



Engage! Inspire! Ignite!

Student Handbook

2022-23 School Year

Home of the Eagles!

Mission

Elevate Academy Nampa is a 6th-12th grade learning environment committed to serving at-risk students. Through purposeful instruction, students will take responsibility for leading their own lives & studying a career track that may include vocational and college paths or a combination thereof.

Vision

Community focused, relevant, personalized education for all.

Core Tenets

- **Beat the Odds** - We believe in supporting every student that meets the at-risk criteria and is disenfranchised in the traditional school setting.
- **Integrated, Purpose Driven Curriculum** - We provide purpose and the “why” behind everything we teach. All learning will come with an explanation, purpose, and application connected to real world skills. Content standards are crosswalked with career pathways.
- **Career Technical Education Focused (CTE)** - We believe every student is capable of succeeding, though that might not come in the traditional, educational setting. Our students will have opportunities through Career and Technical courses that align with local industry to find their passion and become employable upon graduation.
- **Mastery Based, Personalized Education** - We believe in meeting students where they are at in their learning. Taking ownership of their education is vital to being successful in school, and as an adult. Students can master out of content they already know and focus on skills they are learning.
- **Opportunity Driven Focus** - We believe in a system that seeks out, creates, and provides opportunities for students. Elevate Nampa values creating systems that allow students to explore outside of their comfort zone, try new things, gain experience, and confidence as they move forward in their education.
- **Community Driven Education** - We believe we are educating the future workforce and the communities they serve. Community must be a driving force in planning, sustaining, and informing what is needed in the workforce.

Elevate Academy Nampa has an integrated approach for middle school and high school education. The core learning is taught through career opportunities, allowing students to see how the learning connects to life and job skills. We believe that all students, who have the opportunity to engage in school and activities that inspire them, will be more likely to develop habits and dispositions that will lead to success in the workplace and in life.

Facilities

Our buildings are in excellent condition and in order to maintain a safe and orderly environment that is conducive to learning, we need students and staff to work together. Elevate provides individual showers and laundry facilities for students that may need them. The following are important for maintaining a clean and safe environment for everyone:

1. Bags and backpacks will be for Physical Education and after school activities only. They will be placed in provided storage areas within the building.
2. Students will be expected to throw all food and trash in provided garbage cans.
3. During breaks and lunches students will remain in designated areas.

Thank you for helping us take pride in our campus and keeping each other safe.

SF1

SF1.1 Attendance & Truancy

SF1.1.1 Compulsory Attendance

Parents are responsible to ensure their children, who obtain the age of seven (7) prior to the first day of school, attend school or are otherwise comparably instructed until the child reaches the age of sixteen (16).

SF1.1.2 Attendance Standards

The Elevate Academy Board, with recommendation from the administrator, will develop attendance standards aligned with Idaho Code and IDAPA rules for Elevate Academy. In cooperation with the Elevate Academy Board, the Administrator will develop procedures to support the attendance standards.

All absences, including extraordinary and physically excused absences, count toward the 93% attendance standard. By enrolling in Elevate Academy, parents agree to assist the school in enforcing the attendance policy and adhering to the 93% attendance standard. A physician's letter is required for absences due to illness that will cause the student to fall below the 93% attendance standard.

Allowable absences may not exceed 7% of the days during the school year. Additionally, students are not permitted to miss more than one day within a school week. If a student misses more than one day in a school week for multiple weeks they will be considered non-compliant.

The Administration has the discretion to evaluate extraordinary absences and special circumstances which may cause a student to fall below the 93% attendance standard.

********Students that miss Monday thru Thursday will be expected to make up a day that Friday.***

SF1.1.2a

Students who exceed the allowable absences may be recommended for dismissal from the school.

SF1.1.2b

Communication regarding student absence must come from a parent within forty-eight (48) hours of the absence to prevent truancy.

