our students, all visitors wishing to enter the school building must submit their driver's license or other official ID card to be scanned by the district implemented computer program to verify that they do not pose a risk to children. The ID card will be returned along with a guest pass which must be worn while in the building. Parents are always welcome at school and may visit classrooms after completing the security process to register as a guest. Please make arrangements with the teacher in advance of the visit to reduce the interruption to classroom instruction. Parents may drop off items for their student, and secretaries will deliver the item to the student. Parents wishing to pick up or visit with their student should come to the main office. Secretaries will call the student from class. Students are not allowed to bring visitors to attend classes.

TO THE PARENTS AND STUDENTS:

The staff of Beaver Valley Elementary School has developed this handbook to help acquaint you with some of our guidelines. Please do not hesitate to contact us if you have a question or concern that is unanswered by these guidelines.

GENERAL INFORMATION

Our Vision
Every student will be valued, supported, and empowered to become responsible and productive citizens.

Our Mission
Safely engaging every student, every day, in every classroom

Brush School District offers educational programs, activities, and opportunities for students without regard to race, color, sex, sexual orientation, national origin, ancestry, creed, disability or need for special education services. Reference Board Policy AC and Board Policy AC-R

Beaver Valley Phone Number:	(970) 842-4794
Address:	420 Glacier Avenue
	P.O. Box 585
	Brush, Colorado 80723
Beaver Valley Fax Number:	(970) 842-3924

School begins at 7:45 a.m. and ends at 3:35 p.m. If a student needs to leave during school hours, parents, guardians, or emergency contacts must pick them up and sign them out in the office.

A. Communications: Beaver Valley Elementary strives in many ways to assure communications are carried out between the home and school. Each teacher will, throughout the year, inform his or her assigned students and their parents about: student progress, student assignments, field trips, parties, student discipline, school policies, registration forms, general information, important messages, and surveys.

B. A key to good communication is to inform your child's assigned teacher of your specific needs or concerns so we may lend our voices, thoughts, and efforts toward providing the opportunity for your child to experience success.

C. The Principal will send home monthly newsletters and you can find them posted on the website. Please check the district website http://www.brushschools.org and the parent portal for additional announcements. Periodically the Brush School District App will be used to send district and building phone and email messages out to parents.

Breakfast: **Free for all students. (Served From 7:20-7:45)**
Lunch: **Free for all students.**

Attendance and Excuses:

One very important factor in student success in school is regular attendance. Frequent absences often lead to poor academic performance delaying student progress. No single factor interferes with a student's progress more than frequent tardiness or absences. Students are required to be in attendance when school is in session. The school district is in alignment with the state requirements, and has established an attendance goal at 95%. We have 146 days on the school calendar for the 25-26 school year. This means the 8th absence will be beyond the goal set by the district and state.

The state attendance law considers every 3 tardies to be equal to 1 unexcused absence, regardless of the amount of time the student is tardy. For example if a student is tardy 27 times, the state will view this as 9 unexcused absences. Please make every minute count, and make sure your child is here on time.

- In an effort to improve attendance, we will be having attendance celebrations quarterly.

Verified, Excused, and Unexcused Absences & Tardiness:

- **Verified Absence:** A verified absence is when a parent/guardian calls in and informs a secretary that the student is sick, out of town, or will not otherwise be attending school that day.

- **Excused Absence:** An excused absence is when a medical note from a doctor or dentist is turned into the office, you have a note from the courts, your child is quarantined, there is a family emergency, or the school nurse sends your child home.

- **Unexcused Absence:** No parent or guardian contact.

- **Excused Tardiness:** There is a parent/guardian phone call or note that arrives with the child.

- **Unexcused Tardiness:** No parent or guardian contact.

Compulsory School Attendance: *Attendance in school is mandatory in the State of Colorado (CRS. 22-33-107).* As a part of the student's permanent record, the school will maintain accurate documentation of student attendance, individual progress, achievements and grades. A student can be considered "habitually truant." *In accordance with the State of Colorado compulsory attendance statute(CRS. 22-33-107), penalties can and will be levied where parents are found to be negligent in seeing that their children are in school.*

Attendance letters will be sent home when students accumulate five, ten, fifteen, and twenty absences. Unexcused absences beyond ten days will necessitate a school conference with the principal, assistant principal, counselor, or classroom teacher and the parent/guardian to complete an attendance contract. Unexcused absences beyond ten days could result in a truancy case.

The state does consider every 3 tardies to be equal to 1 unexcused absence.

If you know your child is going to be absent, please call (970-842-4794) and let the secretary know. Please make arrangements to collect the student's work so your child will not fall behind.

When a student is absent and the school has not been notified by 9:00 A.M., a call will be made to parents or designated care takers at home or work informing them the student is not in school.

- The order of the calls will be (messages will be left in each location, if possible):

  (1) The Primary Phone Numbers Listed for Parents/Guardians
  (2) Mother's Work / Father's Work

Our ability to contact you is often dependent upon a functioning voicemail. Please maintain an up to date and operating voicemail.

Perfect Attendance: This means the student is here from 7:45 to 3:35. Perfect Attendance awards will be given out quarterly.

Early Student Check-Out By Parent/Guardian: **We will not release any student to anyone other than their parents/guardians or designated individuals on the student's emergency contact list. Parents can also call and give their consent for other individuals to pick up their student. The person picking the student up must sign the sign-out sheet in the office before the student will be released.**

Change of Student End of Day Routine: Please contact a school secretary prior to 2:30 pm when you need to change your child's normal after school routine. Changes of routine delivered after 2:30 pm cannot be guaranteed to reach your student, as the end of the school day can be very hectic.

School Closings:

All communications involving school closings will use ALMA and/or the Brush School App. to contact parents/guardians via email and phone messages. **For effective communication all parent/guardian and emergency contact information in ALMA must be accurate and up to date.** Parents, this is very important for the safety and welfare of your child. The district/school will utilize the ALMA Brush School District App. automatically calls the **primary phone number**.

- **School Cancellation:**
  - The superintendent will cancel school prior to 6:30 a.m.
  - Notification of parents will utilize the Brush School District App.

- **Early Dismissal:**
  - Notification of parents will utilize the Brush School District App.

- **Cancellation of Transportation:**
  - Transportation can be canceled in the middle of the school day.
  - Notification of parents will utilize Brush School District App.

Bringing Things to School: The only time students should bring toys, games, or other items to school is when their teacher instructs them to do so. The students will assume responsibility for any items brought to school. Items ***not*** to be brought to school include, but are not limited to: electronic games, laser lights, knives, guns, matches, large sums of money, and spiked shoes. Animals (pets) may not be brought to school without prior arrangements with the teacher. Students are not allowed to bring items to school and sell them.

Gum: Students are not allowed to have gum during the school day.

Bicycles, Skateboards, Scooters, etc: Students are not allowed to ride these vehicles on school grounds at any time. Bicycles should be locked in the bike rack, and skateboards, etc. should be stored in the teacher's room during the day. For safety reasons, Heelies and/or other wheeled footwear are not allowed. The school is not liable for loss or damage to items brought to school.

Dress Code: Any student deemed in violation of the dress code shall be required to change into appropriate clothing or make arrangements to have appropriate clothing brought to school immediately. Since the school district dress code policy is rather lengthy if you have dress code questions please reference the District Dress Code Policy JICA.

Use of Cell Phones and Electronic Devices JICJ: The Board of Education recognizes that cell phones can play a vital communication role during emergency situations. However, the ordinary use of cell phones, smart watches, or other electronic communication devices in school situations can be disruptive to the educational environment and is not acceptable. **Students may carry cell phones, smart watches, or other electronic devices to campus, but these devices must be turned off and placed in the student's backpack upon arrival at school.** Student backpacks then remain in classroom storage locations until the end of the day. Cell phones, smart watches, or other electronic communication devices must remain off throughout the school day During school sponsored activities these devices remain in backpacks. This includes on school buses and on field trips. In these locations cell phones, smart watches, or other electronic communication devices may be used only during emergencies, when directed by a school official. At the end of the day, once students are OUTSIDE the building, they may retrieve their cell phones, smart watches, or other electronic communication devices from their backpacks. The school is not responsible for lost or stolen cell phones, smart watches, or other electronic communication devices.
Violation of this policy will result in disciplinary measures and confiscation of the cell phones, smart watches, or other electronic communication devices. Confiscated cell phones, smart watches, or other electronic communication devices shall be returned to the parent/guardian after a conference with administration.

Visitation: Parents are always welcome to visit the school; in fact, we encourage you to be here whenever possible. All perimeter school doors are locked during school hours. Visitors must enter through the front entrance with proper and valid identification. All visitors are directed to sign the visitor's sheet when checking into Beaver Valley listing the time of arrival. A name tag will be provided and must be worn while in the building. When leaving, visitors are directed to sign out and list the time. A call ahead of the visit will assure you that the person or activity that you wish to see will be there.

A student who is not enrolled in Beaver Valley Elementary may not visit the school as a guest of a regular student. This is a measure to help maintain a safe environment at Beaver Valley Elementary.

Beaver Valley - Brush Pride/Character Strong Behavioral Expectations

Field Trip Volunteers
While making a classroom visit or accompanying a specific child on a field trip, **please do not bring other children**. Field trips are for the purpose of enhancing and enriching the students' educational program. Supervisors are important and need to be alert to student needs.

It is expected that if you are volunteering for a field trip that you will ride the bus to and from the field trip location.

Change of Address / Phone Numbers: Please keep us informed of change of address, phone numbers, employment, and other vital information. Please keep your voicemail up-to-date and operating. **For effective communication all parent/guardian and emergency contact information in ALMA must be accurate and up to date.**

Parties: In an effort to be fair to each child, and ensure that there is no pressure or expectation that would make individual students feel uncomfortable, guidelines have been established regarding parties at school.

- Three holiday parties shall be scheduled during the year.
- The times and dates of parties shall be scheduled in advance by the classroom teacher.
- Nutritious snacks are recommended.
- Teachers often schedule birthday celebrations monthly to ensure that all students get a chance to celebrate their birthdays and reduce instructional interruption.

Party Guidelines: For parties at Beaver Valley Elementary, more nutritious foods such as fruits, vegetables, low-fat dairy foods, and low-fat grain products are strongly encouraged.

If you have any questions regarding acceptable healthy party alternatives, please contact the classroom teacher. **Students are not permitted to bring home-made foods**.

Transportation Rules/Consequences: All students being transported by RE-2(J) School District transportation vehicles are to follow the posted rules and driver's directions. Should student misbehavior occur, the driver will discuss the concern with the student. If any further discipline referral occurs, there will be consequences, which will result in transportation privileges being denied for a specified time. These consequences are uniform in our District. They have been established with the personal safety and welfare of all students in mind. Bus rules/regulations are established on each bus. A copy may be requested through the Transportation Office (970 - 842-2709). A School Bus Discipline Referral process has also been established.

Students shall maintain order when lining up for the bus. Continual disregard or disruption will result in losing their bus riding privileges.

- **For safety and accountability purposes, parents must sign out their kids through the office, and not from the bus lines or the loading area.**

School Breakfast & Lunch:

- **Breakfast: Free for students. (Served From 7:20-7:45)**
- **Lunch: Free for students**

- **Free and Reduced Lunches:** Federal forms for free or reduced lunches are available by contacting the Superintendent at the Administration Office, 527 Industrial Park Road (842-5176). This information does help fund other programs within the school. Filling this out helps us create extra revenue to help us deliver a quality program for our students.

- **Lunch Times:**
  - 3rd Grade ~ 11:15 a.m. - 11:40 a.m.

- 4th Grade ~ 11:45 a.m. - 12:10 a.m.
- 5th Grade ~ 12:20 a.m. - 12:45 a.m.

Fees: Students will be charged a replacement fee to cover the cost of any damaged library books, classroom books, or textbooks. Fines will be assessed if a student damages school equipment or property.

Safety Drills: Each month the school is expected to practice different safety drills. Here are some examples of drills that will be practiced: fire, tornado, external and internal lockdown.

Supplies: Teachers will send home a list of supplies needed in each grade.

- Third Grade Supply List
- Fourth Grade Supply List
- Fifth Grade Supply List

Parent - Teacher Conferences: Beaver Valley has two individual parent-teacher conferences. Individual conferences may also be arranged at any time throughout the year to supplement the regularly scheduled conferences by calling the school office to make an appointment with the teacher or principal. Students' grades and progress are always accessible through ALMA. We expect parents to check their student's progress weekly. **If you do not have access to the parent portals, please contact the building secretary.**

Student Safety—Arrival and Dismissal:

- **Center Circle Drive** is to be used for loading and unloading of students only. Please pull as far into the circle as possible to allow other parents to enter the circle from Glacier Ave. Please make your stop as quickly as you can so we keep the flow of traffic moving. Also, it is important to pull up along the curb on the right hand side before letting your child out. Always have your child get out on the right side and step immediately onto the curb. We do not want kids walking between cars in the circle drive because of the obvious danger involved. Please remain calm, drive slowly, and without distraction since this is an area of danger for all pedestrians. Your vehicle should not be traveling any faster than a fast walk, at any time, while in the traffic circle.

- **Northeast & Southeast Parking Lots**

    - **Drop Students Off -** If you plan on staying in your car while dropping off your child, please travel through the lot in a counter-clockwise direction. This will allow students to get out of the passenger side of the car at the curb and not have to walk through any traffic.

    - **Park and Walk My Child Inside -** If you would like to walk your child into the building, it is very important that you park in a parking space and not leave your car in a drop-off area. This can be accomplished from either the north or the east parking lots. The middle and north spaces in these lots will work well for parking and walking your child in. Please use these spots only if you will accompany your child across the parking lot so they are not walking in and out of traffic alone.

- **West Parking Lot & Entrances** are used for buses, uploading trucks, and staff parking ONLY. Parents should not access these areas as part of arrival or pick-up from school.

Withdrawal: As soon as you know that you will be leaving the District, please notify the school office. All books, school materials, and Chromebook need to be returned to the school. All fees need to be paid.

Student Insurance Coverage (JLA): A student accident insurance program providing broad coverage at nominal cost to parents is available for all students. Such protection when purchased by the parent covers the student activities either on school grounds or elsewhere.

Child Abuse - JLF: It is the policy of the Board of Education that this School District complies with the Child Protection Act. To that end, any school official or employee who has reasonable cause to know or suspect that a child has been subjected to circumstances or conditions which would reasonably result in abuse or neglect, as defined by statute, shall immediately report or cause a report to be made to the Morgan County Department of Social Services.

School employees and officials shall not contact the child's family or any other persons to determine the cause of the suspected abuse or neglect. It is not the responsibility of the school official or employee to prove that the child has been abused or neglected. However, school employees are legally and ethically obligated to report such circumstances.

Student Personal Searches - JIH: It has been judged by the courts that the doctrine Loco Parentis places duty of care and welfare of students upon school officials. Such duty requires that the school provide for the safety and well being of all students.

Personal searches will occur in the Re-2(J) School District under the following guidelines:

1. Personal searches shall be defined as searches of student's clothing worn at the time of the search or other possession the student may have on their person at the time of the search including, but not limited to billfold, purse, backpack, or electronic device.
2. The building principal or his designee must have reasonable cause for any personal search. Such reasonable cause shall be determined by the principal or his designee.
3. In case of suspected drugs, illegal weapons or contraband, the parents will be notified of any search conducted by the school.
4. Principals will search students only in the presence of an adult witness.
    a. If the student to be searched is a female, a female staff member shall conduct the search. However, at no time will a student be searched without such an adult witness.
5. Appropriate law enforcement officials shall be notified of any crime discovered during the search as described by law.
6. Evidence gained in a personal search may be used for grounds of suspension or recommendation of expulsion.

Brush Schools Health Website

Lice - District Protocol: When the school discovers a student has lice a parent phone call or a note home will be provided recommending the best course of action.

Immunizations: All students must present proof that they have received all required immunizations as specified by the Department of Health. Transfer students will have 60 days from the date of enrollment to comply. Non-compliance may result in exclusion from school. *Families will have until November 22nd to ensure their child's immunization status is compliant. In compliance with State law, after this date, students that do not have current required immunizations, a plan to get the required immunizations or a current statement of exemption will not be permitted to attend school after that date.* A list of required immunizations is available through the School Nurse.

Medicine Procedures: Colorado law states that no medication may be given at school without a signed order from a licensed health care provider and a signed parent permission form. This includes cough drops and over the counter medications.

Oral Medications:
If a student needs medication, it should be given at home when possible. Medication must be supplied in the original labeled container from the pharmacy. This regulation includes over-the-counter medications such as Tylenol, Ibuprofen, and cough drops, which must be sent in the original container.

Inhalers: A health care provider's written order is required for any inhaler that is to be used at school. Students at Thomson and Beaver Valley must keep their inhalers in the health office so they may be assisted by the nurse or trained staff. The student must demonstrate the correct use of the inhaler to the school nurse or health clerk.

Epi-Pens and Antihistamines: The teacher and the school nurse should be informed if a student has a severe allergy and will need to have an Epi-Pen and/or an antihistamine available for emergency use at school. The school nurse will provide an emergency health care plan for the parent and the primary health care provider to complete and sign.

In summary, in order to administer ANY medication to any child, the school nurse or trained personnel must have written permission from a parent or guardian and the health care provider.

ALL medication must be supplied in original, labeled containers.

The procedure for administering justified medication by school personnel will be:

1. If under exceptional circumstances a child is required to take oral medication during school hours only the school nurse or the principal's designee will administer the medication in compliance with the school's regulations.
2. We must have parent's written permission and signature in order to administer any medication.
3. Written orders from the student's physician should be on file in the school stating:
    a. Child's name
    b. Name of drug
    c. Dosage
    d. Purpose of drug
    e. Time of day medicine is to be given
    f. Anticipated number of days it needs to be given at school
    g. Possible side effects
4. The medication must be brought to school in a container appropriately labeled by the pharmacy or physician, stating the name of the student, the name of the medication and the dosage.
5. A specific cabinet with a lock will be provided in the school for the storage of medications.

ILLNESS

For the health of all students, here are guidelines for when to stay home:

▪ FEVER – if over 100.4 degrees F, stay home until fever has been gone for 24 hours *without* the use of fever-reducing medication.

▪ DIARRHEA – stay home until diarrhea-free for 24 hours *without* medication.

▪ VOMITING – stay home until no vomiting for 24 hours.

▪ COLD SYMPTOMS – that do not get better after 3 days OR runny nose or cough drainage that changes from clear to yellow or green, or with fever.

▪ 'PINK EYE' – yellow or green draining and/or crusting of the eye. Students must stay home until the prescribed medication has been in use for at least 24 hours.

If a student becomes sick at school, the nurse or health clerk will evaluate him/her and decide whether he/she can stay at school or needs to go home. The school will not provide transportation for an ill student to go home during the school day. Please make sure emergency contacts and phone numbers are updated regularly. Let us know if the student has seen a doctor or started a medicine or treatment, even if it is not given during school. Many medications affect mood, attention, and alertness, and will impact school performance. Thank you for partnering with us to keep our students healthy!

Accidents: If a child has an accident, parents will be called, and the child will be sent home to change. The child is expected to return to school in a timely manner.

2025-2026

Thomson Primary ABC's

Parents' Guide

Arrival

- K-2 students may be dropped off between 7:25 am and 7:45 am. No earlier, please, because we do not have staff on duty to supervise.
- Preschool students may be signed in beginning at 7:35. They must enter through the Purple Doors on the south side of Thomson. These doors will close at 7:50. After this time, preschoolers need to be brought through the main red doors.
- For a map of pick-up and drop-off locations here is the link.

ALMA

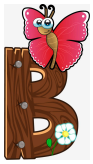
- Is your account active? Please make sure you have your login information and password to be able to check your child's academic progress along with getting alerts and information from the school. To obtain your username and password, contact the office @ 842-5139.
- PreK ALMA
- Thomson ALMA

Attendance

Excused Absences -Only excused absences with a medical/dental note, a funeral notice, or court documents.

Unexcused Absences- Any absences without the accepted documentation are unexcused absences.

Regardless of the reason, any absence is lost instructional time for your child. Please schedule children's appointments on Fridays or after school.



Breakfast

- Breakfast (K-2) will be in the cafeteria from 7:25 am-7:40 am.
- Preschool students will continue to eat in the classroom.

Bus lanes

- Bus lanes are on the north side and will be used for drop off and pick-up. Parents with first and second graders may drop off and pick up in the north lot, always yield to the buses.

Bullying

- Of course we want all students to be treated kindly and with respect. Sometimes students do not get along with each other. If your child consistently reports issues or conflicts with another child, please notify the office so we can take actions to remedy the situation.
- District Policy

Class Lists

- Class lists will be posted on ALMA.

Child Care

- Available for ages 6 weeks to 12 years. Please inquire within. Applications are available.

Conferences

- Students are encouraged to be part of the conferencing process. When students are involved, they see they have an impact on their educational progress. Teachers, parents, and students are the stakeholders in each child's education. To leave one of these out during important conversations about a child's education hinders the maximum benefit of the conference.

2 Week at a Glance Calendar

- This calendar is updated weekly. Here is the Full Thomson Calendar.
- Here is the District Calendar.

Door (front entry)

- Kindergarten, First, and Second-grade students will enter the building through the FRONT RED DOORS.
- Preschool will enter through the PURPLE DOUBLE DOORS at the end of the preschool wing. These doors will be locked at 7:50. Please bring your preschool student to the front office to sign in after 7:50.
- If needing to enter the building, visitors will only be allowed to enter into the vestibule area, not through any other entrance. Please stop at the office to sign in and get a visitor pass.

Drop off/Pick up

- Preschool drop off/pick up is on the **south** side at the purple doors. Parents may park in a parking spot or along the side of the playground.
- Kindergarten drop-off is on the **south** side loop **before** the speed bump.
- 1st and 2nd-grade drop-off is on the **north** side. Please **DO NOT** get out of your vehicle in the loop due to bus drop-off.
- If dropping multi-age children off please drop off in the youngest age child's designated area and allow older children to walk into the building.

Dismissal

- **Preschool 3:25**- from exterior doors
- **Kindergarten 3:25**-on the diagonal sidewalk in front of the building
- **1st grade 3:25**-outside of the cafeteria doors
- **2nd grade 3:25**-on the sidewalk in front of the daycare building on the north side
- Children must be picked up within 15 minutes of dismissal.
- If you have an after school change, please call the office and let them know by 2:45pm. 970-842-5139. This is the preferred method to communicate changes.

Drills

- We do tornado, fire, and safety drills monthly.

Early Check-outs

- Please try to avoid picking up kids between 2:45-3:25. It adds up for missed instructional time and is counted against their attendance and disrupts the learning environment.

