



**Avail Academy High School**  
**Parent and Student Handbook**  
**2023-2024**

Avail Academy 9-12  
755 73<sup>rd</sup> Avenue NE  
Fridley, MN 55432  
763.531.1732

**Welcome to Avail Academy High School!** Our hope and prayer for you is that you will have more than just a great high school experience! We hope to see you grow and mature socially, emotionally, academically, and most importantly to watch you flourish in the Lord.

Avail Academy aims to be a distinctively Christian high school. You did not sign up for something you could get somewhere else; you signed up for an education that would capture the passions and gifts of each student and direct them in God's way and Word.

Avail Academy nurtures a community of life-long learners whose horizons are defined by a biblical worldview and whose vision is enlarged so they are enabled to become Christ-animated catalysts for change in contemporary society.

Avail Academy desires to be a place where students, teachers and parents work together to develop a highly encouraging and stimulating environment where the implications of a Christian worldview are applied to all subject matter, we aim to develop the gifts God has given us for service in his world, and students dare to make the mistakes necessary to maximize learning.

The entirety of your Avail Academy experience is summed up in seven aims. In other words, all of the course work, extra-curricular activities, social events, et al flows out of these aims. As seniors, you will be reflecting on and specifically identifying the means by which you have grown in these seven areas. The aims are as follows:

Avail Academy high school students will...

1. Experience faith as the foundation of personal identity, the source of calling to a life of service, and the impetus to life in community.
2. Cultivate attitudes, habits, and skills that will allow them to flourish as individuals, as community members, and as Christ's servants in the wider world.
3. Develop the knowledge and attitudes needed to assume their role as developers and stewards of the earth.
4. Develop the knowledge and attitudes needed to participate in social and cultural development as Christians and to assume their role as agents of peace and justice.
5. Develop the interests and abilities needed to read, view, and communicate effectively.
6. Develop the interests, knowledge, and abilities to enjoy mathematical thinking and use it to serve everyday and specialized purposes.
7. Develop the interests, knowledge, and abilities to become engaged viewers, listeners, and participants in music, dance, theater, and the fine arts.

To help you navigate your Avail experience and the partnership we desire, the following information has been prepared for you in the form of a handbook. Our hope is this will assist you with daily routines as well as inform you of our high school's various rules, policies, process, and procedures. As parents and students, please spend time reviewing the contents of this handbook. Your attendance at Avail Academy implies your consent to everything in this handbook. The high school team and I greatly look forward to learning and growing together with you, and witnessing God's movement in and through you and our high school this year!

In Christ's Service



Kyle Mast, K-12 North Principal

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## Communication

- **Office Assistance**

Please call the high school office anytime assistance is needed at 763-531-1732 or email [hsoffice@availacademy.org](mailto:hsoffice@availacademy.org). Office hours are Monday through Friday, 7:45 am-3:45 pm.

- **Telephone Usage**

The office phone is available for student use with permission from faculty or staff. For more detailed information concerning personal cell phone use, please see the Cell Phone Policy below.

- **Email**

- Emails are sent regularly from the high school to parents and students. Please check your “Inbox” weekly for communication from Avail Academy. Communication is an essential component of the partnership between school and home, and it is expected parents, students, and staff read communications sent between Avail and home.

- Main email communication includes:

- Weekly High Campus UPdates (specific to the high school happenings)
- Weekly Happenings eNewsletter (information for all Avail campuses)
- Monthly Advisory Newsletters (*specific to each student’s Advisory at the high school*)
- Other: Emails from teachers & staff specific to your student

- **School Closings**

Please tune in to WCCO, Kare11, KSTP, FOX9, or KTIS for school closing announcements. Be sure to look for Avail Academy—High School.

## **Precepts of the Avail Academy Philosophy of Education**

1. We believe that all things exist to glorify God, whom we know in Jesus. Therefore, we must teach children that every part of their lives must serve Christ's glory.
2. We believe that because God made and upholds his creation, it is of essential goodness and worth. We take delight in all aspects of the physical world, the theoretical world and biblically lawful human activity as good gifts from the Creator. Therefore, the Avail Academy curriculum must study the entire created order; reflect the principles of truth, goodness, and beauty vested in our world; and interpret each fact in the universe as belonging to the upholding work of God.
3. We believe that God made men and women to tend the world as bearers of his image. Therefore, we must teach children, of whatever ability, to study our world and use its resources to fulfill our task of stewardship.
4. We believe that God has created a world of order, not chaos, and has given human beings the ability to understand the created order. Therefore, we draw on the many insights which non-Christians as well as Christians have acquired in studying creation and which they have used in the formation of human culture.
5. We believe, however, that sin darkens our hearts and understanding of the world. Therefore, we teach that all human culture is affected by sin and falls short of glorifying God. We must continually evaluate all human actions, including our own, from a biblical perspective.
6. We believe that the Scriptures are God's inspired word and that, as we are illumined by the Holy Spirit, they teach us how to view all of life and creation. Therefore, we support education which accepts everything contained in the Scriptures and which interprets all things in the universe according to them.
7. We believe that Jesus Christ, as Lord of all, renews his people in his image and calls them back to the task of tending his creation. Therefore, we support Christian education which does not divide life into secular and sacred parts, nor ignores any part of the world as outside its interests.
8. We believe that Christ has called the members of his community to serve him together and has obligated them to teach their children how to serve in his kingdom. Therefore, we affirm that education is the task of the whole Christian community; Avail Academy takes its place beside the family and the church and fulfills a unique role in instructing and nurturing students.
9. We believe that children of believers are members of the Christian community and are regarded as God's servants. Therefore, we support schools which encourage students, beginning while they are young, to serve the Lord Jesus Christ in everything and to use their skills in the interests of the kingdom of God.

## **Educational Standards**

### ***Quality Education Goals***

1. Students will be challenged at their highest level of abilities.
2. Students will have the developmentally appropriate ability to reason clearly, think creatively, work collaboratively, and express themselves fluently, both orally and in writing.
3. Teachers will be provided with the training, facilities, time, and equipment necessary to accomplish our entire educational program.
4. Students will be prepared academically, socially, and emotionally to advance to their next level of formal education.
5. Avail will be known by the citizens and community leaders in the metro area for offering a quality and distinctively Christian education.
6. Students will be provided with an education that is contemporary, relevant, and continuously improving so as to prepare them for effective service in a global society.
7. Students will be provided with an educational environment that is safe, clean, respectful, and courteous.

