

# SpurVirtual



## *ACADEMY*

### **K-8th Grade**

### **Student Handbook**

### **2023-2024**



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# Venture Upward



## Welcome

Hello Spur Virtual Academy Family,

Welcome to Spur Virtual Academy. We are the official virtual program for Fremont County School District #25, providing a comprehensive online learning option to our students. We have recently expanded to include students across the state. It is going to be an amazing year, and we can't wait to work with you.

Spur Virtual Academy is a fully accredited education program housed within the Fremont County School District #25. In addition, all Venture Upward teaching staff are Wyoming certified. SVA utilizes a research-based curriculum from Edgenuity.com and Venture Upward in combination with support from live instructors to provide students with individualized learning plans. This combination allows for a highly customizable, unique learning experience. To learn more about our new partner, Venture Upward, please visit their website at [ventureupward.org](https://ventureupward.org).

As with traditional students, SPUR students who complete their yearly required coursework will be promoted to the next grade level. Since we are certified K-12, this also means our students can complete and earn a full high school diploma from Fremont County School District #25. This handbook will focus on our K-8 program, but the 9-12 handbook is also available upon request.

SVA students' schedules range from fully online to one that is a combination of online and traditional courses. Since we are a part of FCSD #25, Spur Virtual Academy students also have access to all clubs, co-curricular and extracurricular activities offered by each school.

We look forward to getting to know you and your child. If you have any questions or need more information, my contact number is listed below.

For the brand,

Justin Taylor  
Frontier Academy Principal/Spur Virtual Academy Director  
(307) 856-9192  
[jutaylor@fremont25.org](mailto:jutaylor@fremont25.org)

**Mission**– Educate, Empower, Inspire

**Vision**–Expand instruction to an ever-diversifying student population in order to best serve our community.

### Program Information

Spur Virtual Academy 124 N. 5th West Riverton, WY 82501 <a href="http://www.fremont25.org">www.fremont25.org</a>	Director: Justin Taylor jutaylor@fremont25.org (307)856-9192 7:30am-3:30pm, M-F
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### UPCOMING IMPORTANT DATES

April 1	Early application window opens for 2023-24 school year for current Spur students who are eligible for re-enrollment
May	Application window opens for 2023-24 school year for all other prospective students
Aug 15-19	Student/family orientation week (must attend one of these meetings to be enrolled)
Aug 22	Start of 1st semester
Aug 31	Application window for 2023-24 school year closes.
Sep 1	Additional student/family orientation meeting (for any late additions)
Sep 4	No school
Oct 9-10	No School Teacher Inservice
Oct 20	End of 1st quarter
Nov 20-24	No school
Dec 1	Applications open for new students starting 2nd Semester
Dec 15	8am All courses need to be completed.
Dec 18-20	Students communicate with teachers to see if they can redo any assignments.
Dec 20	End of 2nd quarter & Parent Coffee
Dec 21-Jan 1	No school
Jan 2	Teacher Inservice
Jan 3	Start of 2nd Semester
Jan 5	2nd semester application deadline
Jan 9	New student/family orientation for 2nd Semester additions
Jan 15	No school
Jan 25-26	No school Teacher inservice
Feb 19	No School
Feb 23	Teacher Inservice
Mar 15	End of 3rd quarter & Parent Coffee
Mar 25-Mar 29	No school
April 1	Teacher Inservice
April 1	Early application window opens for 2023-24 school year for current Spur students
May 1	Application window opens for 2023-24 school year for all other prospective students
May 20	8am All courses need to be completed.
May 21-25	Students communicate with teachers to see if they can redo any assignments.
May 25	End of 4th quarter & Spur Celebration

Weekly note: We will have weekly activities for the students to participate. Look for information as we get those organized.

# ENROLLMENT/REGISTRATION

Enrollment in Spur Virtual Academy (SVA) begins with ensuring students are registered with FCSD #25. Parents/guardians of returning students will receive an email with a link to update your student registration information as well as a letter from your school with your child's Enrollment Express information. Families with new students can access the Enrollment Express registration information on the district website.

[Click here for the Fremont25 district website](#)

All prospective students must then fill out the Spur Virtual Academy application. The window to apply runs from May 1st to August 31st. Current SVA students have access to an early application window beginning April 25th.

[Click here to apply to Spur Virtual Academy](#)

## Individuals with Disabilities Education Act (IDEA) Eligible Students

At the time of enrollment, all Caretakers who indicate their students have special needs are asked to submit a copy of the student's most recent Individualized Education Program (IEP) and Evaluation Report. It is important that the IEP is current and complete and that any educational assessments and evaluation reports that support the IEP are also submitted. The proposed student's IEP will be reviewed by the IEP team to determine the most appropriate placement for the student to receive the required services. The type, frequency, duration, and intensity of services are the paramount factors determining whether or not a virtual setting is an appropriate setting for students receiving Specialized Instruction. A Virtual Learning Environment is not the Least Restrictive Environmental setting for all Specialized Instruction, IEP teams will ultimately make this decision, as it is a change in an educational setting.

SVA does not assume responsibility for services or resources for students with undocumented disabilities.

## Section 504 Eligible Students

Caretakers of students with Section 504 plans seeking to enroll in SVA are asked to submit a copy of the Section 504 plan during the enrollment process. The proposed student's 504 plan will be reviewed by the SVA Director and 504 Coordinator to determine the most appropriate placement for the student to receive the required services.

Please be aware that a virtual environment is not the appropriate educational setting for every child. It is important to discuss your child's needs with SVA staff members to determine appropriateness. For additional details on enrollment requirements, stipulations, or our program, please contact the SVA Director, Justin Taylor, at (307)856-9192. One application must be submitted per student seeking to enroll. The application form does not guarantee enrollment or commit the student to attending Spur Virtual Academy.

## Wyoming High School Activities Association (WHSAA)

SVA students are eligible to compete in Wyoming High School Activities Association-endorsed sports activities provided they meet all eligibility requirements. Students transferring to SVA from another high school

may be subject to one year of ineligible status for Varsity level sports (6.0.0 PARTICIPANT ELIGIBILITY RULES AND REGULATIONS <http://www.whsaa.org/handbook/handbook.asp>).

## SVA Location

Most of the learning will take place in the home, as students, parents, and other responsible adults interact with qualified teachers, a world-class curriculum, and a state-of-the-art instructional system. Spur Virtual Academy does have an official space for test proctoring and tutoring needs, in the Tonkin Activity Center building, 124 N. 5th West. Tutoring will be provided virtually as requested for students in K-8th grade.

## Attendance and Engagement Expectations

Spur Virtual curriculum allows real-time tracking of students' attendance and course progress. Daily time spent within the curriculum and course progress is required for students to remain in good standing at SVA. Expected weekly progress is 3% for year-long courses and 6% for semester courses. A typical student spends 4-6 hours each day on coursework, progressing a minimum of 3% each week in each course. Failure to maintain consistent weekly progress may constitute truancy. Truancy is defined for SVA students as not regularly participating in lessons as prescribed by the Virtual School and is a violation of Wyoming Law.