Field Trips

- Your students will have the opportunity to participate in occasional field trips. We may ask for volunteers to help monitor field trips. Please do not plan to bring siblings on our Thomson trips. If you are planning to take your child directly from the field trip location, please sign out with the teacher.
- Preschool MUST have a signed permission slip to be able to attend any field trips.

Goodies

- Classroom goodies/snacks/birthday treats need to be store bought and not homemade. We discourage balloons, candy, and flower bouquets during the school day.

Health

- For health concerns, please reach out to Loraine Speicher, our district nurse, her email is l.speicher@brushschools.org

- How sick is too sick?

Instruction

- All of our instruction is based on the needs of each child. This is also guided by our instructional units and state standards.

Independence

- One of our goals at Thomson Primary is to help our students build independence, which will make them more successful in school for years to come.

Information

- Please check out the Thomson Primary website for information about our school. www.brushschools.org

Join

- You can get involved through the TPO (Thomson Parent Organization) for our building or with the DAAC (District Accountability & Advisory Committee).

Kindness

- "There are three ways to ultimate success: The first way is to be kind. The second way is to be kind. The third way is to be kind." —Mr. Rogers

Kindergarten Readiness

- If you are wondering how you can help your child before they go to Kindergarten, this google doc has information.

Lost and Found

- Please label all clothing that could be lost, for example, coats, hats, and shoes. Have your student check the lost and found for missing items. Left items will be donated quarterly, please make sure you're checking for missing items.

Lunch

- Check out the MENU
- You may send your student with a cold lunch. There will **not** be a microwave or fridge available, so please pack accordingly.
- Your student may only purchase milk or water if there are funds in his/her myschoolbucks.com account.

Money

- Please pay for your child's meals by using My School Bucks app myschoolbucks.com. To get your child's state ID number please call the office 970-842-5139.

Nurse

- We have a full-time health clerk, Mrs. Propst, for all children's needs.

Newsletter

- A monthly newsletter will be posted on the website.

Open House

- August 7th 5:30pm-7:00pm

Pick-Up List

- Update pickup lists in ALMA(K-2) or Brightwheel (PK). Come into the office to sign a walking permission slip if your child will be walking home. Siblings picking up students in preschool must be the age of 16 or older and be on the pickup list.

Parent Portal

- Please see A for ALMA to make sure your account is active.

Pets

- Pets are NOT permitted on campus at any time, including drop off and pick up, due to the number of students. Please understand that this is a safety issue.

Preschool Handbook

Brush Preschool Handbook 25 -26 DRAFT

Quail

Questions

- If you have any questions or concerns please contact your child's teacher or the office. 970-842-5139

Report Cards

- Will be posted in Alma (parent portal)

Reading at home

- Reading is important at any age. Please read to your child daily.
- Why should kids read 20 minutes each day?

Recess

- We will go outside to recess when it **feels like** 20 degrees or above for all grade levels (PK-2). Please send children with appropriate clothing.

Safety

- Due to recent world events, we will be controlling the access to our building. If you would like to visit your child's classroom, please schedule a time with the teacher or call

the front office @ 842-5139. Please be patient as your child's safety is of the utmost importance to us.

Specials

- Specials Teachers will keep the children for the entire block. When your child has PE, please send appropriate shoes. Specials Schedule

School Supplies

- Preschool
- Kindergarten Supply List
- First Grade Supply List
- Second Grade Supply List

Turtle

Tardy

- Children will enter through the front red doors. Please sign your student in and the office staff will get them a tardy slip.
- A tardy is an unexcused lateness to class. Any student arriving after 7:45 will be marked tardy.
- Preschool, parents must stop with their student at the office to sign in and get a pass before proceeding to the child's classroom to sign in.

Transportation

- Routes only run for children residing outside of the city limits, with the exception of the south side of Brush. Please call 842-2709 and speak with the transportation director to make a transportation plan if your child needs to ride the bus.

Unexcused Absences

- An absence will be marked unexcused until the accepted documentation (medical/dental note, funeral notice, or court documentation) is received.

Vaccines

- [Vaccine Compliance Letter]

Visitors

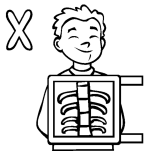
- All visitors MUST stop and check in and out of the office. All visitors must wear a visitor sticker while in the building.
- If a sibling has been checked out from another school due to illness, please do not bring them to Thomson.

Volunteers

- All volunteers must be Board approved before volunteering at the school. Paperwork may be obtained from the office.

Water Bottles

- Please send your child a water bottle labeled with their name.



Xtra

- Please send an extra set of pants and underwear in a gallon ziplock bag to be kept at school for times when there are accidents or weather that would create an issue.

- Gently used clothing is always welcome to be donated to the nurse's office.

Yak

Your Child

- Your child is important to us. We will do everything we can to make this a smooth school year while focusing on instruction.

Zen

- Keeping our zen! The mental health status of children is crucial. Please let us know if you need any assistance. A simple ‘handle with care’ note to the child’s teacher during an extremely tough time, can help ensure they receive some extra TLC.

Zzzzzz’s

- A good night’s rest is crucial to your child’s educational success as well as their ability to get along with others, keep on task, and participate in other events. Make sure that your child is well rested! Here is an article related to children and sleep.

How much sleep you need changes as you age.

Age Group		Recommended Hours of Sleep Per Day
Newborn	0–3 months	14–17 hours (National Sleep Foundation)[1] No recommendation (American Academy of Sleep Medicine)[2]
Infant	4–12 months	12–16 hours per 24 hours (including naps)[2]
Toddler	1–2 years	11–14 hours per 24 hours (including naps)[2]
Preschool	3–5 years	10–13 hours per 24 hours (including naps)[2]
School Age	6–12 years	9–12 hours per 24 hours[2]
Teen	13–18 years	8–10 hours per 24 hours[2]
Adult	18–60 years	7 or more hours per night[3]
	61–64 years	7–9 hours[1]
	65 years and older	7–8 hours[1]

Zero Tolerance Policy

- This policy refers to behavior that is unacceptable under all circumstances at school or school activities and which will result in disciplinary action. As part of the Safe Schools Act, it is critical that our students and staff feel safe at school. No verbal or physical threats towards students or staff will be tolerated. Some examples of a verbal or physical threat are a student saying to a classmate that they are "going to kill them", or pretending that they are shooting or stabbing someone, causing damage to classrooms and school property, and/or a child who endangers their classmates physically by throwing or knocking furniture over. These examples are considered to be serious threats, and may result in suspension or expulsion from school. Any student who is threatened in this manner is encouraged to report the threat to a school adult immediately.

When incidents of this nature occur, a child's parents will be notified by administration and the following will take place:

- The child may not be able to return to the program until a safety plan is established and agreed to by all parties.
- Administrators may request a conference with the family within three working days after the episode in question.
- Administrators and staff will work to create a safety plan for the student. Every effort should be made by both parties to solve the problem. The results of this conference will be written down and signed by all parties involved.

- If any party is not satisfied following the meeting with administration , a meeting will be arranged within ten working days of the meeting with the building principal and/or next District representative as determined by the program staff.

Updates can be made throughout the school year with board approval

2025-2026

Thomson Primary
Preschool through Second Grade
Staff Handbook

Arrival and Departure Time

Staff members are to arrive at school no later than their assigned time.

- Certified staff contract time is 7:15 AM-4:15 PM.
- Classified staff hours are from 7:15 AM to 3:45 PM.

Please be punctual as it is unprofessional to be late. Student arrival is 7:25 am K-2 and 7:35 am Preschool. If you have morning duty, please be at the location on time.

Absence

Please check with the Lead Secretary/the Preschool Secretary to see if our building sub is available BEFORE you enter the absence in Frontline.

Detailed lesson plans/subfolders are to be left on the teacher's desk. The subfolder will include detailed seating charts (if used), an updated class roster, duty responsibilities, fire drill procedures, emergency lesson plans, a schedule of classes, and any other information that will make a substitute teacher's day run smoothly. Short notice of your need may result in the inability to find a sub. Please avoid missing near vacation days and the end of the year since it is so difficult for substitute teachers to manage our excited children.

Not enough subs may result in kids needing to be "farmed out" to other classes, which is not nearly as good for our student learning. **Just as we expect our students to schedule appointments after school hours or on Fridays, we expect that our staff members will do that as well.**

For more information about the District's General Leave Policy, reference Policy GBGG.

Active Supervision

Staff in all grade levels (PK-2) must supervise students at all times. Students may not be left unattended at any time during school hours.

(Preschool) The number of students will be displayed to indicate the number of children present in the class. Staff Member 1 will indicate the number of students counted and then verify the number of students with Staff Member 2 before leaving a location. Staff members will attend yearly active supervision training to ensure the importance of active supervision.

Assemblies
Staff members are required to attend assemblies with their students. If an assembly falls during your planning time, the Specials teacher will sit with your students until that class period is over. As a courtesy to our guests, please take into consideration travel time and punctuality when arriving for assemblies. Each assembly differs, and the AP will send out specific information when it becomes available.

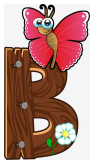
Attendance (Student)
Attendance will be entered in Alma each school day, **no later than 8:00 am,** before an automated call goes out to parents.

Activities - Bus Trips, Field Trips, etc.
All activities, including walking trips, must be scheduled and approved by the Principal by April 1. Please notify the office, kitchen, specials, intervention teachers, and nurse of the trip so they may plan accordingly. Also, be sure to fill out a transportation request form within the deadlines for transportation requests and turn it into the office. Teachers are responsible for sending home a note describing the activity, dates, and times.

Before leaving the school, teachers must report attendance and parent volunteer lists to the office. All persons attending the trip should be on record in the office. Parent chaperones may not bring other siblings on school-sponsored field trips. If a parent is going to take their child directly from the field trip location, please have them fill out the waiver in the Thomson Office before leaving for the trip, or make sure you have a copy with you at the location.

Staff members attending field trips must be actively engaged with students as this is a learning extension of the day.

Preschool: A signed permission slip must be completed for all trips when students leave school grounds.



Building Care/Equipment
All staff are responsible for the proper care and use of all school property. Loss or damage to equipment should be reported immediately to the principal or supervisor. No school equipment is to be used by or loaned to outside parties without permission from the administration. All equipment is to be returned to its proper place as soon as staff or students have finished with it as an act of courtesy to others who may be waiting for it.

Upon leaving the building for the day, staff members should check that all doors and windows in the room are locked and the lights are off. Closing the windows and doors is the responsibility of the individual who opens them. When leaving the building, make sure the building exits are secure and any windows or doors that are used are locked.

No pets or animals should be here without prior approval. If the animal is here with approval, the students should not be handling it. Should the animal become a distraction, hygiene issue, or allergen to the students, it will be necessary to remove it from the building.

Child Care Licensing (Preschool)
Preschool Staff members are to be aware of the Colorado Child Care Licensing Rules and Regulations. Regulations can be found on the CDE website. Colorado Rules and Regulations

Clocking in/ Timesheet Approval (Classified Staff)
You are responsible for clocking yourself into the time system. Do not have others clock you into or out of the system. Approve your timesheet by the end of your work week. This is how your paychecks are generated. This should not be the responsibility of others.

Confidentiality
Information about students should only be discussed with those who are directly involved with the child's educational programs. Discussions with others as to a child's home situation, limitations, behavior, etc., can be damaging to the child and can lead to legal problems.

All information that is exchanged during a parent/teacher conference, between teachers and other school employees, must remain confidential. This means that what is said within a meeting or conference must **not** be discussed with anyone else who is not directly involved in that meeting.

As specified by State Law (C.R.S. 22-63-204) and our Brush School District policy:
"It shall be understood that all confidential information an employee is privy to as a result of district employment will be kept strictly confidential."

Classroom Coverage
In the event that you need coverage for a short time and our full-time sub is not available, please see the lead secretary (K-2), and PK Director (PK). **DO NOT GET** your own coverage without running everything through administration and the lead secretary. She will do her best to

accommodate your needs with one of our staff members who holds a substitute license. This time will be docked from your general leave. Please understand that this should not become "the norm" because it takes other staff members away from their regular responsibilities.

Child Abuse Reporting

It is the policy of the Board of Education that our school district complies with the Child Protection Act. To that end, any school official or employee who has reasonable cause to know or suspect that a child has been subjected to abuse or neglect or who has observed the child being subjected to circumstances or conditions that would reasonably result in abuse or neglect, as defined by statute, shall immediately upon receiving such information report or cause a report to be made to the Morgan or Washington County Department of Human Services. Failure to report promptly may result in civil and/or criminal liability. A person who reports child abuse or neglect in good faith is immune from civil or criminal liability.

Reports of child abuse or neglect, the name, and address of the child, family or informant, or any other identifying information in the report shall be confidential and shall not be public information. **When a report of abuse or neglect is necessary, as a courtesy, please let one of the following know: Principal, Director, Assistant Director, Student Services Coordinator, or Counselor.**

Staff will be required to complete a required mandatory reporter training at the beginning of the year, this is an annual requirement. The link to the training and deadline for completion will be provided by the District Office to staff in August of each year.

Cold Weather Procedures

If the outside "feels like" temperature falls below 20 degrees according to the Weather Channel, students shall remain indoors for recess. During times when the temperature is changing frequently, the intercom may be used to announce recess plans. Teachers should discuss these plans with students and encourage students to plan to wear appropriate attire for 20-degree weather. If any recess is inside, the grade level teachers will cover the inside recess with no more than two classes in one room.

If a child is not properly dressed for 20-degree weather, they should be sent to the nurse to get proper clothing.

Coffee Pots

1. No glass carafe coffee makers.
2. Kuerig makers may be in the classroom, not in hallways
3. Coffee Cups need to have lids.

Communication with Parents

Positive communication with your parents every week is encouraged to build relationships with families. Keep documentation of contacts made with parents.

BSD App/Rooms(K-2)/Brightwheel(PK) are the communication platforms that we use at Thomson.

Communication with the Office

Please alert the office to all special events that are occurring in your classroom. The office frequently receives phone calls from parents with questions regarding these events and needs information in order to communicate effectively.
*If you are having parents visit or have a guest, you MUST notify the office so they can be identified when they arrive. This is for safety reasons.

Closings and Cancellations

The closing, delayed opening, or early dismissal of school because of extremely bad weather or other severe emergencies will be announced through the school's communication system. Parents and staff will also be notified through the district's automated phone messaging system and/or electronically with email or the school district app.

Conferences

Parent/teacher conferences will be held at all grade levels twice a year and are a part of your contract. The purpose of the conference is to maintain a line of communication between parents, students, and teachers so that maximum educational progress can be made.

- October 21 and October 23, 2025 (Preschool, K-2)
- March 24 and March 26, 2026 (K-2)
- April 30 and May 5, 2026 (Preschool)

Conferences scheduled outside of these times will need to be approved by Building Administration PRIOR to being an option for families.

Teachers are expected to attend eight hours of conference time during the scheduled conferences. Our goal is to have 100% parent attendance.

Curriculum

Our school district has spent the last several years writing UBDs. Each teacher is expected to follow the grade level UBDs and update them regularly. These can be accessed through the TPS Communication Hub or Atlas.

Duties

Recess Duty: During recess duty, you are expected to move around the playground and monitor the students. Please do not stand in groups of adults or use your phone while on duty. You should carry your radio with you to recess duty.

Cafeteria Duty: During cafeteria duty, you should be moving around and monitoring students. Please help them open their food and drinks. Students should get their condiments BEFORE they sit down. They should raise their hands if they need something rather than leaving their seats. As students are dumping their trays, please make sure that the tables are washed and trays are scraped.
Remind students of the cafeteria PAW Pride expectations.

Dress Code

Students, parents, colleagues, administration, and community members all make judgments about you and the teaching profession partly based on your appearance. Your dress should be professional, neat, and clean at all times. You should send the message that you are a professional who works with children.

If your attire is not appropriate, you will be asked to take general leave or clock out and go home to change.

Please reference District Policy GBEBA for detailed information.

Dismissal Procedures

The office will communicate with the teachers about changes in a student's after-school plans. Parents should be encouraged to notify the office as soon as they know of the change, by a phone call or note. A child's plan cannot change without parent/guardian contact with the **office, not a child-to-teacher contact**.

To ensure that students are dismissed to the appropriate parent/guardian, teachers are to walk with their students to their designated dismissal area. Bus students will be dismissed to the designated grade level area. Teachers are to remain with the students until the student is picked up by the appropriate parent/guardian. Teachers should return students who are not picked up by 3:35 p.m. to the office. This includes staff children.

PLEASE BE ON TIME TO RELEASE YOUR STUDENTS!
Dismissal Schedule is as follows:
3:25 - Preschool- Purple Classroom Doors
3:25 – Kindergarteners -Red Front Doors to the diagonal sidewalk
3:25 – 1st grade- Blue Cafeteria doors in front of the lunchroom
3:25 – 2nd grade- Out of classroom doors to the sidewalk in front of the north parking lot.

District Guide to Emergency Situations

It is the staff member's responsibility to be aware of all procedures in the "District Guide to Emergency Situations" and Standard Response Protocol (SRP). Teachers and their teams should ensure students know procedures relevant to their situations as well. Following the protocol is

expected, however, every situation is different and requires each professional to act concerning the safety of their students

The SRP guide should be posted with the class list and evacuation map near the hallway door of each classroom.

All teachers should have **current** class lists on the Red/Green slip readily available and a **radio** to bring with them in the case of an emergency. The SRP is on the www.iloveyouguys.com website for your review.

Staff shall remain with the students at all times. An identified staff member will be responsible for roll call within several minutes of the drill to establish the location of children and staff. Staff will follow radio protocol during roll call. As classrooms are accounted for, missing children and staff or extra children and staff will be reported at the time of their roll call. This will ensure that everyone is accounted for. The office should be notified immediately of students who are unaccounted for.

Drug Free Workplace

Maintaining a drug-free workplace is important in establishing an appropriate learning environment for the students of the district. The unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the district. See the district policies.

Discipline

The ability of a school to provide a quality educational program rests in part on its ability to maintain discipline. Teachers are encouraged to use a variety of disciplinary and/or positive behavior techniques before sending students to the office.

- call parents/families
- classroom management procedures in place
- change of seating arrangement
- conference between the student and teacher
- parent/teacher conference
- discussion with building administration
- student contract/behavior plan
- handing out PAW tickets
- filling out an incident report on ALMA/Brightwheel

Incident reports through Alma/Brightwheel are great communication tools and they need to be filled out consistently school-wide among all staff. Filling out Incident reports is not a reflection of your classroom management skills. It is used for data tracking to help us implement consistent effective interventions to support staff, students, and parents. The goal is to decrease undesired behaviors and increase desired behaviors.
When the data is needed in RtI, staffing, or even in the courts, incident reports are a critical piece of evidence that can make a lifelong difference in our students' lives.

It is expected that all staff are committed to the PBIS Plan.

Ethics

Each of us has a responsibility to adhere to high standards. A general atmosphere of RESPECT for all persons shall exist at Thomson Primary and on school grounds. Start by building ourselves up and not tearing ourselves down. Keep TPS great by keeping it POSITIVE!

Early Dismissal Protocols

Click here for our early dismissal protocols.

End-of-Year Procedures

Check Out – A checklist of final expectations will be placed in teacher boxes at the beginning of May.

Fire Exiting Procedures (Evacuate)

A fire exit map must be posted in each room. Follow the Evacuation Procedure in the Standard Response Protocol. Wait for the all-clear announcement before re-entering the building. Fire drills will be conducted periodically. Teachers are expected to go over the fire drill procedure with their students before the first fire drill. During a fire evacuation or drill, the teacher is expected to have an updated class roster and take roll immediately after exiting the building using the Standard Response Protocol Red/Green slip. Special teachers should maintain updated class rosters on an SRP Red/Green slip and take them with them, along with their radio, to the designated evacuation site. Teachers should evacuate the building and attempt to unify with their class. Fire drill procedures can be found in the TPS 2024-25 Hub or on this link Fire Drill Procedures.

General Student Supervision

Students should not be left unattended **at any time**. Please refrain from unnecessary and non-school-related phone calls and texts. Do those during your breaks.

Hall Expectations

When students are in the halls, they are expected to walk on the right side of the hallway and to keep their hands and feet to themselves with a bubble in their mouth. This is a good example of how everyone can help teach PAW PRIDE!

Homework

Homework should be assigned to meet one or more of the following purposes:

Prepare for new learning Practice skills to increase speed and/or accuracy
Deepen understanding of concepts learned.

It should be a part of the educational experience that supports students' efforts toward reaching proficiency related to the standards. It should not be substituted for classroom instruction. It is a continuation of school assignments that will reinforce the content and skills already learned in the classroom.

Homework should be incentivized rather than punished when not completed. Encouraging students with positive reinforcement fosters motivation and a love of learning, while consequences alone can create anxiety and disengagement. Research supports the amount of homework that should be assigned to be approximately 10 minutes per grade level. Decide as a grade level what homework will be assigned so that it is consistent across **all** teachers at the grade level.

Responsibilities of Staff:

- Assign homework that is meaningful and appropriate, is challenging, and aligns with the standards.
- Provide ongoing and clear guidance to ensure students understand the directions and reasons for the homework.
- Provide timely and specific feedback for all homework assignments
- Recognize effort
- Inform parents of the homework policies and their roles related to homework
- Promote quality work
- Assist students in being successful and in believing they are capable of doing the work
- Only send work home if students understand. Parents may not be able to help.

Instruction and Assessment

Teachers are to follow the established standards as written in the grade level UBDs. The District's website should serve as a resource for these skills and timelines. Through monthly PD and grade-level team meetings, teachers will plan instruction based on the UBDs.

Join

You can get involved through the TPO (Thomson Parent Organization) for our building or with the DAAC (District Accountability & Advisory Committee).

Kindness

"There are three ways to ultimate success: The first way is to be kind. The second way is to be kind. The third way is to be kind." —Mr. Rogers

Lice- Treatment and Detection

District Lice Policy

Lockdown Procedures

See "Safety"

Lesson Plans

Planning is a critical component of effective teaching. Your plans should be based on the UBDs, standards, and district grade-level expectations. They should also reflect pre-assessment data, formal or informal, and should demonstrate your ability to differentiate for students. Plans should be current and available for review at any time by the administration.

Preschool lesson plans are due to the instructional coach on the Wednesday of the prior week for approval.

Media in the Curriculum

Online media shown in class are to meet a specific curriculum objective. Media are not to have profane language or sexually explicit material. Teachers are expected to preview all media materials before presenting them to the class. This is not to be used in place of teacher/student

interactions. It is to be used to enhance learning for students. Time is at a premium and watching movies should be in short spans with an educational focus.