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SF1.1.2d Exceptions

Activities and absences that do not count against the attendance standard include:

1. Field trips/class activities (students that have excessive tardies or absences may not be allowed to participate in field trips or other activities);
2. Bereavement for a member of the immediate family (i.e., father, mother, brother, sister, grandparent);
3. Supportable absences (see SF1.1.3);
4. Illness waiver (confirmed with documentation from a licensed medical practitioner); and
5. Legal (confirmed with documentation from courts)

SF1.1.2e Excessive Tardies

Tardiness is a form of absence and interferes with student learning. Late-arrivals interrupt the learning environment, daily procedures, and will be addressed accordingly. Students arriving after class begins will be considered tardy and must check in at the front desk.

Excessive tardiness may result in:

Students may be required to attend school Friday, administrative discipline, and or required to appear in front of the Elevate Academy Board.

SF1.1.3 Supportable Absences

Supportable absences require prior notification from a parent. The student will be expected to complete the assigned work within a reasonable period agreeable to the teacher(s) of the missed class(es). The following guidelines are used to determine supportable absences:

1. Activities or events organized for continuing competition or as an extension of an approved school Program as approved by the Administrator (i.e., national or international competitions).
2. Court appearance that is verified by official documentation.
3. Professional appointments confirmed with documentation from professional personnel such as counselors, attorneys, etc.
4. Extended educational trips with family or organizations while school is in session. The parent and student requesting this exception must meet the following to get approval for a supportable absence:
 - a. Meet with administration at least two (2) weeks prior to the trip;
 - b. Passing grades in all classes;

- c. Good attendance;
 - d. Request work from teachers and turn in all pre-arranged work on or before the established deadline.
5. Religious observances verified by parents, church officials, or documents.

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SF1.1.5 Habitual Truancy

A student who repeatedly violates the attendance policies of Elevate Academy may be required, along with his/her parents, to meet with administration or attend a board hearing regarding the student's habitual truancy status. The hearing could result in expulsion from the school.

SF1.2 Bullying, Harassment and Intimidation Prevention & Response

SF1.2.1 Intervention

1. Elevate Academy employees are authorized and expected to intervene or facilitate intervention on behalf of students facing harassment, intimidation, and bullying. Intervention will be reasonably calculated to:
 1. Correct the problem behavior
 2. Prevent another occurrence of the problem
 3. Protect and provide support to the victim of the act
 4. Take corrective action for documented system problems related to harassment, intimidation, or bullying.

SF1.2.2 Graduated Consequences

Graduated consequences for a student who commits acts of bullying, harassment, and intimidation will include a series of measures proportional to the act(s) committed and appropriate to the severity of the violation as determined by the Elevate Academy Board. Consequences will be in accordance with the nature of the behavior, the developmental age of the student, and the student's history of problem behaviors and performance, and do need to be followed in order.

1. Graduated consequences may include, but are not limited to:
 - a. Meeting with the school counselor
 - b. Meeting with the administrator and the student's parents
 - c. Detention, suspension or special programs
 - d. Expulsion
2. The graduated consequences are not intended to prevent or prohibit the referral of a student who commits acts of harassment, intimidation, or bullying to available
3. Outside counseling services or to law enforcement, or both, pursuant to Section 18-917A, Idaho Code.
4. Students with disabilities may be afforded additional protections under the Individuals with Disabilities Education Act (IDEA) and Section 504 of the Rehabilitation Act; Elevate Academy will comply with applicable State and Federal law when disciplining acts of bullying, harassment, and intimidation.

SF1.5 Parent Participation in the Educational Process

Elevate Academy will promote the involvement of parents utilizing:

1. A plan for parent participation that is designed to improve parent and teacher cooperation with homework, attendance and discipline
2. A process by which parents may learn about the course of study and review learning materials
3. A process by which parents who object to any learning material or activity on the basis that it harms the child or impairs the parents' firmly held beliefs, values or principles, may withdraw their child(ren) from the activity, class or program in which the material is used.

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SF1.8 School Uniform – Dress Code

It is the policy of Elevate Academy that students dress in a professional manner which is appropriate for an effective and successful educational environment. While recognizing the importance of allowing students to express their individuality through their attire, Elevate Academy is responsible for ensuring that student dress is professional and conducive to a positive and respectful environment for all students. All students, therefore, are required to dress in a manner that promotes a safe and healthy school environment and is not disruptive of the educational climate and process.