Lack of academic progress for one week will result in the student being referred to the Student Success Team (SST). The goal of the tiered interventions is to help the student and family improve student engagement and complete his/her courses. If a student does not improve, he/she will be removed from SVA and returned to on-campus classes at their home district; K-5, this will happen immediately and 6-8 at the quarter.v

Students who are not meeting daily and weekly expectations will be counted absent, marked VLA (Virtual Learning Absent) in PowerSchool. Students who are marked VLA in their classes for 10 consecutive days will be dropped from Spur Virtual Academy. In addition, students with habitually poor attendance will be removed from SVA.

## Student Success Team Support

The purpose of the SST is to problem solve and to find adaptations in the general education setting that allow a student to be successful in that setting.

The Student Success Team, also commonly called a Student Study Team (SST), is a positive, team-oriented approach to assisting students with a wide range of concerns related to their school performance and experience. It is a process that is part of MTSS, the Multi-Tiered Systems of Support. The purpose of the SST is to identify and intervene early in order to design a support system for students having difficulty in the general education setting (Tier 1).

A variety of interventions may be implemented at any given time during the SST process. For example, the team may help students create a schedule that will allow them to plan their time to be most productive in an online learning environment. Coaching may be provided to parents to increase or modify at-home support. Moderate and intensive tutoring may also be put into place.

An SVA administrator, a teacher, a Venture staff member, or a parent can make a referral for an SST. The team usually consists of a parent, teacher, administrator, and support personnel from the school. Students may also be included depending on their age. Sometimes a special education teacher will also participate in giving his or her perspective and support. A withdrawal determination can also be made in the SST setting if interventions are unsuccessful in helping a student improve their academic performance or engagement.

The SST meeting provides everyone with an opportunity to share concerns and develop a plan. The interventions agreed upon will vary depending on the child's needs. If those interventions are unsuccessful, more intensive interventions may be required at Tier 3. If necessary, the SST team may try to determine if the child is struggling due to needs that should be addressed with specially designed instruction, with a referral from Venture Upward to the special education team at SVA.

Follow-up meetings are scheduled once per month to ensure that the plan is working and to make adjustments to ensure student success. A follow-up meeting can be scheduled sooner when warranted and on a case-by-case basis. The Student Success Team is an efficient and effective way to bring together all resources in the best interest of helping students reach their potential. You can read more about the format and intricacies of this tiered support system in the [SST Overview](#).

## Withdrawals

Parents of students who are withdrawing from Spur Virtual Academy must notify the SVA Director of the student's desire to withdraw. Arrangements will be made to return all district devices and materials to the appropriate location. Parents are expected to return all school property and immediately re-enroll their students in their home school in their home district. *NOTE: Students who withdraw from SVA will not be eligible to re-apply until at least the start of the next school year.*

## Extracurricular Opportunities and Community Events

### Venture School

Students have the opportunity to participate in instructor-directed extracurricular classes; these live and hands-on courses are available to all students within the program. There are no fees to participate in these extracurricular activities, and while these activities are highly encouraged, they are not required.

This weekly onsite drop-off program allows kids to learn together with other Venture students. Experienced and enthusiastic instructors engage children in four interactive extracurricular classes each week. Topics can include anything from locally-significant traditions/history, taekwondo, messy science experiments, art, cooking, music, foreign language instruction, money management, geography, and more. Venture School on-site students also take monthly field trips together!

Subscription Box Alternative: We understand that the drop-off program described above is not the right fit for all families. Students may choose to receive two subscription boxes per month as an alternative to Venture School. There are over a dozen boxes to choose from that captivate a range of unique interests, including art, music, sampling foods from around the world, cooking, STEM, world history, US history, science, geography, coding, and more.



**Community Service Projects**

Helping students learn to improve and support their own communities is an important part of our program. Venture staff helps students coordinate service opportunities for the entire family throughout the year. A minimum of two service opportunities will be organized each school year.

**Monthly Park Days**

Families meet at local parks to connect and enjoy the day together.

**Nature Club**

Families meet locally to join in hikes or unstructured nature exploration for students. Event details will be emailed to you ahead of time as they are planned. We always love suggestions too!

**Pen Pal Program**

Students have the opportunity to practice writing skills and learn about a new place by sending letters to their very own pen pal – a Venture Upward student from another state.

**Field Trips**

Join us for two field trips per year for your enrolled students, their siblings, and two adults.

**Virtual Book Clubs**

Students are invited to join our quarterly virtual book clubs! Books rotate through a variety of reading levels and are open to all members of the family. We even have a book club for parents!

**Venture-Sponsored Educational Activities**

Students are invited to join in Venture-sponsored educational activities such as geography fairs, spelling bees, wax museums, science fairs, and more!

## Coursework

### Fees

There is no tuition charged for SVA classes. Some classes will have associated fees that will be deducted from your Venture Reward.

### Course Offerings

SVA will provide curriculum and instruction for students in grades K-8 utilizing curriculum and other programming provided by Venture Upward. The Spur Virtual Academy Course Catalog contains the details of all classes offered to students at each level.

[Click here for the Spur Virtual Academy course catalog](#)

Spur Virtual Academy students in grades 6-8 have access to certain elective and exploratory classes that are held on campus. The building Principal, Guidance Counselors, and SVA Director will assist in scheduling those on-campus courses.

### Pacing

Teachers will work with the families to create a schedule that will allow the student to meet his/her academic goals. Progress data is used by the teachers and parents to evaluate student progress and learning.

- At a minimum, students need to complete 3% of their year-long courses each week to be finished by the end of the school year. For courses that are semester-long, students need to complete 6% each week. If a student joins SVA late, the expected percentage of progress will be adjusted in order to finish on time.
- Students are expected to meet this percentage of progress goal for all classes consistently.
- If a student chooses to work on one class at a time, the percentage of progress will need to be much greater in order to complete all courses on time. Students who choose this approach must have approval from the SVA director and guidance counselor.

*Students who do not make consistent progress for two consecutive weeks may be removed from SVA.*

## Exams

Spur Virtual Academy students are required to complete specified Program, District, and State testing in a proctored setting at a time within the testing window and prearranged between the proctor and the student/parent/guardian. Please see the testing requirements outlined below.

- All course unit, mid-term, and final exams for all students
  - Please note that some courses require exams to be proctored by your teacher
- The Fall, Winter, and Spring District Fastbridge online screener for all students
- The Winter and Spring State WyTOPP for all students

These assessments are not optional for SVA students. They are used to gather a variety of important information, especially about reading difficulties at the K-3 level. Failure to participate in these proctored tests may result in removal from Spur Virtual Academy.

## Calendar

The SVA calendar is a nine-month calendar following the beginning and ending dates of Fremont County School District #25. The 2022-2023 school year begins August 23rd, and all coursework must be submitted by May 22, 2023, at 12:30 pm. Snow days and Teacher Work days are not observed by SVA.

## Grades

SVA's grading scale is as follows:

- 90 - 100% = A
- 80 - 89% = B
- 70 - 79% = C
- 60 - 69% = D
- Below 59% = F

## Course Placement and Advancement

New students will be placed in appropriate grade-level courses at the time of their enrollment. A student's course placement will be based upon prior grade level completion and potentially course placement exams available through Venture Upward. The SVA Director, counselor, teachers, and family will consult to determine the most appropriate student placement.

Academic achievement through content mastery is the cornerstone of Spur Virtual Academy. Therefore, students are expected to pass 100% of course modules before advancing to the next course. Students are expected to complete and pass all courses in order to be promoted to the next grade.

