

2018-2019 School Year

Dear Prospective Family,

Updated 8/14/18

Thank you for your interest in Valley Academy of Learning (VAL). Our primary goal is to assist you and your children in your quest for an excellent educational experience. The 2018-2019 school year marks our 22nd year at VAL. Our student body consists of around 200 students between Kindergarten through 10th grade. We are excited to offer you a variety of on-site classes, access to an extensive curriculum library, and a friendly and supportive staff.

We are very pleased that our Middle School students have earned the School of Distinction award for the last two school years.

This application packet is the starting point for entry into the program. Please read through this packet before attending an overview meeting to “get the ball rolling” and provide mutual communication as we seek to partner with you in this educational choice. Completed forms with required signatures will begin the registration process. Meetings regarding the set up of your student’s learning plan will follow.

We look forward to partnering with you in the education of your child/ren.

Sincerely,

Greg Lovercamp

Greg Lovercamp
Program Administrator
Valley Academy of Learning
(509) 662-6417
(509) 679-1908 cell

Overview of the Program

Valley Academy of Learning is an Alternative Learning Experience Program offered through the Wenatchee School District that operates under Washington Administrative Code (WAC) 392-121-182 and currently offers classes for K-10.

Our program is designed to be a support system with the parent/guardian acting as a primary partner overseen by a certified teacher. We strive to provide a valuable resource to the family ensuring a high quality learning experience contributing to the success of each child.

Why Valley Academy?

Our program is often described as giving the students ‘the best of both worlds.’ Many of the educational hours are spent at home under the direction of the parent/teacher. This allows for personalized instruction and variety, as well as keeping the family as the primary influence in the student’s life. By taking classes at VAL the student’s experience is broadened to include following direction from another teacher (besides the parent), working in small groups with other students, and life in the classroom. While education is the primary objective here at VAL, positive personal interactions are also a key component for choosing our school.

WINGS and class offerings

For creation of the annual Written Student Learning Plan (WSLP) and class registration we use an online program called WINGS. This is where you will find our class offerings: <http://val.wingsnw.com/wings/val/>. Once you are on the site choose the Find a class link. You will not need to log in to see the class list. Choose the correct school year and click update. The search may be narrowed by grade level, day, or teacher, etc. Be careful not to narrow it too much or you may not find all classes of interest.

Parent Partnered Program

This means the parent has an essential role in the student’s education and must put the education of their child as a top priority.

The role of a VAL parent includes:

- consistently working with their students on lessons/activities that support the annual WSLP
- bringing students to on-site classes on time and properly prepared
- helping the student establish a positive study schedule
- supervising at-home work assigned by VAL teachers.

Written Student Learning Plan (WSLP) and Weekly Progress Review (WPR)

- Each student is required to have a Written Student Learning Plan (WSLP) in place before attending classes. The WSLP encompasses both on-site and off-site classes.
- WSLP Teacher: the teacher’s job is to work with the parent in the creation of the student learning plan, provide feedback and support, as well as to assess and document academic progress. The teacher will provide detailed explanations of the expectations and requirements for the WSLP.
- Students will enroll in a Weekly Progress Review class and at least one class taught by a certified teacher. The Weekly Progress Review class teacher will be the student’s WSLP teacher. The teacher is responsible for supervising, monitoring, assessing and evaluating each student’s progress.

- Weekly Progress Review class will provide time for a one-on-one meeting between the consultant and the student, or, where appropriate, between the teacher, the student and the student's parent for the purposes of instruction, review of assignments, testing, evaluation of student progress or other activities identified in the written student learning plan. Students will bring to this class work they have completed that lines up with the weekly entries on the Weekly Progress Review form. The teacher will review this work with the student. Additional time will be scheduled with the parent and student as needed and when "satisfactory progress" is not shown.
- Procedures for high school students differ from K-8. Your consultant will inform you of the requirements at your initial meeting.

Hours of Study per Week

Kindergarten: A Valley Academy Kindergarten student will have **14** hours of documented educational activities per week. Students may attend a minimum of 1 hour and a maximum of 10 hours per week of on-site instruction at Valley Academy.

