



NEVADA
RISE
Academy

FAMILY/SCHOLAR HANDBOOK

2023-2024

Nevada Rise Academy

2525 Emerson Ave
Las Vegas, NV 89121

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MISSION

Through rigorous academics, high-quality instruction, and intentional character development, Nevada Rise Academy Charter School places every kindergarten through 5th grade student on a path to college, and ensures each student has access to life's fullest opportunities.

FAMILY INVOLVEMENT

Family Expectations

Nevada Rise strives to be partners with parents/guardians/families in the education of their children. The important task of educating a child calls for the school, the scholar, and the family to all work together to ensure success. We reflect that commitment by choosing to sign the **Nevada Rise School-Family-Scholar Contract of Commitment** (attached to this handbook). We encourage families to participate actively in their scholar's education. We strive to cultivate positive and productive relationships with all our families.

Nevada Rise families are asked to:

- Establish a daily routine for scholars
- Provide positive reinforcement of scholar progress and success
- Discuss academics and scholar work among family members
- Reinforce Nevada Rise's academic and behavioral standards at home
- Help scholars with homework
- Ensure that scholars have a quiet space for and complete all of their "Life's Work" each night
- Support other Nevada Rise families

Families for Achievement

Nevada Rise is a partnership between the school leadership, teachers, scholars, and families. Although the job of making decisions about school policy belongs to the Board of Directors and school administration, family involvement is not only welcomed, but absolutely necessary for the success of the school. All families are welcomed and encouraged to participate in Families for Achievement, which meets regularly throughout the year.

There is also a social media group of Facebook to connect with families: Families of Nevada Rise

Goals and Tasks of the Families for Achievement Council:

- Provides families with concrete actions which will help them help scholars achieve
- Allows families to connect with and support each other
- Supports the school in reaching its academic goals
- Connects families to volunteer opportunities at the school
- Develops and implements special programs for families
- Sponsors events for the entire school community
- Helps raise money for the school
- Works with Nevada Rise teachers and administrators to examine scholars' academic and social progress and discuss initiatives to improve scholar outcomes.

Communication

In order to be effective partners, we must communicate. There are several ways that we can and will communicate with you throughout the year:

Weekly Reminders: We will send out a digital weekly RISE UP. This will contain important information about the schedule/calendar, events, announcements, field trips, and other important reminders.

Class Dojo: Class Dojo is the classroom communication platform used most frequently to contact your child's teacher. Announcements, assignments, messages, and much more will be communicated through Dojo.

Report Card Conferences: At the end of the first and third quarter, parents/guardians will be required to attend Report Card Conferences with their scholar's teachers.

Phone Calls: Throughout the year, you may receive a phone call or note from a teacher or school administrator. If the message requires a response, please contact the school either by phone or in writing within 24 hours. You are always welcome to call the teacher if you have any questions or concerns, but please note that if you contact a teacher or staff member after 7:00 P.M., a response should not be expected until the next day.

Home Visits: Prior to the year starting, every new family will have a home visit with a member of the Nevada Rise staff. The visit will be an opportunity to strengthen the home/school relationship and an opportunity to sign our commitment contract.

Meetings: If the school requests a meeting with you and your child, we need to discuss something important with you. If you would like to schedule a meeting with teachers or administrators, please contact them directly.

Visits: To arrange a visit to the school, please see the section on *School Visitor Policy*.

Parent/Family Concerns: If you have a concern about a school policy, academic grade, discipline decision, or anything else, we ask that you take some time to reflect on it and then contact the school. We welcome the conversation. We understand that as parents/guardians/families, you have very strong feelings about issues concerning your children. We ask that you try to deal with any issue professionally. We promise to treat you and your concern with respect and ask that you treat our staff with the same respect. If a parent/guardian/family member is disrespectful to Nevada Rise teachers or administrators, we will cut short the conversation and you will be asked to leave until a more respectful conversation can be carried.

We Need Your Support: Nevada Rise is a very demanding school with high expectations for academics and behavior. All of us—parents/guardians/families, teachers, administrators—are working hard to help your child climb the mountain to college. We are all part of your child's team: if you and your child work with us, we can all succeed.

Messages/Phone Use/Voicemail: It would take an incredible amount of staffing and resources to provide message service, and we cannot guarantee that messages will actually reach scholars or teachers during the day. Scholars and teachers may not receive incoming phone calls or messages during the school day unless it is an emergency that requires immediate attention. Such calls should be very rare. Scholars are allowed to use the telephone only in the case of emergencies or unexpected events

Parent Contact Information: Please keep your contact information updated with the Main Office at all times.

Automated Phone Calls/Texts: Nevada Rise uses a variety of methods to send mass/automated texts, and emails regarding important school notices. It is crucial that you opt-in to receive messages. Many important communications are relayed through text messages.