***Elevate Academy Administration has the right to use discretion on any student's dress.**

Some basic dress code guidelines include:

1. Students should have a neat, clean, and well-groomed appearance
2. NO articles of clothing that displays bare backs or midsections. No tops with straps less than 3 fingers in width. NO clothing, hats or items that promotes drugs, alcohol, tobacco, violence, lewd or sexual themes.
3. No clothing or accessories that are potentially dangerous (spikes, etc)
4. Clothing should be appropriate for the industry work that student is studying at the time. Industry specific clothing may be required.
5. Clothing or any item brought to school, such as outer wear, backpacks, lunch boxes, notebooks, jewelry and hair pieces, are devoid of any insignias, patterns, graphics, writing or messages that are obscene or relating to drugs, alcohol, tobacco, any illegal activity or any sexual innuendos;
6. ***Gang attire of any kind is strictly prohibited. Elevate Academy will work very closely with the Nampa Police Department for the latest trends in gang activity. This includes, but is not limited to, garments that are suggestive, colors, bandanas or belts that have gang symbols or innuendos on them; or any other trends that are symbolic of gang activity.***
7. Special days that would not adhere to certain portions of this dress code may be allowed with the permission of the Administrator and announced in advance.

SF1.9 Student Drug, Alcohol & Tobacco Use

Elevate Academy recognizes that drug, alcohol and tobacco use is detrimental to a state of well-being and undermines the aim of education, which is to enable individuals to develop to their full potential. In addition, the use of chemical substances – including alcohol, tobacco, and controlled substances – creates economic and legal problems. Therefore, students will not use, possess, sell, buy, or distribute drugs, including alcohol, tobacco, controlled substances, or related paraphernalia, on school premises.

Disciplinary action will be taken when deemed necessary and appropriate and may include expulsion from the school. ***Students that have committed alcohol and or drug infractions at Elevate Academy or at a previous school may be required to take a drug test.*** Elevate Academy's Career Technical Equipment can be very harmful to one's self and others when under the influence of drugs or alcohol. To maintain a safe environment, students will be held to professional standards which include no drugs and alcohol.

SF1.9.1 Drug Free School Zone

In accordance with federal law, the Elevate Academy Board hereby establishes a "Drug-Free School Zone" that extends 1000 feet from the boundary of any school property. Elevate Academy Board prohibits the use, possession, concealment, delivery, or distribution of any drug or any drug-related paraphernalia at any time on school property, within the Drug-Free School Zone, or at any school-related

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event. Furthermore, the Administrator will take the necessary steps to ensure that an individual, eighteen (18) years of age or older, who knowingly delivers or distributes controlled substances so designated and prohibited by State law within the Drug-Free School Zone is prosecuted to the fullest extent of the law.

The Administrator will prepare guidelines for the identification of drug use at Elevate Academy. Such guidelines will emphasize the prevention of drug use and include a statement to students that use of illicit drugs and the unlawful possession of alcohol is harmful.

SF11 Transportation

SF1.11.1 Provided by Elevate Academy

Elevate Academy provides transportation in a specific geographical location. If a student lives within the geographical location, he/she will receive information regarding the location of his/her bus stop, bus number, and pick-up and drop-off times. Elevate Academy will comply with all Idaho laws and rules regarding student transportation.

SF2.4 Electronic Devices & Technology for Students

Elevate Academy utilizes an electronic devices and technology policy for students that is:

SF2.4.1 Partial Use

Students may only use electronic devices on school property or at school-sponsored activities with prior authorization. However, even with prior approval, students may not use such devices to access and/or view internet websites, including Social Media.

1. Networks that are otherwise blocked to students at school or to take part in any activity prohibited in the Elevate Academy's acceptable use policy (refer to SF2.9 Internet & Online Access – Acceptable Use). The use of Electronic Devices with built-in cameras is always prohibited in locker rooms, bathrooms, and locations in which inappropriate or privacy violating images may be obtained.

