



Parent/Student Handbook 2021-2022

Revolution Academy will develop productive citizens who are prepared for a lifetime of achievement by using a challenging, classical academic program, meaningful parental partnerships, character education, and an emphasis on student responsibility.

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Introduction

The Revolution Academy Parent/Student handbook summarizes policies, school philosophies, beliefs, and guidelines applicable to all families. Please review the handbook carefully. If you have any questions not addressed in the Parent/Student handbook, please consult the school administration.

The handbook is intended as a guide to Revolution Academy's policies and procedures. Revolution Academy reserves the right to alter, modify, amend, delete and/or supplement any policy or procedure when necessary.

Board of Directors

The volunteer Board of Directors governs the school and is ultimately responsible to the Office of Charter Schools and State Board of Education for the sound, responsible operations of Revolution Academy. The board holds monthly meetings, usually on the third Thursday of the month. All board meetings are open to the public. Regular board meetings have a time set aside for public comments.

John Nosek	Chairman	jnosek@revolutionacademyk8.com
Jon Kreider	Vice-Chairman	jkreider@revolutionacademyk8.com
Lisa Walker	Treasurer	lwalker@revolutionacademyk8.com
Elaine Graziano	Secretary	egraziano@revolutionacademyk8.com
Jon Hardister	Board member	jhardister@revolutionacademyk8.com
Jon Brewer	Parent representative	jbrewer@revolutionacademyk8.com

Academic Program

School-Wide Goals

1. Each student will obtain at least one year of growth each school year.
2. Revolution Academy students who have been enrolled for three or more years will be at or above grade level proficiency.
3. RA students in grades 3-8 will achieve the following proficiency:
Year 1 – Reading 63% Math 60%
Year 2 – Reading 65% Math 62%
Year 3 – Reading 67% Math 64%
Year 4 – Reading 69% Math 66%
Year 5 – Reading 71% Math 68%

4. Students will learn important virtues and strive to exemplify them in their daily lives.
5. At least 90% of students will have a parent or guardian participate in the school community.
6. RA students will demonstrate responsibility for their learning by achieving the following homework completion rates:
 - Year 1 – 85%
 - Year 2 – 88%
 - Year 3 – 91%
7. Students will demonstrate responsibility for their behavior and the school will have the following first-time discipline referrals:
 - Year 1 – 20%
 - Year 2 – 18%
 - Year 3 – 16%
 - Year 4 – 14%
 - Year 5 – 12%
8. Each year, Revolution Academy will end the year with a surplus of at least 3% of revenue and will accumulate a fund balance of 60 days of expenses by year 5.

Effective Schools Characteristics

Revolution Academy will use results of Effective Schools Research to guide the program and policy choices of the school. The characteristics found to directly impact student achievement will lay a foundation for the continuous development of the school to help each student reach his or her full potential. The defining characteristics of an effective school that we will use are:

A Safe and Orderly Environment

Students will feel safe, welcome, and nurtured. Expectations will be clear and consequences for not meeting expectations will be consistent.

Focus on Achievement

High expectations are set for student behavior and performance. Staff, parents, and students are committed to helping students reach those expectations.

Focused Curriculum

The educational program offers a strong base of content which is sequenced to provide a solid background of knowledge.

Strong Instructional Leadership

The principal is the educational leader of the school. He or she guides the teams of teachers in implementing the school's mission and vision.

Time on Task

Students are given frequent, varied and meaningful learning opportunities. Distractions from activities that do not directly affect learning objectives are minimized.

Monitoring of Student Progress

The school is driven by student performance. Data is used to evaluate programs and guide instruction.

Parental Involvement

As partners with the school, parents are welcomed and encouraged to be involved in many different capacities.

Curriculum

Revolution Academy's academic curriculum will be built on the foundation of the Core Knowledge Sequence in grades K-8. Teachers will introduce a content-based, focused and coherent curriculum that will expand the knowledge and understanding for students. The CK curriculum includes science, social studies, English, and the arts. In addition to the Core Knowledge sequence, teachers will implement the Core Knowledge Language Arts, (CKLA), Shurley English, and Saxon Math.

Specials

All classes will attend one special each full school day, either art, music, PE, or enrichment.

Operations

School Day

The academic school day will start at 8:00 and end at 3:15. All students must be in their classroom by 8:00. Students not in class at this time must be signed in by their parents in the front office and receive a tardy slip.

Kindergarten Day

The academic day ends for kindergarteners at 1:45. Kindergarten students may be picked up at that time, or may stay until the 3:15 regular dismissal. Parents may change

when they pick up their kindergarten students throughout the year but should notify their student's teachers of their plans by Friday of the preceding week.

After-School Care

On-site after-school care is available through PACES. Parents should contact them directly to arrange care for their children. <http://www.pacesafterschool.com>

Early Release Days

All students will dismiss at 12:30 on early release days.