### ***Integration of Faith and Learning Goals***

1. Teachers will implement a reformed philosophy of education in the classroom.
2. Appropriate to their age, students will be able to articulate and demonstrate what it means to be a loving disciple of Jesus Christ in today's world.
3. Students will understand service from a biblical perspective and will be provided with opportunities to utilize their strengths and talents to serve others.
4. Students will understand the Christian worldview and will be able to persuasively apply it to the major issues of our day.

### ***Home and Church Partnership Goals***

1. Christian parents who desire Christian education from a reformed perspective will be able to send their students to Avail.
2. Our constituency will understand and appreciate the value of Christian education from a reformed perspective.
3. Avail parents will demonstrate active ownership of and involvement in the ministry of the school.
4. Constituent churches will view Avail as a supporting partner in the Christian education of their children.
5. As responsible stewards of the faith and resources entrusted to us, Avail will regularly give our supporting constituencies a public accounting of our ministry.

## **ACADEMIC LIFE**

### **A. Annual Calendar of Events & Classes “What to Expect”**

The academic year consists of two semesters. The year begins with a Fall Retreat & High School Orientation which focuses on community building and worldview development. Details on the Fall Retreat and Orientation will be communicated to students and families prior to the start of the school year. In between Fall Semester and Spring Semester, all high school students participate in a credit-bearing, two-week Inquiry Based Unit (IBU) focused on specialized topics of study as selected by students. Some Fall Semester courses continue to meet during IBU. Spring Semester courses begin after IBU has concluded. Class trips take place on an every other year basis. See Avail Academy’s Financial Policies & Procedures for details on cost. See the Avail Academy Academic Calendar for details on the specific academic year. A course schedule will be released during Spring Semester of the preceding year of each academic year. Please see the Course Guide for details on specific course offerings and descriptions.

### **B. Graduation Requirements (see [Diploma Requirement Worksheet](#) for specific course listings)**

Bible	3	Mathematics	3
World Language	2	Science	3.5
Language Arts	4	Social Studies	3.5
Physical Education	1	Fine Arts	1
Student Initiative Projects	3	Advisory	2
Electives (minimum)	6	Inquiry Based Units	*1.5

\* See the Diploma Requirement Worksheets for specific details on how to graduate with [Honors](#).

### **C. Academic Standards and Communication**

*FACTS/RenWeb* is the main avenue of communication for Avail, especially as it relates to course work and academic progress.

- Syllabi for current courses will be available for parents on *FACTS/Renweb*, handed out to each student at the beginning of each course, and in most cases available on Google Classroom.
- Completion of course work and an assessment of that work will be available to parents via *FACTS/RenWeb*.

Academic work should exhibit scholarship and diligence. In addition, work at Avail Academy should also exhibit excellence as God calls us to use our gifts to the best of our ability. Graduates and their parents have indicated Avail graduates feel more prepared for college than their counterparts, especially in the following areas: ability to manage and navigate/direct their own learning, ability to write well, passion for an area of God’s world and a passion for serving in that area, critical thinking skills, ability to think Christianly about the world around them, understanding of worldview and ability to articulate their own worldview, and the ability to work with and network with others and a confidence in themselves and their ability to learn. Avail Academy High School’s aim is to continue to build on those strengths and to communicate each student’s personal growth toward the knowledge and skills necessary to serve Christ in all areas of life after high school.

## D. Homework

Since classroom participation and individual growth often depends on the completion of homework, Avail Academy expects students to complete all homework assignments on time. In order for students to be successful in doing their homework, it is important the parent and student create protected space and time for such outside of normal school hours.

If a student misses assignments regularly or is significantly late in submitting a major project, the faculty advisor will contact the parents and review the homework expectations and jointly develop a plan to have the student complete the work. If a student fails to complete this plan in a timely manner, or has additional late or missing work in that class, Avail Academy will provide the space and time for the student to complete the work—usually before or after school or during lunchtime detention on a day mutually agreed upon by the parents and advisor.

## E. Student Assessment

**Progress Reports:** Each student's academic progress will be reviewed by teachers throughout the year, corresponding to the midpoint of each semester. A progress report will be sent home if there are changes – concerns or joys – to their learning. Please feel free to contact your student's advisor or teachers at any time for an update regarding academic progress.

**Report cards:** Avail is committed to standards based grading. In addition to standards based grading, Avail is dedicated to narrative feedback as a quality teaching and learning practice. Narrative feedback is not only the most important way of helping students grow, but it is the best evidence for parents and students of how students are growing. Avail Academy utilizes a four point grading scale to support standards based grading, which identifies the level of student mastery in their learning.

- **Acquired Learning Scale**

- 4: Mastery--Student consistently meets or exceeds grade-level proficiency.
- 3: Proficient--Student at times demonstrates grade-level proficiency independently.
- 2: Emerging--Student is approaching grade-level expectations, but often needs teacher assistance to achieve grade-level proficiency.
- 1: Needs improvement--Student has not yet achieved grade-level proficiency, even with teacher support.

- **Acquired Learning Scale (GPA Equivalent)**

- **A: 4.0            A-: 3.67**
- **B+: 3.3            B: 3.0            B-: 2.67**
- **C+: 2.3            C: 2.0            C-: 1.67**
- **D: 1.0**
- **F: 0.0**

**Parent/Teacher/Student Conferences:** Conferences at Avail Academy are valuable times of learning and growth for students, parents, and teachers. The bridge between home and school is a significant value of Avail, and thus Avail perceives conference time as central to student assessment and growth. Parent and student attendance at conferences is expected, and mandatory for all fully enrolled students.



- *Fall Semester*—Fall conferences with the student’s advisor focus on exploring each student’s academic habits. Fall conference time is also an opportunity for parents to schedule conferences with other teachers—with the understanding, due to time constraints, longer conversations with teachers about a student’s work in a particular curricular area may be best handled outside of the regular student-parent-teacher conference time.
- *Spring Semester*—The Avail parent/student/advisor conference during Spring Semester is an opportunity for advisors, parents, and students to reflect on discipleship growth and opportunities. We use a series of letters (a different one for each grade level) to facilitate the discussion that takes place at these 15-minute conferences.
  - 9th grade: Parent writes a letter to their son or daughter
  - 10th grade: Advisor writes a letter to advisee
  - 11th grade: Student writes a letter to himself or herself
  - 12th grade: A designated peer from the Advisory writes a letter to the student

## **F. Eligibility for Student Activities:**

Because we value academic performance and want each student to achieve the highest level of educational success within the framework of his or her ability, the following policy governs each student’s involvement in co-curricular activities.