SCHOOL AND OFFICE PROCEDURES

Attendance

We love seeing our students each and every day, but safety is our priority. We encourage students to be in attendance every day, but if you are feeling ill, we ask that you keep your child at home for the safety of all students.

Absences for Appointments: Parents/Guardians/Families are responsible for scheduling medical appointments outside of school time when possible. The best times are during Fridays or days when school is not in session. In the rare case that a scholar has a medical appointment during school, he or she should not be absent for the entire school day.

Never Miss School for Vacations: Parents/Guardians/Families are asked to schedule vacations when school is not in session. It is essential that scholars be in school every day. The most appropriate time to schedule a vacation is during Thanksgiving, Winter, Spring and/or Summer Break.

ATTENDANCE

All students enrolled at Nevada Rise are subject to state attendance laws as well as policies and procedures set by Nevada Rise. Attendance is vital for the educational well-being of individual scholars and the school community.

Nevada Rise records both excused and unexcused absences. In order for the absence to be verified and deemed excused, you must provide the school as much advance notice as possible and also provide documentation following the absence explaining the nature of the illness or emergency (e.g. a doctor's note or a detailed letter including the date(s) and reason for the absence).

Excuse notes must be submitted within three (3) days of the scholar's return to school; if not the absence will be documented as an unexcused absence, and considered truancy.

A record of all absences and absence notes will be maintained by the school and consulted if retention becomes a possibility. Please note- an excused absence is still considered an absence.

Excessive absences in a year may lead to no credit and a failing grades in each class for the trimester and/or year. Excessive excused absences will result in parents and guardians being asked to meet with school officials.

Nevada Rise may inform the appropriate authorities if a scholar is repeatedly absent from school.

Absences will be excused if the scholars is absent with parental approval and the family provides written documentation of a valid excuse within three (3) days of the scholar's return to school. Examples of excusable absences include:

- Medical reasons such as a scholar illness (a doctor's note is required);
- School mandated leave(s);
- Death in the scholar's immediate family;
- Necessity for the scholar to attend a judicial proceeding;
- Observance of a religious holiday;
- Temporary school closings due to weather, unsafe conditions or other emergencies;

- Absences to allow scholars to visit their parent or legal guardian who is in the military immediately before, during or after deployment;
- Emergency or other circumstances approved by the Executive Director or other designee based on a detailed description of the circumstances, as authorized by the Executive Director.

Absences will not be excused if the scholar is absent without parental approval and/or the family does not provide written documentation of a valid excuse within three (3) days of the scholar's return to school. Any absence not accounted for within three (3) days of occurring is an unexcused absence, and considered truancy. Further steps, including requiring families to attend formal meetings and create attendance "action plans" may also be implemented. Examples of unexcused absences include (please note that this list is not non-exhaustive):

- Babysitting;
- Running errands;
- Extended travel;
- Oversleeping;
- Sibling or parent illness (unless severe enough to be deemed a family emergency by the Registrar or other designee)

Educational Neglect: Habitual absence significantly harms a scholar's educational progress. Nevada Rise is required to file a report with the CPS when a parent or guardian fails to ensure his or her scholar's prompt and regular attendance in school or keeps a scholar out of school for impermissible reasons to the detriment of the scholar's education. Nevada Rise reserves the right to notify the appropriate authorities about parents who exhibit a pattern of leaving their scholar at school after dismissal.

- **Three Absences in a Trimester**
 - If a scholar is absent three times in a trimester it is considered an issue. The school will contact the parent/guardian regarding the absences and limiting future absences.
- **Five Absences in a Trimester**
 - If a scholar is absent five times in a trimester, it is considered a serious issue. The parent/guardian will be contacted by a member of Leadership and a letter will be sent home.
- **Ten Absences in a Year**
 - If your scholar is absent ten times in a year, the scholar is considered truant. At this point the scholar is at risk of not being promoted to the next grade. The parent/guardian will be asked to meet with a member of Leadership and the school support team. The Principal reserves the right to retain any scholar who misses more than ten days of school. In addition, a report may be filed with the appropriate child service agencies to ensure the issue receives heightened seriousness.
- **Twenty Absences in a Year**
 - If a scholar is absent twenty times in a year, the scholar will be considered a habitual truant. At this point, the school administration will contact child service agencies alleging that the acts or omissions of the child are such that his/her family has service needs.

TARDIES/EARLY DISMISSALS AND CONSEQUENCES

Getting to school on time is key to your scholar's success—in school and in life. Tardiness in general is a bad habit—one of the most common reasons that people lose their jobs is persistent tardiness to work. At Nevada Rise, learning begins from the moment scholars walk in the door. Scholars who are late miss essential reading instruction, disrupt the learning of other children, and risk falling behind in our ambitious curriculum.