Medication and Emergency Cards
School personnel are not to provide students with medications of any kind.

Medication will not be administered at school by the teacher. Any medication brought to school must be locked in the nurse's office.

Each student has emergency information on file in Alma with phone numbers and emergency contacts. If a student is hurt or injured while under your supervision, the nurse and administration must be alerted and an incident report must be completed. The teacher will also contact the parent or guardian unless they are asked not to by the nurse or administration.

Make-up Work
It is preferred that students get their assignments before being absent, but they are not to be penalized if they do not. Students who are on in-school or out-of-school suspension will be expected to complete their assignments during the suspension time and have them ready to turn in upon their return to class.

Meals and Mosaic (Preschool)

Meal counts must be entered into Mosaic during each meal service. All entries are due by 2:30 PM daily. The meal spreadsheet must accurately reflect the actual number of students present for the day.

If attendance changes occur during the day, immediately contact the Kitchen at extension 1218 or Erin at extension 2009.

Notices Sent Home
Be sure they are grammatically correct! Also, be sure to have items translated so all families may understand in their language. Teachers use Google Translate or the tools tab in your Google Document for this. Please also ensure all documents meet accessibility requirements, this is for digital notices and printed documents.

Newsletters
The office will publish a "Thomson Primary Newsletter" monthly. This letter is a communication piece designed to inform parents of upcoming events. Teachers can publish an individual classroom newsletter with information pertinent to their own class. Be sure to have items

translated and review all documents to ensure they meet accessibility requirements. Please share newsletters with the office staff so they are in the loop of happenings in your classroom.

Nurse

Here is the link of when to send a child to the nurse.

Office Referrals

Before sending a student to the office for a continued issue, the teacher should have made attempts to involve the parents/families. Document your communication with the parents.

When an incident report is filled out for a minor infraction, administrators will handle it when time permits.

Severe disciplinary infractions should result in *immediate* removal of the student from the classroom and the Incident Report on ALMA/Brightwheel filled out ASAP.

Planning Period

Planning periods are provided for teachers to have some time during the school day for such activities as conferences, lesson planning, clerical work, team meetings, etc. It is expected that teachers will be available in school during this time, because it is part of your contracted time. Remember, we want the community to know we are hard at work. If you need to leave, make sure the office knows.

PBIS

PBIS is a schoolwide management system that assists us in Positive Behavioral Interventions and Supports. The multi-device platform makes it easy to continuously recognize students for meeting behavior expectations from anywhere in the school, not just in the classroom. Our system at TPS is called PAW PRIDE.

Phone Usage

Please reserve phone usage for your breaks or plan periods. When you are supervising students, your phone should be used for emergencies only. Please share the Thomson phone number with your own family members in the event of an emergency. We will find you. 970-842-5139

Quail

Questions

If you have any questions or concerns please contact the Principal, the Assistant Principal, or the Preschool Director.

Releasing Students from Class

Students leaving school for medical appointments, etc. should bring a note signed by a parent or guardian to the office. Please inform parents that they are to pick students up in the office, **not the classroom or from the playground**. When the parent arrives in the office, the classroom will be called to send the child to the office where he or she will leave with the parent. **All students must be signed out in the office when leaving early.**

Radio Use

All staff members will be issued a radio that is to be used when you are unable to use the telephone in your classroom. Radios are to be used for emergencies when staff are needing support with a child, or a situation that can not be handled using appropriate resources. Overuse of the radio will not be tolerated as it causes others to tune it out. Avoid "chatter".

Report Cards

The office staff will establish due dates for reporting grades through the Alma grading system.

RtI Procedures

At grade-level meetings, teachers will use student data to determine how to best meet student needs. Through these meetings, evidence of increased time, intensity, and varied instructional efforts are documented by the grade level team. If the grade level team feels a student needs more support, a schoolwide RtI team will meet to determine the next steps.

Read Plans

It is the classroom teacher's responsibility to be sure all testing is completed according to the law. Parents must be involved in the development of the Read Plan and in the subsequent meetings where progress is reviewed and updated as appropriate. The teacher must meet throughout the year and again within 45 days before the end of the year to discuss with the parents the child's reading level including state-mandated information. Every effort should be made to provide parents with the resources and coaching needed to help their child at home as per the law.

Safety
Standard Response Protocol (SRP)

IN AN EMERGENCY
TAKE ACTION

HOLD! In your room or area. Clear the halls.

STUDENTS
Clear the hallways and remain in room or area until the "All Clear" is announced
Do business as usual

ADULTS
Close and lock the door
Account for students and adults
Do business as usual

SECURE! Get inside. Lock outside doors.

STUDENTS
Return to inside of building
Do business as usual

ADULTS
Bring everyone indoors
Lock outside doors
Increase situational awareness
Account for students and adults
Do business as usual

LOCKDOWN! Locks, lights, out of sight.

STUDENTS
Move away from sight
Maintain silence
Do not open the door

ADULTS
Recover students from hallway if possible
Lock the classroom door
Turn out the lights
Move away from sight
Maintain silence
Do not open the door
Prepare to evade or defend

EVACUATE! (A location may be specified)

STUDENTS
Leave stuff behind if required to
If possible, bring your phone
Follow instructions

ADULTS
Lead students to Evacuation location
Account for students and adults
Notify if missing, extra or injured students or adults

SHELTER! Hazard and safety strategy.

STUDENTS
Use appropriate safety strategy for the hazard

Hazard	Safety Strategy
Tornado	Evacuate to shelter area
Hazmat	Seal the room
Earthquake	Drop, cover and hold
Tsunami	Get to high ground

ADULTS
Lead safety strategy
Account for students and adults
Notify if missing, extra or injured students or adults

K12 2021 STANDARD RESPONSE PROTOCOL

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Social Media Posts

Be respectful of the privacy of your students and their families when you post photos of your classroom to social media. Some of our students have "no media" waivers and should not be posted.

As an employee of the district, you should keep in mind that you represent the district and should refrain from posting or engaging in school-related social media discussions.

Staff Meetings

Staff meetings will be at the discretion of the building administrator. Monthly staff meetings are on the first Wednesday of each month. Teachers will be notified in advance of meetings. Teachers are expected to attend all meetings and are encouraged to submit items for the agenda to the principal.

Preschool Staff meetings will be from 3:30 to 4:45 on the 1st Wednesday of each month.

Sexual Harassment

Applied to schools, sexual harassment is unwanted or unwelcome sexual behaviors, which interfere with one's right to an education or participation in school activities. The relationship between students and adults in an effective school is a caring and warm one. Avoid any behavior that is inappropriate. School employees are expected to intervene in incidents of student-to-student harassment and inform administration if they know of adult harassment.

Student Search

Building principals are authorized to make searches of students. If you have suspicions that a search is necessary, please contact the principal. **It is not legal for teachers to search backpacks, book bags, purses, etc., or to require a student to empty their pockets.** Instead confiscate bags or coats for suspicion of drugs or weapons. If you need them searched, it must be done by the principal.

Student Retention

Retention will be discussed following the RtI and/or Read Plan protocol.

Student Records

Student records are maintained in the office. These are available to teachers on Alma. Please click on the filing cabinet.

Turtle

Teachers and Board Policy
It is the responsibility of all staff members to be aware of the Board of Education policies regarding students and staff. A copy of these policies are available online. When guidelines in this handbook conflict with Board policy, Board policy takes precedence.

Tardies
The office will make every attempt to give a "Tardy Slip" to the student. This is an indicator to the teacher that the student has been counted as tardy and lunch count has been taken. If the child does not come to the classroom with a tardy slip, the teacher should enter the student as tardy into the Alma program and change the meal count. If you have a student with a recurring problem of arriving late, please contact parents and the principal to develop a plan.

Tornado Procedures (Shelter)
In the event of a tornado *warning*, the office will be notified by local authorities. Follow the Tornado plan in the Standard Response Protocol. During a tornado drill or warning, the teacher is expected to have an updated class roster and take roll immediately using the Standard Response Protocol Red/Green slip. *An identified staff member will be responsible for roll call within several minutes of the drill to establish the location of children and staff. Staff will follow radio protocol during roll call. As classrooms are accounted for, missing children and staff or extra children and staff will be reported at the time of their roll call. This will ensure that everyone is accounted for.* Specials teachers should maintain updated class rosters and take them with them to the designated class tornado shelter area. This can be found in the TPS Communication HUBor by this link Tornado Drill Procedures

Transporting Students in Private Vehicles
Under no circumstances should staff transport students in their personal vehicles.

Telephones
Please reserve phone usage for your breaks or plan periods. When you are supervising students, your phone should be used for emergencies only. Please share the Thomson phone number with your own family members in the event of an emergency. We will find you. 970-842-5139

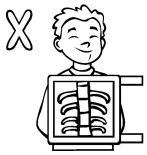
Volunteers/Visitors

Teachers must notify the office that they have a visitor coming and exactly who and when that will happen. All volunteers and community members must check in at the office and be issued a visitor sticker. If the adult is not wearing a badge, staff should send the volunteer back to the office to obtain a badge.

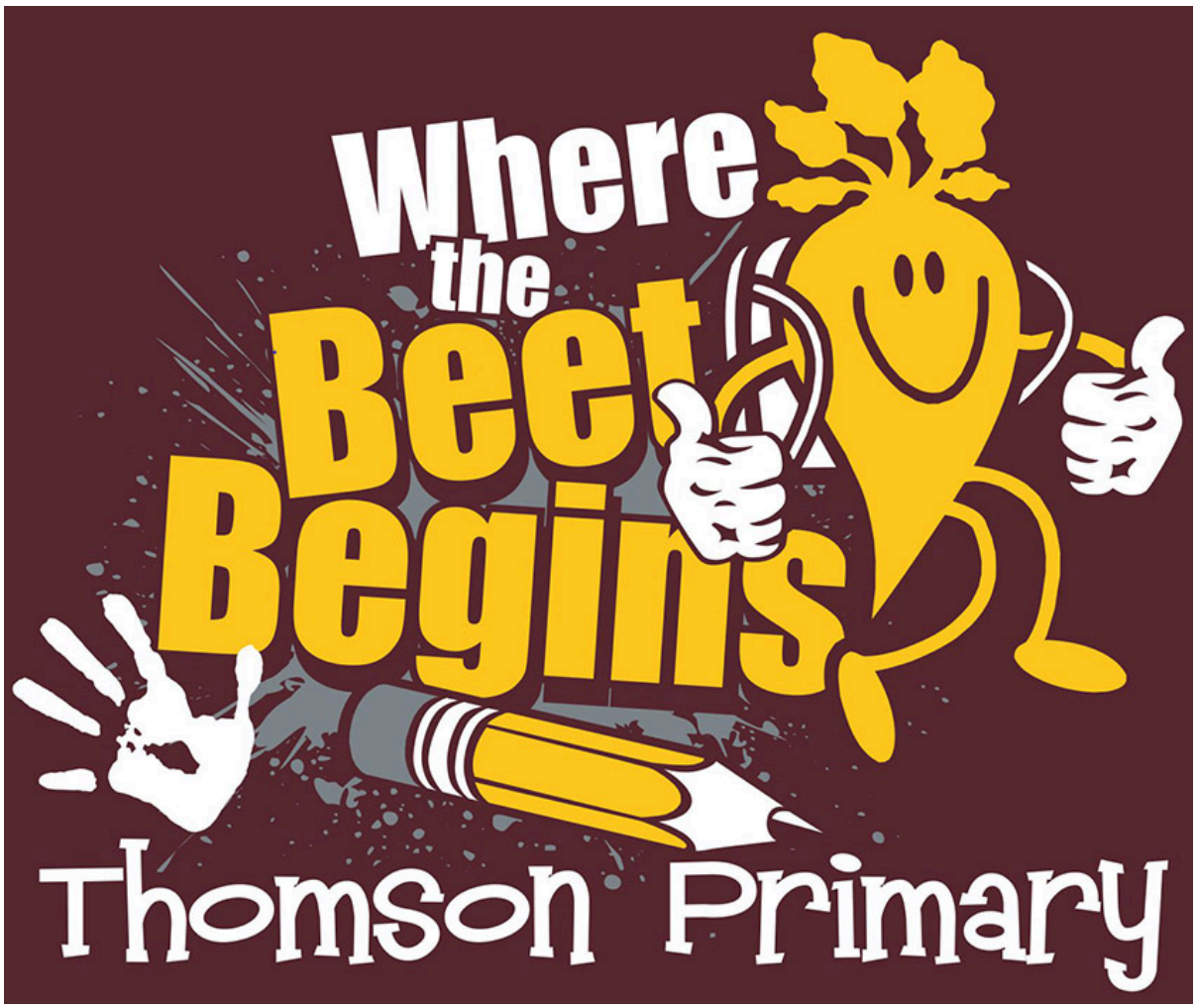
All recurring volunteers must be board-approved before they volunteer at school. Paperwork is available at the office. Please plan ahead for this process.

School aged visitors are not permitted to be here during school hours due to liability concerns.

If your own child has to leave their classroom due to illness, unfortunately they cannot remain at Thomson. Please let the office know and we will work to get you coverage.



Brush Preschool - Parent Handbook



2025 - 2026

Thomson Primary
422 Ray Street
Brush CO, 80723
(970) 842-5139

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Philosophy

We believe each child and family entering the program is unique. We support this belief by:

- Respecting family diversity
- Providing a safe and creative learning environment for children and families
- Creating an atmosphere that builds trust and self-esteem
- Establishing partnerships through community involvement
- Respecting individual child development
- Encouraging children and families to gain independence through exploring, questioning, and decision-making.

Mission

Safely engaging every student, every day, in every classroom.

Vision

Every student will be valued, supported, and empowered to become responsible and productive citizens.

Funding Streams

- ***Head Start -*** Children and families must meet established criteria to qualify for either a full or part time Head Start slot in the program year.
- ***Universal Preschool (UPK)-*** Program options include 30 hour or 15 hour sessions. Children and families must meet established criteria to qualify for these program options. Applications must be submitted to the UPK state website and matched by the state using their portal.
- ***Tuition Option-*** Families can qualify for preschool through a tuition option. The tuition amount is $30 per week for an additional 5 hours; $375.00 for part-day or $675.00 for full-day per month and must be paid by the 10th of each month, August thru May.

Hours

The office of Thomson Primary is open Monday-Thursday 7:30-4:15 p.m. and follows the Brush School District RE-2J calendar for in-service days and legal holidays, August through May. The calendar is available from the school or on the district website - http://www.brushschools.org/. Parent education activities and special programs may be held in the evenings to meet the needs of families who work during the regular school hours.

Accidents

If a child would be injured during school hours, parents will be provided with information. The parent/guardian will be notified immediately if a child is hurt anywhere on their head or if the injury is serious. Staff are trained in CPR and First Aid to provide appropriate care. Parents will be provided with information on all accidents/injuries when they pick up their child. All classrooms have procedures posted for handling accidents and emergencies. Drills for tornado, fire, and intruders are practiced with all age groups.

Active Supervision

A child in the program can not be left unattended during preschool hours of operation. Our ratio of staff to child is 1:10. All classrooms are supervised with a minimum of 2 adults at all times. Teachers use a face to name recognition when leaving and entering locations to assure all children are accounted for. Staff supervising children must be qualified according to current Colorado Child Care Licensing Regulations. When children arrive at the Center, attendance is taken and every child is accounted for. Children are counted at random times during the day, and especially at times of transition (i.e. recess, restroom breaks, leaving the room to go to the gym, etc.)

Admission

Children are admitted based on program policies given by both Head Start and the Colorado Universal Preschool Program. Applications are submitted online with the help of our Family Partnership Staff and/or Manager.

Ages of Children

The program accepts children according to the school district's identified cutoff date (June 15th). Children three, four, and five can be served in the program. A child enrolled in preschool must be allowed to remain in preschool until kindergarten is available for the child in the child's community.

Application/Waiting List

Applications are taken throughout the school year. When the program-funded slots are full, all processed applications will be placed on the waiting list. When an opening becomes available, it will be filled from the current waiting list.

Attendance

Regular school attendance is important. Through consistent attendance, children and families can make maximum use of preschool services. Children learn the importance and value of being in school, as well as developing responsibility early. If a child is absent for an extended length of time or attendance is sporadic, the parents and program staff will discuss ways to help families improve the attendance of their child. In circumstances where chronic absenteeism persists and it does not seem feasible to include the child in either the same or a different program option, the child's slot must be considered an enrollment vacancy. In preschool, a child's absences cannot exceed two (2) consecutive weeks. If a child is absent for two consecutive weeks, they may be dropped from the program and placed on the waiting list. It is required that your child attend 85% of the days allotted for the school year.

Attendance is taken daily at the beginning of each session. Please notify the school if your child is going to be absent within the first half-hour. All children absent will receive a follow-up telephone call if the school has not been notified within the first 30 minutes. A child will be considered unexcused until a contact has been made with the parent.

EXTENDED ABSENCES

For extended absences due to vacations, illness, or surgeries, the parent must provide written documentation prior to the absence to avoid the child being dropped from the program. This must include the period of absence and the date of return.

Bus evacuations

In the event of an emergency or emergency drill, the children will be kept calm and seated, and the driver will notify the program of the emergency. The program will notify the Director. At a minimum, two paid staff members will supervise children during the emergency or emergency drill.

Change of Address

If your address or telephone number changes, you must inform the program immediately.

Child Abuse Law

If there is a suspicion that a child has been abused, District policy will be followed.

Child Injuries

Education staff are trained in first aid, CPR, and Universal Precautions and are able to assist children with minor injuries. If a child is involved in an accident or is injured while they are at school, immediate action will be taken, and parents will be notified. If necessary, an ambulance will be called to the school. Parents are required to provide emergency contact numbers to be used if the parent cannot be reached.

Closing Procedure

A designated staff member will make a visual sweep at the end of the day to ensure that all children have been picked up. If a child has not been picked up at the end of the day, a qualified staff member will remain with the child and the following steps will be taken: 1) attempt to reach parent/parents by phone, 2) contact emergency phone numbers on "Authorization for Child Pick-up and Emergency Information" form. If no contact can be made, staff will 3) contact local law enforcement agencies, who will contact the Department of Human Services, if the child has not been picked up after an hour from dismissal.

Critical Incident Procedures

In the event of a safety/security threat inside or outside the building, the Brush Police Department has assisted the school in establishing safety procedures. Students will be taken to secure areas until everything is safe. In the event of a safety or security threat, please do not call the school or attempt to come after your child.

Dental Hygiene

A current (within the last 6-12 months) dental exam/screening is required for all children enrolled in the preschool program. If treatment is indicated, follow-up with the dentist is essential for good oral health. Parents are encouraged to continue to take their child for "Well Child/dental visits" every six months. Preschool staff can assist families in locating a dentist and advocate for their needs when necessary. Toothbrushes are provided for all children, and tooth brushing is incorporated into daily activities. The health staff provides dental education training to teachers and children in individual classrooms.

Diapering

See Also: Toilet Training. Students entering preschool should be potty-trained. Exceptions can be made for children with IEPs or other health concerns. Procedures about diapering are based on the Colorado Child Care regulations (7.702.53 #B Personal Hygiene). A toileting plan needs to be filled out between parents and teaching staff to ensure that proper personal hygiene issues are being addressed.

Disability Services

Preschool offers enrollment opportunities for children with disabilities in integrated, developmentally appropriate classrooms. Staff collaborates with other community agencies that assist children with disabilities to ensure that children are appropriately identified and provided a full range of services to meet individual needs. This philosophy of inclusion supports the rights of all children to be active participants in natural settings within their communities. All services are in compliance with the Americans with Disabilities Act.

Dress Code

Children need to be dressed in appropriate clothing for school each day, according to the weather conditions. Many of our activities are messy, and your child cannot always keep clean. As the weather gets colder, children need to have a jacket or sweater appropriate for playing outdoors since some time every day is spent outside. During the winter months, warm gloves or mittens, snow boots, coat, and hat are needed. The program would prefer that you provide a second set of clothing to be kept at school.

Dropping Off/Picking Up Students

To ensure the safety and well-being of all children, an adult must accompany and "sign-in" the child when dropping off the child in the morning. At pick-up time an adult must "sign-out" the child. DO NOT LEAVE YOUR CHILD AT THE DOOR! Children cannot be held after their scheduled time of dismissal. Children will only be released to the persons

listed on the child release form “Authorization for Child Pick-up and Emergency Information” completed by the child’s parent or guardian or in Brightwheel. All ‘approved pickups’ for children must be at least 18 years of age per licensing and head start regulations.

Early Childhood Education

Educational programs are designed to meet each child's individual needs within the context of his/her culture and community. Every child receives a variety of learning experiences to foster intellectual, physical, social and emotional growth. Children participate in indoor and outdoor activities and are introduced to skills and concepts through play. They are encouraged to express their feelings in appropriate ways, to develop self-confidence and self-esteem, and to learn how to get along with others.

Curriculum

The preschool program uses the *High Scopes and Unites by Design* guides for the planning of activities for children.Along with pulling. Some of the ways that families and/or staff review and plan activities for children include:

1. Setting individual children’s goals for growth on their Individual Learning Plan (ILP)
2. Weekly lesson planning
3. Reviewing progress on Child Outcomes, Domains and Indicators and planning changes to curriculum accordingly
4. Planning individualized activities to promote school readiness skills
5. Developing a child’s IEP as a member of the staffing team when a special need is identified. Reviewing the IEP as necessary.
6. Developing a plan for behavior support for a child and participating in the review process for the child’s plan.

Assessment

Teaching Strategies GOLD is a web-based system where teaching staff enters information gathered from classroom/child observations. Data is entered 3 times per year: fall, winter, and spring. Progress is reviewed with families at conferences.

Emergencies and Drills

The classroom teaching staff will educate children about fire, tornado and other emergency procedure drills, how they will be conducted and where the children will go during a drill. The classroom teaching staff will be notified over the P.A. or radio system when there is a tornado watch or warning. The children will be kept safe and procedures will be explained to them.

Enrollment

As part of the enrollment process, parents/legal guardians must complete and submit a preschool application. Our preschool has a formal process for establishing selection criteria and for selecting children and families that considers all eligible applicants for our programs.

Family and Community Partnerships and Family Support

Family Community Engagement Staff advocate for families, during social changes and by helping with immediate needs. The purpose of this service area is to ensure that families receive information, access to community services or resources, and the benefits that they want or need. The staff works with individuals/agencies to link families to resources in the community. Also, the FCE staff provide workshops/training and information on dental, education, leadership, etc. Families receive home visits based on family needs.

Field Trips

Field trips enhance the classroom curriculum by allowing opportunities for hands-on experiences. Families are welcome to attend classroom field trips. Children will only be transported by RE-2J School District vehicles as necessary. The child staff ratio will be followed according to Colorado Licensing regulations. If adults fail to complete and return the field trip notice. Parents may be asked to pick up the child from the program prior to the field trip taking place.