1. Eligibility applies to all students who participate in co-curricular activities.
2. Students are ineligible to participate in co-curricular activities if carrying a grade of an “F” in any classes. If a student is ineligible he/she will not be allowed to participate in practices or contests during the ineligibility period.
3. Students must be making adequate progress in all current curricular studies and be on target to complete current projects in a timely manner. When the “F” is changed to a passing grade, students become eligible for practice and contest participation.
4. In addition to the school policy, the Minnesota State High School League participation guidelines will be followed.

## **DAY-TO-DAY SCHOOL DETAILS**

### **A. Attendance & Health – Absences, Tardies, & Medical**

Regular attendance at school is of the utmost importance; students are expected to be present each day school is in session. Each day in class, learning is taking place. These learning experiences can never be duplicated, and when a student is not in attendance, they are missing some portion of their total educational experience. When students arrive late to class, they are not only missing out on their own learning, they are interrupting the learning process for other students who arrived on time and showing disrespect to their teachers.

Absences and tardies will be recorded as excused or unexcused. Examples of legitimate excused absences and tardies: illness, injury, doctor, or dentist appointments, family emergencies and school related learning opportunities. All other activities should be scheduled outside of school hours or during normal holiday and vacation times. Any absences other than those caused by illness, family emergencies, and medical appointments that cannot be scheduled outside of school hours will be

considered unexcused. A signed note from a doctor is required in order for special learning accommodations to be made and implemented for any identified health limitations.

### **Regular Attendance**

Academic success is directly related to the student's habits of attendance. Students are not excused from school without permission from their parents/guardians and the administration. The school day begins at 8:10am and concludes at 3:20 pm. Students are required to attend all scheduled classes and study halls. Skipping classes and study halls will result in detention.

### **Absence**

A student will receive a **full day** absence if s/he attends less than 3.5 hours of a school day and will not be allowed to participate in any extracurricular activities held that same day. A student receives ½ day credit if s/he attends at least 3.5 hours of the school day. An absence will be recorded as either excused or unexcused as the situation requires.

If a student has been absent for 10% or more of instructional time in a given semester, the parents and student will be notified the credit of the class may be forfeited. In the case of extended illness or injury, as verified in writing by a doctor, these absence limits may be reconsidered. The administration and education committee will make this decision upon review of the student's academic record.

### **Unexcused Tardiness**

Arriving to class after the bell rings constitutes being tardy. Students are not admitted to class late without a pass from the office. Students are allowed three unexcused tardy arrivals per semester with no consequence. With each tardy after three, students will be issued a detention. A missed detention will result in an added detention on a different day.

### **Arrival & Departure Procedures**

The high school building opens at 7:45 am. Students should park near and enter through Door D up until 8:05 am. The first class period of the day begins at 8:10 am. The first bell of the day rings at 8:05 am at which time Door D will be locked. Students arriving after 8:05 am should enter through Door C and buzz in, using the Avail Academy doorbell. Students are expected to be in class and seated by the 8:10 am bell. The school day concludes at 3:20 pm. Students should exit out Door D or Door C. Students are expected to vacate the campus no later than 3:45 pm unless they are supervised by staff or faculty of Avail Academy.

### **Arriving Late or Leaving Early During the School Day**

A student who must leave campus during the day, or who arrives late to school, must have a parent communicate with the school office ahead of time via email at [hsoffice@availacademy.org](mailto:hsoffice@availacademy.org) or by calling 763.531.1732. It is the student's responsibility to pick up a dismissal pass from the office, sign-in/out in the school office, and contact the teacher whose classes s/he will be missing in order to create a plan for missed work and class time. If a student is returning to school following an appointment, he or she must buzz in at Door C, sign-in at the school office and obtain a pass in order to be admitted to class.

### **Reporting an Absence to the School**

Should it be necessary for a student to miss school, the following procedure must be followed:

1. On the day of the absence, a parent should notify the school office before 8:15 am via email at [hsoffice@academy.org](mailto:hsoffice@academy.org) or phone at 763.531.1732
2. Extended absences, six (6) or more consecutive school days or seven (7) accumulated school days within a ten (10) day period, due to illness or injury requires a doctor's written note stating how the illness or injury prevented the student from attending school. If the written notice is not turned in within two (2) school days of the student's return, the absences

will be considered unexcused.

### **Medication & Illness:**

1. Students and parents can sign an optional self-administration medication form which provides permission for a student to self-administer over-the-counter medications as needed during the school day. Please contact the high school office to obtain this permission form.
2. Prescription medication must be administered through the school health office. A permission form must be filled out prior to medication use on campus.
3. If a student has had a fever of 100 degrees or more, the student should stay at home for 24 hours after the temperature returns to normal. If the student has vomited or had diarrhea, the student should also stay home until 24 hours after the last episode. If the student has any rash, check with a family physician before sending the student to school. Further questions regarding return to school after illness should be directed to the family physician.

### **Senior Privileges**

Early dismissal and late arrival is an earned privilege for Seniors. Seniors who desire to take advantage of the perks of being a senior must be in good academic standing and have consistent attendance in all enrolled classes. All late start seniors must arrive in time to attend all chapels and school assemblies. Failure to do so will result in a detention or result in the loss of Senior Privileges. Seniors must be enrolled in coursework to meet graduation requirements, have permission from their parent/guardian as designated on the Senior Privilege agreement form, and provide their agreement to abide by Senior Privilege rules.

#### ● Senior Privilege Rules

- a. Students must attend school by the beginning of their first enrolled class of the day, including Advisory.
- b. Students must arrive by the beginning of Chapel.
- c. Students who are on campus and not in a designated class must remain in the Student Lounge.
- d. Students who arrive late or have early dismissal must sign in/out in the high school office.
- e. The forged permission of a parent or guardian will revoke Senior Privileges immediately for the remainder of the semester, and the student will be reassigned to a Study Hall.
- f. If the Student Lounge meets or exceeds capacity, Avail reserves the right to relocate Senior Privilege students to an assigned classroom during designated times.
- g. When waiting for classes to begin, students should wait in the Student Lounge.
- h. Students may return to campus for after-school activities at the final bell of the day.
- i. Tuition is not adjusted for students who utilize the Senior Privileges.
- j. Students will lose their Senior Privileges if there are problems with attendance, academic performance or behavior.

### **Attendance and Extra-curricular Activities**

A student who is absent for more than 3.5 hours of the school day may not participate in any extracurricular activities held that same school day.

### **Make-Up Work for Absences**

For an excused absence, a parent/student may request homework from the teacher(s) if the request is made by 12:00 pm on the day of the excused absence. All collectable homework may be picked up in the office between 3:15-3:45 pm on that same day. It is the parent's responsibility to obtain any books needed from the student's locker. Students will have the same number of days to make up their work as they were absent. The teacher(s) will determine appropriate credit for such work.