Elevate Academy is not responsible for theft, loss, damage, or vandalism to electronic devices brought onto school property. Possession of electronic devices by a student is a privilege, which may be forfeited by any student who fails to abide by the terms of this policy or otherwise engages in misuse of this policy.

SF2.5 Field Trips

Field trips are meaningful activities away from the school and are a privilege for students to attend. Thus, a student may be denied field trip privileges for misbehavior and/or delinquent assignments.

The following guidelines govern field trips:

1. All field trips must have curricular relevance as they are considered part of the school day.
2. All Elevate Academy parents will be asked to sign a year- round field trip permission slip as field trips are a big part of Elevate Academy's instruction.
3. As representatives of Elevate Academy, all participants of the field trip are expected to obey all rules and exhibit appropriate behavior.

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4. The school faculty member or employee designated to supervise the field trip is responsible for ensuring that all students are accounted for on departure, arrival at destination(s), and on return to the school, except those brought by their own parents.
5. No student can leave the field trip with anyone other than his/her parent/guardian without prior notice being given to the teacher and the school
6. When a bus is required for transportation, all students must ride either on the school bus or with their own parent or guardian.

SF2.9 Internet & Online Access – Acceptable Use

Elevate Academy has taken all reasonable precautions to ensure safe access to the internet. A filter is utilized to limit access to questionable material. However, one hundred percent internet safety cannot be guaranteed and some content which may be offensive may still be accessible. We recommend parents and students have continual and meaningful discussions regarding safe internet use throughout the year. Elevate Academy Board will file an Acceptable Internet Use Policy with the State Superintendent of Public Instruction every five (5) years and will inform the public annually that administrative procedures have been adopted to enforce the policy.

SF2.9.1 Privileges

Use of school computers is a privilege and an integral part of the educational program for all students. Nevertheless, computer services provided by Elevate Academy are not intended for personal or private use, and students have no expectation of privacy of electronic data. Elevate Academy will use filters to block access to obscene and harmful materials, and monitor, log, and may review any or all files and/or messages.

SF2.9.2 Specific Guidelines

Students must adhere to the following guidelines when using school computers and internet resources:

1. Elevate Academy will provide a written form for a parent to opt their child(ren) out of the use of school computers and internet resources.
2. Student use should be in a manner consistent with Elevate Academy policies, the mission of the school, and good student citizenship.
3. Student use is for educational and career development activities, not for personal use.

4. No student is to be identified over the internet by full name, photograph, etc. without specific written permission from the parent, and even then, only under certain circumstances.
5. Students should immediately report any of the following to the instructor or a member of staff:
 - a. Messages that are inappropriate or make the student feel uncomfortable
 - b. Damage to equipment or equipment failures
 - c. Possible security problems
 - d. Accidental access to unauthorized or unacceptable sites
6. Students will observe network etiquette which is based on politeness and the use of appropriate language.
7. Students remain responsible for individual use, including taking reasonable precautions to prevent others from using personal accounts and keeping passwords private.

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8. Elevate Academy will be the final authority on use of the network. Appropriate disciplinary action will be taken against any student who willingly and knowingly violates this policy as determined by the Administrator.

SF2.9.3 Prohibited Use

The following uses are prohibited. No student will knowingly use school computers, equipment, or facilities to:

1. Defame, demean, harass, or intimidate another person;
2. Access, review, upload, download, store, print, post, or distribute pornographic, obscene, or sexually explicit material or any information that is inappropriate in the educational setting;
3. Transmit or receive obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, discriminatory, disrespectful, or sexually explicit language;
4. Engage in hacking activities in any form. This includes, but is not limited to, corrupting, destroying, or bypassing built in filters, or manipulating system data or changing computer configurations, which includes modifying wallpapers, icons, desktop themes or styles;
5. Intentionally seek information on, or obtain copies of, or modify files, other data, or passwords belonging to other users, or misrepresent other users on the network;
6. Reveal his/her personal address or phone number or the personal addresses or phone numbers of others;
7. Engage in illegal activities;
8. Introduce viruses, worms, trojan horses, time bombs, or any other detrimental programs or software to the network;
9. Send or receive email using personal accounts or mass emails using school provided accounts;
10. Engage in any activity that requires an exchange of money or credit card numbers, or enter an area of service for which the school will be charged an additional fee;
11. Participate in chat rooms, instant messaging, or interactive on-line games or activities unless directed by a teacher;
12. Install copyrighted software without the copyright holder's permission, or games, audio files, video files or other applications (including software and freeware) without written permission or approval from the Administrator;
13. Misrepresent one's identity or use another's identity in any form of electronic communication;