Grievance Procedure

Parents who feel their child has not been treated fairly should first talk to the employee, likely the child's teacher, involved by following these procedures:

- Request a conference with the employee within three working days after the episode in question.
- Write the complaint down before the conference. Every effort should be made by both parties to solve the problem. The results of this conference will be written down and signed by all parties involved.
- If the situation cannot be resolved, the parent should contact the Preschool Director at 842-5139 and ask for a conference. This should be done within ten working days after the meeting with the employee.
- If any party is not satisfied following the meeting with the director, a meeting will be arranged within ten working days of the meeting with the building principal. If the matter is still not resolved, the parents and director shall meet with members of the established board.

Guidance/Positive Instruction

Preschool staff are responsible for providing a socially and emotionally respectful early learning environment for all children. Positive environments cultivate positive relationships with the program and families. Classroom environments encourage appropriate behavior and help children learn social skills and self-control. The classrooms are filled with a wide range of activities that are age and child-appropriate and that will interest and channel behavior constructively. Staff are trained to observe and recognize signs of impending crisis, to redirect children before problems arise, and to reinforce positive behavior. Lesson planning, observation, and individualizing for children are developed using a team-based approach that will ensure a positive plan that can support challenging behaviors for preschoolers. This team could include specialists trained in early childhood developmentally appropriate practices to ensure that no child's behavior would escalate to a suspension or expulsion. The best practice is to keep children in school. Staff and families will work together to create a plan for their child with education goals to support positive outcomes. The following actions are not acceptable to staff or parents in any Preschool classroom:

- No physical mistreatment of any kind.
- No frightening or threatening a child.
- No humiliating, degrading, ridiculing, or yelling at a child.

Handwashing

Children will be taught proper handwashing techniques during class time. Effective handwashing can help with the spread of diseases.

Health and Early Childhood Development

Preschool provides every child with a comprehensive health care program to ensure that medical, dental, nutritional, developmental, and mental health needs are met. Preschool emphasizes the importance of obtaining and maintaining optimum health, which includes assisting in the establishment and collaboration with a medical and dental home, promotion of regular health check-ups, and the early identification, intervention, and follow-up of health concerns. Health education is incorporated into the classrooms.

Holiday Celebrations

When your child has his/her birthday, you are welcome to bring a special treat for the classroom. Please follow the guidelines below:

- Contact your child's teacher in advance to arrange the celebration
- Treats must be store-bought and remain in their original packaging
- Please keep treats simple and appropriate for a brief classroom celebration
- Balloons and other party decorations should remain at home
- Classroom celebrations are limited to approximately 20 minutes

- Classrooms are small, please limit the number of family members who attend

Illness

Sick children should be kept at home to allow time for recovery and to protect the well-being of the other children in the classroom. If your child is sent to school with any of the following they may be subject to exclusion and parents/guardians will be asked to pick up the child. Notify the office whenever your child will miss school due to illness. If the child is too ill to participate in regular activities including outdoor activities, walking field trips, the child should be kept at home.

The guidelines for when to keep your child at home:

- FEVER – if over 100.4 degrees F, stay home until the fever has been gone for 24 hours without the use of fever-reducing medication.
- DIARRHEA – stay home until diarrhea-free for 24 hours without medication.
- VOMITING – stay home until no vomiting for 24 hours.
- COLD SYMPTOMS – that do not get better after 3 days OR runny nose, cough or drainage that changes from clear to yellow or green, or with fever.
- 'PINK EYE' – yellow or green draining and/or crusting of the eye. Children must stay home until the prescribed medication has been in use for at least 24 hours**.**
- Earache, with Fever, or pain that may keep the child from actively participating
- Swollen glands around jaws, eyes or neck
- Head or body lice
- Live nits from lice
- Any skin lesion in the seeping stage
- Any skin rashes or sores

An illness log will be kept to track children.

IF YOUR CHILD HAS BEEN SENT HOME ILL OR HAS HAD ANY OF THE ABOVE SYMPTOMS, THEY MAY NOT RETURN TO SCHOOL THE FOLLOWING DAY. IF YOU SEND THEM TO SCHOOL THE NEXT DAY, THEY WILL BE SENT BACK HOME UNTIL THEY HAVE BEEN SYMPTOM-FREE FOR 24 HOURS WITHOUT THE USE OF FEVER REDUCING/SYMPTOM REDUCING MEDICATION.

Immunizations

Immunizations are required for all children attending Preschool. Your child must have **RECORDS** that show he/she has had all of the immunizations required by Colorado State law. Immunizations are available through the Northeast Colorado Health Department or your family doctor. Immunizations ***must be in*** at or before enrollment. If a parent chooses to waive immunizations, this must be done online.

Inclement/Adverse Weather

When the temperature is 20º or below or reaches 100º F the children will remain inside for play activities.

Late Arrival to Class

If a child arrives after their designated start time, they are considered tardy. In the event that a child arrives late to the program and the child's class is away, the parent can transport the child to the field trip location. If your child is dropped off or picked up late too many times, as determined by policy, a meeting will be scheduled to develop a plan to provide support as needed.

Licensing Regulations

In preschool, we believe that licensing and the enforcement of standards are in the best interest of all children and families. Our Center complies with the licensing regulations and standards of the state, city, fire, and licensing officials. If you would like additional information regarding licensing, or if you have a concern or complaint about our childcare

facility, you may contact the Colorado Division of Childcare at 1575 Sherman Street, 1st Floor, Denver, Colorado 8020-1714 or phone them at 1-800-799-5876.

Lost Children Procedure

In the event that a child is presumed to be lost, the responsible staff member will immediately notify the preschool director. The preschool director and all available staff will search for the child in the immediate area. When the child is not immediately found, the director will notify the parent/guardian and the local police department. When the child is found, the preschool director will notify the parent/guardian and child care licensing specialist of the incident. In either case, the teacher will ensure the safety of the other children and will document the incident in the child's file.

Meals and Snacks

Children served in 15 or 30 hour programs will eat breakfast, lunch, and snack; afternoon preschool will be served lunch and snack at school. The children and teachers eat together and food is served family-style. Children are exposed to a variety of foods and are encouraged to try each item served. The meal menu is available on the Brush School District Website. If your child has food allergies or special dietary needs, please notify the Health Manager immediately. Special provisions are made for children having a documented (doctor's statement) food allergy. All families are required to complete a free/reduced lunch application.

Medication Administration

Medication will be given at school only if the effectiveness is altered by not giving it during the school day. Schedules can usually be set up so medication can be given at home. If it becomes necessary for a child to take any form of medication at school, these steps must be followed:

1. Only trained RE-2J personnel will dispense medications.
2. Written authorization from the physician for the school stating the child's name, the reason for medication, medication name, dosage, time to be given, and length of time and any side effects or reaction to watching for.
3. Written authorization from the parent.
4. An adult must bring the medication to the Center in its original pharmacy labeled container.
5. The medication must also have written orders from the physician and a "Permission for Medication" form signed by a parent/guardian. Any time medication and/or dosage changes throughout the year, all paperwork (written doctor's orders, permission for medication form and label on the pharmacy bottle) must be updated. Prescriptions must be renewed at the beginning of each year.
6. A medication log will be kept of when medication is given.
7. All medication is kept locked up in the nurse's office inaccessible to children.
8. All over-the-counter medication sent to school with the child will not be given and will be kept at school until an adult picks it up.

Mental Wellness

Preschool recognizes the importance of promoting the child and family's complete health. A Mental Health consultant is available to work with families and children in individual or group settings.

Parent/Teacher Conferences and Education Home Visits

Parent/Teacher conferences are held two times during the school year.

- An initial home visit will be held before school begins. Staff and the child's family to develop strategies for individual success.
- The fall conference is held after the child enters the program. This will provide an opportunity to talk about the child's progress.
- A mid- year home visit will be scheduled to meet with parents to review objectives, goals and progress or discuss any concerns about your child's development.
- The final conference is held before the end of the year, summarizing the child's progress and to make recommendations for continued growth.

Parent Education Training

Workshops and training are available for parents to enhance skills. Parent workshops and activities are held and include multiple topics that have been developed by parents.

Parent Engagement

Families are the most important influence in a child's development. An essential part of preschool is the engagement of parents in parent education and program planning activities. They can serve as members of the District/Policy Council and Parent Committee to have a voice in administrative and managerial decisions. Parents who serve on the District/Policy Council help to develop program planning, policy, and personnel decisions, as well as assess the quality of each aspect of the program. Family events are held during the year. Each classroom strives to achieve 100% parent engagement. Parents are invited to volunteer and to contribute activity ideas related to the curriculum.

Personal Belongings

Parents are asked to provide a backpack for their child to carry information to and from school. Each child will have a cubby labeled with his/her name in which to put his/her belongings. Preschool staff are not responsible for items that are lost or broken at school. Parents are asked not to send any toys or money with their child unless it is requested by classroom staff.

Physical Exams (Health Appraisal Form)

Physical exams are **required** for all children entering preschool. Exams must be completed no later than 30 days after the enrollment date. If your child has had a physical within the last 3-6 months, this may be acceptable provided that it meets the program's requirements. **If all completed documents are not provided within the 30-day deadline, children will be dismissed until all documents are returned to the school. All federally funded children are required to have a Lead Screening at their physical. This is also due within the 30-day deadline.**

Registration

Once your child has been accepted into preschool, they will need to register in the fall. Registration will be held in August. This is where you will find out your child's teachers and be able to meet preschool staff.

Sunscreen

The Center must obtain parent' written authorization and instructions for applying sunscreen to their child's exposed skin before outside play. When supplied for a child, the sunscreen must be labeled with the child's first and last name. If the program supplies sunscreen parents must be notified in advance, in writing of the type of sunscreen the Center will use. Children over four years of age may apply sunscreen under the direct supervision of a staff member. A permission form must be signed to meet regulations.

7.702.52 Health Care sun protection (55)

The child must apply sunscreen, have a parent or guardian apply sunscreen, or use another form of parent or guardian-approved sun protection for children before children going outside. Sunscreen must be reapplied as directed by the product label. When supplied for an individual child, the sunscreen must be labeled with the child's first and last name. If sunscreen is provided by the center, parents must be notified in advance, in writing, of the type of sunscreen the center will use. The sunscreen will be applied by teaching staff when children arrive to the Center for their session and reapplied to children who are at the Center longer than 4 hours daily. **All children must have a permission slip signed by the parent or legal guardian. The form must be updated annually.**

Technology

Technology will be used on a limited basis for educational purposes at the program. Content will be reviewed by a staff member.

Toileting Requirements

See Also: Diapering. All children enrolled in Brush Preschool are expected to be toilet-trained. Toilet trained means that the child wears underwear and does not wet or soil him or herself except on rare occasions. The child can express to an adult when he or she has to go to the bathroom and can handle himself or herself in the bathroom independently. This includes being able to manage his or her clothing, operate a toilet, and clean his or her own body, followed by washing their hands and returning to the current class activity. Exceptions to this may be made for children who have IEP plans. Parents may be required to attend a potty training course for a child who is not toilet-trained to attend the program.

Video Taping

The children will not be videotaped without the consent of the parent. All photographs, video or tape recordings that may include a child's image or voice for the purpose of a promotion or interpreting the preschool program can be used without obligation. A consent form will be signed during registration. Videotaping is a tool that enables Teaching Strategies GOLD, a secure web-based program ,to document child growth.

Vision and Hearing Screenings

Vision and hearing screenings are done at the beginning of the year for all children enrolled in the program. If your child needs a more complete exam, you will receive a letter. Should you need help arranging appointments, please call the Health Manager. The Lions Club Kid Sight program screens all new students during the school year.

Volunteers/Visitors

Families and community members are encouraged to volunteer or visit the program. Volunteers/visitors must sign in at the front office upon arrival and should fill out an in-kind sheet to document the time spent volunteering. All volunteers/visitors must sign in at the office and wear an ID badge while in the building.
Preschool encourages parent involvement, but we do not require parents to volunteer as a part of their child's enrollment in our Center.

Section 7.702.44 E-Rules Regulating Child Care Centers

1. Volunteers who work more than fourteen (14) calendar days (112 hours) per calendar year who are used to meet staff to child ratio must be equally qualified as an early childhood teacher, assistant early childhood teacher or aide and have complete staff records as required in Section 7.702.92.

2. Volunteers use more than fourteen (14) calendar days (112 hours) per calendar year who are used to meet staff to child ratio must complete fingerprint-based background checks and the State Department's automated child abuse and neglect background check.

3. Volunteers must be supervised and given instruction as to the Center's policies and procedures.

4. The only time a parent/guardian volunteer may be alone with a child other than their own without completing all required background checks is while driving on a field trip.

5. Volunteers between the ages of twelve (12) and sixteen (16) must have a written purpose developed by the Center for volunteering and may not volunteer for more than two (2) hours per day.

Through participation in classes and workshops on child development, and through staff visits to the home, parents learn about the needs of their child and about educational activities that can be carried out at home.

- Parents are encouraged to participate in the program as volunteers to observe and/or actively participate with their child in the classroom or on field trips.
- Parents and volunteers/visitors are welcome to purchase a lunch ticket and eat in the classroom with the child. If you are planning to eat with your child, you must call the program by 9:00 a.m. to be placed on the lunch count.
- When volunteering in the classroom, parents must find childcare for any child not enrolled in the program.

Siblings in the Classroom

Siblings may be in the classroom and attend special events (i.e. celebrations or parties) at our Center when accompanied by an adult. Siblings are the responsibility of the attending adult and cannot be left in the care of program staff at any time. Siblings may be in the classroom during the scheduled time of the special events only. Special events will not be scheduled during breakfast or lunchtime. Siblings are not allowed to eat in the classrooms.

Weapons in School

Preschool children are not allowed to have weapons on school grounds.

Withdrawal from the Program

A parent/guardian planning to withdraw their child from preschool should notify the Family Community Engagement office and complete the program withdrawal form.

Zero Tolerance Policy

This policy refers to behavior that is unacceptable under all circumstances at school or school activities and which will result in disciplinary action. As part of the Safe Schools Act, it is critical that our students and staff feel safe at school. No verbal or physical threats towards students or staff will be tolerated. Some examples of a verbal or physical threat are a student saying to a classmate that they are "going to kill them", or pretending that they are shooting or stabbing someone, causing damage to classrooms and school property, and/or a child who endangers their classmates physically by throwing or knocking furniture over. . These examples are considered to be serious threats, and may result in suspension or expulsion from school. Any student who is threatened in this manner is encouraged to report the threat to a school adult immediately.

When incidents of this nature occur, a child's parents will be notified by Preschool Staff and the following will take place:

- The Child may not be able to return to the program until a safety plan is established and agreed to by all parties.
- The Director may request a conference with the family within three working days after the episode in question.
- The Director and staff will work to create a safety plan for the student. Every effort should be made by both parties to solve the problem. The results of this conference will be written down and signed by all parties involved.
- If any party is not satisfied following the meeting with the director, a meeting will be arranged within ten working days of the meeting with the building principal and/or next District representative as determined by the program staff.

Community Resource List

2025-2026

LIST OF EMERGENCY NUMBERS

Poison Control Center	**1-800-332-3073**
Ambulance	**911**
Fire	**911**
Police Emergency	**911**
Police Non-Emergency	**(970) 842-5074**
Morgan County Sheriff	**(970) 867-2461**
Dispatch	**(970) 842-5021**
Excel	
Gas Emergency	**1-800-895-2999**
Electric Emergency	**1-800-895-1999**
Centennial Mental Health	**(970) 867-4924**
Water Department	**(970) 842-5001**

Community Contacts:

Alcoholic's Anonymous
(970) 867-3461
115 West Platte Avenue, Fort Morgan, CO, 80701
Baby Bear Hugs
(970) 867-9606
729 East Railroad Avenue, Fort Morgan, CO, 80701
Brush Police Department
(970) 842-5001
600 Edison Street, Brush, CO, 80723
Centennial Mental Health Center
(970) 867-4924
910 East Railroad Avenue, Fort Morgan, CO, 80701
Colorado Plains Medical Center
(970) 867-3391
1000 Lincoln Street, Fort Morgan, CO, 80701
East Morgan County Hospital
(970) 842-6200
2400 Edison Street, Brush, CO, 80723
Fort Morgan Workforce Center
(970) 867-9401
426 Ensign St, Fort Morgan, CO, 80701
Morgan Community College
(970) 542-3100
920 Barlow Road, Fort Morgan, CO, 80701
Morgan County Department of Human Services
(970) 542-3530
800 Beaver Avenue, P.O. Box 220, Fort Morgan, CO, 80701
Northeast Colorado Health Department

(970) 867-4918
228 West Railroad Avenue, Fort Morgan, CO, 80701
Probation Department 13th Judicial District
(970) 542-3465
400 Warner Street, Fort Morgan, CO, 80701
S.A.R.A. Inc.
(970) 867-2121
418 Ensign Street, Fort Morgan, CO, 80701
Social Security Administration
1-800-772-1213
United Way of Morgan County
970-867-2218
106 East Kiowa Avenue
P. O. Box 1425, Fort Morgan, CO, 80701
Morgan Community College - Adult Basic Education
(970) 542-3270
Fort Morgan, CO, 80701
Association for Children with Disabilities in Morgan County
P.O. Box 423, Fort Morgan, CO, 80701
Brush Housing Authority
(970) 842-5046
612 Ray Street, Brush, CO, 80723
Brush School District Center
(970) 842-5176
527 Industrial Road, Brush, CO, 80723
Centennial BOCES
(970) 867-8297
821 West Platte, Fort Morgan, CO, 80701
Northeast Colorado Association of Local Governments
(970) 867-9409
231 Main Street Suite 211, Fort Morgan, CO, 80701
East Morgan County Library
(970) 842-4596
500 Clayton Street, Brush, CO, 80723
Medicare/Social Security Administration
Greeley (970) 353-2192
Morgan County Cooperative Extension Office
(970) 542-3540
914 East Railroad Avenue, Fort Morgan, CO, 80701
Morgan County Family Center
(970) 867-9606
411 Main St. #100, Fort Morgan, CO, 80701
Post Office
(970) 842 – 4382
115 North Carson Street, Brush, CO, 80723
Salud Family Health Center
(970) 867-0300
729 East Railroad Avenue, Fort Morgan, CO, 80701
S.H.A.R.E. Inc.
(970) 867-4444
P.O. Box 414 Fort Morgan, CO, 80701
Workplace Education
970-867-1575

1505 E. Burlington Avenue
Fort Morgan, CO 80701

Dentists

Brush Dental
(970) 842-0220
Brush Family Dentistry
(970) 842-2858
302 Cameron Street, Brush, CO 80723
Dr. Bruce Marron
(970) 867-9700
321 East Platte Avenue, Fort Morgan, CO 80701
Colorado Dentistry for Children
242 Cambridge St. Brush, CO 80723
(970) 387-8737
Fort Morgan Family Dentistry
(970) 427-5300
1101 West Platte Ave. Fort Morgan, CO 80701
Salud Family Health Center
(970) 867-0300
729 East Railroad Avenue, Fort Morgan, CO, 80701

Vision
Family Vision Clinic and Optical
(970) 867-3342
718 East Platte Avenue, Fort Morgan, CO 80723
Hertneky Vision Source
(970) 842-5166
212 Cameron Street, Brush, CO
Kiowa Eye Care Center
(970) 867-3937
231 Prospect Street, Fort Morgan, CO 80701
Walmart Vision Center
(970) 542-2291
1300 Barlow Rd. Fort Morgan, CO 80701

Brush Preschool Opportunities
Brush Preschool
(970) 842-5139
422 Ray Street, Brush, CO 80723

PARENT HANDBOOK

Little Beets
Child Care

Brush Preschool & Child Care Center
Lic # 9792
422 Ray Street
Brush, CO 80723
www.brushschools.org

Little Beets Child Care is operated by the Brush School District in Brush, Colorado.
Where we offer quality care for children in a loving and nurturing atmosphere.

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A. WELCOME

Welcome to Little Beets Child Care.

In order to make our relationship as enjoyable as possible, the following pages contain mutually beneficial requirements, which are necessary to ensure that there are no misunderstandings between either parties. The words "I" or "me" or "my" or “us” “we” or “our” refers to the childcare providers. The word "you" or "your" refers to the child's parents or guardian.

Please read this handbook carefully, and feel free to discuss any questions that you may have with the Early Childhood Director.

A.1 MISSION

To provide a quality, integrated program that serves and responds to the needs of young children and families for the purpose of preparing them for success in school and life.

A.2 OUR CHILD CARE PHILOSOPHY

As family child care providers, our goal is to provide a safe and happy place for children where they can learn and grow physically, emotionally, intellectually, and socially at their own pace. We believe children learn through play and benefit from a structured yet flexible schedule. Activities will be offered which stimulate sensory motor development, language development and social interaction. The development of strong self-esteem is also a major goal. Children will be taught to respect each other, adults, and property.

B. AGES OF CHILDREN ACCEPTED

Little Beets Child Care is licensed to accept Children Ages 6 weeks old through 12 years of age. Availability for children to attend, ages 6-12 is based on need, availability, and space primarily during summer months.

We have five classrooms open throughout the program calendar year that accepts children of the following ages:

Infant Room; Seeds Room: Licensed: (6) weeks to eighteen (18) Months
Young Toddler(1-2yrs); Sprouts Room: Licensed: (12) Months - (36) Months
Toddler (2-3yrs);Beets Room: Licensed: (12) Months - (36) Months
‘PreK’ (2.5 -3 yrs); Digger Room: Licensed: 2.5 Years - 12 Years
Maroon (former Rams) Room; 3 -5 yrs): Licensed: 2.5 Years - 12 Years

The Program Director and School Board reserve the right to adjust the rooms in operation based on attendance, need, and staffing.

C. CENTER’S OPERATING HOURS

We are open Monday - Friday from 7:00 AM- 5:15 PM, with the exception of closure for holidays as listed in Section C.1.

Your specific hours will be outlined in your Contract and Rate Agreement. We require two-weeks notice if you need to change your enrollment hours. We also reserve the right to terminate if the new hours will not work well for our childcare business.

We offer both full-time, part-time, and drop in care. Full-time positions will generally be preferred over part-time

positions. We reserve the right to terminate a part-time position, if the position can be filled with a full-time family. You may opt to pay for a full-time slot in order to keep your part-time position.

We do occasionally accept children for drop-in care if we have a space available on any given day. If you tell us that you will not be bringing your child, there is a chance we will fill your spot for that day and you could potentially lose your day if we do so. Therefore we do require that you give us a minimum of 48-hours notice if you change your mind and want/need to bring your child after all on your day.