Courses offered on campus and online are not interchangeable. On-campus courses are only offered within the bounds of the Fremont School District #25.

# MATERIALS

## Venture Reward

In partnership with Venture Upward, we are committed to equity in education which is why the Venture Reward has been implemented. The Venture Reward is meant to ensure that every student is equipped with the tools needed to be successful with the curriculum provided through Venture Upward. Every student that enrolls in SVA will receive a \$1,200 Venture Reward (\$600 each semester). This allotment is designed to provide funding for families to purchase a laptop, tablet, or additional learning materials meant to enrich their student's school year.

The Venture Upward ordering team, teachers, and partner school principal must approve each Venture Reward order. Please keep in mind that any resources provided to families enrolled must be returned if a student withdraws from the program before the end of the school year.

Please note: religiously-based curriculum or materials may not be purchased with your Venture Reward, including Abeka, Apologia, Sonlight, and others. If you have any questions about what materials might be eligible for purchase with Venture Reward funds, please contact your teacher directly.

## System Requirements

All Spur Virtual Academy students must have access to the required hardware and software listed below:

Operating Systems		Browsers	
Android 5.0+ Apple IOS 10.3+ Mac OS X 10.9+	Chrome OS 87+ Windows 10	Chrome Firefox Safari	Microsoft Edge
Processor		Sound	
2.33 GHz AMD or Intel 1.33 GHZ 1+ GB RAM		OS supported sound card Microphone, Speakers or Headset	
Network/Speed Connection			
LAN 100/1000 switched to desktop Internet access of 384 kpss per concurrent user Wi-Fi with 54 mbps access points or better			

## Technology Issues

All issues surrounding technology should be reported to your assigned teacher, who will assist you or connect you to Venture Upward's IT team to resolve the issue.

# INSTRUCTION

## Instructional Support

All Spur Virtual Academy students will have access to a variety of instructional supports during the regular school day.

All students will be assigned to a homeroom teacher, who they will communicate and meet with regularly. Teachers will be assigned by family to promote consistency and continuity. Middle school students will also be assigned subject-specific teachers, who will give targeted support and guidance for specific core subjects. The teacher will monitor student progress and grade assignments, provide feedback and tutoring as needed, and provide virtual instructional support from 8 a.m. to 3:30 p.m., Monday through Friday. When possible, teachers will also strive to provide support during after-school hours if a situation demands that a student must work during non-traditional school hours.

Teachers also are provided multiple opportunities for targeted training to promote student and caregiver engagement. Teachers first meet students over video conferencing in a conference-style academic planning meeting. During this meeting, teachers take time to introduce themselves and get to know their students. Teachers record key details about the students, such as favorite subjects, fears for the school year, and hobbies to use as engagement tools throughout the school year. Teachers also connect with students via direct messaging on the LMS. Teachers are encouraged to attend field trips and are required to host video-based office hours multiple times per week. Teachers also engage with students and caregivers throughout the week in a variety of ways, including phone calls, video conferencing, newsletters, and email.

As a virtual program, SPUR will primarily offer remote, asynchronous instruction. However, many optional opportunities for synchronous learning are also provided both within primary classrooms and across classrooms. Twice per week, students are invited to participate in synchronous study halls, providing them an opportunity to work with their teacher and classmates. These study halls may be required at the teacher's discretion due to teacher preference or student performance.

## Parental/Guardian Support

Caregiver involvement in a virtual setting is just as important, if not more important, than in a brick-and-mortar setting. While teachers of record provide instruction, tutoring, and support to students, a portion of their responsibilities includes supporting caregivers. Teachers and program administrators have the unique opportunity and responsibility to mentor parents through the process of at-home learning and accountability. This mentoring is critical to student success and satisfaction. Caregivers are guided and trained in curriculum navigation, LMS functions, problem escalation (i.e., how and where to get additional program support), at-home interventions, goal setting, and cultivating positive learning environments; parents are expected to participate in all of the areas mentioned above.

## Reporting

One of the many features afforded by the SVA is a real-time report of a student's academic progress and attendance information. A parent may log on to his/her student's online account and/or PowerSchool at any

time and view this information. Semester reports will be provided to parents reflecting their student's progress.

## Student Experience

Along with support from their parents and teacher, students can expect to play an active role in their education, starting with core and elective course selection. Students will also have some choice in the supporting resources that they use. As with many virtual learning programs, most of the student instruction is asynchronous. However, students can expect regular opportunities to interact with peers in their own virtual classroom or other classrooms if desired. Students can expect to complete most of their work online while also engaging in “paper-and-pencil” activities. Teachers will provide regular, meaningful feedback on anything from submitted essays or assignments to a picture of an intricate science experiment. Teachers will also provide encouragement and feedback on daily work such as learning modules, quizzes, tests, or projects. Students can expect to see their updated grades no less than biweekly. Each quarter, students will spend one-week covering state standards that were not covered in their core curriculum. Teachers will ensure proper and supported delivery of this additional core instruction through quarterly modules where warranted. At the first sign of academic or engagement struggles, parents and students can find support through an advanced three-tiered model of intervention (see SST - add page or hyperlink). Virtual special education support is also available where needed. Finally, students can rely on their educational village to continually support them as a team throughout the school year.

## BEHAVIOR AGREEMENTS (Students who have enrolled in a local school have

### Code of Conduct Agreement

SVA students agree to abide by all rules and policies as specified in Fremont County School District #25 handbooks, which can be found on the [district website](#). In addition, students enrolled in SVA are required to meet expectations specific to the virtual school (See STUDENT CODE OF CONDUCT POLICY below). Violation of these expectations can lead to a student being removed from the virtual program.

### Academic Integrity and Ethics Agreement

SVA students are required to fully commit to academic integrity. Students are required to abide by the following set of expectations:

- Students are expected to verify that the work on each assignment is his or her own.
- Collaborating with another classmate on any assignment must be preapproved by the SVA Director.
- Students may not plagiarize in any form.
- No student may allow others to copy his/her work.
- No student may misuse content from the Internet.

- No student should store coursework on a public or shared network drive.

Each time it is determined that a student has plagiarized or has been academically dishonest, the student will be expected to correct his or her mistake by reworking the assignment/task or through the completion of an equitable alternative assignment, per teacher discretion. The SVA Director will be informed of all academic integrity infractions and will review each individual case, consider all factors involved in each situation, and determine the appropriate consequence. Repeat offenders can expect more severe consequences, including possible removal from SVA.

## Appropriate Use of Technology Agreement

SVA students agree to abide by the Appropriate Use policy of Fremont County School District #25. Communications and Internet access should be conducted in a responsible and professional manner reflecting the SVA's commitment to honest, ethical, and non-discriminatory practice. Therefore, the following is prohibited:

- Any use that violates federal, state, or local law or regulation
- Knowing or reckless interference with the normal operation of computers, peripherals, or networks
- The use of the Program Internet-related systems to access, transmit, store, display, or request inappropriate materials
- Any use that is deemed to adversely affect Spur Virtual Academy.

## Cyberbullying Agreement

Students understand that cyberbullying will not be tolerated by SVA. SVA staff and Fremont County School District #25 administrators will cooperate fully with local, state, or federal officials in any investigation related to any illegal activities conducted through Internet access.