14. Participate in electronic gaming of any kind, unless directed by a teacher in the pursuit of learning;
15. Engage in activities for personal gain, commercial solicitation and compensation of any kind, or to show support or opposition for ballot measures, candidates, or any other political activity; or
16. Erase, expire, or reset memory cache, web page links, or HTTP location history;

SF2.9.4 Disclaimer

Use of school computers and Internet resources is at the user's own risk. Elevate Academy makes no warranties of any kind, whether express or implied, for the service it is providing. Elevate Academy will not be responsible for any damages users may suffer, including, but not limited to, loss of data resulting from delays, non-deliveries, miss-deliveries, or service interruptions, regardless of cause. Elevate Academy specifically denies any responsibility for the accuracy or quality of information obtained

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through the Internet. Elevate Academy will not be responsible for financial obligations arising from unauthorized student use of the system.

SF2.10 Medication Disbursement

Where possible, parents should try to schedule medication administration at home. If this is not possible, parents must fill out a medication disbursement permission form and give it to the Administrator/Secretary or his/her designee. All medications, both prescription and over-the-counter, must be in the original containers with the time and dosage clearly marked. In life-threatening circumstances, students and their parents may obtain prior written permission from the Administrator to carry and self-administer emergency medications (e.g., severe asthma or allergy management). No student may self-administer medication including cold-medicine or pain medications.

SF2.11 Closed Campus

SF2.11.1 Closed Campus

The safety and security of students is a primary concern of the Elevate Academy. To keep our students in a supervised, safe, and orderly environment, Elevate Academy Board established a "closed campus" at Elevate Academy. Once students arrive at school, they must remain on campus until the end of the school day unless they have brought written authorization from their parent and received permission from school authorities to leave campus during school hours for a specific purpose. Students who leave campus without such authorization will be classified as truant and subject to disciplinary action.

SF2.12 Private Property & Student Searches and Interrogations

SF2.12.1 Interrogations

Elevate Academy administration will make every reasonable attempt to notify parents prior to permitting any person from outside the school, including law enforcement officials, to question or detain a student. In no circumstance will a student be questioned or detained without the presence of either a parent or school official; the school having legal custody of the student during the school day and during approved extra-curricular activities must ensure that each student's rights are protected.

SF2.12.2 Searches

All school property is under the control of the administration. A search may be made of school property (including, but not limited to lockers), at the discretion of the administration, when a reasonable suspicion arises that items considered illegal, disruptive or a general nuisance to the educational process are being kept at the school.

The administration will detain a student if there is a reasonable suspicion that a student has drugs, weapons, explosives, or other dangerous contraband in his/her possession, and if such possession constitutes a clear and imminent danger to the safety and welfare of the student, other persons or school property. Further, the administration will notify parents and the appropriate law enforcement agency of illegal possession of such materials.

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SF2.14 School Closures & Delays

While emergency closings occur infrequently, Elevate Academy is prepared for the unlikely event that the building systems could malfunction rendering the building unfit for occupation or for weather which makes it necessary to send children home. During severe weather, families should check the school's website or local radio and TV stations for announcements regarding school closings or delayed openings. Parents should listen for the specific mention of Elevate Academy in a school closure announcement to determine whether the school is in operation. The following two alternatives are available for "severe weather" days:

1. School Cancellation: Notification of school cancellation will be provided through local radio and TV stations.
2. Delayed Start: A delayed start occurs when the school day begins later than usual. A delayed start will be announced on local radio and TV stations. School will dismiss at the regular time regardless of a delayed start.