Definition of Tardiness: Our doors open at 7:30 A.M. each morning. Scholar must arrive between 7:30 A.M. and 7:50 A.M. Scholars arriving after 7:55 A.M. are considered tardy – 7:56 A.M. is late. (Breakfast is available for all scholars from 7:30-7:50 A.M.). Scholars are expected to stay in school until the end of the day (3:30P.M. for regular dismissal and 12:30 P.M. for early dismissal). Early pickups are disruptive to the learning environment. Please note that departures occurring before 12:00 P.M. on regular days and 11:00 A.M. on early release days will result in the scholar being marked absent for that entire day. Due to end of the day activities, **we will NOT dismiss scholars after 2:30 P.M. during regular dismissal days.**

Excessive tardiness is a truancy problem. If a scholar is absent more than nine times (and some or all of these absences are due to excessive tardiness), the scholar will be at risk of not being promoted to the next grade.

- **Three Tardies in a Trimester**
 - If a scholar is tardy six times in a year, it is considered a serious issue. The parent/guardian will receive a call from the school to talk about solutions.
- **Nine Tardies in a Year**
 - If a scholar is tardy nine times in a year, it is considered a serious issue. A letter will be sent home warning of further action if excessive tardiness continues to be a problem.
- **Twelve Tardies in a Year**
 - If the scholar is tardy twelve times in a year, the parent/guardian will meet with a member of Leadership and an attendance contract will be signed. The possibility of retention will be discussed.

FAQs

Q: *What happens if I do not call or send a note to verify my scholar's absence?*

A: A member of the office staff will call you to notify you of the absence so that you can verify it and inform us of the reason for the absence.

Q: *If I let my scholar's teacher know the reason for the absence, does that count for verification of the absence?*

A: Yes, but please try to contact the Main Office and inform them of your scholar's absence. It is a parent's responsibility to notify the office by phone, email, or note for any absence that your student has.

Q: *If my scholar is absent for a vacation and I have let the teacher and the office staff know about it, is my absence excused?*

A: No, it is not. Even if you let the office and the teachers know that you will be on vacation, the reason for

the absence is still not excused as per district policy. We STRONGLY DISCOURAGE you from taking a vacation while school is in session.

Classroom Interruptions

Nevada Rise recognizes its obligation to minimize the number of classroom interruptions so that scholars and teachers may fully take advantage of all opportunities for maximum learning time in the classroom.

To maximize instructional time, we have the following expectations, which permit necessary communication while protecting instructional time:

- Parents/guardians needing to leave emergency messages may do so by contacting the main office, which will then ensure the scholar gets the message.
- Any item (i.e., homework, money, lunch) to be delivered to scholars must be brought to the Main Office and not to classrooms.
- If it is necessary to pick up your scholar early, please report to the Main Office to sign your scholar out

After School Options

Nevada Rise offers fee-based internal before school care from 6:30 A.M. to 7:30 A.M. and 4:00-6:00P.M. on regular schedule days and 6:30 A.M. to 6:00 P.M. on Friday. Sign up is on a first come, first serve basis during school registration in August.

School Calendar and Closings

Please see the Nevada Rise School Calendar for the scheduled school days for the school year. **Please note that we do not directly follow the Clark County School District annual calendar.**

Nevada Rise will only close the school in cases of extreme weather conditions. In such situations, we will follow the Clark County School District closings. Please listen to the local radio and television stations.

If there is a school closing, families will receive communication from Nevada Rise informing them of the school closure, in addition to local radio and television station notifications.

At the discretion of the Board of Directors and the Principal, any classroom days lost to closure due to inclement weather or other reasons may be made up by adding an equal number of days during or at the end of the school year.

School Visitors

Visitors, especially parents/guardians/families, are a vital part of the Nevada Rise community. We welcome them as observers and partners in the education of our scholars. Unfortunately, unannounced visits can be disruptive to our educational program. Parents/guardians who would like to visit should simply call one day in advance and schedule a class visit appointment. Upon arriving, all visitors must sign in within the Main Office and sign out upon leaving. They should enter classes during a regular scheduled transition period and between classes, although they may leave at any time.

Visitors may not talk to a child or a teacher during class. If a visitor would like to talk to a teacher to talk about what was observed, a phone call after school is encouraged.

Please note that the month of August is critical in establishing our school culture. As such, no visitors including parents/guardians/families will be allowed in the building during the month of August.

If a visitor is coming to school to drop something off for a scholar or to leave a message, we still require that the visitor come first to the main office. For the sake of scholar safety, we cannot have anyone unannounced in the building. For the safety and well-being of our scholars, Nevada Rise reserves the right to deny parent requests to visit and observe classrooms.