## POLICIES

### FREE APPROPRIATE PUBLIC EDUCATION

FCSD #25 provides free appropriate public education (FAPE) for all children with disabilities in need of special education services to the end of the school year in which they reach the age of 21. Students accepted to the Spur Virtual Academy program will have completed the enrollment process, including the determination of FAPE when applicable.

### ADA COMPLIANCE

Fremont County School District #25 does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to or treatment or employment in its educational programs or activities. Inquiries concerning Title VI, Title IX, and Section 504 may be referred to Reggie Miller, Fremont County School District Title IX Coordinator (307)856-9407, or to the Office of Civil Rights, United States Department of Education, 1961 Stout Street, Denver, Colorado, 80294

## RIGHT TO PRIVACY

SVA will abide by the student privacy guidelines set forth by the Family Educational Rights and Privacy Act (FERPA). <https://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

The names of SVA students, their images, and their coursework will not be published on the public Fremont County School District #25 website without student and parent/guardian consent. Students participating in extra-curricular activities may have their image shared in local media.

Each SVA student is provided a unique password that will allow him/her to access the online course. It is the responsibility of the student to keep his/her password secure.

Communication through email, discussion board, chat, blog, and other communication tools provided by the SVA is subject to monitoring by Fremont County School District #25 staff without prior notice.

Inappropriate use of any Fremont County School District #25 communication tool, such as using these tools for profanity, use on social media platforms, or cyberbullying, is grounds for discipline measures including but not necessarily limited to the following: parental contact, application of Fremont County School District #25 board policy (<https://www.fremont25.org/school-board-e1cb4437/board-policies-a8665da3>) , administrative removal from SVA courses, or contact of law enforcement agencies in instances where violation of local, state, or federal laws is suspected.

## STUDENT CODE OF CONDUCT

### *Philosophy*

SVA provides an atmosphere of respect conducive to teaching and learning in which the intellectual, physical, emotional, and social needs of students are met. Students, parents, administrators, instructors, and all other staff members are responsible for creating equal access to a learning environment in which education can prosper. It is the primary responsibility of students to maintain a climate of mutual respect and trust so the dignity of the individual can be protected and the pursuit of opportunities for each student may be realized. It is the responsibility of administrators, instructors, and all other SVA staff to be consistent and fair in the application of all Fremont County School District #25 policies and regulations.

### *Student Rights*

A student has all rights expressed and guaranteed by the United States Constitution and by federal, state, and local laws. These rights do not permit a student to disrupt the educational process, break program rules, present a health or safety hazard, or disregard directions of those in authority. Individual rights do not include infringing upon the rights of others in the SVA community. To the extent permitted by applicable law, students have the right to:

- A public education without regard to gender, race, religion, national origin, or any reason not related to their individual capabilities.



- An orderly program environment which will allow optimum learning, emphasizing the values of responsibility, kindness, fairness, and safety.
- Express themselves in speech, writing, or symbols consistent with their constitutional rights and SVA policy.

### *Student Responsibilities*

It is the primary responsibility of students to maintain a climate of mutual respect and trust so that the dignity of the individual is protected and the pursuit of opportunities for each student may be realized. Students are responsible for the following:

- Knowing and complying with any rules or regulations of SVA, as well as local, state, and federal laws.
- Participating in course activities regularly and completing class assignments and/or requirements.
- Contributing to a climate of mutual respect for all within SVA so that the hopes and ambitions of all individuals may be realized.

### *Parental Responsibilities*

Each parent/guardian has the duty to assist SVA personnel in enforcing the Student Code of Conduct and the attendance policies so that education may be conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights.

All parents/guardians are required to complete extensive handbook training to ensure the highest level of transparency and understanding of school expectations. This training includes expected hours of instruction, other course requirements, district policies, and student expectations. Upon completion of the training, a virtual face-to-face meeting is held with their assigned teacher, parent, and students; students must be present for a portion of the conference. During this meeting, an academic plan is detailed by the teacher and recorded in the student's file; a copy is also given to the caregivers. Course requirements and pacing are also shared during and after this meeting. Parents are responsible for completing the training in its entirety and for asking follow-up questions for clarification as needed.

Each parent/guardian must agree to coordinate with the Director of SVA when addressing student performance in an SVA course.

### *Prohibited Behaviors*

No student shall violate any law and/or rules and regulations of SVA or Fremont County School District #25. The following are general categories of prohibited conduct.

- Alcohol and Drugs - SVA students are subject to Fremont County School District #25 Board Policy regarding Alcohol and Drugs.
- Vaping - Vaping is never allowed during online sessions.
  - Policy 8057 Student Drug/Alcohol Prevention/Intervention which can be found at our district website. [Fremont25.org](http://Fremont25.org)
- Defiance of the Authority of Spur Virtual Academy Personnel – Students shall comply with any oral or written instructions made by SVA personnel within the scope of their authority as provided by SVA and/or Fremont County School District #25 policies and regulations.
- Dishonesty – Honesty shall be practiced in the entire educational experience. Cheating, plagiarism, forgery (including computer forgery), lying, or any other acts of dishonesty shall not be tolerated. This

includes unauthorized or illegal use of computers or computer networks. Students must adhere to the principles in the Academic Integrity and Honor agreement.

- Use of Artificial Intelligence (A.I.) - Work (i.e., essays, projects, responses, code, images, etc.) submitted for credit must be the student's original and authentic works or be appropriately cited. Receiving unauthorized assistance from A.I. technology is strictly prohibited and will result in a zero for the final grade given for that assignment or assessment.
- Disruptions – Students shall not behave in a manner that encourages or promotes illegal behavior.
- Sexual Harassment – Students shall not sexually harass another student or any Spur Virtual Academy employee, volunteer, student instructor or any other person present in program facilities, online, or at SVA functions.
- Threatening Behavior – Students shall not threaten students or staff members with physical harm.
- Vandalism – Students shall not maliciously or willfully injure, deface, or destroy SVA hardware, software, or other resources or the personal hardware, software, files or resources of individuals.
- Verbal Abuse and Vulgarities – Students shall not verbally or graphically curse or abuse anyone; use vulgar, profane, or indecent language; or display any obscenity or indecency. Students may not bully, intimidate, or make derogatory comments about others.
- Violence – Students shall not contribute to aggressive behavior that is disruptive or dangerous.
- Cyberbullying will not be tolerated by SVA.

### *Consequences*

Violations of the above-mentioned prohibited behaviors may result in one or more of the following consequences:

- Parental contact and discipline according to Fremont County School District #25 policies and handbooks.
- Administrative removal from Spur Virtual Academy courses with a failing grade.
- Contact of law enforcement agencies in instances where violation of local, state, or federal law is suspected.

## Frequently Asked Questions

### Q) How is attendance counted and recorded?

- Grades 6-8: A student is considered present if they are making the required academic progress in their courses. For semester-long classes, this is approximately 6% growth per week. Attendance is recorded in PowerSchool on Monday for the previous week. If a student does not make the required academic progress for the week, they will be marked absent for that class. Students who are marked absent for 10 consecutive days will be dropped from Spur Virtual Academy and their school of record.
- Grades K-5: A student is considered present if the student completes their assigned course pacing each week. This equates to 30-45 minutes per class per day; this is on average. There will be some assignments that will take longer.
- To ensure course completion and academic success, students must make up missed work. However, failure to complete missed work in a given week will not affect the student's attendance in subsequent weeks.
  - EX: If they do not complete their weekly pacing (one example might be a requirement to complete four lessons per week in a given course), they are absent that week. If the next week, a student completes the required four weekly lessons but does not complete any missed assignments from the previous week, they are still counted as present for the current week.