For an unexcused absence, it is the student's responsibility to obtain any information and work missed. Teachers are not required to prepare homework in advance of the unexcused absence. Alternative assignments for class activities may be provided at the teacher's discretion. No time extensions will be given for homework, tests, or quizzes the student is aware of prior to the absence

unless they make arrangements with their teacher before they leave. All homework missed must be completed within the timeframe determined by the teacher(s).

### **In-School Suspension**

Students who serve In-School Suspension will be furnished with assignments or alternate opportunities for continued learning. S/he is expected to make up all work missed during the time of suspension and will not receive additional time to complete it. The teacher(s) will determine appropriate credit for such work.

### **Tuancy**

Minnesota State Law states all children must attend school until the age of 18. The law requires parents compel their children to attend school. It is the responsibility of children ages 12-18 to make sure they attend and are on time for school every day, for every class. Excessive unexcused absences or tardies may result in a referral for truancy and/or dismissal from school. School officials may request a meeting with parents to discuss why absences or tardiness is occurring and find a solution to the problem. At that time an assessment may be conducted to determine if the student has any social, emotional, or physical problems contributing to the absences. If truancy persists after parental notification, the school administration may make a referral to the County Attorney's Office for appropriate legal action.

## **B. Dress Code**

### **Rationale for the Dress Code**

Personal dress and appearance should be honoring to God and a positive witness to others. The way we dress can reflect our feelings and attitudes and affect our actions and behavior. This is an area where individual preferences may need to be sacrificed for the common good. Avail is a learning community. Consequently, our appearance should encourage focused study and avoid distracting from the learning process.

Parents and students are encouraged to make *thoughtful* choices. The key terms in our dress code are "modest", "clean", and "in good repair." In His Word, God calls us to treat our bodies with modesty and respect. What is "in-style" is not always in accordance with the standards we seek to reflect. Parents and staff are cooperatively responsible for enforcement of the dress code. Guidelines listed below apply to the school day, school sponsored events (including formal dances, concerts and graduations), and co-curricular activities unless permission is granted for variance(s) by school leadership ahead of time. Additional dress code policies may be communicated in regard to school dance attire. Co-curricular advisors, coaches, directors, athletic director, and/or advising staff may require additional guidelines for co-curricular activities which may not be listed in this handbook. See specific co-curricular handbook(s) for details.

### **Dress Code Guidelines**

1. A student's grooming should be neat, clean, and in good taste. Clothing should be manageable and appropriate for the season and activity.
2. Hooded sweatshirts may be worn in the building; hoods may not.
3. Dresses, skirts, and shorts (for guys and girls) must be mid-thigh in length (inclusive of all hems, including the side-cut in running shorts). This guideline also applies to shorts worn for Phy. Ed. class and co-curricular participation.
4. Clothing should have a modest neckline and cover the midriff at all times. No visible cleavage or midriff regardless of movement. This applies to formal dresses worn to school dances and events.
5. Outer clothing should completely cover undergarments. Sleeveless garments near the shoulder line are permissible, but may not expose undergarments.

6. Pajama pants/shorts are not to be worn to school. Skin tight pants/shorts are also not to be worn to school, unless they are fully covered by shorts, shirt, or a skirt. Halter tops, crop tops, strapless tops, or tank tops may not be worn unless they are worn under an appropriate shirt and do not expose the midriff.
7. Students must wear shoes during the school day. Loose-fitting footwear may not be worn during physical activities.
8. Discretion must be used in wearing pictorial or slogan-bearing shirts. The staff reserves the right to judge whether or not such items are offensive.
9. Students involved with co-curricular activities and teams are expected to dress adhering to the spirit of Avail's dress code.
10. Judgment regarding the appropriateness of a student's appearance will be made by the staff of Avail.

**Practical Attire and Personal Belonging Considerations:**

1. Boots, snow pants, and coats must be worn when the weather and activity dictates.
2. Students are responsible for their own clothing and other belongings. Clothing, lunch boxes, bags, etc. should be labeled. Items must be stored IN lockers. Items may not be stored in common areas of the church, stairways, hallways, student lounge, bathrooms, classrooms, etc.
3. A "lost and found" area is located in the school for items left by the students. Parents and students are encouraged to check it periodically. The lost and found is cleared out on a monthly basis, with left items being donated.

**Off-Site Guidelines:**

Students have many opportunities to engage in the community and special attention should be given to professional appearance during these times. When students are going off-site for the Go Project, Experiential Learning, Field Trips, etc., the following additional guidelines apply, unless specific instructions are given for a particular field trip:

- It is highly recommended that students wear Avail Spirit Wear when going off-site during the school day.
- Sweatpants and athletic shorts are not allowed.
- T-shirts with large slogans, logos, and images other than school Avail Spirit Wear are not allowed.
- Shirts with solid colors, subtle patterns, or small manufacturers logos may be worn.
- All other dress code guidelines are to be followed when off-site.

**Dress Code Violation Consequences**

Students will be consulted and informed of a dress code violation. Parents may be notified. The student will be given an opportunity to correct the dress code violation. If they are unable or unwilling to correct the dress code infraction, the student will be dismissed for the rest of the school day. Further offenses will result in detention or suspension.

**C. Use of Alcohol, Tobacco or Illegal Drugs**

1. **Smoking and Chewing Tobacco** – No smoking or chewing tobacco is permitted on school property, at school-sponsored events, or on the buses.
  - 1<sup>st</sup> offense – three day out of school suspension and immediate suspension from all co-curricular activities for the remainder of a current activity. (a student contract outlining correctional procedures will be written and signed by all parties.)
  - 2<sup>nd</sup> offense – five day out of school suspension and suspension from all extra curricular activities for the remainder of a year.
  - 3<sup>rd</sup> offense – Expulsion from Avail with the possibility of re-enrollment only after submission of documentation of being smoke free and showing a commitment to be smoke free.
2. **Drugs and Alcohol**
  - Use of alcohol or illegal drugs or being willingly present where these substances are used illegally may result in the following:
    - In-house suspension

- Mandatory counseling and/or testing at parents' expense
- Immediate expulsion from Avail.
  - The student may reapply for admission one year from the date of expulsion.
- Drug counseling may be required and additional drug testing and evaluation at the parent's expense may also be required.
- The selling or "pushing" of drugs will be reported to the proper authorities.
- This policy also applies to substitute or purported drugs.
- Any use of drugs or alcohol not specifically addressed in these guidelines will be dealt with on an individual basis.