You are still responsible for paying all fees for your contracted days regardless of whether your child attends or not. We do not accept drop-ins for the purpose of earning a little extra income; rather we do it as a service to all of our parents, which may possibly include you if you would ever need/want childcare on an unscheduled day.

You are required to inform us if you are living at any other location than what is listed on your Admission Record and to provide a telephone number for that place.

You are required to notify us by calling 970-842-5139 x 2009 or using the Brightwheel App if your child will not be coming for the day or if you will be late in arriving. **Consistent disregard of these considerations may be cause for termination.**

We will not be available for evening or weekend care. In order for us to be the best providers that we can be, it is important to have adequate time to spend with our family. There is also planning, preparation and cleaning activities that are associated with our business that cannot be completed during daytime hours.

C.1 HOLIDAYS AND OTHER CENTER CLOSURE DATES

The center will be closed on the following Federal holidays: Memorial Day, the week of Independence Day, Labor Day, Wednesday prior to Thanksgiving Day, Thanksgiving Day, and the Friday after, 'Winter Break' which includes the two weeks of both Christmas and New Years Day.

PLC days for professional development and room deep cleaning will occur on the third Thursday of each month. Children will need to be picked up by 3:45 on these days.

Calendars are subject to change pending School Board approval. Every effort will be given to provide two weeks notice of calendar changes. Brush School District reserves the right to add/change the child care calendar as needed. Additional closures may be made.

D. POLICY REGARDING INCLEMENT AND EXCESSIVELY HOT WEATHER

We will be playing outdoors every day that weather permits. Please make sure that your child is appropriately dressed for outdoor play at all times. Our activities will include primarily playing in our fenced outdoor learning environments, water play (sprinkler in summer), bike/toy riding, sandbox, and more. During spring and fall, our outdoor play will probably range from 45 minutes to an hour, and in the summer it may be two hours or more long (maybe not all at once).

When the temperature 'feels like' 20º or below or reaches 100º F the children will remain inside for play activities. On excessively hot or cold days, we will provide alternative indoor gross motor play activities.

For the safety of our families and employees, we follow the Brush School District's closures for inclement weather (snow or other factors). **If Brush School District is closed, Little Beets Child Care Center will be closed as well.** There is not a refund for days closed due to inclement weather.

Sunscreen: Your child, with your permission, may have sunscreen applied to exposed skin areas before going outside on warm sunny days. **YOU** will need to provide sunscreen for your child, labeled with their name.

7.702.52 Health Care sun protection (55)
Children over four years of age may apply sunscreen, have a parent or guardian apply sunscreen, or use another form of parent or guardian approved sun protection for children prior to children going outside. Sunscreen must be reapplied as directed by the product label. When supplied for an individual child, the sunscreen must be labeled with the child's first and last name. The sunscreen will be applied by teaching staff when children arrive at the Center for their session and reapplied to children who are at the Center longer than 4 hours daily. All children must have a permission slip signed by the parent or legal guardian. The form must be updated annually.

E. ADMISSION PROCEDURE

Families Must Apply for Little Beets ChildCare online using the Brightwheel Platform (Application).
Once an application is received, the child will either be put on a waitlist for the appropriate room or the family will be contacted to schedule an appointment for a tour if there is immediate availability.

The Admission Process will look similar to the following steps - but may changed, based on availability, tuition payments, and application processing time:

1. Apply
2. Schedule a Tour of the Program/Room
3. Licensing and Required Paperwork is send to Family
4. Once required paperwork is received, a Start Date will be given if there is availability within 4 weeks. If availability is beyond four weeks, an estimated start time frame will be provided.
5. Enrollment will be secured when the $50 Application Fee and First Two Weeks of Tuition is Paid.
6. No Child may begin attending without all of the required paperwork and/or necessary fees being paid.

Prior to your child's first day, the following must be completed:

- Signed Contract Rate and Agreement
- Application
    - About my Child
    - Health History and Medical Form
    - Child Pick Up Form
    - Authorization for Medical Care
- Copy of Birth Certificate
- Immunization Record
- Signed and Completed Health Appraisal Form
- $50 registration fee and first two-weeks payment

F. ITEMIZED FEE and TUITION SCHEDULE * Effective 6/1/25

Full Time Care: Full time care is for 4 or more days **OR** 24+ hours, per week. FULL TIME CARE ALWAYS HAS FIRST PRIORITY AND ENSURES A SPOT.

Seeds and Sprouts Room: $352.05/week ($70.41/day)

Beets: $303.80/week ($60.76/day)
Diggers and Rams Room: $222.80/week ($44.56/day)

Part Time Care: Part-time care is on an "as-available" basis. Part-time care is for up to 24 hours per week. It is possible for a part time slot to vary from these options, but this is based on current enrollment and could also result in further changes to the child's schedule based on enrollment changes in any given room. Part time care is most desirable on a consistent basis, so we are able to fill slots opposite of your days. If you have a consistent schedule and we do fill the days opposite yours, that will help secure your slot. Full-time clients always have first priority, and understand that if you are a part time client and a full time client becomes available, you will have the chance to upgrade to full time or forfeit your spot.

Part Time Care for Children who are enrolled in a Part Day Preschool Class is as follows:
Maroon: $640 per month
These Fees include Afterschool Care for Children in Morning Preschool Classes. This does not include care on PD Fridays.

Drop-In: Drop-In care is on an "as-available", PRE APPROVED AND PRE ARRANGED basis. Drop-in care is only available as space allows. It is on an inconsistent basis and only offered when preapproved and prearranged, at least 48 hours in advance.

Seeds and Sprouts Room: $75 per day
Beets: $60 per day
Diggers: $60 per day
Maroon: $60 per day

Gap Care:
Afterschool Gap Care: Provided to children enrolled in grades Preschool and Up (as available) and maintaining less than 24 hours of care total. Additional care for non school days will result in additional billing, please see drop in rates.
Monday thru Thursday Afterschool: $89.12 per week

Program Fees:
Registration Fee - $50: All applications must be submitted with a $50 registration fee to hold a child's spot.
The registration Fee is annual, due in August and paid one (1) per family. No Discounts can be added to this fee

Summer Activity Fee -
Maroon(formerly RAMs) = $60
This fee helps cover expenses related to transportation, entry fees, registration fees and more for Summer Activities. This is an annual fee and is charged 1 per child.
No Discounts can be added to this fee

Late Pick Up Fees - ***$5/minute will begin to accrue at 5:16 PM***
At 5:15 PM, if you have not come to pick up your child and if we cannot get a hold of you, all attempts will be made to contact your emergency contacts and authorized pick-up persons completed by the director. After all attempts are made to contact you, emergency contacts, and authorized persons, and if your child is left at daycare past 6:15 P.M., Child Protective Services will be notified to come and pick up your child. Late fees of $5 per minute will begin to accrue at 5:16 PM. **No Discounts can be added to this fee**

Late Payment - $25 each late payment. Payment due dates vary based on the individual billing plan per child. All invoices are posted a minimum of 10 days in advance of their scheduled due date. Late Fees will be added to accounts 7-days after a past due payment is on any account. If the account goes and additional week without any payment or establishment of a payment plan, we may enforce our "no-pay, no-stay" rule in which case your child will not be able to stay for care until your payment is made, and we may refuse or terminate service for non-payment beyond three weeks past due.
No Discounts can be added to this fee

NSF Fees - $25 for payments failed and resulting in a late payment or as determined by your banking institution. If a check is returned to us for non-sufficient funds, or a payment fails when drafted from Brightwheel you will be required to pay all fees that

we incur as a result of the returned check. Childcare services will be immediately halted until full payment of tuition and NSF charges has been made, in CASH. In addition, we will only accept cash payment from you from that point forward.

Automatic Payment Discount - Automatic payment discount of $10/child. No more than $20 per family. Tution Families (private pay only) who 'opt in' for automatic payments through Brightwheel will receive $10 off their monthly bill. $10 per child, not to exceed $20. Available for tuition families paying for Full or Part Time Care. CCCAP, drop in and gap care are not eligible for this discount.

Sibling Discount - 5% discount on each additional child enrolled. If families (private pay only) have more than one child enrolled in the program; they can receive a 5% discount on each additional child. This is for tuition only for children in Full, Part or Gap Care Spots. *Late Payment may result in a loss of benefit.

G. PROCEDURE FOR IDENTIFYING WHERE CHILDREN ARE AT ALL TIMES

All children must be signed in/out upon arrival/departure. We are required to have all parents/guardians sign in and out for pick-ups and drop offs each day.

Upon arrival, staff will take attendance on their room clipboard each day, and note when a child leaves for appointments etc. throughout the day. Room clipboards will always be up-to-date with accurate daily counts, etc.

H. GUIDANCE, POSITIVE BEHAVIOR SUPPORT, DISCIPLINE AND CONSEQUENCES

H.1 GUIDANCE

Our philosophy is that you use guidance to teach a child. We achieve this through love, consistency, and firmness. We stress two main patterns of behavior: respect for other people and respect for property. The children are explained the rules of the child care center frequently, so they are all familiar with the guidelines. Appropriate to the age and development of the child.

Please keep in mind that there WILL be disagreements between children. Young children, especially, who are not adept at communication have a hard time expressing their feelings. Sometimes they hit or throw toys, etc. Although teaching children appropriate behavior is what we will be doing, remember that this behavior is normal in most cases. If we feel there is a chronic behavioral issue that needs attention, we will let you know so that we are handling it in the same way and your child has continuity in discipline between our environments. These types of behaviors might include such things as biting, use of bad words, chronic hitting, etc. Together, we will try to find a solution. You may be called to remove your child if his/her behavior prevents us from being able to properly care for the other children. If the problem continues, other arrangements for the care of the child will have to be made, for the safety and well being of all. Under NO CIRCUMSTANCES will there be any spanking, physical abuse, verbal abuse, name-calling or isolation used. Neither food nor sleep will ever be withheld from children as a means of punishment.

H.2 SUPPORTING POSITIVE BEHAVIOR

We support positive behavior through verbal praise, physical praise (stickers, etc) and other classroom reward systems.

H.3 DISCIPLINE AND CONSEQUENCES

Our methods for discipline and consequences involve the following procedure…

- Encourage children to solve problems themselves
- Intervention and discussion
- Redirection to another play area
- Loss of privileges
- Educational Time Away "Cool Down" (removal from situation and provided with another educational activity)

H.4 CULTIVATE POSITIVE CHILD, STAFF, AND FAMILY RELATIONSHIPS
Little Beets Child Care cultivates positive child, staff, and family relationships through the following means;

- Daily check-ins with the teacher
- Parent invites to special class celebrations/field trips
- Family events at Brush Preschool and Thomson Primary

H.5 SOCIALLY AND EMOTIONALLY RESPECTFUL EARLY LEARNING AND CARE ENVIRONMENT
Our staff uses positive instruction, with lessons that support social and emotional growth. In addition, rather than using "no phrases" we use positive frames. For example, rather than saying "NO RUNNING!", we instead say, "Please remember to use your walking feet."

H.6 IMPLEMENT TEACHING STRATEGIES SUPPORTING POSITIVE BEHAVIOR
Through our staff professional development, we implement teaching strategies that support positive behavior and follow up as a staff on what is working/not working. We also implement these strategies through peer observations, or direction evaluation specifically looking at positive behavior support.

H.7 INDIVIDUALIZED SOCIAL AND EMOTIONAL INTERVENTION SUPPORTS
If a child has a repetitive negative behavior, and positive behavior supports are not working, rather than suspend or expel, our line of action is as follows…

1. Meet with the director, parent, and teacher
2. Develop, adopt, and implement a team—based positive behavior support plan
3. Check in daily with teacher to follow up on progress of the plan
4. Meet again 2 weeks after implementation of the plan and re-work, or strategize new ways to work with the child.

H.8 ACCESS AN EARLY CHILDHOOD MENTAL HEALTH CONSULTANT
Little Beets Child Care uses/refers to mental health staff employed by the Brush School District as needed.

I. BITING/PUSHING/PINCHING PROCEDURE FOR BRUSH CHILD CARE
Biting and pushing is unfortunately not unexpected behavior for toddlers. Some children and many toddlers communicate through this behavior. However, biting/pushing can be harmful to other children and to staff. This biting/pushing policy has been developed with both of these ideas in mind. As a preschool and child care, we understand that biting/pushing, unfortunately, is a part of a preschool setting. Our goal is to help identify what is causing the biting/pushing and resolve these issues. If the issue cannot be resolved, this policy serves to protect the children that are bitten/pushed. If a biting/pushing incident occurs, state regulations require that the parent of the child biting/pushing and the parent of the child who was bitten/pushed be contacted. Names of the children are not shared with either parent.

When Biting/pushing Does Occur: Our staff strongly disapproves of biting/pushing. The staff's job is to keep the children safe and help a child that bites learn different, more appropriate behavior as well as provide comfort to the child who was bitten/pushed/pinched. We do not use techniques to alarm, hurt, or frighten children.

For the child that was bitten/pushed:

- First aid is given to the bite. It is cleaned with soap and water. If the skin is broken, the bite is covered with a bandage.
- Parents are notified.
- The "Incident Report" in Brightwheel is filled out documenting the incident.

For the child that bit/pushed:

- The teacher will firmly tell the child, We do not bite/push. And ask them to check in with the child who was hurt.
- The child will discuss with a teacher how the other child may feel and what other ways there are to deal with their frustration.
- The parents are notified. The "Incident Report" is filled out documenting the incident.

Moving forward:
The child will be shadowed to help prevent any biting/pushing incidents. The child will be observed by the teachers to determine what is causing the child to bite (teething, communication, frustration, etc.) The child will be given positive attention and approval for positive behavior.

When biting/pushing/pinching continues:

1. If a child inflicts 2 bites/pushes in a one week period (5 days of school attendance) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, a conversation will be held with the parents to discuss the child's behavior and how the behavior may be modified.

2. If the child again inflicts 2 bites/pushes in a one week period (5 weekdays) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, the child will be asked to take a one day break from the program.

3. If the child again inflicts 2 bites/pushes in a one week period (5 days of school attendance) in which the skin of another child or staff member is broken or bruised or the bite leaves a significant mark, the parents will be asked to take a one week break from the program.

If a child, who has been through step 1, 2, and 3 (15 days of school attendance) and biting/pushing occurs again. Parents may be asked to seek care at another program.

If a child, who has been through step 1 and 2 and then goes 3 weeks (15 days of school attendance); they will remain at step 2 until there are 10 consecutive days of care without biting/pushes/pinches at which point they may return to Step 1.

If a child bites/pushes twice in a 1 hour period, the child will be required to be picked up from the program promptly for the remainder of the day and for the following day which care will be provided. The Early Childhood Program Director may request the child stay home for the following day as well.

J. ACCOMMODATIONS

- Little Beets aims to provide quality care and accommodations for all children. Our mission is to ensure all children and staff are safe and well cared for when attending Little Beets.
- Before official enrollment the child's needs will be assessed and the family will have an introductory period. If the child needs accommodations, Little Beets will assess if the program can meet these accommodations.
- If it is determined that the childcare program can not accommodate the child's needs due to safety concerns, lack of staff, and or lack of tools and equipment to fit the child's needs the child may not be enrolled in the program
- If the child's needs change and evolve to a point where it is determined that the childcare program can no longer accommodate the child's needs due to safety concerns, lack of staff, and or lack of tools and equipment to fit the child's needs the child may be unenrolled from the program.
- Families will receive a written letter outlining the reason for un-enrollment and the program will attempt

to notify the family as far in advance as possible.

K. PROCEDURE FOR NOTIFYING PARENTS AND HANDLING CHILDREN'S ILLNESSES, ACCIDENTS, AND INJURIES

In case of EMERGENCY, we will administer the necessary first aid. The Brush Police Department will be called and your child will be transported to the hospital designated on your Emergency Transportation Authorization form. YOU WILL BE NOTIFIED IMMEDIATELY. If an ambulance is called to transport your child, the cost of the ambulance will be your responsibility.

You are responsible for all costs involved in emergency medical treatment, including emergency transportation, if required. Little Beets Child Care will not be held liable for any sickness/injury of either parent/ guardian or child while on these premises, or while the child is in the company of himself during field trips or outings.

For a minor illness, accident, or injury, we will administer proper First Aid at the center and notify parents via a phone call/text message/email. Parents must arrive within 20 minutes upon notice to get their child if they need to go home for the day. For all accidents/illnesses/injuries the teacher will complete an Incident Report. The director must sign off on this report. Parents must sign this report upon pick-up and a copy will be given to parents for their records and a copy kept at the center for our records.

We follow the health department's guidance on exclusions from childcare when a child is sick. See attached document entitled, "ILLNESS POLICY - HOW SICK IS TOO SICK? WHEN TO KEEP YOUR CHILD AT HOME FROM SCHOOL OR CHILD CARE"

Sick children should be kept at home to allow time for recovery and to protect the well being of the other children in the classroom. If your child is sent to school with any of the following they may be subject to exclusion and parents/guardians will be asked to pick up the child. Notify the office whenever your child will miss school due to illness. If the child is too ill to participate in regular activities including outdoor activities, walking field trips, the child should be kept at home.

The guidelines for when to keep your child at home:

- FEVER – if over 100.4 degrees F, stay home until the fever has been gone for 24 hours without the use of fever-reducing medication.
- DIARRHEA – stay home until diarrhea-free for 24 hours without medication.
- VOMITING – stay home until no vomiting for 24 hours.
- COLD SYMPTOMS – that do not get better after 3 days OR runny nose, cough or drainage that changes from clear to yellow or green, or with fever.
- 'PINK EYE' – yellow or green draining and/or crusting of the eye. Children must stay home until the prescribed medication has been in use for at least 24 hours**.**
- Earache, with Fever, or pain that may keep the child from actively participating
- Swollen glands around jaws, eyes or neck
- Head or body lice
- Live nits from lice
- Any skin lesion in the seeping stage
- Any skin rashes or sores

An illness log will be kept to track children.

IF YOUR CHILD HAS BEEN SENT HOME ILL OR HAS HAD ANY OF THE ABOVE SYMPTOMS, THEY MAY NOT RETURN TO SCHOOL THE FOLLOWING DAY. IF YOU SEND THEM TO SCHOOL THE NEXT DAY, THEY WILL BE SENT BACK HOME.

THE DIRECTOR HAS THE FINAL SAY WHETHER OR NOT A CHILD IS TOO ILL TO ATTEND, even if a parent furnishes a doctor's note. The director may require a doctor's note in order for a child to return to care. We complete daily health checks. If it is deemed upon arrival your child is too ill to attend, you must take them home immediately.

L. PROCEDURE FOR RESPONDING TO EMERGENCIES SUCH AS LOST CHILDREN, TORNADOES, AND FIRE

We have a written evacuation plan and practice a safety drill with the children at least once each month. In addition, we incorporate fire safety curriculum. Our center is inspected regularly for fire safety. We also keep a written tornado, lockdown, reverse evacuation, and shelter-in-place emergency plan. If a child is lost, we will immediately notify parents and authorities and take steps to locate the child immediately.

M. PROCEDURE FOR TRANSPORTING CHILDREN

When transported, all children will be transported in vehicles maintained by the Brush School District and operated by licensed driver's who have completed the required training and/or certifications. Children will be restrained in proper vehicle restraints and no children under the age of 1 year will ever be transported off-site in a vehicle.

N. FOR FIELD TRIPS

We may have the opportunity to take both walking and driving . You will be required to sign a permission slip that we will carry with us. We also carry copies of the emergency forms, including numbers to reach parents, with a picture of each child attached. In the event of an emergency away from the childcare center, your child will be cared for and you will be notified. It is not required that your child attends the field trip, but it will be your responsibility to find and pay for alternate care if you do not wish for them to attend. You still pay your regular child care fees.

Field trips enhance the classroom curriculum by allowing opportunities for hands-on experiences. Children will only be transported by RE-2J School District vehicles as necessary. At a minimum, two paid staff members will supervise children during field trips. The child staff ratio will be followed according to Colorado Licencing regulations. If adults fail to complete and return the field trip notice, it will be your responsibility to find and pay for alternate care if you do not wish for them to attend. You still pay your regular child care fees.

O. PROCEDURE FOR TELEVISION AND VIDEO VIEWING

Television and screen time of any kind is prohibited for children less than 2 years of age. In our two-year-old room, any screen time will be strictly educational and will not exceed 30 minutes per week. Examples would be a short, prescreened you-tube song, etc. All tablet activities will be educational in nature and prescreened. In addition, there are no screens of any kind allowed at snack or meal times.

P. PROCEDURE FOR SPECIAL ACTIVITIES, STAFF RESPONSIBILITY FOR SUPERVISION OF ALL CHILDREN

Each child's birthday is his/her "Special Day." It will be your responsibility to provide a cake, cupcakes, or treats for your child's special day. We will let you know which day we will celebrate. We also have holiday parties occasionally throughout the year. Signup sheets will be posted at the cubby area for your assistance these days as needed on a voluntary basis. During special activities staff is responsible for the supervision of all children as-per-usual ratios, etc. We may have additional staff available for a higher need activity day.

Q. PROCEDURE FOR RELEASING CHILDREN FROM THE CENTER ONLY TO PERSONS FOR WHOM THE CENTER HAS WRITTEN AUTHORIZATION

Little Beets Child Care will only release a child to the adult(s) for whom written authorization has been given and is maintained in the child's record (see 7.702.91). In an emergency, the child may also be released to an adult for whom the child's parent or guardian has given verbal authorization. If the staff member who releases the child does not know the adult, identification, in the form of a driver's license or other photo ID, must be required to assure that the adult is

authorized to pick up the child. (taken from Rules 7.702.32.G)

R. PROCEDURE FOR WHEN A CHILD IS PICKED UP AFTER THE CENTER IS CLOSED, OR NOT PICKED UP AT ALL

At 5:15 PM, if you have not come to pick up your child and if we cannot get a hold of you, all attempts will be made to contact your emergency contacts and authorized pick-up persons completed by the director. After all attempts are made to contact you, emergency contacts, and authorized persons, and if your child is left at daycare past 6:15 P.M., Child Protective Services will be notified to come and pick up your child. Late fees of $5/minute will begin to accrue at 5:16 PM.

S. PROCEDURE FOR CARING FOR CHILDREN WHO ARRIVE LATE TO THE CENTER AND THEIR GROUP IS AWAY FROM THE CENTER

Children who arrive late to the center and whose class is away will temporarily be supervised with the closest in age classroom teacher until their class returns. When their class returns, they will immediately join their regular class.