### Q) What is the best learning schedule I can set up for my child?

A) The key is consistency. Have a set start and finish time every day, and plan plenty of breaks where your child can move. Remember, if your child was in traditional school, they would be actively learning for 4-6 hours every day depending on grade level. The online schedule you create should include a similar amount of time spent on their schoolwork. Some sample schedules are included below:

<u>Morning Learner</u>	<u>Midday Learner</u>	<u>Night Owl Learner</u>
8:00am - Class #1	9:00am - Class #1	10:00am - Class #1
8:45am - Brain break	9:45am - Brain break	10:45am - Brain break
9:00am - Class #2	10:00am - Class #2	11:00am - Class #2
9:45am - Brain break	10:45am - Brain break	11:45am - Lunch & Play
10:00am - Class #3	11:00am - Class #3	1:00pm - Class #3
10:45am - Brain break	11:45am - Lunch & Play	1:45pm - Brain break
11:00am - Class #4	1:00pm - Class #4	2:00pm - Class #4
11:45am - Lunch & Play	1:45pm - Lunch & Play	2:45pm - Lunch & Play
1:00pm - Class #5	2:00pm - Class #5	3:00pm - Class #5
1:45pm - Brain break	2:45pm - Brain break	3:45pm - Brain break
2:00pm - Class #6	3:00pm - Class #6	4:00pm - Class #6
2:45pm - End of the day	3:45pm - End of the day	4:45pm - End of the day

### Q) What happens if my child finishes their classes early?

A) If the SVA Director and teacher determine there is enough time remaining in the school year, students can enroll in additional classes. If there is not quite enough time for this, students can still enroll in these classes in order to give them a preview of what's to come next year. Students also have access to a host of additional classes that are not official Spur courses but may be of interest to them.

### Q) What is the best way to know how my child is performing?

A) SVA and Venture Upward both offer online tools that allow you to see what and how your child is doing in real-time. Your child's homeroom teacher is another great source of information. You can also contact the SVA Director, Justin Taylor, at any time.

**BOARD POLICIES (All updated District policies can be viewed at [fremont25.org](http://fremont25.org) and under school board)**

**HARRASSMENT, INTIMIDATION OR BULLYING Administrative Procedure 8008 Bullying Policy (Revision of Policy #8008) was adopted by the Fremont County School District No. 25 Board of Trustees on April 28, 2009.** Operational procedures for the Implementation of this policy are set out in W.S. 21-04-314 A copy of the policy is to be sent home for the parents/guardians of each student in the District each school year. At the time of initial adoption, this policy shall be given media coverage through the newspaper(s) and radio. Students involved in behaviors that violate this policy are subject to the school's disciplinary code, which shall be inclusive of possible out-of-school suspension and/or recommendation to the Board of Trustees for expulsion from school. Each school shall establish reporting procedures, including anonymously reporting of incidences covered through Policy #8008, "Harassment, Intimidation or Bullying." Each school shall orient students about the policy and reporting procedures. This orientation should be done in a manner that takes into account age appropriateness of the students. Each school shall establish a process for receiving and investigating information regarding harassment, intimidation or bullying complaints. Incidences determined to be ongoing or of significant threat level shall be shared with law enforcement and typically done through the SROs. Nothing in the Policy or these Administrative Regulations should be taken to imply that incidences of harassment, intimidation or bullying cannot be reported to law enforcement immediately on a first occurrence.

**ADMISSION OF NON-RESIDENT STUDENTS 8025  
DEFINITION**

"Non-Resident Student": A non-resident student is any student who is not residing within the school district with intent to make his residence within the school district a permanent residence. Students who only move into the school district on a temporary basis for the convenience of attending schools without intent to permanently reside in the district and who generally leave the school district during the summers and times when school is not in session to return to their parents' home or other place of permanent residence, will not be considered residents of the district.

The Board of Trustees or superintendent has the sole discretion to admit or not admit pupils residing in other districts to this school district for any reason deemed appropriate by the Board of Trustees except in the case of a student requesting admission from a district that does not maintain a high school wherein that district has agreed to pay tuition in addition to transportation or maintenance for the child to attend school in this district.

**ADMISSION**

The Board of Trustees or Superintendent may admit any student who is a resident in another school district of the state or who resides outside of the state unless such admission would overcrowd the classrooms of the admitting district. The decision of whether or not to admit a nonresident student is optional with the Board of Trustees or Superintendent and requests for admission may be turned down for an reason deemed appropriate by the Board of Trustees. However, in the case of a request for admission to

high school by a student who is a resident in a school district within the State of Wyoming, which does not maintain a high school, the student shall be admitted unless such admission would overcrowd the facilities of the district or in any way work a definite hardship upon the educational program of the district as a result of the admission.

The admission of any student shall be for a period of one (1) school year and the nonresident students shall reapply for admission the following year. The District shall review the application for admission each year and grant admission before the student can be admitted or readmitted. In determining whether or not to grant an admission or request for readmission, the board and/or administration may consider any factors it deems important, including, but not limited to, financial consequences, available staff, available facilities, class enrollment, prior disciplinary problems, prior attendance record, and previous effort to make satisfactory academic progress, among others.

### **SUSPENDED OR EXPELLED STUDENTS**

The district may deny admission to any pupil who has been suspended or expelled from another school district, whether located in or outside the state, for the duration of the

### **Electronic Devices (Student Use of) Policy 8153 Adopted: April 24, 2007**

Students may possess and use cellular phones, pagers, Game Boys, MP3 players with communication capabilities, and other electronic devices, subject to the limitations of this and other policies of the District. "Electronic device is a device that emits an audible tone, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. Further, an electronic device is defined as a device that delivers a message and/or graphics for the purpose of involving the possessor in a game-type activity.

Use of electronic devices shall be limited to use by students on school property 30 minutes prior to the start of the instructional school day and again 30 minutes after the end of the instructional school day. Electronic devices shall not be used during instructional time, in passing between classes, or during lunch periods. Students needing to make calls during these times shall make arrangements with their teacher, the office, or the building principal. If students need to receive emergency messages during the school day, those calls are to be made to the school's main office, and messages will be delivered to students at the appropriate time.

It is suggested that students not bring electronic devices to school. Neither the District nor the individual schools assume any responsibility for electronic devices that are damaged or stolen.

Building principal may promulgate rules to enforce this policy at the building level. This rulemaking can include changing the exact time of the day students may use electronic devices on school property. Students violating this policy will be subjected to disciplinary action as deemed appropriate and necessary by the building administration.

### **Child Abuse Policy Reporting**

Wyoming's Child Protective Services Act, Wyo. Stat. 14-3-201 through 215, seeks to protect the best interests of a child by offering protective services when necessary to prevent any harm to the child or

other children living in the same home and to protect children from abuse or neglect which jeopardize their health or welfare.

Wyoming law requires any person who knows or has reasonable cause to believe or suspect that a child has been abused or neglected to report the suspected abuse or neglect immediately to the child protective agency or local law enforcement agency or cause a report to be made. Furthermore, any person who observes any child being subjected to conditions or circumstances that would reasonably result in abuse or neglect shall immediately report it to the child protective agency or local law enforcement agency or cause a report to be made. Wyo. Stat. 14-3-205 (a).