Grades 1-8: A full time student must have **28** hours of documented educational activities per week. Students may attend a minimum of 1 hour and a maximum of 12 hours per week of on-site instruction at Valley Academy.

Grades 9-10: A full time student must have **28** hours of documented educational activities per week. Students may attend a minimum of 1 hour and a maximum of 12 hours per week of on-site instruction at Valley Academy. The high school program has additional requirements. Ask for details.

Part-Time Enrollment: Students may be enrolled part-time in alternative learning experience programs. Such enrollments may be limited. If the student is home schooled you must provide an official "Declaration of Intent to Provide Home-Based Education". Students attending private schools may only enroll for courses that the private school does not offer.

Shared Enrollment:

If your child will also be enrolled in or receiving services from any other school, including online schools, this is shared enrollment. Notify our office since details must be worked out in advance.

Statement of Understanding

Included in this packet is a 'Statement of Understanding' document describing differences between alternative learning experience programs and home-based instruction. Please sign and turn this in with your registration forms.

Curriculum

As a primary resource we have a large Library and Resource Room here at VAL. Whether you are interested in text-books, historical novels, DVDs, kits or games, you are sure to find a wide variety of materials to use at home in activities that support your Written Student Learning Plan.

Valley Academy purchases the essential materials for Math, Language Arts, Social Studies and Science taught at home.

Testing

Students in grades 3-8 participate in the Smarter Balanced Assessment (SBAC). If a student will not be participating in testing, the parent must notify school staff upon enrollment or in August before any subsequent school year. Other testing (inc. DRA) may also be offered.

Attendance and student pickup

- Regular attendance is required. Please keep absences and tardiness to a minimum.
- Absences must be excused. Please pre-arrange or call by 10:00 AM.
- Check in and out at the office unless it is a student's regular arrival or departure time.
- Pick up students when class is over. If your student is to wait more than 15 minutes call the school office. If your student needs to arrive early or stay late on a regular basis you must clear it with the Program Administrator. Also, you need to make sure that we know who is picking up your child. Unless you have called us about an exception, we can release your child only to a contact on your registration form. Students who are waiting for a ride must wait either in the office or, if supervised at the end of the day, on the raised sidewalk right outside the front door. Parents must train their students in safe pick up and drop off practices.

Student schedules

There is an open enrollment period during which parents enroll their students directly in the WINGS online program. After that, changes must go through the office. The Program Administrator will review on-site schedules and discuss with parents any open class periods/time blocks. If a student has open time between classes, the parent should be here to supervise or the student will be enrolled in a Study Hall. Student may bring work from offsite classes or work on VAL class homework. This is not effective for a young student or one with self-control challenges. One open block a day with no more than two per week may be allowable. The student must bring assigned work or an activity to do during this time.

PBIS

Valley Academy began implementing the Positive Behavior Interventions and Supports system in the Fall of 2012. We are making our expectations of students clear by teaching them what kinds of behaviors are appropriate and desired here. Examples of expectations include: walking in the hallway, listening while others speak, cleaning up our own messes in the lunch room, washing up and throwing away paper towels when and where appropriate, using appropriate voice volume in different settings and respecting others' property and personal space. Other similar points will be covered as needed. We expect this "system" will help make our long held expectations more clear and give us a way to acknowledge the good choices our students are making. We are trying to clarify what we expect because a clearly defined target is much easier to hit than one that isn't obvious to everyone.

School Lunch

Wenatchee School District Food Services Department provides student lunches on Monday, Tuesday, Wednesday, and Thursday. The cost is \$2.75 for students in grades K-5, \$3.00 for students in grades 6-10 and \$3.50 for adults. Free and Reduced Lunch applications are available. Lunches must be ordered by 9:15.

Visitors

Visitors must check in at the office. Volunteer Applications are handled through <http://www.wenatcheeschools.org/wl/>. Parents and all individuals who will be going beyond the office area or on any field trips need to be cleared through Wenatchee Learns. Parents are strongly encouraged to be actively involved in the activities within the building on a regular basis and are welcome in the classroom after their Volunteer application is approved.