Discipline & Behavior Management

Our approach to discipline is rooted in a belief that the learning environment is sacred. At Nevada Rise, we will do whatever it takes to make sure that every child is safe (physically, emotionally, mentally, and intellectually) and to make sure that every child has the opportunity to learn without needless interruptions. We have very high expectations for scholar behavior and we “sweat the small stuff” to create and preserve a focused learning environment.

The mission of Nevada Rise is to educate every child for a life of opportunity. In order to ensure all students receive a high quality, rigorous education, we hold high expectations for all of our students from the start until the end of each day. Our behavior management systems exist to ensure students and their families know exactly what is expected of scholars in our school and what the rewards and consequences are for living up to or failing to meet those expectations. Moreover, and most importantly, our systems are designed and implemented to ensure we maintain a safe and structured learning environment for all children.

Rise Values and Behavior Management

We believe that it is our responsibility to not only educate our scholars academically, but also build their character. To do this, we focus on our RISE values:

R	Respect	We respect ourselves and treat our fellow scholars with kindness and work together to achieve success.
I	Integrity	At all times, we do what is right, even when it is unpopular. We admit our mistakes and learn from them.
S	Self-Control	We control our own actions and responses and align them with our goals. We think about how our choices affect others.
E	Excellence	Be the best person you can be!

Scholars are explicitly taught the meaning of each value and throughout the school, teachers and scholars are constantly reflecting on their actions and how they uphold each value enough to earn a RISE block. The purpose of RISE blocks is to use competition and teamwork to drive scholars to live the RISE values and be aware of their actions. Up to eight RISE blocks can be earned each day. At the end of the week, the college with the most RISE blocks from that week wins the *RISE & Shine Banner* at Community Circle and the Banner lives in that classroom for the week.

BEHAVIOR MANAGEMENT SYSTEM

In alignment with Crew, Project AWARE and our initiatives with our Multi-Tiered System of Supports (MTSS) initiatives, Nevada Rise strives to meet the needs of our students through positive reinforcement and empowerment. We have redefined our RISE values to reflect a student-centered approach and will leverage those strength-based definitions to help students reach their fullest potential.

To accomplish this, we have designed a behavior management system that incorporates both individual recognition and community celebrations.

Nevada Rise has designated three zones of behavioral states:

- RISE UP: Doing what is best for you, your community, and your learning by following the RISE values
- RISE ABOVE: Exhibiting leadership in the RISE values through extraordinary efforts
- RISE & REFLECT: Needing support in demonstrating RISE values. How students reflect will be decided based on both grade level and student personal needs.

Each zone is respected through the perspective and needs of students, as we understand all students deserve differentiated attention.

Students are celebrated as they exhibit the behaviors defined in the MTSS matrix correlated to our RISE values. Teachers will award Class Dojo points as necessary when students demonstrate desired behaviors. To ensure all students are recognized, at the end of each day, additional points will be awarded based on the following:

- RISE UP: 3 Points
- RISE ABOVE: 5 Points
- Demonstrated the ability to RISE UP **AFTER** RISE & REFLECT: 2 points

Once a student earns 100 points bi-weekly, they will earn a scheduled school-wide celebration! Ms. Romero will be checking points and contacting teachers on Friday morning of the celebration to let them know what students will be attending the celebration.

In an effort to foster a collaborative, communal, and supportive learning environment, classrooms will also celebrate accomplishments through designated avenues based on grade level (Table Points, Lights System, Marbles, etc).

Kindergarten	Table Points (Red, Yellow, Green, Blue, Purple) <ul style="list-style-type: none"> • Review daily table points • Treasure or celebration at whichever students hit 50 points first
1st Grade	Lights (5 lights + 1 “super” light to earn whole class reward) <ul style="list-style-type: none"> • 5 lights = Small reward (treasure box) • 5 lights + “Super” light = Extra recess Scholar of the Week - Certificates based on rise values (each teacher takes one per week)
2nd Grade	Whole class can earn a star for every section of the day <ul style="list-style-type: none"> • Math, reading, SEL/science, enrichment, recess/lunch goal is to earn a star for every section totaling to five stars • 6th star will act as a bonus star to make up for any missed subject stars or be rewarded for going above & beyond Stars will be stuck to the board, all stars are the same size & color but labeled If no stars, or few, are awarded, there is a CREW conversation. Teacher determines what class award is for meeting the goal
3rd Grade	Table points - To be added through the week. The group that contributes the most can choose a low cost effective prize from a list. (ex: Stickers, note home, phone call home, lunch with the teacher, reading buddies, etc.) The following week the class goal is to beat the subtotal from the week before. Whole group weekly goals that are beat at least 3 times (does

	not have to be in a row) gets an extra 5 minutes of recess (10 minutes at most depending on time of day.)
4th Grade	<p>Table Points- Add up the table points at the end of the week for "Table of the Week". The group that contributes the most can choose a low cost effective prize from a list. (ex: Stickers, note home, phone call home, lunch with the teacher, reading buddies, play Among US etc.)</p> <p>RISE Student- Every two weeks, we will observe students that demonstrate the RISE values. One value for every two weeks. We will choose one student per Crew. The student will receive a certificate to take home!</p>