### **Child Custody**

Unless otherwise ordered by a court, a non-custodial parent under Wyoming law has the same right of access as the parent awarded custody to any records relating to the student, including school records, activities, teachers, and teachers' conferences. (Wyo. Statute 20-2-201 (e)). If a student is the subject of an Order issued by a court of competent jurisdiction which limits the rights of the non-custodial parent, the custodial parent is required to provide the school with a signed Visitation and Release Request form stating the limitations imposed under the court's order. Certified copies of court orders relevant to such limitations should also be provided to the school. These forms may be obtained in the main office. Failure by the custodial parents to comply to these procedures may result in Riverton High School's inability to comply by the court order.

### **Directory Information**

Fremont County School District Number 25, State of Wyoming, reserves the right to disclose directory information about any students enrolled in the District. Directory information is defined as; the student's name, address, telephone listing, date and place of birth, major field of study; participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, degrees, and awards received, and the most recent previous educational agency or institution attended by the student. 20 U.S.C. 1232g(a) (5) (A). Any objections to this information being shared should be done in writing to Fremont County School District Number 25 Administration Building, c/o Dr. JoAnne Flanagan, 121 North 5<sup>th</sup> West, Riverton, WY 82501

### **Fremont County School District No. 25 Non-discrimination Statement**

Fremont County School District #25 does not discriminate on the basis of race, color, national origin, sex, age, disability, or handicap in admission or access to or treatment or employment in its educational programs or activities. Inquiries concerning Title VI, Title IX (1972 Education Amendment), and Section 504 may be referred to Fremont County School District #25 Compliance Officer Dallas Myers, 121 N. 5<sup>th</sup> W., Riverton, Wyoming, 82501, or to the Office of Civil Rights, U.S. Department of Education, Federal Bldg., Suite 310, 1244 Speer Boulevard, Denver, Colorado, 80204-3582.

### **Family Educational Rights and Privacy Act**



The Family Educational Rights and Privacy Act (FERPA), a federal law, requires that Fremont County School District #25, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Fremont County School District #25 may disclose appropriately designated "directory information" without written consent unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow Fremont County School District #25 to include this type of information from your child's education records in certain school publications. Examples include:

- A playbill showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories-names, addresses, and telephone listings-unless parent(s) have advised the LEA that they do not want their student's information disclosed without prior written consent.

If you do not want Fremont County School District #25 to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing by **(date)**. Fremont County School District #25 has designated the following information as directory information: (Note: an LEA may, but does not have to, include all the information listed below.)

- Student's name
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Date and place of birth
- Major field of study
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

### **Notification of Rights under Pupil Rights Amendment (PPRA) FCSD # 25 Policy 8130, Adopted 3-9-04**

Parents have the right to inspect, give consent to participate, or remove their child from participation in surveys that collect data as defined by the Protection of Pupil Rights Amendment. These include the right to consent before students are required to submit to a survey that concerns one or more of the following protected areas ("protected information survey") if the survey is funded in whole or in part by a program of the U.S. Department of Education (ED)—

- A. Political affiliations or beliefs of the student or student's parent;

- B. Mental or psychological problems of the student or student's family;
- C. Sex behavior or attitudes;
- D. Illegal, antisocial, self-incriminating, or demeaning behavior;
- E. Critical appraisals of others with whom respondents have close family relationships;
- F. Legally recognized privileged relationships, such as with lawyers, doctors, or ministers;
- G. Religious practices, affiliations, or beliefs of the student or parents; or
- H. Income, other than as required by law, to determine program eligibility.

Receive notice and an opportunity to opt a student out of -

- Any other protected information survey, regardless of funding;
- Any non-emergency, invasive physical exam or screening required as a condition of attendance, administered by the school or its agent, and not necessary to protect the immediate health and safety of a student, except for hearing, vision, or scoliosis screenings, or any physical exam or screening permitted or required under State law; and
- Activities involving collection, disclosure, or use of personal information obtained from students for marketing or to sell or otherwise distribute the information to others.

Inspect, upon request and before administration or use —

- Protected information surveys of students;
- Instruments used to collect personal information from students for any of the above marketing, sales, or other distribution purposes; and
- Instructional material used as part of the educational curriculum.

These rights transfer from the parents to a student who is 18 years old or an emancipated minor under State law.

FCSD #25 will develop and adopt policies, in consultation with parents, regarding these rights, as well as arrangements to protect student privacy in the administration of protected information surveys and the collection, disclosure, or use of personal information for marketing, sales, or other distribution purposes. FCSD #25 will directly notify parents of these policies at least annually at the start of each school year and after any substantive changes. FCSD # 25 will also directly notify, such as through U.S. Mail or email, parents of students who are scheduled to participate in the specific activities or surveys noted below and will provide an opportunity for the parent to opt his or her child out of participation of the specific activity or survey. FCSD #25 will make this notification to parents at the beginning of the school year if the District has identified the specific or approximate dates of the activities or surveys at that time. For surveys and activities scheduled after the school year starts, parents will be provided reasonable notification of the planned activities and surveys listed below and are provided an opportunity to opt their child out of such activities and surveys. Parents will also be provided an opportunity to review any pertinent surveys. Following is a list of the specific activities and surveys covered under this requirement:

- A. Collection, disclosure, or use of personal information for marketing, sales or other distribution.
- B. Administration of any protected information survey not funded in whole or in part by ED.
- C. Any non-emergency, invasive physical examination or screening as described above.

Parents who believe their rights have been violated may file a complaint with:

Family Policy Compliance Office  
U.S. Department of Education  
400 Maryland Avenue, SW  
Washington, D.C. 20202-5901



## Homeless Children

It is the policy of Fremont County School District No. 25 that every child that is a resident of the district will have equal access to a free and appropriate public education (FAPE). The District shall provide educational opportunities to non-resident children under its policy: Admission of Non-Resident Students #8025. It is the District's intent to provide children that meet the definitions of homeless contained in this policy the same free and appropriate public education as it does with its resident children.

### DEFINITIONS

Homeless is defined as an individual who lacks a fixed, regular, and adequate nighttime residence and who has a primary nighttime residence that is:

- A supervised publicly or privately operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
- An institution that provides a temporary residence for individuals intended to be institutionalized; or
- A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

The terms "homeless" or "homeless individual" does not include any individual imprisoned or otherwise detained.

In determining whether a child or youth is homeless, the relative permanence of the living arrangements should be considered. Determinations will be made on a case-by-case basis. In general, children or youth living in welfare hotels, transitional housing shelters, the streets, cars, abandoned buildings, and other inadequate accommodations will be considered homeless.

### Children and Youth in Transitional or Emergency Shelters

If children or youth are placed in a transitional or emergency shelter because there is nowhere else to send them, and they are awaiting placement in a foster home or a home for neglected children, they will be considered homeless while in the emergency or transitional shelter. Once placed in a foster home or a home for neglected children or youth, they will no longer be considered homeless.