## **D. Student Conduct**

### **1. General Conduct**

- Students are to conduct themselves as Christians at all times. Disobedience, obscene, or profane language, or any conduct of a discourteous nature is always out of order. This standard of good conduct is expected at all school activities, both at school and in the community.
- The building will be open to students from 7:45 am to 3:45 pm on school days. Students are not to be on campus outside of these hours unless enrolled in an approved co-curricular program. Supervision is not provided outside of the hours of 7:45 am and 3:45 pm on school days. The school is not held responsible or liable for students who remain on campus outside of the listed hours of supervision without prior written approval from the campus principal.
- Personal items, athletic gear, instruments, etc. must be stored in lockers. If equipment does not fit in a locker, special arrangements must be made with the high school office in order to receive permission for alternate location storage. Do not store items at the bottom of the stairway landing on the first floor, in hallways, stairways, or the Commons area of the campus.
- Out of respect to our lease partners, Grace Evangelical Free Church, students are requested to treat all church furniture with care and to use furniture for its intended purpose.
- No eating is allowed in classrooms without teacher permission and a plan to sanitize all surfaces used for eating in classrooms and dispose of all waste accordingly. It is the mutual responsibility of students and teachers to clean up after any food consumption on campus.
- If students would like to use a classroom or space during school hours, please arrange a room reservation through the high school office. Rooms are not to be used without permission from the high school office. Use of rooms on the 2nd floor, the Upper Room, or any areas not located on the 3rd floor must have an approved adult supervising the event/meeting in order for room use to be approved by the high school office.
- Campus Pass students are welcome and encouraged to participate in all on campus activities and events. Campus Pass students are required to attend photo day each year, including the "all school photo" taken annually.
- School friendships and relationships are always encouraged and sought to be developed in such a way as not to exclude others, but to allow students to cultivate life-long friendships and companions. Particular awareness should be given to boyfriend/girlfriend relationships, making sure the actions are not rude or discourteous to others, and so the actions reflect general scriptural guidelines of respect for each person. Students are to refrain from public displays of affection inclusive of, but not limited to, public kissing, embracing, and other close physical contact while on campus or at school-sponsored events.

### **2. Fighting / Physical Attack**

Fighting or physical attack is defined as any act involving hostile bodily contact between two or more individuals. Incidents occur while at school, or going to or from school, including any activity under school sponsorship, will be dealt with in the following manner:

- 1<sup>st</sup> offense – Immediate suspension of all parties involved. Suspension length depends on the seriousness of the activity. Any attack on a school employee could result in immediate expulsion.
- 2<sup>nd</sup> offense – May result in immediate expulsion
- If parents have questions or disagreements regarding disciplinary actions it shall be their responsibility to discuss these questions with the teacher involved and not to bring their grievance to other parents, teachers, or students. If the matter is not resolved with the teacher the parents shall then discuss it with the administrator. And failing a resolution, then bring the matter to the attention of the Leadership Team of Avail. The final step if all else fails, is to bring the matter to the School Board.

### **3. Weapons**

Any student who is determined to have brought a weapon to school or knowingly possessed a weapon at school may be expelled. The administration reserves the right to define the term weapon, and maintains its right to handle each situation on a case-by-case basis. Students involved will also be referred to local law enforcement agencies.

### **4. Forgery**

The act of willfully using, in writing, or on the phone, the name of another person or falsifying times, dates, grades, or addresses on school forms or parental notes, etc. will result in automatic suspension with length to be determined.

### **5. Theft**

Proven activities will result in the suspension of the student from school and activities. Length of suspension will be determined by the administration.

### **6. Inappropriate Material**

Any material such as magazines, websites, or other research materials misused will be confiscated by the teacher. Depending on the material and circumstance, the material may be returned at an appropriate time or the confiscation may be permanent. Additional disciplinary action may also be taken.

### **7. No Bullying Policy**

Avail Academy seeks to nurture the hearts and minds of our students in accordance with the pattern of Christ. We expect all Avail Academy students, staff, and parents to have standards of behavior that conform to God's standard found in His Word, demonstrating respect and dignity towards others. It is therefore the policy of Avail Academy to maintain an environment free from all forms of bullying. This policy covers actions that take place in the school, on school property, in school owned buses, and off school property where students are engaged in any school-sponsored or school approved activity, event, or function such as a field trip or athletic event, where students are under the jurisdiction of the school. Actions occurring through the misuse of technology may constitute an act of bullying regardless of whether such acts are committed on or off school property.

#### **Definition**

Bullying can be defined as unwanted, aggressive behavior among students that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

In order to be considered bullying, the behavior must be aggressive and include:

- An imbalance of power: Kids who bully use their power- such as physical strength, access to embarrassing information, or popularity- to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

There are four types of bullying:

- **Verbal bullying** is saying or writing mean things. Verbal bullying includes:
  - Teasing, name calling, racist remarks, inappropriate sexual comments, taunting, threatening to cause harm.
- **Social bullying**, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes:
  - Leaving someone out on purpose, telling other people not to be friends with someone, spreading rumors about someone, embarrassing someone in public.
- **Cyberbullying** is bullying that takes place over digital devices. Cyberbullying includes sending, posting, or sharing negative, harmful, false, or mean content about someone else. It can also include sharing personal or private information about someone else causing embarrassment or humiliation.
- **Physical bullying** involves hurting a person's body or possessions. Physical bullying includes:
  - Hitting, kicking, pinching, spitting, tripping, pushing, taking or breaking someone's things, making mean or rude hand gestures, locking a person in a room, initiating or forcing inappropriate or harmful touching.

## Awareness

- **Staff:** Annually, as part of the required in-service training for all school staff, the Principal or designee shall arrange for bullying and response training. Because adults must take the initiative in combating bullying, they must be watchful for warning signs, closely supervising children.
- **Students:** Students should familiarize themselves with the No Bullying Policy. Parents should talk with students about the No Bullying Policy. Teachers support students in this by familiarizing the students about the No Bullying Policy and educating them about seeking help and how to take next steps. The principal will ensure the student body is aware of the No Bullying Policy.
- **Parents/Guardians:** Parents should familiarize themselves with the school's No Bullying Policy. The policy will be listed in the Parent Handbook and posted on the website.

## What to Do

- Avail students and parents who believe a student is being subjected to bullying are encouraged to promptly report suspected incidents of bullying to the student's teacher and/or any person currently in charge. If a student is a witness to bullying, he/she is encouraged to report the incident to a teacher or staff member promptly.
- *Bullying Report Forms* are available in the school office and in the weekly high school newsletter. Forms can be picked up in person, or requested over phone or email. Bullying Report Forms should be filled out to file an official report of bullying. Bullying reports should be returned to the high school office promptly.