SF2.16 Student Academic Accountability

All students are capable of learning to accept responsibility for their own education and behavior by arriving on time, turning in all classwork on time, being prepared with class supplies, and taking responsibility for their actions. Our policies encourage discipline, hard work, cooperation, decision-making and acceptance of the consequences for decisions made. Such policies, and a clear understanding of academic expectations, help students to take ownership of their quest for intellectual personal growth. A student's sense of alignment between their own personal educational goals and those of the school will further reinforce the student's desire to accept responsibility for his/her education.

SF2.16.1 Homework

At Elevate Academy, all homework directly supports and enhances in-class learning. Homework also gives students a chance to see if they have mastered certain skills. Homework should be viewed as practice time and used as an opportunity to reinforce classroom learning, master skills, and learn from mistakes. Each student is always expected to do his/her best work when completing homework. Homework will be graded for completion and corrected for accuracy, depending upon the subject.

Some assignments, such as projects, papers, reports, etc. will be graded for the child to demonstrate proficiency.

Guidelines have been established for the assignment of homework. Careful consideration is given by teachers as to the quality and amount of homework assigned so as to reinforce classroom learning, achieve mastery of skills and concepts, and eliminate unproductive and ineffective homework.

SF2.18 Student Conduct – Rights & Responsibilities

Elevate Academy Board seeks to provide an educational environment that respects the dignity and value of the individual student and Elevate Academy employee. While students have the right to express concerns, grievances, and viewpoints before school officials and fellow students, school officials may govern the time, place, and manner of such activity. At no time are students allowed to engage in speech

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or expression that is defamatory, illegal, invades or threatens to invade the rights of others, presents the likelihood of substantial disorder, or is disruptive to the educational process.

Language that is profane, vulgar, lewd, obscene, threatening, disruptive, discriminatory, unprofessional or offensive in nature is prohibited on school premises, at school activities or events without regard to location, or on school sponsored transportation.

Use of such language may result in progressive discipline of the student to be established by the administration. In all circumstances, the Administrators may elect to take an incident directly to Elevate Academy Board for expulsion, depending on the severity of the incident.

SF2.19 Student Discipline

Students at Elevate Academy are expected to be respectful to one another at all times. Elevate Academy will have a zero tolerance for fighting. Instigating a fight or verbal confrontations will be dealt with in a manner appropriate to the offense. Physical altercations will be considered an expellable offense.

Traditional Disciplinary Measures

Traditional disciplinary measures include, but are not limited to:

1. Loss of student privileges
2. Loss of bus privileges
3. Temporary removal from the classroom
4. Clean-up duty
5. Detention, including Saturdays
6. Meeting with the student and the student's parents
7. Suspension
8. Expulsion
9. Restitution for damages to school property
10. Notification to juvenile authorities and/or police

No person who is employed or engaged by Elevate Academy may inflict or cause to be inflicted corporal punishment on a student. Corporal punishment does not include, and Elevate Academy personnel are permitted to use, reasonable force as needed to maintain safety for other students, school personnel or other persons, or for self-defense.

SF2.19.2 Alternative Disciplinary Measures

Alternative disciplinary action is discipline other than traditional suspension or expulsion from school that is designed to correct and address the root causes of a student's specific misbehavior while retaining the student in class or school, or restorative school practices to repair the harm done to relationships and persons because of the student's misbehavior.

Alternative discipline includes, but is not limited to:

1. Reflective activities, such as requiring the student to write an essay about the his/her misbehavior
2. Mediation when there is mutual conflict between peers, rather than one-way negative behavior
3. Counseling

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4. Anger management
5. Health counseling or intervention
6. Mental health counseling
7. Participation in skills building and resolution activities, such as social-emotional cognitive skills building, resolution, and restorative conferencing
8. Diversion or use of juvenile specialty courts
9. Behavioral management plans
10. Corrective instruction or other relevant learning or service experience
11. Community service
12. In-school detention or suspension, which may take place during lunchtime, after school or on weekends.