## **Immunizations (Mandatory) for Children Attending Schools and Waivers**

- (a) Any person attending, full or part-time, any public or private school, kindergarten through twelfth grade, shall, within thirty (30) days after the date of school entry, provide to the appropriate school official written documentary proof of immunization.
- (b) For purposes of this section, documentary proof of immunization is written certification by a private, licensed physician or his representative or by any public health authority that the person is fully immunized. Documentation shall include the month, day, and year of each required immunization received against vaccine-preventable disease as designated by the state health authority. No school administrator shall permit a student to attend school for more than thirty (30) calendar days. The child shall be permitted to attend school while receiving continuing immunization if the school administrator receives written notification by a private, licensed physician or his representative or by a public health official specifying a written schedule for necessary immunization completion within the medically accepted time period.
- (c) **Waivers** shall be authorized by the state or county health officer upon submission of written evidence of religious objection or medical contradiction to the administration of any vaccine-preventable disease, as determined by the state or county health authority. School children for whom a waiver has been issued and who are not immunized against the occurring vaccine-preventable disease shall be excluded from school attendance for a period of time determined by the state or county health authority but not suspended from school as provided

in W.S. 21-4-305. Children excluded from school attendance under this section shall not be counted in the aggregate number of pupils absent as defined in W.S. 21-12-101 (a) (i).

- (d) The school administrator shall be responsible for an audit of the immunization status of any child enrolled in the school in accordance with rules and regulations prescribed by the Department of Health.
- (e) The written, documented proof of immunization on a form provided by the state health officer shall be an integral part of the child's school record.
- (f) For the purpose of this section:

**State health officer** means the person appointed by the director of the Department of Health pursuant to W.S. 9-2-10 (f) 9-2-103;

**County health officer** means the licensed medical officer designated by the county commissioners to serve as health officer for his county;

**Immunized or immunization** means initial immunization and any boosters or re-immunizations required to maintain immunization standards and recommendations issued by the state health officer.

## Minimum Immunization Requirements

### 7th Grade Students through 12<sup>th</sup> Grade

DtaP*/DTP/DT/Td;	Age-appropriate, series complete
Polio	Age-appropriate, series complete
MMR (2)	Age-appropriate, series complete
Hepatitis B (3)	Age-appropriate, series complete
Varicella (2)	Age-appropriate, series complete

\*An adolescent **tetanus-diphtheria booster** is required for all 7th-grade students who have not received a tetanus-diphtheria vaccination during the previous 5 years. Subsequently, Td boosters are recommended every 10 years.

For students 7 years of age and older, who were not immunized prior to the 7<sup>th</sup> birthday, a total of 3 doses of Td vaccine, 3 doses of polio vaccine, 2 doses of MMR and 3 doses of Hepatitis B vaccine (if required for other students in grade of entry) are required.

## Possession or Use of Weapons

*A student's commission of, or participation in, the following conduct and activities in school buildings, on school property, or at school-sponsored events is strictly prohibited. The school, regardless of whether or not legal charges are filed by county officials, will take disciplinary action. Disciplinary action may include suspension, long-term suspension, or expulsion from school.*

1. WEAPONS – Disciplinary action for any student who possesses, uses, transfers, carries, or sells a dangerous weapon as defined by Section 6-11-4 (a)(iv) Wyoming Statutes, or as the same may be subsequently amended, or possesses, uses, transfers, conveys, or sells any object which reasonably resembles a dangerous weapon as so defined on or within any school vehicle of the District or within the boundaries of real property used by the School District primarily for the education of its students, or at school functions, shall be a recommendation for long term suspension or expulsion from school for a period of one calendar year. For the purposes of this policy, a dangerous weapon is any object which can be perceived by the general public as being capable of causing grave physical harm to another.
2. Such long-term suspension or expulsion will be determined by the Board of Trustees to enforce this policy.

3. The Board of Trustees may modify the prescribed period of long-term suspension or expulsion on a case-by-case basis based upon the circumstances of the violation.
4. Violations of this policy will be disclosed to the Fremont County Attorney with disclosure of the student's name and circumstances of the specific violation.
5. "Weapon" means but is not limited to a firearm, explosive, or incendiary material, motorized vehicle, an animal or other device, instrument, material, or substance, which in the manner it is used or intended to be used is reasonably capable of producing death or serious bodily injury, and/or compromises the safety of other individuals.

**\* NOTE: HAVING A LEATHERMAN TOOL OR ANY TOOL LIKEWISE IS A VIOLATION OF THE WEAPONS POLICY AND SUBJECT TO THE DISCIPLINE CONSEQUENCES IN ACCORDANCE WITH THE WEAPONS POLICY.**

**\* NOTE: PEPPER SPRAY MAY BE CONSIDERED A WEAPON AND IS NOT PERMITTED IN THE SCHOOL BUILDING. IF YOU MUST CARRY PEPPER SPRAY IN YOUR VEHICLE, AN ADMINISTRATOR MUST BE NOTIFIED.**

### **Teacher Qualifications**

*In accordance with the ESSA legislation, Fremont County School District No. 25 meets the requirements for teacher qualifications. If you have any questions concerning teacher qualifications, please contact the Central Office for Fremont County School District #25 at 856-9407.*

*As a Parent/Guardian, you have the right to request information about the professional qualifications of your child's teacher(s) or paraprofessional(s). A paraprofessional provides academic or other support for students under the direct supervision of a teacher. If you request this information, the district or school will provide you with the following as soon as possible:*

- a. if the teacher has met State certification and licensing requirements for the grade levels and subjects for which the teacher provides instruction;*
- b. if state certification and licensing requirements have been waived (is not being required at this time) for the teacher under emergency or other temporary status;*
- c. if the teacher is teaching in the field of discipline for which they are certified or licensed;*
- d. if the teacher has met State-approved or State-recognized certification, licensing, registration, or other comparable requirements. These requirements apply to the professional discipline in which the teacher is working and may include providing English language instruction to English learners, special education or related services to students with disabilities, or both;*
- e. if your child is receiving Title I or Special Education services from paraprofessionals, his or her qualifications.*

### **Gang Behavior Policy**

The Board of Trustees for Fremont County School District No. 25 believes that a safe and orderly environment is essential to effective teaching and learning. Because the presence of criminal gangs represents a substantial disruption to the physical and psychological environment and a threat to the well-being of students and staff alike, the Board of Trustees prohibits students from participating in open gang activity and gang-related behavior within the school setting. A "gang" is defined in this policy as any ongoing organization, association, or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more disruptive or criminal acts; which conduct or promote activities prohibited by law, policy or rules and regulations; which has an identifiable name or identifying sign or symbol; and whose members, individually or collectively engage, or engage in, or have engaged in a pattern of such prohibited gang activity. Individuals, who

initiate, advocate or promote gang activities, which threaten the safety or well-being of persons or property on school grounds or at school-related activities or which disrupt the school environment, are harmful to the educational process. Actions such as the use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of grooming which, by virtue of its color, arrangement, trademark, symbol, or any other attribute, indicates or implies membership or affiliation with a gang will not be tolerated. These actions/behaviors are contrary to the school environment and educational objectives by creating an atmosphere where lawful acts or violations of school policies, rules, or regulations may occur.

Conduct involving initiations, hazing, intimidation, activities of criminal or illegal gangs which are likely to cause bodily danger, physical harm, personal degradation, humiliation resulting in physical or mental harm to students, or intimidation that affects the attendance of other students is prohibited.