- Any member of the school staff receiving a suspected bullying report (verbal or written) shall address the matter as soon as possible, within twenty-four hours (when possible). The staff member shall assess the situation to determine if the behavior meets the criteria for bullying or if the behavior is an isolated incident that can be resolved within the classroom. (Not all conflict constitutes bullying.)
- If the behavior appears to meet the criteria for bullying, the staff member must report this to the school Principal or designee.
- The Principal or designee will promptly and thoroughly investigate and address reports of suspected bullying. This investigation may include meeting separately with the alleged target, any witness, and the person suspected of committing the bullying behavior. If it is determined bullying has occurred, appropriate action will be taken to end the bullying. Staff shall ensure that within twenty-five hours (when possible) notification of the incident has been given to the parents/guardians of both the target and the offender, indicating that steps have been initiated to address and resolve the issue. Parental notification and the intervention plan shall be documented on the *Bullying Incident Report*
- Copies of the completed *Bullying Incident Report* will be maintained in the school office. The report will serve as a reference for the school staff in determining whether or not a pattern of bullying behavior or abuse exists in regards to the offender or the victim.
- All information concerning complaints or incidents of bullying will be treated confidentially.
- Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- Students, staff, and parents are prohibited from falsely accusing another person of bullying. Disciplinary action shall be taken if they knowingly make false reports.
- A student or parent may report bullying anonymously. However, the school's ability to take action against an alleged perpetrator based solely on an anonymous report may be limited.
- The Principal or designee will follow-up with the parent of the target of any official bullying incident to make sure the issue has been resolved.

## **8. Sexual Harassment**

Avail intends to provide its students and employees with an environment free of offensive kinds of behavior. Sexual harassment, which includes making unwelcome sexual advances, engaging in improper physical or virtual contact, making improper sexual comments, or otherwise creating an intimidating, hostile, or offensive educational environment toward a fellow student or school employee will not be tolerated. Complaints should be made to the campus principal, an advisor, school president, or a school board member. If there is a verified violation of this policy on the part of a student or faculty, appropriate disciplinary action will be taken.

## **9. Vandalism and Harassment**

- Respect for Avail personnel, our leased facilities, and school property is necessary and expected. Vandalism is a serious offense. Using fireworks, fire extinguishers, pulling fire alarms, starting fires, vandalizing school property, the property of school personnel or the school property of any student may result in suspension, fine, full restitution, as well as probation or expulsion.
- Textbooks or other Avail property should be cared for and turned in at the end of the term in usable condition. Hardcover books are to be covered by the end of the first week a student is in possession of the book. If any Avail property is damaged or becomes missing during student use, it is the responsibility of the student to pay for the replacement of the damaged or missing item. The principal will determine when an item is considered damaged and

unusable. An item will be considered missing if it is not turned into the high school office within one week after the conclusion of an academic term (i.e. semester). Replacement fees will be applied to the student FACTS account and billed during a normal billing cycle. Parents will be notified of the damaged property prior to replacement fees being applied to the FACTS account.

- Harassment of students or staff by other members of the Avail community will not be tolerated. Harassment is considered to be any unsolicited words or conduct which tend to annoy, alarm, or abase another person. Any student found harassing another student, school personnel, or their families at any time may be suspended and a decision will be made by the administration within three school days regarding their future status as a student at Avail.

### **E. Cheating:**

If a teacher becomes aware and can validate any dishonesty or cheating, such as: plagiarism, copying homework, "cheat sheets", etc., these guidelines will be followed:

- 1<sup>st</sup> offense – Automatic one-day in-house suspension and an F on the test or assignment.
- 2<sup>nd</sup> offense – three-day suspension and an F on the work with a parent conference before readmission to school. The student will be placed on probation for one month.
- 3<sup>rd</sup> offense – Possible expulsion from Avail Academy.

If other students are knowingly involved, all parties will be treated with respect and with appropriate response to their involvement in the situation.

### **F. Academic Probation**

During probation a student may be denied privileges such as driving a car to school or participation in school-sponsored activities (e.g. field trips, performances, and athletics) for up to one month. The student must show improvement to a satisfactory level or the result will be expulsion from school.

- The administration will reserve the right to deal differently with students who turn themselves in or confess to offenses than with those that are found to be involved or deny falsely their involvement. Each occurrence will be dealt with on an individual basis. Appeals may be made to the education committee.
- Possible reasons for probation:
  1. Insufficient academic progress
  2. Continued, deliberate disobedience
  3. A rebellious spirit which is unchanged even after counseling
  4. A continued negative attitude and bad influence on other students
  5. Committing a serious breach of conduct which has an adverse effect upon the testimony of the school or the school community
  6. Excessive discipline hours

### **G. Lockers:**

Each student will be assigned a locker. It is his/her responsibility to keep the locker clean.

- If students request a lock, they will be issued one in order to secure their locker.
- The administration reserves the right to inspect the lockers at any time.
- Appropriate decorations may be placed only on the inside of the lockers and must be non-permanent and appropriate to the mission and vision of the high school.
- At the end of the school year, lockers must be emptied and cleaned inside and out.
- All items left behind will be placed in the lost and found and donated per the lost and found guidelines.

## **H. Driving:**

Students are to park their vehicle in the parking lot outside of Door D, unless arriving at school after 8:05 am. Arriving at school after 8:05 am requires students to park and enter through Door C. Special traffic flow maps are provided on days when Grace Evangelical Free Church has large events such as funerals and monthly food distribution. All drivers are expected to follow the traffic rules as listed below:

1. Use caution when driving in or out of the parking lots.
2. Comply with all rules and regulations established by the Minnesota Department of Motor Vehicles.
3. Drive below 10 mph while on campus.
4. Reckless driving is absolutely forbidden and will result in loss of driving privileges on all Avail Academy campuses.
5. The school and church are not responsible for any theft or damage to motor vehicles while on campus property.
6. Park within designated parking spots.
7. Students must not return to their car during the school day without permission and abiding by the appropriate signing in and signing out procedures.

## **I. Library Access:**

Each student must have a valid library card issued by their county library.

- Cards must be available every day at school.
- Students are responsible for returning library materials by the due date and paying any late fees should they be incurred.

