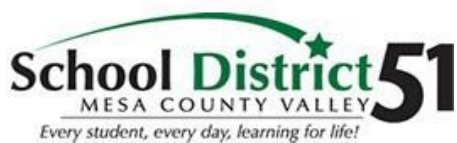




# Parent/Student Handbook

600 N. 14<sup>th</sup> St., Grand Junction, CO 81501  
(970) 254-6393  
Fax (970) 243-4723



# Welcome & Introduction

Dear Grand River Academy Family:

Welcome to Grand River! The staff at Grand River Academy is excited to begin this educational journey with you and your family. Grand River Academy is a Mesa County District 51 school. While schooling at home and on site you will be supported by Colorado licensed teachers and the core knowledge curriculums from K12 for grades Kindergarten through 5<sup>th</sup> and Odysseyware for grades 6<sup>th</sup> -12<sup>th</sup>.

This handbook is designed to provide assistance, policies, procedures, and responsibilities as you navigate through this school year. Additional District policies can be found at:

<http://www.mesa.k12.co.us/parents/documents/StudentHandbook.pdf>

If discrepancies in these two sources of information occur, this handbook's information will apply. If updates are made to the handbook during the year, the updated version will be posted to the school website. Please do not hesitate to contact your teacher or the staff at Grand River Academy with any comments or questions.

We know you have a choice of schooling options and are glad you feel this model will be a good fit for your family. Best wishes for a great year!

## Mission Statement

An innovative academic learning community that inspires learners to grow into empowered citizens.

## Vision Statement

An empowered learning community driven by challenge, curiosity, and compassion.

## GRA Staff Contact

### Administrative Staff

Principal k-12      Steve States      [Steve.States@d51schools.org](mailto:Steve.States@d51schools.org)

### Counseling

Counselor      Michelle Haptonstall      [Michelle.Haptonstall@d51schools.org](mailto:Michelle.Haptonstall@d51schools.org)

### Support Staff

Principal's Secretary      Pam Spitzer      (970) 254-6393      [Pam.Spitzer@d51schools.org](mailto:Pam.Spitzer@d51schools.org)

Registrar-Attend. Secretary      Becky Wyatt      [Becky.Wyatt@d51schools.org](mailto:Becky.Wyatt@d51schools.org)

Progress Monitor      Lori LeFebre      [Lori.LeFebre@d51schools.org](mailto:Lori.LeFebre@d51schools.org)

Reengagement Specialist      TBD      TBD

Nurse      Megan Murray      [Megan.Murray@d51schools.org](mailto:Megan.Murray@d51schools.org)

Health Assistant      Julia Reiner      [Julia.Reiner@d51schools.org](mailto:Julia.Reiner@d51schools.org)

School Psychologist      Karin Vermeulen      [Karin.Vermeulen@d51schools.org](mailto:Karin.Vermeulen@d51schools.org)

### Teachers

Elementary      Karla Durmas      [Karla.Durmas@d51schools.org](mailto:Karla.Durmas@d51schools.org)

MS social studies      Neil Kuiken      [Neil.Kuiken@d51schools.org](mailto:Neil.Kuiken@d51schools.org)

MS math/science      Katie Peterson      [Katie.Peterson@d51schools.org](mailto:Katie.Peterson@d51schools.org)

MS English      Betsy Warner      [Betsy.Warner@d51schools.org](mailto:Betsy.Warner@d51schools.org)

HS social studies      Ken Ahrens      [Ken.Ahrens@d51schools.org](mailto:Ken.Ahrens@d51schools.org)

HS math      Tilisa Clement      [Tilisa.Clement@d51schools.org](mailto:Tilisa.Clement@d51schools.org)

HS math      Ann Peterson      [Ann.Peterson@d51schools.org](mailto:Ann.Peterson@d51schools.org)

HS English      Randi Overturf      [Randi.Overturf@d51schools.org](mailto:Randi.Overturf@d51schools.org)

HS English      Sonja Predovich      [Sonja.Predovich@d51schools.org](mailto:Sonja.Predovich@d51schools.org)

HS science      Paul Stoner      [Paul.Stoner@d51schools.org](mailto:Paul.Stoner@d51schools.org)

Gifted & talented      Brenda Chinn      [Brenda.Chinn@d51schools.org](mailto:Brenda.Chinn@d51schools.org)

KPP teacher	Roxy McManus	<a href="mailto:Roxy.McManus@d51schools.org">Roxy.McManus@d51schools.org</a>
Special Education	Larry Robbins	<a href="mailto:Larry.Robbins@d51schools.org">Larry.Robbins@d51schools.org</a>
K12 Helpline	(866) 512-2273	<a href="http://webform.k12.com/webform">http://webform.k12.com/webform</a>
Odysseyware	(877) 251-6662	<a href="http://www.odysseyware.com">http://www.odysseyware.com</a>