Assemblies

Assemblies will take place each morning at 8:00. Parents and visitors are welcome to attend.

Attendance

Daily attendance is essential for academic success. Students are expected to attend school daily. In the event that a student needs to miss school, the absence may be excused if the absence has 1) been approved in advance or 2) falls into one of the excused absence categories. A parent note is required within three days of the student's return to school to be excused.

Examples of excused absences include:

- Illness
- Doctor's or Dentist's appointment
- Death in the family
- Absences that have been approved in advance
- Religious observations

Students who miss more than six days per semester, or 10 days total, will be considered excessively absent. The principal, or her designee, will work with the student and his or her parents to develop an improvement plan for the student's attendance. Students with excessive absences may be required to make up missed time. Excessive absences also put the student at risk of being retained in his or her current grade.

If a student will be excessively late or miss school, parents should notify the school office as soon as possible.

Tardiness

Students are expected to be at school on time. Excessive tardiness disrupts the classroom instruction and exhibits disrespect to the teacher and the other students in the class. Students arriving late to school must have a parent sign them in at the front office.

Four or more tardies in one quarter will be considered excessive. Parents will be notified and the principal, or her designee, will work with the student's parents to develop an improvement plan. Students with excessive tardies may be required to make up missed time.

Arrivals

Students may be dropped off at school as early as 7:30 am and should be in their classrooms ready to work by 8:00 am. Drivers should follow all traffic-related school policies and staff member instructions.

Early Dismissals

In the event that a student needs to leave school before the end of the day, the parent must come into the school and sign the student out. When possible, parents should notify teachers in advance when students need to leave school early. Except in the event of an emergency, students will not be dismissed between 2:45 and 3:15.

Late Arrivals

Parents of students arriving late to school must come into the office and sign their students in.

Transportation

Car Riders

Students whose parents bring them to school may be dropped off as early as 7:30 am.

Carpool Line: Parents may drop-off and pick-up students using the carpool line. All cars should follow the published traffic pattern and only drop off and pick up students in the assigned locations. Students should exit the cars from the passenger side and parents should not get out of their cars during pick-up or drop-off. Staff members will be available for students who require assistance. When picking students up during carpool, parents should display their name sign prominently and keep it displayed until all students are safely in the car.

Park and Walk-in: Parents who choose to walk their students in and out of the building may park in a designated parking space and walk into the school. When walking through the parking lot and on school grounds, parents and students must abide by school policies and procedures and must follow the directions of school staff. Parents should refrain from entering the classroom or engaging the teacher in a conversation during arrival and dismissal time. Parents who park **must** walk students all the way to the front doors. No student should be dropped off in the parking lot.

Carpools

Parents are encouraged to carpool with other families, or help provide transportation to students who need it. School staff will assist parents in finding carpools through an online database. Even parents who don't need a carpool but might be able to assist other students are encouraged to sign up.

Bus Riders

Only students who have applied and been approved for bus transportation will be allowed to ride a bus. Bus riders must have a transportation form filled out, signed, and on file. Students who ride the bus must arrive at the bus stop on time in the mornings and be picked up on time in the afternoons. Riding the bus is a privilege and bus riding privileges may be revoked or suspended as part of disciplinary actions.

Lunch

Lunches for students who qualify for free and reduced lunches will be provided by the school. Applications are available in the office. Other students may bring their own lunches or purchase lunch through the online ordering system. Refrigerators and microwaves will not be available for student use.

Students who forget their lunches may have their parents bring them a lunch or will be offered an emergency lunch for which their parents will be billed.

Communication

Communication between the school and the families of RA is vital to the success of our students and school. If you have a problem or concern, please contact your teacher, the office staff, or the school principal.

The PowerSchool Parent Portal, the school website, and the RA facebook page should be used by parents to get valuable information about RA and their student's progress. Teachers will update the online gradebook at least weekly. RA teachers have made a commitment to be accessible to parents and students. If you need to contact a teacher, you may email, text, write a note, or call the office and leave a message. Teachers will respond within 24 hours when possible.

School Closings and Delays

School closings, delays, and early releases due to inclement weather or other situations will be communicated to all parents as soon as possible. Changes in the school schedule will be announced by email, phone calls, and text messages to RA parents. School closings or delays due to inclement weather will also be reported on the school website. Revolution Academy may not always follow the same inclement weather closings and

delays as Guilford County Schools. Parents should look for communications from RA directly.

In the event that RA is not closed or delayed but the parent makes the determination that travel to and from school will be unsafe, the student's absence will be excused.

Surveys

Once or twice per year, parents will be asked to complete surveys that will give the board and administration valuable information about the culture and performance of the school. While the surveys are anonymous, comments and aggregated results will be shared with the administration, staff members and board members and used to drive decision-making on all levels.