## **J. Visitors:**

Visitors are considered any individual who is not an enrolled student or member of the staff at Avail Academy High School. Parents of Avail Academy students are always welcome to visit. Since we want to keep all students and staff safe and support the learning environment to the best of our ability, please contact the campus ahead of time and obtain a visitor pass in the school office upon arrival. If you would like to visit a classroom, please contact your student's teacher in order to arrange a time that would work well for both of you. On occasion, Avail will host guest students to observe classes as a prospective student. Visiting students must contact the Admissions department of Avail Academy prior to being present on campus. Alumni and other guests are welcome to visit, but must arrange their visit with a hosting teacher or staff member ahead of time and receive permission from the campus principal prior to arrival. All visitors must sign-in and sign-out in the high school office and be on campus for the approved purpose. Visitors desiring to hold meetings, committees, or other events on campus during school hours must contact the high school office and abide by the room reservation process.

## **K. Technology and Personal Devices**

### **1. Electronic Devices**

Personal electronic devices are not to be used by students at school unless they are needed in conjunction with a clearly defined educational activity. This is inclusive of bluetooth listening devices such as airpods.

#### **Laptops and Personal Devices:**

All Avail Academy High School students are expected to use their school distributed MacBook

for all classwork. Personal laptops are not to be used in Avail Academy High School classrooms at any time without prior approval from the campus principal. Personal devices may not connect to the school wifi at any time. Approved devices must attach to the guest wifi.

### **Mobile Phone Policy:**

Avail Academy High School is a mobile phone free campus. Mobile phone devices (phones, smart watches, etc.) may be brought to school, but may not be used during school hours, including lunchtime or study hall. If a mobile device is used or seen without prior staff permission, Avail Academy faculty and staff are authorized to confiscate the device. The confiscated device will be handed over to administration, and the offense will be documented. The device may be retrieved after the completion of the school day from an administrator or office staff. Parents may be notified, and may be required to retrieve the phone from the office. Students may use their cell phones by Door D, before school begins (prior to 8:10 am) and after the school day ends at 3:20 pm. If an urgent situation comes up and a student needs to use their device, he/she must stop by the high school office to request to use their mobile device.

## **2. General Technology Acceptable Use Agreement:**

Computers and Technology at Avail Academy will be used only for positive, educational purposes.

- **Students will:**
  - Use school technology for academic and classroom activities only, unless they have special permission from the teacher in charge.
  - Understand their MacBook and Avail Academy accounts belong to the school and school staff may access information they use to produce, view, or store.
  - Only access sites appropriate for school classes or activities.
  - Cite all Internet and print sources used in school projects.
  - Immediately report any technology use that makes them uncomfortable or violates school policies. If they access inappropriate material, they will report it to the teacher in charge right away.
  - Use appropriate language and refrain from profanity, insulting language, cyber bullying, etc.
  - Realize offensive messages that originate outside of school, but disrupt the school's educational process may be subject to school consequences.
  - Respect the privacy and dignity of students and teachers at all times and will not use another user's password.
  - Charge their MacBook overnight, whether it is at school or home.
  - Use their MacBook when it is sitting on a table or other flat surface-not the floor.
- **Students will not:**
  - Use someone else's work and say it is their own.
  - Use technology to transmit, receive, or reproduce material in violation of US, state, or school regulations. This includes copyrighted material, threatening or obscene material, or material restricted by school policy or staff.
  - Access personal email or accounts, social media, etc. using school computers, their own computer, cell phone, or other device during school hours.
  - Install or attempt to install apps on the school computers without the permission of the technology specialist.
  - Submit information over the Internet without the permission of their teacher(s).
  - Give out personal information such as their full name, phone number, or address.
  - Give out personal information about someone else.

- Correspond or meet with someone online without the pre-approval of a teacher and parents.
- Change their password without the permission of the technology specialist.
- Put stickers on their MacBook.

#### L. Technology Damage Policy/Fee Schedule:

- **Warranty:**
  - Most MacBooks and iPads are covered by the manufacturer's warranty for one year after purchase. However, they are not covered by the warranty or service contract in cases of theft, loss, fire, misuse, intentional abuse, or damage beyond recognition. The final determination on the classification of damage is determined by the warranty provider.
  - If student computers are intentionally abused, misused, or damaged so they can't be used are not covered by the warranty mentioned above. The cost of damages incurred by intentional abuse or misuse will be the responsibility of the student/parent and may include other disciplinary actions.
  - All MacBooks, carrying cases, and power adaptors must be returned at the end of the school year or upon withdrawal from Avail Academy. Any items not returned will be billed at replacement cost to the student's FACTS account and due immediately.
- **Repair Fee Schedule:** Major damage is defined as damage that renders the computer unusable.
  - Major damage not covered by warranty for MacBooks/iPads that were purchased this school year: \$150.
  - Major damage to a MacBook/iPad that was purchased in the previous school year: \$100.
  - Major damage to a MacBook/iPad that was purchased two years before or more: \$50.
  - Processing fee for any MacBook/iPad under warranty or can be fixed by an Avail Academy technician: \$20 plus parts.
  - Lost or damaged charger: \$35.
  - Lost or damaged carrying case (high school only): \$40.
- **MacBook Buyout Schedule:** Students who graduate from Avail will have the opportunity to buy their assigned Macbook on a prorated basis:
  - 2024 Graduates: \$666
  - 2025 Graduates: \$444
  - 2026 Graduates: \$222
  - 2027 Graduates and beyond: \$0

#### M. Google Apps for Education Use Agreement:

- **What it is:** Google Apps for Education offers a free and ad-free set of online customizable tools such as Google Docs and Sites that enable teachers and students to work together and learn more effectively. The students' availacademy.org accounts are housed on a Google server, thereby giving students access to Google Drive (word processor, spreadsheet, and presentation software) and also allowing teachers and students to share information housed in these file areas with others.
- **Philosophy:** Avail encourages the use of these tools as an effective and efficient way to improve collaboration and communication. The primary purpose is to support teaching and learning. Avail students in grade six through twelve will be assigned a Google Apps for Education account.

- **Responsible Use Guidelines:** The use of technology at Avail Academy is a privilege extended to staff and students to enhance teaching and learning and to exchange information.
- **Opportunities/Privileges:**
  - All students assigned a Google Apps for Education account will be so until such time as the student is no longer enrolled in the Avail Academy system.
  - Access to and use of the student Google Apps for Education is considered a privilege accorded at the discretion of Avail Academy. The school maintains the right to immediately withdraw the access and use of student email when there is reason to believe violations of law or district policies have occurred. In such cases, the alleged violation will be referred to the building principal for further investigation and adjudication.
- **Responsibilities:**
  - Students must adhere to the Avail Academy Acceptable Use Policy, listed [here](#).
  - Students may not engage in conduct that includes but is not limited to:
    - Harassing, threatening, or intimidating others
    - Sending obscene or sexually explicit language or images
    - Unlawful activities
    - Commercial purposes
    - Personal financial gain
    - False identification in email communications
    - Misrepresenting Avail Academy
    - Interfering with Avail Academy technology operation through:
      - Electronic chain letters
      - Unsolicited electronic communications
      - Disruption of electronic communications
- **Security:** Avail Academy cannot and does not guarantee the security of electronic files located on the Google mail system. Although Google does have a powerful content filter in place, the school cannot assure users will not be exposed to unsolicited information.
- **Privacy:** Files stored on school resources, including email messages, are considered property of Avail Academy. Avail Academy reserves the right to inspect files stored on school resources for conformity with its policies, licensing standards and state or federal law.