## Table of Contents

Welcome & Introduction .....	2
GRA Staff Contact.....	3
Table of Contents .....	5
Enrollment/Application Process .....	6
Attendance: Onsite and at Home Instructional Time .....	6
Crossovers and Extra-curricular.....	6
School Calendar .....	7
Parent-Teacher Communications .....	7
Learning Coach/Parent/Student Responsibilities .....	7
State and District Assessments.....	7
Truancy Policy.....	8
Schedule Changes and Dropped Classes .....	8
Graduation Requirements.....	8
Students at Risk: Multi-Tiered Systems of Support (MTSS).....	8
Problem Resolution .....	8
School Property .....	9
Optional Outings .....	9
Academic Integrity .....	9
Plagiarism .....	9
Bullying Policies .....	10
Signature Page .....	11

## Enrollment/Application Process

1. Contact our front office and make an appointment to interview.
2. Parents and students attend scheduled interviews.
3. Parents must fully complete the enrollment packet and submit all required documentation before enrollment is accepted.
4. Complete on-site orientation.

\*Failure to provide all requested information will delay the enrollment process.

### Non-Acceptance Policy:

Grand River reserves the right to decline any applicant due to the following, but not limited to:

- No access to a personal computer from residence.
- No access to the internet from residence.
- No available learning coach.

## Attendance: Onsite and at Home Instructional Time

Grand River Academy students and parents are expected to log in every day that there is school assigned. There can be flexibility within the week of when those days and hours occur. The Grand River Academy reporting school year follows the current District 51 high school calendar. K-12th graders will need at least 30 hours/week, combined onsite/at home, recorded attendance. The elementary learning coach must log the amount of time a student worked.

Students in grades K - 12 are required to be onsite a minimum of one day a week. If a student is identified as needing extra support, he/she will be required to attend additional time/days on campus.

If students are under the required days and/or hours of attendance and/or progress, steps may be taken to remedy the problem or Grand River may be determined an inappropriate schooling choice for that student.

If the student will be absent during a scheduled onsite day, contact the school to report the absence.

## Crossovers and Extra-curricular

Up to two crossover courses at the neighborhood middle and high schools are an option. Obtain crossover forms from the counselor. Students are always welcome to participate in extra-curricular activities at the neighborhood school including sports activities. High school students are also able to earn elective credit through employment, volunteering, and/or service learning. See the counselor for more information.

# School Calendar

The school calendar can be viewed at [GRA Calendar](#). The online school is available 24 hours/day 7 days a week.

## Parent-Teacher Communications

The teacher is the first point of contact for the parents with all issues regarding school. In addition to phone, computer, and face-to-face visits, e-mail will be a primary source of contact between the Grand River Academy teacher and the parents. Therefore, parents are encouraged to check their voice-mail and e-mail messages. Parents are asked to promptly reply, as needed, to any correspondence received from Grand River Academy. Grand River Academy teachers will reply in a timely manner.

**Parents and students are expected to immediately notify the school if email addresses or phone numbers change.**

One of the strongest points of the school's program is the communication between teacher, learning coach, and student to ensure each student's educational progress. Parents may be asked to participate in scheduled conferences with their Grand River Academy teacher(s). Parents/students are expected to keep scheduled conferences, or provide notice if a cancellation is necessary and reschedule a new appointment (at the time of cancellation).

## Learning Coach/Parent/Student Responsibilities

- Ensure internet connection and computer are available.
- Attend orientation sessions.
- Daily check communication from teacher(s) and respond as needed.
- Complete the daily scheduled lessons in K12 or Odysseyware.
- Record actual daily attendance time for each K12 course. (k-5)
- Check your student's progress daily.
- Transport your child to required testing, onsite courses, and additional academic support opportunities.
- Attend conferences and/or requested meetings.
- Complete parent and student surveys

## State and District Assessments

Grand River Academy will participate in the scheduled proficiency tests of all public schools in Mesa County School District 51. These tests will differ depending on the age and grade of the student. The data collected from standardized assessment is used in a number of ways by the parent, teacher, and in the evaluation of the effectiveness of our program. All individual results are also provided to the parent of each student. More information can be found at the following link: [Test information](#).

# Truancy Policy

Grand River Academy follows the district and state guidelines on student attendance. This can be found at the following link:

[District Student and Parent Handbook](#)

Grand River Academy teachers and administration will monitor student attendance and progress. Failure to follow the district or state guidelines will result in a formal referral to district attendance office.

## Schedule Changes and Dropped Classes

Contact counselor and instructor of course.

## Graduation Requirements

Grand River Academy follows the District 51 graduation requirements.