Enrichment	NV Rise Puzzle - Each classroom will be working towards earning a puzzle piece to complete their NV Rise crest. A puzzle piece for each class (ie. music, art, and p.e) A completed puzzle earns a reward with an enrichment teacher (ie. dance party, Art Hub for Kids, Among Us, watch movie/musical, extra music time, song choice)
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BEHAVIOR LOGS

In order to ensure clear communication between teachers and families regarding scholar behavior, teachers will communicate through Class Dojo any issues that occurred during the day.

REQUESTING FAMILY ATTENDANCE

In the event that a child has continuous challenges with doing the right thing in spite of a multitude of interventions being put in place, the school may ask a family member to join their child in the classroom. In such instances, our goal is simply to have the family member present as a support to their child. Often times, scholars will regain their composure when being observed by a parent, for example, and as such, may make better choices. Our effort in these cases is often about that scholar experiencing a success or series of successes in class that they can build on.

SUSPENSIONS

In-School Suspension: The following behavior could warrant and in-school suspension:

- False activation of a fire alarm
- Possession of fireworks/firecrackers
- Bullying (see NRS 388.122)
- Harassment based on race, ethnicity, sexual orientation, gender identity, disability or religion:
- Sexual Harassment (See Clark County School District Policy R-4110)
- Consensual, but inappropriate physical contact
- Destruction or theft of school property, including graffiti (under \$500)
- Severe defiance of authority/disobedience
- Trespassing
- Theft from an individual (under \$500)
- Other school-based misconduct that disrupts the school environment
- Recurring Offenses

- Type One Offenses
 - Classroom disruption
 - Excessive tardiness
 - Picking on, bothering, or distracting other students
 - Use of profanity or vulgarity
 - Dress code violation
 - Disrupting school activity
 - Minor defiance of authority/disobedience
 - Verbal insults or put-downs
 - Use of cell phones and electronic devices at unauthorized times
 - Minor damage of defacement of school property
 - Tobacco offences
 - Unauthorized use of school equipment
 - Minor physical aggression with another student (e.g. pushing, shoving)
 - Scholastic dishonesty
 - Other minor school-based misconduct

In the event of an in-school suspension, families are notified of the incident and the upcoming suspension. If a scholar is serving an in-school suspension, they are isolated from their peers in the office up to an entire day. They will be provided their missed class work to complete during their suspension. They will not be allowed to interact with their peers at any time during the day- breakfast, snack, lunch, enrichment, etc.

Out-of-School Suspension: The following behaviors could warrant an out-of-school suspension

- Bullying:
- Harassment based on race ethnicity, sexual orientation, gender identity, disability or religion.
- Sexual Harassment
- Fighting: (may include incidents that result in minor injuries like cuts, scrapes, and bloody noses)
- Being under the influence of drugs or alcohol
- Possession of alcohol or unauthorized (but legal) drugs
- Possession of illegal drugs
- Destruction or theft of school property including graffiti (\$500-\$5000)
- Theft from an individual (\$500-\$5000)
- Other school-based misconduct that disrupts the school environment

In the event of an out-of-school suspension, families are notified of the incident, the upcoming suspension, and the length of the suspension (1-5 days). If a scholar is serving an out-of-school suspension, they are not able to attend school for that day or any school-related functions. They will be expected to complete any work missed the day(s) of suspension.

School Uniforms

All scholars must come to school in the Nevada Rise uniform every day. If a scholar arrives to school out of uniform, parents/guardians will be called and asked to bring in a uniform and/or office staff will correct the issue before the scholar is sent to class. We have a required uniform for several very important reasons:

1. **Uniforms unite as a community/team.** When you look at a group of scholar in the Nevada Rise

uniform, it is a powerful visual statement of our community, our team. Scholars make a commitment that when they put on the Nevada Rise uniform they are agreeing to live up to the school's high expectations.

2. **Uniforms reduce distractions and clothing competition.** Often scholars spend more time discussing and evaluating what others are wearing or not wearing than they spend focusing on learning. Wearing uniforms eliminates this distraction.
3. **Uniforms make us all equal.** Whether families have high incomes or low incomes, the scholars come to school looking the same way. No one will feel bad about the clothes they have or don't have.
4. **Uniforms look professional.** Scholars look neat when they arrive to school with shirts tucked into their pants. The scholars come mentally prepared for school and "dressed for success."