## **OPPORTUNITIES UNIQUE TO AVAIL**

### ***Go Project***

- Purpose and results drive the choice to include the Go Project as a part of Avail Academy High School's monthly school schedule. The Go Project brings Avail Academy HS students out into the community to do real work, for real people, with real needs. The Go Project connects in class learning to needs out in the community. Central to who we are as a distinctively Christian high school is an understanding of image bearers of God as servants. Servanthood is the core of our existence in Christ. A key part of that understanding—with identifiable results in senior projects and Avail graduate feedback—is built through our Go Project program. Including the Go Project as part of our monthly schedule is intentional. The Go Project provides a shared experience for both students, parent volunteers, and staff members, which promotes dialogue. Students conduct

research and reflect on the needs around them and how that relates to what service really is. In the end, Avail teachers help students connect the experiences of service-learning to an understanding of God's call on his people to serve in every aspect of their lives—in the workplace (even if you're not a pastor or missionary), at home, and—yes!—at school in the way and the reason that they learn.

### ***Student Initiative Projects (S.I.P.)***

- Many Avail Academy High School graduates have returned from entering college and communicated the importance of keeping S.I.P as a regular part of the educational model at Avail Academy High School. The outcomes/results of S.I.P. as evidenced in our classrooms and by our graduates are as follows: greater student ownership of their own learning, greater ability to plan and manage both time and overall learning/work, greater ability to communicate in writing and speaking the results of learning, greater ability to work with others toward a common goal. These outcomes are significant for high school graduates. These skills are part of the *21<sup>st</sup> Century* skills and key learnings that graduates need post-high school.
- There are three tiers of S.I.P work at Avail—three-four week projects, six-eight week projects and twelve-fifteen week projects. The purpose of the tiers is to begin developing student skills in shorter projects, so skill development rather than content can be the focus. As students develop the ability to learn and manage their learning, the project content grows in both breadth and depth, thus the longer time for development. This creates a significant subject area opportunity. Students gifted in specific areas, such as math and science, theater, music, writing, world language study, et.al., have taken advantage of this time to develop their skills and understanding further—and as juniors and seniors, connected learning to internship-type opportunities in the community. We will continue to challenge students in their project choice; please help us navigate those choices with your feedback and/or suggestions. As a unique learning opportunity, S.I.P. requires unique assessment practices. In recognition of the need to communicate student growth in this area, Avail Staff will communicate your son or daughter's S.I.P. progress and growth in a narrative through Parentsweb.

### ***Advisory***

All students meet in advisory groups four times per week. Advisory groups are intended to provide close adult mentorship for each student, build a sense of student community within and between the advisory groups, provide direct support for each student's learning program, and create a setting within the school goal of cultivating attitudes, habits, and skills. The hope is that through informal discussion and trust, the advisory experience will foster the students' opportunity to flourish as individuals, as community members, and as Christ's servants in the wider world.

In order to reach these goals, advisory groups contain no more than fifteen-twenty students from all four grade levels within each group. Faculty advisors will remain assigned to the same group of students throughout the four year high school journey at Avail Academy High School.

The key duties of faculty advisors include the following:

- Acting as the student's and the family's first contact at the school
- Supporting the student as a whole individual, with appropriate attention to needs beyond the student's program of learning
- Developing a sense of mutual support and care within the advisory group
- Providing for meaningful daily devotions and opportunities for students to share their accomplishments and concerns
- Monitoring each student's progress in learning, providing advice, coaching, and assessment
- Directly supervising students' Experiential Learning, Student Initiative Projects, and Go Project involvement
- Coaching students as they develop their High School Portfolios
- Supporting the student and representing the school during Conference meetings

Faculty advisors work together to jointly develop a flexible program of activities that will support learning in advisories. The primary goals of advisory learning are to enable students to do the following:

- Experience individual and community devotional life
- Develop relationship-building skills
- Identify and shape emotions
- Learn to lead and to collaborate
- Respond to suffering and need with concern and care
- Respond to cultural differences with humility and understanding
- Connect learning to life
- Practice discernment
- Solve problems
- Reason critically
- Display creativity
- Reflect on their own learning
- Communicate effectively
- Demonstrate persistence
- Value accuracy and precision
- Manage time effectively

### **Parent Partnership**

Avail considers it a privilege to partner with parents in the education of their child(ren). It is essential parents are knowledgeable and engaged in their student learning throughout high school. Avail Leadership and Staff are committed to each student's growth and to a distinctively Christian high school education. In order to foster and successfully partner with parents, we ask parents to:

- Attend all scheduled parent-teacher conferences to discuss student progress, the various fund-raising activities, as well as various co-curricular and athletic events.
- Be supportive of the academic, co-curricular, disciplinary policies, and expectations of the school. We believe that parental support and participation is imperative to the effective operation of a Christian school.
- Participate in regular and reliable communication between school and home.

Misunderstandings or problems can arise between staff and students, teachers and parents, or parents and the administration. We have a policy for these situations, and complaints or problems will be handled in the manner described below.



- All questions, problems, or complaints should be brought directly to the staff members first before anyone else is involved.
- If the situation is not cleared up at this level through direct contact, it should then be brought to the principal.
- If the problem is still not solved at this level, it should then be presented in writing to the education committee for resolution.
- As a final step, but only when all of the above steps have been taken, does the problem find its way to the Board of Directors through written appeal from the committee, the parents, or the teacher. It will then be placed on the agenda of the entire board at its regular monthly meeting.

*Finally, a word about grace. If we are going to navigate this partnership in a way that seeks to honor the Lord, we will need to proceed with grace. We will not always agree, but we must be willing to listen. We will not always agree, but we must work for understanding. It's O.K. to question and to challenge; we do so with students on a daily basis—it is part of the learning process. We always aim to do so together and in a way that is edifying to one another and glorifying to our God and Savior, whose grace to us is immeasurable. Invariably people fail. So we will work with each other to learn from those mistakes or failures and seek to change—and we do it all with enough grace to sustain the relationships that have been entrusted to us. We are looking forward to and praying for a blessed school year at Avail.*