Furthermore, no student on or about the school grounds or at any school activity shall:

- wear, possess, use, distribute, display, or sell any clothing, jewelry, emblem, badge, symbol, sign, or other things which is evidence of membership or affiliation in any gang;
- commit any act or omission or use any speech, either verbal or nonverbal, inciting committing any other illegal act or other violation of school district policies; and (gestures, hand-shakes, drawing, etc.) showing membership or affiliation in any gang; use any speech or commit any act omission in furtherance of the interests of any gang or gang activity, including, but not limited to:
  - soliciting others for membership in any gangs;
  - requesting any person to pay protection or otherwise intimidating or threatening any person;
  - other students to act with physical violence upon any person.

### **Responsible Adult**

Every non-resident student attending the school district will be required to have a person who is of majority age agree to be responsible for the student with regard to all educational decisions, safety, and who can authorize emergency medical treatment and care. The parent of a non-resident student or his/her legal guardian who does not reside within the district will be required to sign a legal consent to have another adult person resident within the district assume that responsibility and acknowledge that the district may work through that resident adult for purposes of the child's education, safety and emergency care needs.

Operationally, the district defines a legal consent document as a court-ordered placement, a duly appointed agency placement, or a guardianship or designation of custody with an acknowledgment by an attorney of their document preparation and explanation. A simple document prepared by the parent and notarized does not meet the district's requirement of legal consent.

### **Suspended or Expelled Students**

The district may deny admission to any pupil who has been suspended or expelled from another school district, whether located in or outside the state, for the duration of the suspension or expulsion, regardless of whether or not the student establishes residency within this district.

### **Tuition**

The district shall not charge to the district wherein the student resides so long as the district where the student resides is within the State of Wyoming. Upon admission of a student who is a non-resident student of Fremont County School District No. 25 but is a resident of a Wyoming district, the student shall be included within the average daily membership (ADM) of Fremont County School District No. 25.

The district may, at its sole option and in the discretion of the Board of Trustees, admit pupils from out of state at the rate of tuition at least as high as the actual per-pupil cost for educating that student within the district as such cost is calculated pursuant to W.S. 21-4-501(c) as may be amended. Once the out-of-state student is admitted and tuition is paid as provided for herein, the student shall be included within the average daily membership of the district.

### **Transportation**

The school district will not provide unique transportation for non-resident students. Non-resident students who have been admitted to attend school in the district may access transportation provided by the district on regular bus routes operating within the district. Any exception to this part of the policy may be made only with the express consent of the Board of Trustees and any adjacent school district which would be affected.

### **SAFETY DRILLS**

To ensure a safe evacuation of the school during a fire or emergency situation, there will be a fire or safety drill each month. Be sure to go over fire drills and emergency procedures, and exit routes for all areas of the building. Teachers should have a copy of the District Crisis Plan and be acquainted with its contents. These drills are required to be held every month. Some drills you will know of in advance, others you will not. We will alternate between a regular fire drill and lockdown procedures.

- Chain of Command in case of an emergency
  - Principal
    - Communication with outside entities
  - Registrar
    - Communication with family or guardians
  - Counselor
    - Attending to students' needs
  - Teacher's
    - Attending to students' needs

### **Testing Notification (all schools)**

Our District receives federal funds for education programs that are part of the Elementary and Secondary Education Act (ESEA), as amended (2015).

This law requires that all States adopt challenging academic standards and tests based on those standards. There must be at least three levels of scores for students who take these tests. This includes tests in mathematics, reading or language arts, science, and any other subject chosen by the State. States are required to develop English language proficiency tests for students who are English learners. Proficiency in a language is a measure of a person's ability to understand and communicate in that language or in a person's preferred mode of communication. Furthermore, States must develop alternate tests for students with the most significant cognitive disabilities. A school district may also request State approval to use a

locally selected test for high school students that is different from the State test. Please visit [this link](#) for more information about Wyoming State Testing.

These test results and other information are used to improve academic and language instruction for students. These tests are also used to identify schools that may be in need of extra support to improve student achievement. It is the goal of the district to have all students participate in state and local testing.

In addition, our District also conducts frequent and thorough screenings throughout the year. This is another way that we measure skills and customize learning plans for our students. Screenings provide a glimpse of student development and determine whether or not our students are on track. This type of early information gathering helps us to best support student learning, growth, and academic success.

If you would like to request information about State and local testing, please contact the school directly.

### **Information that Student needs to have:**

Student Name:\_\_\_\_\_ Student Cell:\_\_\_\_\_

Parent Cell:\_\_\_\_\_

Student Username:\_\_\_\_\_ Student Password:\_\_\_\_\_

<https://basecamp.ventureupward.org>

Basecamp Username:\_\_\_\_\_ Basecamp Password:\_\_\_\_\_

School Cell 307-851-8989

School Phone 307-856-9192

Justin Taylor Email [jutaylor@fremont25.org](mailto:jutaylor@fremont25.org) Cell 307-840-1403

Rhianna Edgeington [redgeington@fremont25.org](mailto:redgeington@fremont25.org)

School Computer Serial Number \_\_\_\_\_ Cord:\_\_\_\_\_

Student needs to complete \_\_\_\_\_percent per school day

What time of day do you expect to complete your schoolwork? \_\_\_\_\_

## **SVA School-Family Compact**

The Spur Virtual Academy offers Fremont County School District #25 families an opportunity to complete coursework online, allowing for a more customizable learning experience. Your child's academic progress is a District 25 priority. The compact below represents the essentials needed to ensure this success in the Virtual Learning Environment.

### **Spur Virtual Academy Expectations:**

- Ensure high-quality curriculum and instructional support for students.
- Provide all services and supports designated for students with Individualized Educational Program or 504 Plans.
- Schedule quarterly meetings for parents/guardians to receive support in the digital tools their children are utilizing.
- Host activities for Spur families to gather and interact with each other in a fun and relaxed environment.
- Ensure students remain in compliance with State and District mandated testing requirements.

### **Parent/Guardian Expectations:**

- Serve as family designated success coach, or inform Spur Virtual Academy of who will serve this role.
- Establish a productive educational environment and learning routine for the student.
- Ensure the student attends all scheduled meetings with Spur Virtual Academy staff.
- Monitor student progress weekly via the online learning platform as well as PowerSchool.
- Respond, in a timely manner, to additional communication from Spur Virtual Academy staff.



- Ensure academic integrity and honesty.
- Provide your student with appropriate learning materials.
- Ensure student attendance for State and District mandated testing.
- Follow our MTSS process if a student falls behind on progress.
- If a school computer is checked out. It will be returned at the end of the year or if transferred to another school.

**Student Expectations:**

- As mentioned above, the student must spend a minimum of 30 to 45 minutes **per day** in each course.
- Make consistent academic progress in all classes.
- Complete and submit all work and testing with academic integrity and honesty.
- Attend all required meetings with Spur Virtual Academy staff.
- Comply with the Spur Virtual Academy and school-specific handbooks.
- Meet weekly required expectations for physical activity. 60-90 minutes per week, depending on grade level. Try to do some sort of physical activity every day!
- Complete all District assessments and WyTOPP testing.

Student Signature:\_\_\_\_\_ Date:\_\_\_\_\_

Parent Signature:\_\_\_\_\_ Date:\_\_\_\_\_

SVA Director Signature:\_\_\_\_\_ Date:\_\_\_\_\_