T. PROCEDURE FOR STORING AND ADMINISTERING CHILDREN'S MEDICINES AND DELEGATION OF MEDICATION

Medication Administration

TAKEN FROM RULES 7.702.52.C

C. Medication

1. Any routine medication, prescription or non-prescription (over-the-counter) must be administered only with a current written order of a health care provider with prescriptive authority and with written parental consent. Home remedies, including homeopathic medications, shall never be given to a child.
2. The written order by the person with prescriptive authority shall include:
    a. Child's name;
    b. Licensed prescribing practitioner name, telephone number, and signature;
    c. Date authorized;
    d. Name of medication and dosage;
    e. Time of day medication is to be given;
    f. Route of medication;
    g. Length of time the medication is to be given;
    h. Reason for medication (unless this information needs to remain confidential) ;
    i. Side effects or reactions to watch for; and,
    j. Special instructions
3. Medications must be kept in the original labeled bottle or container. Prescription medications must contain the original pharmacy label.
4. Over-the-counter medication must be kept in the originally labeled container and be labeled with the child's first and last name.
5. In the case medication needs to be given on an ongoing, long-term basis, the authorization and consent forms must be reauthorized on an at least annual basis. Any changes in the original medication authorization require a new written order by the prescribing practitioner and a change in the prescription label. Verbal orders taken from the licensed prescriber may be accepted only by a licensed registered nurse.
6. Acetaminophen or ibuprofen is able to be used multiple times with one (1) current, signed multi-use medication order for up to three (3) consecutive calendar days if the order is specific about when the medication is to be given. The child specific multi-use medication order must be renewed with the child's updated health statement.
7. Staff designated by the center director to give medications must complete the four (4) Department- approved medication administration training and have current annual delegation or more often as determined by the Child Care Health Consultant. Delegation must be from the center's current Child Care Health Consultant who must observe and document the competency of each staff member involved in medication administration. All staff

administering medication must have current CPR, First Aid and standard precautions training prior to administering medication with the following exceptions:

a. Staff determined by the director, in consultation with the Child Care Health Consultant, to be responsible for providing routine emergency medications covered in the approved medication administration training for the treatment of severe allergies or inhaled medications for the treatment of asthma must receive training and delegation from their Child Care Health Consultant for those medications only. Staff must then provide those medications to children based on the instructions from the child's individualized health care plan.
b. Staff determined by the director, in consultation with the Child Care Health Consultant, to be responsible for providing medications not covered in the approved medication administration training shall also be permitted to administer medications and/or medical treatments such as emergency seizure medication, insulin or oxygen with individualized training and delegation from the Child Care Health Consultant based on instructions from the child's individualized health care plan.
c. Staff may be trained and delegated in the administration of a single rescue medication or rescue medical intervention by the center's Child Care Health Consultant. Such training and delegation shall qualify the staff member to provide a rescue medication or treatment for a specific child based on instructions from the child's individualized health care plan.

8. Staff of drop-in child care centers must complete training from their nurse consultant delegating medication.
9. All medications, except those medications specified in the Department's approved medication administration training as emergency medications, must be kept in an area inaccessible to children, but available to staff trained in administering medication. If refrigeration is required, the medication must be stored in either a separate refrigerator or a leak proof container in a designated area of a food storage refrigerator, separate from food and inaccessible to children. Controlled medications must be counted and safely secured, and specific policies regarding their handling require special attention in the center's policies. Access to these medications must be limited (see Section 12-22-318, C.R.S.).
10. Emergency medications must be stored in accordance with the Child Care Health Consultant's recommendation. Emergency medications are not required to be stored in a locked area. Emergency medications may be stored in an area easily accessible and identifiable to staff but out of reach of children. When away from the classroom, staff must carry emergency medications in a bag on their person.
11. The center must have a written policy on the storage and access of inhalers and epinephrine carried by school-age children. The policy must include a written contract with the parent(s)/guardian(s) and child acknowledgement assigning levels of responsibility of each individual. This contract will accompany orders for the medication from a health care provider along with confirmation from the health care provider that the student has been instructed and is capable of self-administration of the prescribed medications.

12 CCR 2509-8

12. The center must have a written policy on the storage and access of inhalers and epinephrine for all children in care. This policy must be reviewed by the Child Care Health Consultant.
13. Children are not allowed to bring medications to child care unless accompanied by a responsible adult. If a medication is out of date or left over, parents are responsible for picking up the medication. If parents do not respond, the center is responsible for the disposal of medications according to center policy and procedures. Disposal of medications must be documented.
14. Topical preparations such as petroleum jelly, diaper rash ointments, sunscreen, bug sprays, and other ointments may be administered to children with written parental authorization. These preparations may not be applied to open wounds or broken skin unless there is a written order by the prescribing practitioner.
15. A written medication log must be kept for each child. This log is part of the child's records. The log must contain the following:
    a. Child's name;
    b. Name of the medication, dosage, and route;
    c. Time medication is to be given;
    d. Special instructions;

e. Name and initials of the individuals giving the medication; and,
f. Notation if the medication was not given and the reason.

U. PROCEDURE CONCERNING CHILDREN'S BELONGINGS

Children's belongings will be stored in their personal cubby inside their classroom. Any Check or cash payment should be delivered to the Front Desk of Thomson Primary. Classroom Staff will not be responsible for accepting or taking payment from parents in the Child Care rooms.

No toys should be brought from home. Little ones have a difficult time sharing with others, and it is even harder with their own special toys. Exceptions being their "lovey" for nap time, which will be put up until naptime, and Show and Tell and other special activity days. We are not responsible for any loss or breakage of your child's personal items. All personal items must be clearly marked with the child's name.

V. MEALS AND SNACKS

Little Beets Child Care participates in the National School Lunch Program and meets all USDA requirements for meals and snacks. We serve breakfast, lunch, and afternoon snacks. Meals and snacks are prepared by Chartwells Staff on site. Staff members eat with the children and work on good table manners and allow children to express independence.

Parents may provide meals if they wish, adhering to national guidelines. These meals need to provide a well balanced source of protein, vegetables, fruits, and grains. Fast food, meals high in sugar content and low in nutrition are not provided or given to children by parents.

For infants, a personalized feeding schedule is followed according to their needs. We provide '**Parent's Choice' Regular Formula**. If you choose not to accept our formula, you must provide your own.

For special dietary needs that are a parent preference, parents will provide all foods/drinks for their children. For an allergy diagnosed by a physician, we provide the following; lactose free milk, AFTER a Meal Modification form is submitted to the District Nurse and Chartwells. It is the discretion of the provider as to what foods we are able/not able to provide for physician prescribed allergies. Unless advised otherwise, parents provide all substitutions for their children's dietary needs if we are unable to provide them.

W. DIAPERING AND TOILET TRAINING

Staff will diaper children in accordance with licensing and health department rules on proper procedures. Parents must provide a sufficient supply of diapers at all times and teachers will notify parents when the diaper supply is running low. Toilet training is an extension of what is being taught in the home—we support what the parents teach in the home. There will be no attempt to toilet train children until they are able to verbalize or otherwise indicate need, help manage their own clothing, and be able to access toilet facilities.
Teachers give adequate time for families to provide additional wipes and diapers as needed. If there is none provided by parents/guardians as requested, families will be charged $5/week for wipes and $4/day for diapers until they're provided by the family.

Children should arrive in clean and dry clothing and/or diapers. We invite parents to please change their child when they arrive in a wet/soiled diaper or garment using the changing table in the classroom.

X. VISITORS TO THE CENTER

Volunteer Policy - Volunteers must always be approved prior to their duties, and must abide by the state rules and regulations, as described below;

Volunteers (see also Section 7.702.33, I and J) 1. Volunteers who work more than fourteen (14) calendar days (112 hours) per calendar year who are used to meeting staff to child ratio must be equally qualified as an early childhood

teacher, assistant early childhood teacher or aide and have complete staff records as required in Section 7.702.92. 2. Volunteers used more than fourteen (14) calendar days (112 hours) per calendar year that are used to meet staff to child ratio must complete fingerprint based background checks and the State Department automated child abuse and neglect background check. 3. Volunteers must be supervised and given instruction as to the center's policies and procedures. 4. The only time a parent/guardian volunteer may be alone with a child other than their own without completing all required background checks, is while driving on a field trip. 5. Volunteers between the ages of twelve (12) and sixteen (16) must have a written purpose developed by the center for volunteering and may not volunteer for more than two (2) hours per day.

Observer/Visitor's Policy

Observers must always be approved prior to their observation by the director.
Observers must sign in and out as a guest and report to the office. Observers coming for college credit must ensure they sign in/out in order for any forms to be signature verified by the director.

Observers may not take any photographs without explicit permission from the provider. Observers may be asked to leave at any time if their presence causes a disruption to the classroom routine/environment.

Parents are always welcome to visit at any time. As a courtesy, we ask for a 24 hour advance of a visit when possible, in order to accommodate our routine. We have an open door policy, however, and you are always welcome to visit your child. If visits exceed the normal scope/purpose as determined by the director, a parent meeting may be requested to evaluate visit times/purpose.

Y. CHILD CARE PARENT CONCERN PROCEDURE

It is our goal to strive for quality and excellence in the care of your child. Therefore any positive comments or suggestions are greatly appreciated and can be made to the Director of the facility.

We always welcome your input and feedback toward the care of your child. The Director appreciates questions, or discussions of any kind that affect a positive outcome for your child. However, if you feel that there is a problem concerning the facility or a staff member, please follow the steps as listed:

- First, Speak with the educator involved with your child.
- Second, allow follow up from the educator to you. In regard to the concern.
- Third, if you are still not satisfied with the results of your concerns, please make an appointment to personally talk to the Director.
- Finally, if after this meeting, either party (Parent or Director) feel that there isn't a path to resolution, care can be terminated with two-weeks notice.

All comments made to staff members are relayed to the Director, so that the Director is aware of any problems or issues. If a complaint is made, the Director will listen carefully to the issue that the parent has, and will attempt to work with the parent(s) to rectify the problem. At this time it may be appropriate to discuss any other issues that the Director may feel is important concerning the child in the context of the complaint.

We feel that communication is essential to the success of your child's care. We must make sure that we can openly share any concerns or questions that may arise. We believe in an open door policy and encourage parents to feel free to call and check on your child's day if you have any concerns. We understand that, to you, the most important person in the entire center is your child and we respect that fact and in turn treat your child with just as much respect. We try to put ourselves in the parents place and we recognize that you have a right to expect the best care possible for your child.

Communication between parents and staff members is very important. We encourage daily interaction between parents and staff to ensure that as parents you are kept abreast of how your child's day was and that you are made aware of any specific incidents.

Also, it is equally important that staff members are kept abreast of any concerns parents may have about your child at the center and/or at home that may assist in the care of your child.

All comments are taken very seriously and we will all do our best to ensure your complete satisfaction. We aim to keep parents stress-free and self-assured knowing that their children are in our care.

Z. REPORTING OF CHILD ABUSE

All staff in the field of Early Childhood are mandated reporters. To report suspected child abuse/neglect… Report Child Abuse or Neglect - 24/7 Hotline: Call 1-844-CO-4-KIDS (844-264-5437). This information is also permanently posted at the sign in computer.

Information on filing a complaint will be posted. It is also explained below;
(Found at http://coloradoofficeofearlychildhood.force.com/oec/OEC_Families?p=family&s=Find-Child-Care&lang=en)

To make a complaint, call 303-866-5958 Monday through Friday between 8 a.m. and 5 p.m. If calling outside of business hours, you may leave a message. Provide your name, telephone number and mailing address. This information is required for the following reasons:

- To call you back if the investigator needs more specific information about the complaint,
- To call you back if the investigator received contradictory or unclear information during the investigation, and To call you to let you know the results of the investigation.
- A witness or someone who has first-hand knowledge of the abuse must make the complaint. An anonymous complaint can be made only if the complaint is about an unlicensed child care provider.

All information is kept confidential about parents and children in care. The facility will never know who made the complaint.

Call 911 immediately if you witness a child in a life-threatening situation.

Report Child Abuse or Neglect - 24/7 Hotline: Call 1-844-CO-4-KIDS (844-264-5437) Report Suspected Unlicensed Child Care: Call 303-866-5958
Report Alcohol or Drug Abuse

If the provider is currently under the influence of alcohol or drugs and the provider's ability to care for children is impaired, please follow these steps:

Call the police. Write down the name of the person you speak with. Call the Division of Early Care and Learning at 303-866-5958.

Be prepared to give the following information:

- Your name, phone number and mailing address
- The Licensee's name, phone number and address
- Where the incident occurred
- Brief description about the incident/circumstances

AA. NOTIFICATION WHEN CHILDCARE SERVICES IS WITHDRAWN OR WHEN PARENTS

WITHDRAW FROM THE CENTER

We reserve the right to terminate for the following reasons (but not limited to):

- · Failure to pay
- · Failure to complete the required forms
- · Lack of parental cooperation
- · Failure of child to adjust to the child care after a reasonable amount of time
- · Physical or verbal abuse of any person or property
- · Our inabilities to meet the child's needs
- · Lack of compliance with handbook regulations
- · Serious illness of child or provider
- · False information given by parent either verbally or in writing

We appreciate as much advance notice as possible when terminating, and will give the same courtesy in return. You are required to give two-week's written notice when you decide to terminate childcare. The two weeks will be paid in full, regardless of whether or not your child is in attendance. Parents or Guardians must complete the Withdrawal Form (available upon request) in order to cease care charges past the end of care date.

We will give two-week's written notice of termination for which full tuition is due, whether or not your child is in attendance. We reserve the right to give written notice of immediate termination where there are extreme circumstances that affect our wellbeing or other children in attendance. In this situation, the two-week's payment of tuition is still required. Termination notice will not be accepted while the provider or parents are on vacation. You may pay two-week's fees in lieu of two-week's notice.

BB. STEPS PRIOR TO SUSPENSION/EXPULSION DUE TO BEHAVIOR

If a child has a repetitive negative behavior, and positive behavior supports are not working, rather than suspend or expel, our line of action is as follows;

1. Meet with the director and parent
2. Develop, adopt, and implement a team—based positive behavior support plan
3. Check in daily to follow up on progress of the plan
4. Meet again 2 weeks after implementation of the plan and re-work, or strategize new ways to work with the child.
5. If it is determined after 2 weeks of positive intervention that the child has not improved and is a safety concern to the well-being of the other children in care, at this time the center may choose to withdraw the child.

CC. COMMUNICATION

Communication is very important to us. When we accept a new family, we like to be sure that we can share openly any concerns or questions that may arise. It is important that there is a similar childcare philosophy between us. We welcome questions, feedback, or discussions of any kind that are oriented towards a positive outcome for the child(ren). Sensitive issues will be discussed in private outside of regular childcare hours either by telephone or conference. Conferences will not be scheduled as a routine part of your child's care; however, should you like to have a conference, you may request one at any time.

Parents will receive daily notes about their child in the Brightwheel platform. Some typical things you may find on this paper would be feedings, diaper changes, schedule, temperament, and things to remember.

We are looking forward to a terrific relationship with you and your child!

DD. MATERNITY/EXTENDED LEAVE

In cases of your potential absence due to maternity or extended leave from your job, we still require full childcare rate

payments for the entire time of your absence to hold your child's position. In cases of maternity leave where you will be placing your new baby into our care, you will be required to fill out all necessary enrollment forms no less than two weeks prior to the baby's starting date. A security deposit is also required at this time. See Security Deposit for details.

EE. TRIAL PERIOD

All new children will be cared for on a two-week (14 calendar days) trial period beginning on your child's first actual day of care. During that time the parent or provider may terminate the child care agreement with 24 hours notice. No pre-paid fees will be credited upon cancellation during the trial period. After the trial period, a two-week's written notice is required by either party to terminate the agreement (See Termination Policy). Your security deposit is not refundable if services are canceled during your Trial Period.

FF. PAYMENT PROCEDURES

Your specific rates will be outlined in your Contract and Rate Agreement. Payment is payable in advance and is due no later the dates as indicated in your billing plan and on invoices.
***Please note that all deposits to hold a spot, such as the 1st two week's tuition plus $50 registration fee is NON-REFUNDABLE. This payment represents a commitment both financially from you to us and us to you. NO EXCEPTIONS.

If this day is a holiday, payment is expected on the previous day. If you go away on vacation, payment is due BEFORE you leave. If it is our planned day(s) off, your payment is expected BEFORE we leave. In cases of illness, your payment is still expected unless other arrangements have been previously made. If we close the childcare due to our own illnesses or emergency, payment will be accepted on your first day back to childcare.
Payments may be made by check or cash or through the billing system in Brightwheel. If possible, we greatly appreciate ACH payments in Brightwheel rather than by Card. Each year, a 3% increase in tuition may be applied.

HOLDING FEE At the time of enrollment, if you wish to hold your spot beyond the next preceding two weeks, you will be subject to paying tuition on our payment schedule (the 1st and 15th of every month) at 75% of the weekly rate.

See CONTRACT AND RATE AGREEMENT

HH. ARRIVALS & DEPARTURES

Children are to arrive clean and fed (unless arriving just before a mealtime). It is normal for some children to have difficulty separating from parents, or cry when being dropped off. Please be very brief (no more than 5 minutes is sufficient) during drop-off times; the longer you prolong the departure the harder it gets. A smile, cheerful good-bye kiss, and a reassuring word that you will be back are all that is needed. In our experience, children are nearly always quick to get involved in play or activities as soon as parents are gone.

Please be very brief at pick-up times also. This is a time of testing when two different authority figures are present (the parent and the provider), and all the children will test to see if the rules still apply. An early arrival to pick up your child does not mean you may stay until the close of business. If you'd like to stay and visit please arrange this beforehand. But typically pick-up time needs to be kept brief.

We will try our best to send your child home with a clean diaper, and would appreciate the same consideration when you drop off.

During arrivals and departures, we expect you to back up our rules, but if you do not, we will remind your child that their behavior is inappropriate and take action to correct, if needed. Please be in control of your child during these times.

We prefer that there are no pick-ups or drop offs during the designated daily quiet time, but if it is necessary please be

as quiet and brief as possible. Children who arrive during quiet time will be expected to remain quiet (they may play/read quietly) until quiet time is over, so that others will not be disrupted from their naps.

Do not allow your child to run out to your car while you are still inside!! The safety rule is "No one goes outside without their parents with them."

Drop-off and pick-up times are not good times to discuss problems. Little ears and minds hear and understand everything. We are not comfortable discussing children in the presence of anyone except their parents. Topics that concern day-to-day events, or light-hearted discussion are fine.

II. ABSENCES

There will be no refunds or adjustments made to your child care fee for your time missed due to unplanned illness, holidays, or days off. A place has been reserved for each child that cannot be filled on a short-term basis.

JJ. SUPPLIES

You are responsible for supplying diapers, a full change of clothing (including socks and underwear) appropriate for the weather, and any other supplies that your child may need. You may bring a whole package of diapers to be stored in the changing table (We will let you know when your supply runs low). **Good clothing is not recommended. Soiled clothing will be sent home and a clean change of clothes should be brought back the next day**. If there is a special occasion that calls for special clothing (a visit or party right after child care or a trip to the photographer), please send the special clothing with your child and we will help them clean up and get dressed prior to your arrival. You will be required to bring bathing suits to be kept at the childcare center in the summer. We will request certain items for certain times of the year such as boots, snowsuits, helmets, wrist protection, and knee and elbow pads when riding a scooter,etc. Families are responsible for bringing safety equipment; we have a limited number on hand. Please ask permission before bringing items such as bicycles, skateboards, or rollerblades. All items need to be labeled with your child's initials. You must maintain these items at all times. Failure to do so is grounds for termination. Please keep in mind that if you do not bring a needed item, it may prevent all of the children from going outside. We will call you and have you bring necessary items if it prevents the whole group from going outside, participating in an activity, etc. **If it becomes necessary for us to purchase supplies and/or requested items for your child(ren), you will be billed on your next payment due date.**

KK. DAILY SCHEDULE

Young children, toddlers and babies enjoy a structured schedule that allows for flexibility. A schedule helps the day to flow more smoothly, allows the children to anticipate coming events, and aids in achieving a variety of goals. We will adhere to our written schedule to the best of our abilities, keeping in mind that anything can happen when children are involved. There will be times when we have to make adjustments to the schedule. We would appreciate it if you consider our schedule when picking up or dropping off your children. It is better if arrivals and departures do not occur during quiet time, but when they do, please take note of the fact that children may be sleeping. Come and go as quietly and quickly as possible. Children who arrive during quiet time will be expected to rest or play quietly until the rest period is over.

The children may be offered the opportunity to engage in media including, but not limited to, television and video viewing, music, and computer use. This will not be a regular occurrence.

LL. CLEANLINESS & HYGIENE

We do our best to maintain strict cleanliness and hygiene standards. Children's hands are washed before and after meals and after toileting. We use paper towels for drying hands, so children do not have to use the same towel. We wash our hands frequently and also use antibacterial gel. Infants sleep in separate cribs, with clean sheets used only by them. Beginning at about age 1, washable nap cots are used. Each child has a separate nap cot, with sheets, blankets and

pillows that are washed weekly. (unless soiled, then they are washed as often as necessary).

Children use separate cups, plates, bowls and eating utensils that have been washed in the dishwasher and dried on the heat setting. High chair trays, tables, etc. are disinfected with a bleach water solution after each use.

MM. NAPS & QUIET TIME

All children are required to lie down for a rest period in the afternoon. All children must nap, rest, read or play quietly during this period. Rest time gives everyone a much-needed break during the day. Without rest time, some children are argumentative in the afternoon, short-tempered with others, and not really happy when they go home in the evening.

Naptime is our only opportunity to take a break, clean up after lunch, do paperwork, fill out daily notes, and do activity planning. We provide nap cots.If your child has a special blanket or stuffed animal that he/she sleeps with, please send it along. We would ask that you please avoid picking up or dropping off your child during naptime, as it disturbs the other children's rest period.

Infants nap at varying times and their schedules will be accommodated. Somewhere between 12 and 18 months, children usually drop down to one nap per day. At this time, we will attempt to put them on the scheduled nap/rest period.

NN. ACTIVITIES & CURRICULUM

The main goal of this childcare is to have fun, improve social skills, begin an educational journey and encourage creative expression. We will utilize a variety of activities to accomplish this goal. Free play, reading, arts and crafts, music/singing, dancing, dramatic play/pretend, puzzles, and educational TV/videos are just some of the activities we will be doing.

Some of the activities include arts & crafts, music, math, science, stories, games, as well as letter, shape, color, and number recognition. Some of the projects will be taken from the center to share with the family and others will be ones that you can ask about. It will not be a rigorous academic program as young children still learn best from participating in and observing the environment around them.