Email & Family Mail Boxes

Each family has a mailbox for school communication located in the office. Email is a primary communication tool we use at VAL. Please check both regularly.

Withdrawal

If you choose to withdraw before or at the end of the school year, please notify the office. All materials that belong to the school district must be returned or paid for. All Weekly Progress Reports must be completed up to the withdrawal date. No records will be forwarded until everything is complete.

**NONDISCRIMINATION STATEMENT****FOR SCHOOL PUBLICATIONS AND PUBLIC ANNOUNCEMENTS**

The Wenatchee School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service

animal and provides equal access to the Boy Scouts and other designated youth groups. The following employees have been designated to handle questions and complaints of alleged discrimination:

Title IX Coordinator, Section 504/ADA Coordinator

Mark Helm, Executive Director of Student Services

helm.m@wenatcheeschools.org

235 Sunset Ave, Wenatchee WA, 98801 509.663.8161

Civil Rights Compliance Coordinators

Mark Helm, Executive Director of Student Services (students)

helm.m@wenatcheeschools.org

Lisa Turner, Executive Director of Human Resources (staff)

turner.l@wenatcheeschools.org

235 Sunset Ave, Wenatchee WA, 98801 509.663.8161

DECLARACIÓN DE NO DISCRIMINACIÓN

PARA PUBLICACIONES ESCOLARES Y ANUNCIOS PÚBLICOS

El Distrito Escolar de Wenatchee no discrimina en ningún programa o actividades basado en sexo, raza, credo, color, religión, origen nacional, edad, estatus militar o veterano, orientación sexual, expresión o identidad de género, discapacidad, o el uso de un perro guía o animal de servicio y proporciona igualdad de acceso a los Boy Scouts y otros grupos de jóvenes designados. Los siguientes empleados han sido designados para manejar las preguntas y quejas de supuesta discriminación:

Coordinador de Título IX, Coordinador de Sección 504/ADA

Mark Helm, Director Ejecutivo de Servicios Estudiantil

helm.m@wenatcheeschools.org

235 Sunset Ave, Wenatchee WA, 98801 509.663.8161

Coordinadores de Cumplimiento de Derechos Civiles

Mark Helm, Director Ejecutivo de Servicios Estudiantil (estudiantes)

helm.m@wenatcheeschools.org

Lisa Turner, Directora Ejecutiva de Recursos Humanos (empleados)

turner.l@wenatcheeschools.org

235 Sunset Ave, Wenatchee WA, 98801 509.663.8161

Wenatchee School District No. 246 235 Sunset Avenue Wenatchee, WA 98801

(509) 663-8161

Student Expectations

Valley Academy has a closed campus, which means that students are not free to leave the building unless their own parent personally takes them. Leaving the building by a back door is only acceptable during a fire drill. This is a strictly enforced safety and liability issue.

Cell phones and other devices may be brought to school at the owner's risk and expense, no liability is assumed by the school for lost or stolen items. Such devices may be used during non-instructional times in the office only. Under the teacher's direction devices may be used to photograph educational information during class. Devices visible or used without teacher direction/permission will be confiscated and turned in to the office where they will be held until a parent comes in to pick them up.

Be a Positive Influence in class and on-site. Students are expected to attend class, be on time, and participate positively in class. The student's parent and the administrator will deal with sidebar conversations or distracting behavior that is not easily corrected in the classroom. A student consistently attending class without supplies or completed assigned work for the lesson will be referred to the administrator who will address the situation.

Fire drills & Lockdown drills occur on a regular basis at Valley Academy. Full cooperation and orderly movement as directed by staff or other responsible adults is expected from all students.

Dress Code follows Wenatchee School District policy. Even though it's easiest to communicate clearly by delineating the prohibitions, the primary objective of the dress code is to maintain a positive learning environment void of distractions related to interpersonal issues.