Scholars may not change out of the Nevada Rise uniform at any point during the school day. Scholars must wear the Nevada Rise uniform on all school field trips.

UNIFORM REQUIREMENTS:

ALL UNIFORMS, EXCEPT KHAKI BOTTOMS, MUST BE PURCHASED AT NEVADA RISE OR FROM NEVADA RISE OR CAMOUS CLUB UNIFORMS

Shirt: Dark grey, black, or blue polo shirt with the Nevada Rise logo.

Pants/Shorts: Plain, light khaki or black dress pants or black light khaki dress shorts. Pants and khakis may not have any kind of embellishments, designs, or patterns.

Shoes/Sneakers: Any combination of black/white (including sole), shoes/sneakers without any embellishments of any kind. The following shoes are **NOT** permitted: sandals, moccasins, clogs, bowling shoes, shoes with stripes, multi-colored shoes, two-toned shoes, or any shoes with logos or markings.

Socks: Solid white or black. No patterns.

Optional:

Sweater: Grey hoodie.

Undershirt: Solid white or black long-sleeved or short-sleeved undershirt only.

UNIFORM REQUIREMENTS: ALL SCHOLARS

Other Logos: No logos, emblems, markings, designs, or insignias of any kind with the exception of Nevada Rise logos are allowed on shirts, sweaters, pants, jumpers, belts, shoes, or socks (e.g., Levi's, Polo, Gap, Nike, Tommy Hilfiger, etc.).

Shoes and Socks: Scholars must wear closed-toed shoes/sneakers daily. Because scholars walk a lot and have exercise time each day, we recommend that scholars wear sneakers instead of dress shoes. All sneakers should be plain black without any distinctive logos or markings. Girls cannot wear shoes with heels.

Fit: Clothing must fit appropriately. Excessively baggy pants, shirts, etc. are not allowed. Jumper, skorts and shorts must be 2 inches or less above the knee.

Jewelry: Simple watches, simple necklaces (tucked into uniform shirt) and small, plain earrings are allowed. No other jewelry, including bracelets, of any kind is allowed while at school.

Head Coverings: Scholars must remove all hats, head-wraps, bandanas, kerchiefs, and other head-coverings upon entering the building unless it is worn in accordance with a religious observation.

Jackets: Scholars may not wear jackets inside the school building. If you are worried about your scholar being cold inside the building, he or she should wear a uniform sweater.

Hats/Hair: Scholars are not allowed to wear winter hats, baseball caps, scarves, sweatbands, or bandanas in the building. Small clips, beads, and bands for the hair are permitted—any hair adornments must be small and non-distracting. Scholars will be able to wear hats outside during recess as necessary based on the weather.

Shoelaces: Scholar must maintain a neat appearance at all times. Shoelaces must be tied at all times.

Make-up: Make-up is strictly prohibited (lipstick, blush, eye shadow, etc.).

Nail Polish: Nail polish is not allowed. Any scholar arriving to school wearing nail polish will be sent to the office to have it removed.

Whenever any element of physical appearance or grooming—even if it is permitted under the school’s current rules—becomes a distraction to one’s self or to others, it is no longer acceptable and steps will be taken to remove the distraction.

Accidents: All scholars are required to have an extra full set of uniforms (undergarments included) at the school in case they have an accident. These must come to school with your scholar on the first day of school.

Uniform Non-Compliance: Uniforms are checked upon arrival each day. Families may be asked to come in and provide the necessary appropriate clothing to ensure their child is in full uniform compliance. Uniform non-compliance may result in a scholar not being permitted to attend class until the issue has been corrected. In such a case, the scholar will work independently in an office on their class work. Uniform infractions will be tracked daily.

Uniform Sales: The Main Office will not sell uniforms during the following times:

- The first week of school
- During scholar arrival—from 7:30 A.M.-8:00 A.M.
- During scholar dismissal—from 3:50 - 4:00 P.M.

School Lunch Program and Food Policies

Breakfast and lunch will be available daily at Nevada Rise for no charge for any scholar.

Families may send lunch to school; however, scholars will not have access to a refrigerator or microwave. If you are sending lunch to school with your child, we ask that you send in nutritious foods. Please do not let your scholar bring unhealthy drinks (e.g., sodas or juices heavy in sugar) or unhealthy snacks to school. Candy, gum, chips, or other sugary foods will not be allowed to be eaten in school. If you choose to send lunch, the entire lunch must be in one bag or container that has the student's name on it.

NUT ALLERGY POLICY

Nevada Rise is a “nut-free zone.” DO NOT include any nut-based products in any food item brought into the school. This includes peanut and almond butter. All lunches will be subject to search to ensure no nut-based products have entered the building.