Music helps to develop young brains and will play a strong role in day-to-day activities. We may have special music activities and may also play music during other activities, for example, during arts and crafts or meal times.

OO. PARENTAL INVOLVEMENT

There will be times and ways you can get involved in your child's child care experience. You are welcomed and encouraged to participate in any or all of these. Some examples of ways to be involved include:

- Chaperoning on field trips
- Helping your child at home with the concepts we are learning
- Helping to provide treats or other items for our parties

PP. CENTER RESPECT RULES

Please respect our profession, our center, and us. The respect that you show us, including our center, furnishings, equipment, yard, and other children will communicate itself to your child and will make for a better working relationship. There are certain rules that all children will be taught and expected to follow. In addition, although we realize that we must expect a certain amount of wear and tear where children are concerned, we do not want to have our center "demolished".

The following rules are enforced for the safety and well being of everyone. There will be no running permitted in the center. Hitting, pushing, biting, grabbing, kicking, spitting, or pinching other children/infants/adults will NOT be allowed. No standing or climbing on chairs, tables, or furniture. There will be no use of obscene, derogatory or

disrespectful language. Children may not walk around the center with food, cups or bottles. Children are not permitted to lift and/or carry other children while in our center or on our property. Respectful treatment of other people and all property, toys, and furniture is expected. Theft, Willful destruction of property will be charged to the parent at the cost to replace the item. Toys are meant to be played with, and if they break it is most likely from wear and tear. Unless a child deliberately takes a toy and breaks it, you or your child will not be held accountable. Please support us in the enforcement of these rules, in order to create a better environment for all. No smoking is permitted on the premises.

QQ. REVISIONS TO HANDBOOK AND CONTRACT

There will be a yearly revision to this handbook and the accompanying contract. All families will sign a new contract each year. We reserve the right to make changes in rates and policies, as we deem necessary. You will be notified, in writing, of any changes that may occur. Every attempt will be made to give at least two-week's notice of changes.

RR. PROCEDURE FOR THE USE OF INTERPRETERS

Interpreters will be used as needed for parent conferences, notes centers, etc. Families receive information in their center language via the written word in their language. When an interpreter is needed for parent meetings, this will be arranged ahead of time, using community or school district resources.

SS. PROCEDURE FOR UNAUTHORIZED PICKUP ATTEMPT PER 7.702.32 H.

If an adult that is not on the authorized pick-up list attempts to pick up a child, the center may call the parents to get verbal authorization in an emergency situation. If the center cannot get ahold of the parent, the center will not release the child. The adult must also follow all procedures for having photo identification upon pickup.

TT. EMERGENCY PROCEDURE POLICY PER 7.702.32.I

Emergency procedure to report communicable illnesses to the local health department pursuant to regulations of the Colorado Department of Public Health and Environment.

Disease outbreaks shall immediately be reported to the Department by the director. Reportable communicable disease shall be reported to the Department in the time frame stipulated by 6 CCR 1009-1, Rules and Regulations Pertaining to Epidemic and Communicable Disease Control.

1. Child care facilities shall manage and control disease transmission through consultation with their child care health consultant and the Department.

2. Additional guidance regarding infectious disease guidelines is provided in the CDPHE's Infectious Diseases in Child Care and School Settings, the American Academy of Pediatrics Managing Infectious Disease in Child Care and Schools, and Caring for Our Children National Health and Safety Performance Standards Guidelines for Early Care and Education Programs. Child care facilities may

rely on this guidance.

(Policy per COLORADO DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT Division of Environmental Health and Sustainability 6 CCR 1010-7 STATE BOARD OF HEALTH RULES AND REGULATIONS GOVERNING THE HEALTH AND SANITATION OF CHILD CARE FACILITIES IN THE STATE OF COLORADO)

UU. PROCEDURE FOR CLOSING THE CENTER AT THE END OF THE DAY

At the end of the day, to ensure all children are picked up, a visual check of all classrooms, restrooms, common areas, and outdoor areas will be conducted by the closing staff. The closing attendance sheet will be checked that every child was signed out prior to completing closing duties (lock up, etc.).

Brush Secondary Campus

ATHLETIC HANDBOOK

2025-2026

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GOAL STATEMENT

The goal of the Brush RE-2 (J) athletic program is to help students who participate in athletics to achieve their full potential through the following:

1. Developing and applying the concept of teamwork.
2. Promoting athletic success and academic achievement.
3. Building character and self-esteem
4. Understanding and demonstrating exemplary sportsmanship
5. Learning the value of discipline and responsibility
6. Enhancing interpersonal relationships through extracurricular activity.
7. Demonstrating school spirit by attending games and positively supporting our athletes.
8. Providing experiences that may lead to continuing education beyond high school.

CHAIN of COMMUNICATION

Athletes or parents who may have concerns about their experience in a BSC Athletic Program are encouraged to resolve issues by utilizing the following procedures:

1. Coach and Player Meeting: If an athlete has a concern, that individual should bring this concern to the attention of the coaches. This will usually be the quickest way to get the issue resolved. Questions within 24 hours of a contest are not allowed. If a satisfying resolution is not reached, proceed to the next option.
2. Coach, Parent and Player Meeting: Set up a meeting with the coaches at a time convenient for both parties. Please do not confront a coach before, or at the end of a contest. At the coach's request, the Athletic Director may attend as well.
3. Coach, Parent, Athlete and AD Meeting: If the concern has not been resolved, request a meeting with the coach, and the Athletic Director. Other members of the BSC Administration and the District Office may also be present upon request.
4. Coaches' Committee Meeting: If the concern has not been addressed, a committee of off-season coaches will be appointed to hear the details of the issue from both the coaches and the athlete/family. The committee will consist of at least 3 coaches selected by the athletic director based upon availability and familiarity with students.
    a. The athlete must be present at all meetings.
    b. The committee will recommend a course of action to the Athletic Director in a timely manner.

BOARD of EDUCATION PHILOSOPHY and OBJECTIVES
FOR THE BRUSH HIGH and MIDDLE SCHOOL ATHLETIC PROGRAMS

The development of a sound mind, body, and character is the basic reason for establishment and implementation of high school athletics. This is the basis upon which we expect our programs to be conducted. Other goals, which complement the development of a sound mind and body include:

1. The basic mastery of the rules of the various sports
2. The development of the fundamental movement skills present in all sports
3. Application and competency of the principles of sportsmanship
4. Enhancement of the ability to participate successfully in both individual and team efforts
5. Learning to win humbly and to lose gracefully
6. Learning the importance of proper conditioning and sports nutrition
7. Self-discipline

BSC recognizes that the athletic program is just one part of the student's overall education. Athletics are intended to complement the other areas of a student's overall educational experience. The faculty, coaches and staff at BSC are committed to working together to provide all student athletes with the opportunity to achieve success both athletically and academically. In addition, we strive to provide a platform for developing responsible citizens, who represent the Brush Beetdigger Athletic Program and the Brush community in a positive manner at all events, and at all times.

It is recognized that the athletic coach, by virtue of his/her close association to the athletes, will exercise considerable influence upon the students. This power to influence must not be underestimated in relation to its relative importance and impact upon the lives of the athletes. It is expected that each coach will use common sense, discretion and good judgment in helping the students to form attitudes and behavior patterns, which often will last a lifetime. All coaches are expected to know, model and enforce all of the rules of the school, the conference and the state organizations while at home and while at away competitions. Rule enforcement will be consistent and timely.

Character building is esteemed as a critically important goal of the athletic program. This principle is, therefore, placed high on the list of the many positive outcomes we hope to provide for the students who participate in school-sponsored athletics. We aspire to instill in our athletes the many qualities of strong character so that they may move forward in life demonstrating and representing Beetdigger Pride.

EXPECTATIONS of ATHLETES

1. Athletes are expected to know, understand, and strive to achieve the goals as outlined in the K-12 Athletic Goal Statement.
2. Athletes are expected to maintain academic eligibility, attend school regularly, and demonstrate positive character within the school.
3. Athletes are expected to take responsibility for their own behavior and set a quality example on the playing field, in the classroom, and outside of school.
4. Athletes are expected to commit themselves to the sport in which they are competing through hard work and 100% effort.
5. Athletes are expected to show good sportsmanship and respect to teammates, opponents, officials, coaches, parents, and other students.
6. Athletes are expected to be cooperative and maintain open and honest communication with teammates, coaches, and parents.
7. Athletes are expected to improve both fundamentally and emotionally.

8. Athletes are expected to be prepared mentally, physically, and emotionally for practice and games.
9. Athletes are expected to set realistic goals and strive to achieve them.
10. Athletes are expected to pursue a balanced perspective and always work toward maintaining a hard-working, positive attitude.
11. Athletes are expected to seek joy and satisfaction during their sports experience at Brush Middle and High Schools.

EXPECTATIONS of COACHES

1. Coaches are expected to know and teach the goals as outlined in the K-12 Athletic Goal Statement.
2. Coaches are expected to help each participating student to achieve a competent level of skill and knowledge of the sport.
3. Coaches are expected to assist athletes in developing an appreciation for the values of discipline and sportsmanship.
4. Coaches are expected to demonstrate the basic ability to communicate effectively and nurture an appropriate respectful relationship with their athletes.
5. Coaches are expected to show support for other school programs by encouraging athletes to participate in a wide variety of school activities. They will lead by example, by working at other sporting activities or by attending other school events throughout the school year.
6. Coaches are expected to encourage their athletes to be active in community service activities.
7. Coaches are expected to demonstrate the ability to treat athletes, officials, opponents, and fans in a respectful and sportsmanlike manner.
8. Coaches are expected to know and enforce the rules of the School District, League, State, National Federation, and the sport.
9. Coaches are expected to plan, organize, and conduct practices that teach fundamentals leading to the success of the group.
10. Coaches are expected to strive to instill positive work habits and healthy living attitudes in athletes.
11. Coaches are expected to complete all necessary paperwork to meet various deadlines.
12. Coaches are expected to promote the sport and athletic program through sound public relations by working with the media.
13. Coaches are expected to attempt to achieve success by staying abreast of the latest methods and techniques and by attending in-service programs and clinics.
14. Coaches are expected to complete preseason paperwork and upload to Arbiter Athlete.
15. Coaches are expected to ensure a healthy and safe environment by using safe procedures and being responsible for the safety of those in the athletic program.
16. Coaches are expected to supervise their activities until the sport/activity is over and the students safely leave school property.
17. Coaches are expected to be responsible for the care and security of equipment and facilities.
18. Coaches are expected to develop lettering policies and team handbooks/contracts that will outline team policies that coincide with BSC athletic policies and the BSC Athletic Department. This information should be communicated in writing, verbally, and electronically prior to the start of the season.

EXPECTATIONS of PARENTS

1. Parents are expected to know, understand, and support the goals as outlined in the K-12 Athletic Goal Statement.
2. Parents are expected to attend pre-season meetings held by coaches in order to better understand the goals of the coach and the policies of the sports program.
3. Parents are expected to strive to support the efforts of the entire team, not just their child.
4. Parents are expected to recognize the coach as head of the team, respect him or her accordingly, and avoid trying to coach their own child.
5. Parents are expected to allow their son or daughter to handle his or her own problems, when they occur. If parents have a conflict with a coach, it should be discussed following the established chain of communication, and try to resolve any problem at the most direct level possible.
6. Parents are expected to encourage their children to play to the best of their ability, be positive in their support, and realistic about their child's athletic ability.
7. Parents are expected to recognize that they are important role models for their children and demonstrate respect and appreciation for all involved in the sport program, including coaches, officials, opponents, their own child, and his/her teammates.
8. Parents are expected to be supportive of the District in enforcing the training rules.
9. Parents are expected to encourage their son/daughter as student-athlete to continue the sport throughout the whole season after he/she decides to start.
10. Parents are expected to encourage their student-athletes to take care of athletic equipment and to return it on time to the school after the sport's season.

EXPECTATIONS of ADMINISTRATORS

1. Administrators are expected to know, understand, and be committed to the K-12 Athletic Goal Statement.
2. Administrators are expected to know and to enforce the rules of the School District, League, State, National Federation, and the sport.
3. An administrator is expected to support with fairness and equality all of the athletes and coaches who are involved in the athletic program.
4. Administrators are expected to follow District policies in terms of resolving the problem at the most direct (lowest) level possible (usually at the player-coach level).
5. Administrators are expected to make sure that there is a process to address problems efficiently and effectively through the chain of communication; making sure there is follow up on the results.
6. Administrators are expected to provide proper supervision of coaches to ensure the positive outcomes of the K-12 Athletic Goal Statement.
7. Administrators are expected to provide current information and education to coaches through regularly scheduled meetings and in-services.
8. Administrators are expected to work with the Superintendent and School Board to find the resources to provide proper equipment and facilities for the safe conduct of the athletic programs.
9. Administrators are expected to help educate parents and community members toward understanding the K-12 Athletic Goal Statement.
10. Administrators are expected to organize and to facilitate the athletic program, while managing the athletic budget, facilities, and equipment.
11. Administrators are expected to provide job descriptions, evaluation procedures and on-going feedback to coaches regarding expectations and performance.

BRUSH HIGH SCHOOL ELIGIBILITY REQUIREMENTS

BHS has adopted Plan A of the CHSAA academic eligibility process.

CHSAA Plan A:

During the period of participation, the student must be enrolled in courses which offer, in aggregate, a minimum of 2.5 Carnegie units of credit per semester and must not be failing more than the equivalent of one-half Carnegie unit of credit. Academic eligibility shall be determined by a periodic check of the student's grade in progress from the beginning of the grading period for each class, as determined by the policy of the student's school, to the close of certification day for the interscholastic activity in question. In all cases, the periods of eligibility and ineligibility must be equal and at no time may the two groups become eligible on the same day. The school must declare when the periodic eligibility will be checked (weekly, bi-weekly, monthly, or at the quarter). BSC conducts weekly eligibility checks for the time period Monday to Sunday.

- The ESL teacher in consultation with the classroom teachers shall monitor ESL students for eligibility.
- SPECIAL EDUCATION students will be held to the terms of their IEP's for eligibility purposes.
- Students on a 504 plan will be held to the terms of their plan.
- Students with D's or lower in two or more classes at the weekly check will be ineligible to compete, regardless of what level they were on for the Academic Eligibility Team Policy.

Academic Eligibility Team Policy: The purposes of this policy, a student is to hold a student accountable who is not making satisfactory academic progress if he/she is placed on:

1. Academic Warning: An athlete will be given two weeks to show a percentage progress on his/her current grade. If percentage continues to rise he will remain on warning until compliant by raising any deficient letter grade to a C average. After two weeks, if the letter grade percentage does not rise or declines, the athlete will be placed on probation, as well as, given mandatory study hall.
2. Academic Probation: Athletes will be removed from the active roster and placed on the Development Squad and mandatory study hall. Athletes will have two weeks to show a percentage progress on her current grade level. If percentage rises he/she will remain on Probation until compliant by raising any deficient letter grade to a C average. If the grade does not rise or declines he/she will be put on academic suspension.
3. Academic Suspension: Athlete will be suspended from all team participation and given two weeks to raise current letter grade to a C average. The athlete will be required to continue to attend mandatory study hall. If the athlete fails to comply, he/she will be dismissed from the team.
4. Academic Dismissal: An athlete who has been on Academic Probation/Suspension: The player shall be placed on Academic Dismissal. If the student fails to comply with previous levels of intervention, and letter grades are below a C average, the athlete will be dismissed from the team. The coach shall inform, verbally, any student who is not making satisfactory academic progress. The Athletic Director will review the process to confirm the appropriate action has been taken.

ATHLETIC PARTICIPATION

The Athlete:

1. Any student who is enrolled in Brush High or Middle School and who meets the criteria of the eligibility policy may try out for any sport offered at BSC.
2. Student athletes must provide all required documentation (physical forms, medical emergency contacts, parental consent, etc..) and must make arrangements for the payment of athletic fees prior to the start of the competitive season.
3. At BHS, the athletes will be given lettering qualifications at the time they enter the sport.

The Manager:

1. Any student who has met eligibility requirements may approach a head coach and request the opportunity to become a team manager. Coaches will then select their managers from those students indicating a desire to participate and commit to the responsibilities of the job.
2. The manager of a sport will be delegated duties by the coach. It is the manager's job to see that his/her responsibilities are carried out to the satisfaction of the coach.
3. The manager is considered a part of the team and is thereby subject to the same rules and requirements expected of athletes.
4. Managers should NEVER be in possession of a school FOB without the coach directly supervising its use.
5. Managers are expected to be at all practices and to travel with the team to away games.
6. BHS lettering qualifications will be stated in the manager's job description which is issued to the student upon acceptance of the position. A manager will letter at the end of the season pending satisfactory performance of the duties and responsibilities.

Student Athletic Trainers:

1. The certified athletic trainer employed by Brush High School can offer internships to students interested in sports medicine. Students must meet the eligibility requirements of the athletic handbook prior to inquiring about the volunteer position.
2. The goal of the sports medicine internship program is to educate students on the basic principles of first aid, care and treatment of sports injuries, taping/wrapping, and training room management. At no time, will a student trainer be expected to perform duties specific to injury assessment and care without direct supervision of a certified and licensed sports medicine professional.
3. A student trainer is expected to follow the same rules as the athlete and to meet the requirements described in this handbook.
4. Student trainers will be subject to the same rules with respect to FOB usage as team managers.
5. Lettering qualifications will be stated in their job description and given to the student when application is made.

Team Statisticians:

1. Students who are interested in assisting with the gathering of statistical data will be considered part of the team managers' group. In order to be considered for this task, a student must be in good standing from an eligibility standpoint and will be subject to the same athletic program rules and regulations as all other athletes and managers.
2. If selected by the coaching staff to be a statistician, the student will be proficiently trained in the use of a software or computer application (HUDL) designed to gather the information on players during contests.
3. Although statisticians are expected to follow the same general training rules as athletes, coaches may alter the rules in order to meet the needs of the student.
   Example: attendance at practices may be optional.
4. Statisticians may be given the opportunity to ride the bus with the team, if space is available.
5. Statisticians are required to be at all games and are responsible to see that statistics are accurately kept.

All Participants (Athletes, Student Trainers, Managers, and Statisticians):

It is the responsibility of all participants to know and adhere to the rules and guidelines of the athletic handbook.

THE ATHLETE'S RESPONSIBILITIES

1. All athletes should report to practice on the first official day of the season. If extenuating circumstances cause an athlete to be absent, prompt communication is necessary so that absence can be excused.
2. At BSC when two seasons overlap, those involved in the first sport will be required to finish that sport before they are allowed to report for the next sport. In this instance, the athlete will not be penalized for reporting late. Baseball pitchers are an exception to this rule, because the gradual progression of the conditioning of the throwing arm is necessary in order to prevent injury. If the head coach approves, the pitchers (only) may begin throwing one week prior to the official starting date. This conditioning session for pitchers must occur at a time that does not interfere with the practice time of the first sport.
3. If an athlete has been in school he/she must have permission from the coach directly in charge of the group to be excused from practice.
4. Students must be in school in order to compete that day, unless they have an excused absence, approved in advance. Students who are tardy or miss a period the day of a game, may be subject to disciplinary action at the discretion of the coach and/or the AD.
5. Students that accumulate 3 unexcused absences from school in a season are ineligible to play in the next contest. Having a parent call into the school does not guarantee the absence is excused.
6. Students must participate in practice to play in a competition. Athletes must attend a pre-game practice in order to be eligible to play, unless prior arrangements with the coach or AD have been approved.
7. Students must be in school for ½ of the day, (including college classes) in order to be allowed into that day's practice, unless the absence is considered excused. Excused absences include doctor's appointments, court dates, funerals, college visits, etc. and must be communicated in advance. Having a parent call into the school does not guarantee the absence is excused. Documentation may be required.
8. If a sports team will be leaving during school hours, athletes must attend all classes that day prior to departure.
9. Students who want to join a sports program later in the season must do so before the season is 50% completed. Ex: Joining the basketball team must happen no later than the 12th game of a 23 game season unless a player has been injured and a physician has been holding them out of competition. A note from the doctor must be provided in this instance.
10. Athletes are to report all injuries to their coach so that an injury report and proper office clearance can be handled quickly and efficiently.
11. Insubordination to coaches, teachers, or other school staff will not be tolerated and may result in loss of eligibility.
12. Athletes who are consistently and habitually tardy to practice may be removed from the squad.
13. Profanity by athletes at any time, or in any situation, will not be tolerated and may result in suspension from the team.
14. It is the athlete's responsibility to maintain proper conduct at all times. Athletes who act inappropriately in school and at all school-related activities will be disciplined, and may be removed from the squad.
15. Athletes are to be well-groomed and dressed in acceptable attire at all times.
16. BSC athletes should attend and participate in all school pep rallies.
17. BHS participants shall meet all requirements set forth by the Colorado High School Activities Association regulations.
18. While traveling to/from and while at away games, athletes must treat all property with respect. Athletes are not to take equipment or uniforms from other schools. This rule applies to Brush Schools equipment as well. Failure to comply with this expectation will result in disciplinary action.

19. All participants must have the following uploaded onto Arbiter Athlete in order to register for athletic teams. All items must be completed and submitted in conjunction with the athletic fee at the time of registration for athletics. Students are not allowed to participate until they are registered.
    a. A CHSAA physical form signed by a parent and a doctor.
    b. A parent's insurance waiver properly signed.
    c. A weight certification for wrestlers signed by parents allowing wrestlers to maintain certain weight.
    d. Consent for treatment form.
    e. A BHS CHSAA form signed by parents.
    f. A Catastrophic Injury Warning form signed by parents.
    g. BSC athletic fee paid in full. -May be paid online on ALMA or paid at the BSC Office. Payment plans and other arrangements to fulfill the financial obligation will be handled on a case-by-case basis by the AD.
20. The coaching staff and administration request and prefer that all students ride school transportation to and from all activities. If a parent desires for the athlete to travel in a vehicle not provided by the school district, the parent must submit a written request to the coach and administrator at least 24 hours in advance of the activity. As an additional precautionary safety measure, coaches will assist with these requests by obtaining a written signature and photo ID from the person previously authorized to transport the athlete (on the sign-off sheet). When a parent elects for the athlete to NOT ride school-provided transportation, the school accepts no liability for accidents or injury resulting from accidents as a result of the parent's choice of transportation.

LOCKER and SHOWER ROOM PROCEDURES

There are certain policies pertaining to the locker and shower room that we must follow for safety and health reasons. It is expected that all athletes do their part to keep the locker room clean and safe.