## Students at Risk: Multi-Tiered Systems of Support (MTSS)

- MTSS services at Grand River Academy are available for students who have been identified as “at-risk” academically, socially, or emotionally.
- MTSS is based on the concept of providing instructional and behavioral strategies that are matched to the student’s needs, and those needs are monitored on a scheduled basis.
- MTSS and parent(s) will determine next steps that may include additional time onsite or individual interventions.

How to request MTSS assistance and what to expect:

- 1st: The learning coach can request that the teacher file a referral for the MTSS team to review.
- 2nd: The MTSS facilitator will set up an initial meeting with the learning coach and the teacher(s) to review the needs of the student.
- 3rd: After the team meets and reviews the given information, an intervention plan will be considered.
- 4th: The MTSS team will review the case and make recommendations.

## Problem Resolution

Grand River Academy is interested in achieving and fostering student/family empowerment. The Grand River Academy teacher is the first point of contact. If a concern is unresolved, please contact the principal. The appropriate persons will address student or family grievances fairly and in a timely manner.



## School Property

Grand River Academy allows use of materials, books, onsite electronic devices, and other curricular supplies. These materials are school property and must be kept in good condition. Parents are responsible for the repair or replacement of all lost, stolen or damaged school property.

## Optional Outings

Grand River Academy will offer optional outings for students and families that enhance curriculum, learning, and social opportunities. Parents may be responsible for transportation and fees associated with optional outings. Grand River Academy parents and students are expected to conduct themselves appropriately at all optional outings. Parents may be asked to accompany their students.

## Academic Integrity

Assignments, including quizzes and tests, are a critical part of any academic program. They offer important information about a student's progress toward mastery. This information is helpful only if accurate and represents authentic student work. Student will not copy or redistribute any part of the curriculum. Student will not plagiarize in any way.

## Plagiarism

Written work should be completely free of plagiarism. Plagiarism is copying or imitating the language, ideas, and thoughts of another writer and passing them off as your own original work and is academic dishonesty. Specific examples of plagiarism include but are not limited to:

- Copying, paraphrasing, or summarizing another person's work without citing that source.
- Using material, including photographs, from the internet or any other source and representing as your own, even if you have changed some of the words.
- Having someone else write the assignment or rephrase any portion of that assignment.
- Directly copying or rephrasing student aids (Cliff Notes, Spark Notes, Brainly, etc.), critical sources, or reference materials including textbooks and Odysseyware courses in part or whole without acknowledging those sources.

Put simply, always give credit where it is due. Be sure to ask your teacher if you have questions regarding citing sources. Schools have web tools available to check for student plagiarism.

### Consequences

The student and/or parent will be contacted by a teacher. The student will not receive credit for the plagiarized assignment but may be allowed to redo the assignment for full or partial credit at the discretion of the teacher. A student who fails to abide by these standards will be reported to the school principal and will be subject to disciplinary action.

## Bullying Policies

All forms of bullying/cyberbullying are unacceptable and offenders shall be subject to appropriate staff intervention, including administrative discipline. Bullying includes, but is not limited to: harassing, teasing, intimidating, threatening, or terrorizing another student or staff member, sending or posting inappropriate or derogatory e-mail messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which have the effect of:

- Physically, emotionally or mentally harming a student;
- Placing a student in reasonable fear of physical, emotional or mental harm;
- Placing a student in reasonable fear of damage to or loss of personal property; or
- Creating an intimidating or hostile environment that substantially interferes with a student's educational opportunities.

# Signature Page

You have just reviewed the Grand River Academy Student/Parent K-12 Handbook. We have attempted to cover all the important rules, regulations, and procedures that will be in effect during this school year. Your success at the school will be equal to your effort and desire.

## Parent/Student Acknowledgement of Expectations and Obligations

### Guardian

- I will make certain that my student stays on track with weekly work completion and concept mastery.
- I will read and reply to school communications.
- My student will have daily access to a computer and the internet.
- I understand and agree that my student is REQUIRED to be onsite for their scheduled days and times, and I am responsible for transportation.

### Student

- I will stay on track with weekly work completion and concept mastery.
- I will read and reply to school communications.
- I will ask for help when needed.
- I agree to attend onsite on my scheduled days and times.

**In addition to these expectations, all students are responsible for the entire Mesa County Valley School District 51 Conduct and Discipline Code as well as all Board Policies.**

Please sign and return the bottom section of this page to the Grand River Academy.

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(This bottom section must be returned to the School.)

We have read and reviewed the Grand River Academy School Parent-Student Handbook. In signing, we indicate an awareness and understanding, and agree to follow, the school practices and procedures set forth herein.

Student's Printed Name: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Parent's Printed Name \_\_\_\_\_

Parent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Sign and return to: Grand River Academy  
600 N. 14<sup>th</sup> St.  
Grand Junction, CO 81501

\*\*You may also scan this signature page and fax it to our office at (970) 243-4723.