- The wearing of any covering over the head is prohibited. This includes, but is not limited to hats, bandanas, scarves, hairnets, etc.
- Clothing articles that inappropriately reveal body areas of the shoulder, back, chest, waist, and upper thighs are prohibited. This includes, but is not limited to tank tops, halter tops, midriff shirts, skirts and shorts above mid thigh, cut-offs, which are not hemmed, exposed underwear or undergarments, and holes in clothing exposing inappropriate body areas.
- Clothing and/or other accessories that would be considered a safety hazard or could result in injury to the individual or others, and that would be considered a disruption to the learning environment are prohibited.

Student Rights and WSD policies: On WINGS under the 'Resources' section there are important documents regarding Student rights and responsibilities as well as WSD policies.

Valley Academy Application

Updated

12/4/2017

Valley Academy is a Choice program of the Wenatchee School District. Our format is unique and requires a commitment from both the student and the parent to be successful. Our staff will provide the challenge and the accountability but the family must step up to make sure the work gets done. Will you and your student thrive in a learning environment that does not meet all day every day of the week? This type of learning is not for everyone. Please consider whether or not this is a good fit for you and your child. The parent must provide on-time transportation to and from classes and the student must complete off-site hours on the WSLP (Written Student Learning Plan).

Please answer the following questions:

Why would you like your daughter or son to attend Valley Academy?

Does your child enjoy learning? Is he/she willing to put forth the effort necessary to be successful in this environment? Are you willing to support your child's learning so she/he can be successful in this environment?

Does your child bring any unique challenges to his/her learning in the school environment? If yes, how do you believe attending Valley Academy will address these challenges?

Is there any other information you would like to provide us about your child?

Characteristics of a successful Valley Academy student:

- Takes personal responsibility for learning and behavior
- Puts forth best effort daily
- Follows through on assignments and expectations
- Has good attendance
- Is punctual
- Displays a positive attitude
- Sets personal goals and works toward meeting them

ACKNOWLEDGEMENT OF RESPONSIBILITIES

As a Parent Partnered program our parents must consistently work with their children on lessons, and bring them to on-site classes on time. Please initial each bullet, sign and date the bottom of the page.

_____ □ **Weekly Cert. Contact**

Each student is required to be in a Weekly Progress Review and a class taught by a cert teacher.

_____ □ **Weekly Progress Review**

The parent oversees the completion of the Weekly Progress Review sheet and the packing of educational materials including work from off-site classes and completed assignments from on-site classes. Younger students will need extensive help while older students will have increasing responsibility in this area.

_____ □ **Annual Testing**

Grades 3 to 8 will participate in the annual Smarter Balanced Assessment (SBAC). If you wish to opt out of this testing you must do so when you turn in your registration forms or in August before the beginning of subsequent school years. This will affect the number of classes the student may take. Other testing (inc. DRA) may also be offered.

_____ □ **Unscheduled On-site Time**

To maintain a thriving learning environment at Valley Academy, it is important your student brings and works on a quiet activity if his/her schedule has an open time between classes. Make arrangements with the office if your student(s) will arrive more than 15 minutes before class time or leave more than 15 minutes after his/her classes have ended.

_____ □ **Attendance**

Attendance is a key component to student success. Parents are to notify the office any time their will miss scheduled classes. A phone call by 10:00 a.m. is preferred. If an absence is not excused within 48 hours it may be considered an unexcused absence. Students with symptoms of an illness should stay home so they do not share it with others.

_____ □ **Library**

Materials purchased by VAL become part of the curriculum library. All items checked out from the library are the property of Valley Academy and the Wenatchee School District. Items are to be renewed annually and returned when no longer in use or if your student is withdrawn. Parents can and will be billed for outstanding items.

_____ □ **Withdrawal**

Upon withdrawing from Valley Academy all reports must be complete and all materials belonging to Valley Academy returned. Records will be sent after reports are complete and outstanding materials are either returned or VAL is reimbursed.

I do hereby acknowledge that I have been clearly informed and understand my responsibilities as a participant in the program offered by Valley Academy. I understand that if I do not satisfy the above responsibilities that my student may not be able to attend classes until requirements are met and may be subject to withdrawal from Valley Academy if the issue remains unresolved.

Signature _____ Date: _____

Office use only

Received by:

Date

Name: _____
(please print)

Student(s): _____