1. No horseplay or hazing of any kind. Participation in any type of horseplay or hazing in the locker room may result in suspension and/or expulsion from school and suspension or removal from the team.
2. **CELL PHONES OR ELECTRONIC DEVICES ARE FORBIDDEN IN THE LOCKER ROOMS.** If at any time a cell phone is out and visible, it will be confiscated and that student athlete will be referred to administration for discipline as it pertains to the Brush High and Middle School discipline matrix. If a call must be made, student athletes should step out into the hall to make it.
3. Girls will not be allowed in the boys' locker room until all boys have cleared the area and boys' scheduled practices are over. The same policy will be in effect for the boys regarding the girls' locker room.
4. Theft will not be tolerated and may result in removal from the squad and/or suspension from school. Stealing means the taking of property that belongs to another student, adult, or the school without his/her permission.
5. Please keep all gear, uniforms and practice clothing clean.
6. Following practice athletes, who opt to shower, should do so as quickly as possible.
7. Cooperate in every way with the managers and custodians. Keep all equipment picked up and locked in your lockers.
8. Each athlete is responsible for his/her own equipment and locker. Report any damage to equipment or your locker to your coach immediately.
9. Report any unauthorized person in the locker room to your coach immediately.
10. Do not leave valuables in the locker room. BSC administration and coaches accept "NO" responsibility for lost or stolen valuables

ATHLETIC FEES and EQUIPMENT

Athletes participating in high school sports will provide their own shoes, socks, shorts and t-shirts. Sports braces, mouth guards and eye protection are also the responsibility of the athlete. A BHS athletic towel fee will apply.

1. Loss of Equipment: An athlete is responsible for the care of his/her equipment. The athlete will be expected to pay for any lost equipment that was owned by the school. The athletic director and the head coach of the sport will determine the replacement cost.
2. Equipment Maintenance: In conjunction with the BHS Athletic Trainer, the Athletic Department employs a diligent process to assess the quality of the protective equipment used by our students. Football helmets and other protective gear are inspected by a certified technician and deemed satisfactory for use on a yearly basis. Helmets are taken out of rotation after a specific manufacturer-determined time frame and replaced accordingly.
3. Athletic Fee Schedule: The BSC Athletic Department charges an athletic participation fee to offset costs:

	1st Sport	2nd Sport	3rd Sport	Family Max
High School Athletics	$100	$75	$25	$400
Middle School Athletics	$100/Year			$200/Year
6th Grade Participation	$50/Year			

No student will be allowed to participate until fees for the current season have been paid in full. Payment plans and/or opportunities to work for the athletic program in exchange can be established. Payment plans will have an expected due date.

4. Patriot League rules do not allow seniors to play at the sub-varsity level without prior approval of the league.

GENERAL HEALTH, CONDITIONING, TRAINING RULES and PENALTIES

General Health:

1. It is recommended that the athlete maintain a healthy lifestyle including age-appropriate nutrition, hydration and sleep.
2. Injured athletes have the opportunity to seek medical care from the BSC Athletic Trainer or the School Nurse. If the severity of injury warrants further care, it will be recommended that the parents take the student to an ER or family physician. In the case of such action, a note signed by a physician will be necessary for an athlete to return to play. Parents always have the right to bypass the Trainer and Nurse options and go directly to their choice of medical practitioner.
3. Any athlete with a suspected concussion should be immediately removed from play, and should not be returned to activity until they are assessed medically. If an athlete enters concussion recovery protocol, a note signed by a physician will be required before an athlete is allowed to return to play.

Conditioning:

Athletes should make every effort to be involved in programs that will help to develop a sound body. Conditioning should include activities which increase strength and endurance as well as developing skills and mental alertness. An athlete can do a lot on his/her own to keep in top physical condition. A conditioning and weight-training program will be offered by the school on a year-round basis. Athletes who are not out for a sport during any season are encouraged to participate in the weight-training program.

Training Rules:

For the benefit of all participants and the team, it is necessary that certain training rules be followed. The responsibility of abiding by these rules rests with the individual and parents. Training rules will be enforced beginning with the first day of practice and will continue until the conclusion of the sport season or the last day of school. The following is a list of the rules observed at BSC:

1. Consumption and/or possession of alcoholic beverages is prohibited.
2. Use of tobacco or vaping products is prohibited.
3. Use/possession of controlled substances or look-a-like substances and the possession of paraphernalia for their use are prohibited. Vaping products containing THC will be considered a controlled substance violation.
4. To avoid violations of code, and/or the perception of impropriety or code violations, athletes should use careful judgment if attending an event in a public place or private residence where alcohol or other substances are served.
5. Specific Sport Rules: The head coach, assistants and athletic director have the prerogative to establish additional rules pertaining to their specific sport or activity. These rules include attendance at practices, curfew, dress code, and general conduct of participants during practice, contests, trips, and classroom behavior. The rules that are set will be approved by the administration and communicated to the athletes verbally and in writing when the season begins.
6. Athletes are expected to refrain from any of the detrimental behaviors that are listed in any BHS/Brush RE-2J Policies or Handbooks.

Penalties for Violation of Training Rules:

Rule enforcement will be consistent and immediate following the provision of due process. School officials and coaches are not expected to supervise non-school activities occurring off-campus. However, if an alleged violation occurs at an aforementioned activity and is brought to our attention, it may be investigated. Parents of the athlete will be notified prior to an investigation and all due process rights will be observed during the inquiry. If a violation of our policies is clearly proven, appropriate sanctions may be imposed.

Allegations of Training Rule Violations: The head coach/sponsor will confidentially confront the student with the charge(s) and known circumstances regarding the accusation. The student will be given the opportunity to present his/her side of the story and deny or admit to the offense. Should the individual be found to have violated the training rules, the head coach will recommend to the athletic director that one of the penalties listed below be immediately enforced.

Positive Random Drug Tests:

The policy and procedures outlined in that Brush School District Policy will be followed. Students are suspended from the team/activity immediately for 4 days for their safety and the safety of others. Students may request a retest at their prepaid expense within 72-hours from a different nationally approved lab or at the lab under contract with the Brush School District. The athlete may also request an appeal within 5 days of being notified of a positive test. After due process has occurred, consequences will be administered as stated below.

1. For training rules, 1, 2, and 3, (Drugs, Tobacco and Alcohol) the penalties may include, but are not limited to:
    a. First Offense: The individual may be suspended from competitions or school representation for 40% of that sport season, activity, or upcoming season. The student will be expected to continue practice/participation in all extracurricular activities in which he/she was involved throughout the suspension. Additionally, completion of an approved drug/alcohol counseling program will be required prior to being reinstated to competitions. A reduction in penalty may be considered by

the Brush High School Administration for individuals that self-report prior to being drawn for testing.

b. Second Offense: The individual may be suspended for one full calendar year from the date of the infraction.
c. Third Offense: The individual will be banned from competitions or activities in which he/she represents the school for the remainder of his/her high school career.

Any situation in which a student and/or their parent/guardian seeks counseling or information from a professional staff member for the purpose of overcoming substance abuse shall be handled on an individual basis depending upon the details of the case.

1. For violations of training rules 4, 5, & 6 (detrimental behaviors and specific team rules) the coaching staff and the athletic director will impose consequences taking into consideration the severity and the circumstances involved.
2. The athletic director will oversee all student suspensions from the athletic program.
3. Students suspended from school by the Administration will not be permitted to participate in athletics while they are on suspension, and will be ineligible to participate in any athletic contests for seven calendar days, starting on the day of suspension.

BSC ATHLETIC HANDBOOK RANDOM DRUG TESTING POLICY (Adopted 2/17/21)

Teams that train well, generally have a strong team discipline and great team morale. Brush High and Middle Schools have the right to drug and alcohol test any student participant through the Random Drug Testing Policy. Any refusal by the student participant or parent/guardian of the student-participant to the drug and alcohol testing, could result in loss of extracurricular privileges for up to one calendar year.

DRUG MONITORING FREQUENCY

Testing will be randomly conducted throughout the school year. The date of tests will be randomized by the vendor among any days school is in session. All students enrolled in athletic/extracurricular activities or who anticipate enrollment via the Consent to Test Form will remain in the random pool throughout the school year. Volunteer students will also become participants in the random pool. Any student who refuses to submit to drug monitoring will not be allowed to practice or participate in athletic/extracurricular activities. The district will incur the cost of the random drug and alcohol tests.

DEFINITION OF TERMS OF SUBSTANCE ABUSE POLICY

Controlled substance is any illegal substance or drug, in any form as defined under Colorado Law, including alcoholic beverages, tobacco, intoxicants, inhalants, prescription medication, marijuana, and shall include any other substances represented as a controlled substance (look a-likes) even if it is not actually a controlled substance.

SCOPE OF SUBSTANCE ABUSE POLICY

The substance abuse policy shall apply to all Brush High School students enrolled in grades 9-12. The provisions and penalties of this policy shall be imposed without regard to whether the violation was related to a school event and regardless of the day of the week on which the violation occurred. All provisions and penalties of the substance abuse policy shall be cumulative in nature and should apply throughout the student's enrollment in Brush School District, whether continuous or not.

SUBSTANCE ENHANCEMENT POLICY

Possession, use or distribution of substances or supplements used or intended for use for abnormal enhancement of athletic performance and/or may atypically alter a body's physiological function are not permitted. This may include, but are not limited to narcotics, stimulants, anabolic agents, diuretics, hormones, masking agents, and other such items. Penalty will be the same as for possessing tobacco products.

SOCIAL MEDIA GUIDELINES and PENALTIES

BSC and the Athletic Department recognize and support the student-athletes' rights to freedom of speech, expression, and association. This includes the use of social networks. However, each student-athlete must remember that playing and competing for Brush High School is a privilege. As a student-athlete, you represent Brush Schools and the community of Brush. You are expected to portray yourself, your team, and the School District in a positive manner at all times.

Social Networking Guidelines:

- Everything posted is public information. Any text or photo placed online is completely out of your control from the moment it is posted even if you limit access to your site. Information (including pictures, videos, and comments) may be accessible even after you remove it. Once you post a photo or comment on a social networking site, that photo or comment becomes the property of the site and may be searchable even after you remove it.
- What you post may affect your future. Many employers and college admissions officers review social networking sites as part of their overall evaluation of an applicant. Carefully consider how you want people to perceive you before you give them a chance to misinterpret your information (including pictures, videos, comments, and posters).
- The BSC Department of Athletics will not tolerate disrespectful comments, derogatory language, or any accusatory remarks that may harm your teammates, coaches, teachers, members of the Brush community and finally the teams from opposing schools.
- Other actions subject to discipline include: posting incriminating photos, depicting violence, hazing, sexual harassment, full or partial nudity, inappropriate gestures, vandalism, stalking, underage drinking, selling, possessing, or using controlled substances, or any other inappropriate behaviors.

In short, do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. The online social network sites are NOT a place where you can say and do whatever you want without repercussions. The information you post on a social networking site is considered public information.

Penalties for Violation of Social Media Guidelines:

Social Media violations will result in a loss of playing time and traveling opportunities. **Any student athlete that chooses to self-report will decrease their suspension or discipline.** Any conflicts regarding the training rule discipline structure from above will override the consequences for the social media violation.

a. First Offense: The athlete will be warned and counseled as to the appropriateness of their use on social media and suspended for up to 1 week of competition.
b. Second Offense: The athlete will be suspended for up to 3 weeks depending on the infraction.
c. Third Offense: The athlete will be removed from the team.
d. Fourth Offense: The athlete will be ineligible for one calendar year.

SPORTSMANSHIP EXPECTATIONS and PENALTIES

Student athletes of the Brush School District are expected to show opponents, coaches, fans and officials respect before, during, and after competitions. It is unacceptable to represent Brush in a negative manner. Student athletes that fail to meet this expectation by receiving an unsportsmanlike penalty for their sport (unsportsmanlike flag, red card, technical foul, team point deduction, etc.) or via the judgment of the head coach and/or athletic director will face the following penalties:

a. First Offense: The athlete may be removed for the remainder of the competition and will complete the NFHS Sportsmanship Course, prior to the next competition. Failure to complete the course prior to the next competition will result in the athlete not being allowed to compete.
b. Second Offense: The athlete will be removed for the remainder of the competition and will not be allowed to play in the next two contests.
c. Third Offense: The athlete will be removed from competition for the remainder of the season in that sport.

HIGH SCHOOL AWARDS

1. All awards will be in accordance with the requirements set down by the coach of the sport in which the athlete participates. The athlete, statistician, manager, trainer must meet all the scholastic and athletic handbook requirements of Brush High School. Awards will be presented at the end of each season.
2. The head coach of the program will outline the lettering policy at the beginning of the season. Their personal discretion may be a factor.
3. All-Conference nominations are at the discretion of the head coach of the program.
    a. No parent or student athlete should communicate with league schools to try to influence the voting/nominations.
4. First year varsity letter winners are eligible to receive the official varsity letter, certificate of participation, a metal symbol for each sport in which they receive a varsity letter, and a bar for each sport in which they lettered.
5. The school district appropriates funds for the 'B' club to purchase athletic awards for athletes who qualify.
6. Each athlete will be eligible to receive only one varsity letter. He/she will be eligible to receive bars, symbols of the sport he/she lettered in, and certificates of participation for each season during each sport throughout their high school career.
7. Junior varsity and freshman participants will receive a certificate of participation for their appropriate level of competition.
8. All-conference certificates are provided by the respective conferences.
    a. In team sports, the conference coaches select all-conference players.
    b. In individual sports, athletes must place in a conference meet to receive an all-conference award.
9. The school district will appropriate the funds necessary in order for the "B" club to furnish and maintain the All-Conference photo wall folder and the All-State pictures and frames for the Wall of Fame.

MIDDLE SCHOOL AWARDS

At the middle school level of competition, we believe that all athletes shall participate and those who complete a season should earn a certificate of participation. Teaching of the fundamentals and strategies of the game, sportsmanship, and participation are the main emphasis of the middle school athletic program.

STATE TOURNAMENTS

1. Head coaches of each sport are to submit to the athletic director a list of all personnel they would like to take to state tournaments when their team or members of the team are involved. The number of personnel allowed to go should be broken down into designated jobs (players, coaches, managers, etc.).
2. It is not possible to pay the expenses for all personnel connected with a particular sport. The athletic department will give tickets to the games or events to them. The head coach will also allow them to ride the team bus, if room is available, and the team is returning to Brush after the game, event or meet.
3. If the head coach has any special problems concerning preparation and scheduling for State Tournament play, the athletic director should be consulted and a decision between the two should be reached.

SCHOOL YEAR RULES and REGULATIONS

1. No coach of an interscholastic team will either directly or by implication, require a student to participate in a particular practice session before the recognized opening date by the school as a condition to practicing, participating, or otherwise influencing a student's opportunity to participate in that sport.
2. All students must have necessary forms and paperwork turned into the coach before they will be allowed to practice. The student's parent or legal guardian must sign all forms.
3. All rules and regulations governing attendance at practice will become effective on the first practice date established by CHSAA.
4. Practices during vacations for Brush Middle and High School athletes are voluntary. Practices during the school year for BHS will be held on days that CHSAA will allow. No athlete will lose his/her playing status due to missing a voluntary practice.

SUMMER RULES and REGULATIONS

All summer programming and activities must be pre-approved and coordinated through the Athletic Department.

BRUSH SCHOOL DISTRICT ATHLETIC DISCIPLINE MATRIX

Violation	1st Offense	2nd Offense	3rd Offense	4th Offense or More
Drug/Alcohol/ Tobacco/Vaping	-40% Of Season -Required Counseling Program -Repeat Testing -Reduction for self-reporting	-365 Day Suspension -Potential reduction with approved extended counseling and testing plan	High School Career Ban	
Social Media	-1 Week Suspension -Counseling on Appropriate Use of Social Media	3 Week Suspension	Removal from team	1 year suspension or High School Career Ban (determined by severity)
Sportsmanship	-The athlete should be removed for the remainder of the competition -The athlete must complete the NFHS Sportsmanship Course, prior to the next competition. -Failure to complete the course prior to the next competition will result in the athlete not being allowed to compete.	The athlete will be removed for the remainder of the competition and will not be allowed to play in the next two contests.	The athlete will be removed from competition for the remainder of the season in that sport.	
School Attendance	Unexcused Absence can result in non-participation in practice or game that day	Unexcused Absence will result in non-participation in practice or game that day	3rd Unexcused Absence will result in non-participation in practice or game that day and the following competition	-4 or more unexcused absences will result in the loss of playing time for up to 2 weeks. -Referral for truancy
Unexcused Absence from Practice	Non-participation in next contest and loss of playing time in following contest	Non-participation in two contests	Removal from team	
School Behavior Referral -If resulting in ISS or OSS, student ineligible during week or weeks of suspension.	If minor, additional consequences are decided by the coach and may include loss of playing time, extra conditioning, additional community service.	Non-participation in events for two contests	Removal from team	
Detrimental Behavior (Violation of Not Listed Above)	Meeting with coach, parents, athlete, and possibly Athletic Director to determine best course of action	Non-participation in events for two contests	Removal from team	
Extracurricular Eligibility Policy -If at any point a student has two or more failing grades on the weekly check, the student is ineligible for that week. -Failing two or more courses for a semester, may result in being ineligible until the CHSAA Regain date or summer school credit is regained.	**Academic Warning:** An athlete will be given two weeks to show a percentage progress on his/her current grade. If percentage continues to rise he will remain on warning until compliant by raising any deficient letter grade to a C average. After two weeks, if the letter grade percentage does not rise or declines, the athlete will be placed on probation, as well as, given mandatory study hall.	**Academic Probation:** Athletes will be removed from the active roster and placed on the Development Squad and mandatory study hall. Athletes will have two weeks to show a percentage progress on their current grade level. If percentage rises he/she will remain on probation until compliant by raising any deficient letter grade to a C average. If the grade does not rise or declines he/she will be put on academic suspension.	**Academic Suspension:** Athletes will be suspended from all team participation and given two weeks to raise current letter grade to a C average. The athlete will be required to continue to attend mandatory study hall. If the athlete fails to comply, he/she will be dismissed from the team.	**Academic Dismissal**: If the student fails to comply with previous levels of intervention, and letter grades are below a C average, the athlete will be dismissed from the team. The coach shall inform, verbally, any student who is not making satisfactory academic progress. The Athletic Director will review the process to confirm the appropriate action has been taken.

BRUSH SCHOOL DISTRICT
RANDOM DRUG AND ALCOHOL TESTING PROGRAM
CONSENT TO TEST FORM

Student Name: _____Student ID # _____

The student and his/her parent(s) or guardian acknowledge that the Brush RE-2J School District has the right to perform random drug and alcohol testing on students who wish to exercise the privilege of participating in athletic/extracurricular activities.

The student and his/her parent(s) or guardian understand that, as a condition of the student being allowed to participate in extracurricular activities in the District, the student may be required to undergo and successfully pass random screening for alcohol, illegal drugs or other banned substances, as set forth in the District's Drug Testing Policy for Students Involved in Athletics and Extracurricular Activities at Brush High School. The student and his/her parent(s) or guardian acknowledges that they have read and understand this policy and that they agree to all terms and conditions contained in the policy and procedure.

The student and his/her parent(s) or guardian hereby consents to participate in the Random Drug and Alcohol Testing Program and to the disclosure of testing results to the District's Drug Program Coordinator and parent(s) and guardians. The student and his/her parent(s) or guardian further understand that the student's refusal to submit to a drug screening will be treated in the same manner as if the student had tested positive for banned substances.

The student and his/her parent(s) or guardian may voluntarily consent to participate in the random drug and alcohol testing program and to the disclosure of testing results to the District's Drug Program Coordinator and parent(s) or guardian.

No student shall be penalized academically for testing positive for banned substances during random drug testing. The privilege of being allowed to participate in athletics/extracurricular activities in the Brush RE-2J School District is contingent on the signing of this consent form.

This consent form shall remain in effect for the entire school year. Any revocation of this consent form shall disqualify the student from participating in athletics/extracurricular activities for the remainder of the school year.

I plan to participate in one or more of the following:

☐ Athletic Program: Circle the sports you wish to participate in

VB CC FB SB Boy's Golf

Boys' WR Girls' WR Boys BB Girls BB

Track & Field BSB Girl's Tennis Girl's Golf E-Sports

☐ Extracurricular Activity: List Organizations and/or Clubs

_____

☐ I am volunteering to be placed in the drug/alcohol testing pool.

Signatures & Contact Information Required on the Back of this sheet.

BRUSH SCHOOL DISTRICT
RANDOM DRUG AND ALCOHOL TESTING PROGRAM
CONSENT TO TEST FORM

Student Name:_____ (Please Print)

Current Grade:_____

Student Signature: _____ Date:_____

Parent/Guardian Name:_____ (PleasePrint)

Parent/Guardian Signature:_____ Date:_____

Parent/Guardian Signature:_____ Date:_____

Home Phone:_____

Cell Phone:_____

Work Phone:_____

BSC PARENT TRANSPORTATION PERMISSION FORM

The coaching staff and administration request and prefer that all students ride school transportation to and from all activities. If a parent desires for the athlete to travel in a vehicle not provided by the school district, the parent must submit a written request to the coach and administrator at least 24 hours in advance of the activity. As an additional precautionary safety measure, coaches will assist with these requests by obtaining a written signature and photo ID from the person previously authorized to transport the athlete (on the sign-off sheet). When a parent elects for the athlete to NOT ride school provided transportation, the school accepts no liability for accidents or injury resulting from accidents as a result of the parent's choice of transportation

ALL SIGNATURES MUST BE WITNESSED BY THE COACH OR AN ADMINISTRATOR.

I give my permission for my daughter/son,

_____(Student's name)

to return home with us **OR** with _____

Signature:_____

Today's Date:_____

Links to CHSAA Approved Physical Forms

****Please make sure your athletes and parents use these CHSAA forms when getting a Pre-Participation Physical for the upcoming seasons****

- INSTRUCTIONS Sports Physical /Preparticipation Physical Examination (PPE)
- PPE Form - ALL PAGES 1-4
- PPE Form - ALL PAGES 1-4 - Spanish

Parents need to fill out the History Form below and take to the doctor's appointment

- PPE Form - Medical History Form (PAGES 1-2) *Must be filled out by legal guardian/parent prior to physical examination appointment
- PPE Form - Medical History Form - Spanish (PAGES 1-2) *Must be filled out by legal guardian/parent prior to physical examination appointment
- PPE Form - Physical Examination Form (PAGE 3) *To be completed by provider
- PPE Form - Physical Examination Form - Spanish (PAGE 3) *To be completed by provider
- PPE Form - Student Medical Eligibility Form (Page 4) *To be completed by provider - ONLY FORM TURNED INTO SCHOOL
- PPE Form - Student Medical Eligibility From (Page 4) - Spanish *To be completed by provider - ONLY FORM TURNED INTO SCHOOL
- Athletes with Disabilities Form