Scholar Birthday Celebrations

If you would like to celebrate your scholar's birthday in the classroom, it must be organized with the teacher and the Main Office one week prior to the celebration. Treats are optional. If you would like to bring treats for your scholar's class, they must be store-bought and sealed prior to being brought to school. No homemade birthday treats or treats containing nut ingredients will be served to students. Cakes that require cutting will not be permitted. You must have enough treats for everyone in the class to enjoy if you choose to bring them.

Use of Phones

Scholars are not allowed to use cell phones in school or on school field trips. **Scholars are strongly discouraged from bringing cell phones to school.** If a cell phone is used during school, rings during school, or is seen by a staff member, it will be confiscated from the scholar and only returned after a parent/guardian has come to the school to pick it up. Repeated violations of this policy may result in parent conference to discuss bringing such items to school.

Scholars have the option of turning in their cell phone at the beginning of the day with the Main Office and picking it up at the end of the day. Nevada Rise is not responsible for cell phones that are lost, damaged, or stolen on school property.

Student Records/Privacy Policies

The school follows all Federal Educational Rights and Privacy Act (FERPA) and Children’s Online Privacy Protection Act (COPPA) guidelines and mandates.

The school administration is in charge of scholar records. If a parent/guardian would like to examine a scholar’s record, the parent must fill out a Request for Records form and submit to the Main Office. The school will provide records within five business days.

There are two different types of student records, which will be treated differently:

1. **Directory information:** Directory information is basic information about scholars such as name, address, telephone number, date of birth, participation in activities, awards received, etc. This information may be made available to others for specific use without the consent of the parent/guardian. For example, teacher may distribute class lists to everyone in the class so that students may help each other with homework. If a parent/guardian would not like such information released, he or she should submit a request in writing to the principal.
2. **Confidential Records:** Confidential Records include grades, evaluations, disciplinary actions, and health records. Confidential records will not be made available to any non- school personnel without consent by the parent/guardian.

Other Information and Policies

STUDENT BELONGINGS

Scholars who disrupt class for any reason are violating school rules. This rule applies to scholars’ personal possessions as well. Items including, but not limited to: game cards (Yugio Cards, Pokemon Cards, etc.), trading cards (baseball cards, football cards, etc.), portable electronic games, toys, portable electronic devices. Scholars who violate this rule will have their item(s) confiscated until the item(s) is picked up by a parent/guardian and will be subject to consequences. Repeated violations of this policy may result in indefinite confiscations irrespective of any costs or fees scholars and/or their families may incur as a result.

LOST AND FOUND

The school will keep a small lost and found box in the main office. Parents/guardians/families may come in any day between 8:10 A.M. and 3:30 P.M. to search the Lost and Found. At the end of every quarter, items left in the box may be donated to a local charity.

SCHOOL SUPPLIES

Nevada Rise will purchase all of the school supplies needed for the classroom. The only supplies you will need to purchase for your scholar are those supplies that will be used at home. These include: pencils, glue, scissors, crayons, and a book bag that is big enough to fit full sized folders and books.

ACADEMICS

Promotion to the Next Grade

Nevada Rise has tough standards for promotion. It is not automatically assumed that students will pass from one grade to the next: scholars must earn promotion by demonstrating mastery of the essential knowledge

and skills. Students may not be promoted if they are performing significantly below grade-level standards. Promotion decisions will be based on a scholar's grades, assessment performance (tests), attendance, homework completion record, and other measures. We will look thoughtfully at scholar's test scores, behavior, examples of scholar work, teacher observations, and other measures to make these decisions.

Lastly, a scholar may be retained if he or she misses more than 15 days in a school year, has significant behavior problems that result in a lot of missed instruction time, or if the scholar has persistent trouble completing homework assignments. We will maintain close and communicative relationships with families, proactively addressing any attendance concerns as part of our overall early intervention approach.

Scholars who have Individualized Education Plans (IEPs) will be promoted to the next grade based on successful completion of the goals of the IEP. However, scholars with IEPs who have significant attendance or behavioral problems unrelated to their IEPs may be retained for these reasons.

Assessments

Nevada Rise employs multiple assessments to monitor scholar progress, inform instruction, and ensure that all scholars succeed. Staff work to ensure that assessments are not stressful times for scholars; rather they are presented as opportunities to show off all that scholars have learned. The assessments, which include the NWEA MAP Test (a nationally normed standardized test required by the state), Achievement Network (beginning in second grade), iReady (an assessment of early literacy development), internally developed assessments, and the Smarter Balanced Assessment Consortium (SBAC) (beginning in third grade) are administered throughout the year. Teachers analyze the results to inform their instruction, identify scholars in need of extra help, and to assess the overall effectiveness of the school's curriculum. Results are shared with families through the report cards that are distributed four times each year.

Report Cards

Report cards based on scholars' proficiency on the standards and RISE values are issued three times a year on trimester basis.

Report Card Conferences: At the end of each trimester, parents/guardians will be required to attend Report Card Conferences with their scholar's teachers. These are very important opportunities for parents/guardians to learn about their scholar's progress and needs.

- Report Card Conferences are REQUIRED.

Homework (Life's Work)

Homework is an essential part of the Nevada Rise educational program. It is designed to reinforce skills taught in the classroom, to help scholars develop a deeper understanding of concepts, and to promote good study habits. **Homework will be assigned EVERY night at Nevada Rise.** This means that families must help scholars with their homework in ways that include: reading instructions out loud to younger scholars, creating routines at home for scholars to follow each day, and providing a quiet organized place to work.

Homework includes 20-30 minutes (depending on grade level) of required reading every night (including weekends and holidays), for which a parent/guardian signature is required on the reading log. In addition, there will also be reading, writing, and math work—this portion also requires a signature. Homework must be completed and be in accordance with Nevada Rise's high standards for hard work and professionalism.

HEALTH AND EMERGENCY INFORMATION

Medication

If your scholar requires medication during school hours, we will assist by administering medication. However, medication will not be given without the completion of a form which must be completed by a healthcare provider. Families can get a copy of this form from the school. This policy and the requirement to have a form on file applies to all medicine including aspirin, Tylenol, and other over-the-counter medication.

Please DO NOT attempt to give your scholar's medication to his/her teacher. ALL medications must be cleared by the school nurse and the main office. **Please do not send scholars to school with medication as scholars are NOT PERMITTED to carry medication.** Medication must be dropped off with the Administration of Medication form by an adult to the main office.

All student medicines will be kept in a locked cabinet. The school will keep a detailed log of all medicines that are administered.

Prescription Medications: Per policy, Nevada Rise will not administer any medication to your scholar without a completed Agreement. This form must be completed by your scholar's doctor and turned into Nevada Rise. The medication must be in its original box with a pharmacy label.

Over-the-Counter Medications: If your scholar needs over-the counter medication (i.e. Benadryl, topical creams, etc.) it must be in the original sealed box and a Student Medication Request Release Agreement completed by a healthcare profession must be turned in.

Accident or Medical Emergency

If a medical emergency occurs to a scholar at school, first aid will be administered and parents/guardians will be contacted immediately. If parents/guardians cannot be reached, emergency contacts will be contacted. If the situation warrants, the school will call Emergency Medical Services (911).

Emergency Information

Having up-to-date emergency contact information is crucial to the safety of your child. Please ensure that all emergency contact information provided to the office is accurate and up-to-date throughout the year. If your phone number or address changes during the school year, please notify the school immediately.



Crew Contract of Commitment

In order to support our culture of Crew, below are basic expectations to help reach our goals for student success. “We Are Crew” means that we all have a part to reach our community goals and the goals for each student and family.

PARENT:

I understand that as my child’s first teacher my participation in my child’s education will help his/her achievement. To

the best of my ability, I will continue to be involved in his/her education by:

- Supporting the demanding academic program and high standards of conduct;
- Reading to my child or encouraging my child to read;
- Being responsible for my child’s daily and on-time attendance;
- Ensuring that my child is in uniform every day;
- Reviewing and checking my child’s classwork, data, and grades;
- Communicating with my child’s teacher(s) regarding his/her progress, as needed;
- Trying to volunteer in and/or attend such activities as Unete, UJIMA, Families for Achievement

Parent/Legal Guardian Signature _____ Date: _____

STUDENT:

I realize that my education is important. I agree to fulfill the following responsibilities to the best of my ability by:

- Doing my best to follow our RISE values, both on campus and off-campus at school events;
- Arriving at school each day on time and being prepared to work hard;
- Using all school equipment and property appropriately and safely;
- Completing and submitting homework in a timely manner;
- Reading each day before or after school.

Student Signature _____ Date: _____

TEACHER AND SCHOOL STAFF:

We understand the importance of providing a supportive, effective learning environment that enables the children to meet academic achievement standards through our role as educators and models. Staff agrees to carry out the following responsibilities to the best of our ability by:

- Arrive on time and prepared for an academically rigorous, college prep environment every day;
- Maximizing the educational and social experience of each student and enforce all rules/policies fairly;
- Carrying out the professional responsibility of educators to seek the best interest of each student; and
- Communicate frequently to parents regarding their children’s progress, and providing reasonable access of staff to the parents and legal guardians of students to discuss their concerns.

School Staff Designee Signature _____ Date: _____