Non-Discrimination

In compliance with federal law, Revolution Academy administers all educational programs, employment activities, and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military service, disability, or gender, except where exemption is appropriate and allowed by law.

Grievances

Situations may occur where a parent or volunteer believes that the fair and consistent application of a policy that affects him or her or his or her student has not been followed. It is expected that anyone with an issue should first try to resolve the issue by using open communication with the appropriate staff member. If a parent or volunteer feels that their issue is still a concern after speaking to the appropriate staff member and that the issue has risen to the level of a grievance, then the parent or volunteer may initiate the grievance procedures described below. The goal of filing a formal grievance would be to use the process to come to an equitable solution.

1. **Definition of a grievance:** a grievance is defined as a formal written complaint stating that a specific action has violated a school policy, State Board of Education policy, or law/regulation.
2. **Time Limits:** A grievance will only be heard if the complaint has been filed within fifteen days of the act that is being reported. The fifteen-day deadline may be extended at the discretion of the principal.
3. **The grievance process is as follows:**

Step 1: To file a grievance, the parent or volunteer must submit a letter in writing (email accepted) stating the school policy, State Board of Education policy, or law that was violated including details of the actions and the place, date and time of the violation. The written grievance should clearly outline the problem and what

remedy or solution the party is requesting. The written letter should be submitted to the principal. If the principal is implicated in the grievance, the grievance may be submitted to the Chair or Vice Chair of the Board of Directors or to any other Board member with whom the party feels comfortable disclosing the information.

Step 2: In response to the formal grievance, the principal shall have up to five business days from the time he or she receives the formal grievance to respond to the grievance in writing. If the party is satisfied with the decision after he or she receives the response from the principal, the party shall submit his or her satisfaction to the principal in writing and the issue is considered resolved.

Step 3: If the party is not satisfied with the response from the principal, he or she may file an appeal by submitting a letter in writing (email accepted) within 5 business days to the Chairman of the Board.

Step 4: Where the grievance is filed directly with the Board, as set forth above or after receiving the appeal letter, the appeal shall be considered by the Board of Directors within 10 business days at a special meeting of the Board to consider the appeal. Prior to the meeting, at the Board's sole discretion, the Board may conduct an investigation or gather additional information regarding the grievance, including interviews, if needed. The individual filing the grievance or appeal may attend the meeting. The Board of Directors will decide how to handle the grievance and will communicate the decision to the individual who filed the grievance within five business days. The Board's decision concerning the grievance is final.

Recess

Students will be given the opportunity for outdoor, unstructured playtime whenever possible. Students in K-5 will have two scheduled recesses per day and students in 6-8 will have one recess per day. Students should bring appropriate outerwear for the weather.

Celebrations

Classroom celebrations are an important part of building a positive, inviting school culture. So as not to negatively impact instruction, however, celebrations should be either contained within the time allotted for recess or lunch, or held on designated school-wide celebration days such as the day before vacation breaks. Teachers should plan celebrations as a grade level and include parents in the planning when practical.

Parents must obtain permission from the classroom teacher at least a week in advance before sending in treats or gifts for the class.

Health and Safety

Students' health and safety is a priority for RA. Key members of our staff will be trained as first responders by the American Red Cross. Further, all staff members will be trained on the school's emergency response plan.

When medically necessary, medications (over the counter or prescription) may be administered by trained school personnel.

School personnel will not administer any medication to students unless they have received a Medication Form properly completed and signed by a parent/guardian, and the medication has been received in an appropriately labeled container. In fairness to those giving the medication and to protect the safety of your child, there will be **NO EXCEPTIONS TO THIS POLICY**.

In compliance with North Carolina statutes, Revolution Academy will provide all parents and guardians with information about: Meningococcal meningitis, influenza ("the flu"), cervical cancer, cervical dysplasia, human papillomavirus (HPV), and the vaccines available to prevent diseases.

The Center for Disease Control makes available and recommends a meningococcal meningitis vaccine for all those between the ages of 11 through 18. Certain higher risk populations, such as those with certain medical conditions are especially urged to get the vaccines. For more information, visit:

<http://www.cdc.gov/meningococcal/about/index.html>

Influenza (the flu) is a contagious respiratory illness caused by influenza viruses. According to the CDC, the best way to prevent the flu is by getting vaccinated each year. The vaccine will protect against the three influenza viruses that research indicates will be most common during the season. For more information, visit:

<http://www.cdc.gov/flu/index.htm>

According to the Center for Disease Control, Human papillomavirus (HPV) is thought to be responsible for nearly all cervical dysplasia and cervical cancers. Cervical dysplasia refers to abnormal changes in the cells on the surface of the cervix. Although these changes are not cancer, they can lead to cancer of the cervix if not treated. The HPV vaccine works by preventing the most common types of HPV that cause cervical cancer. For more information, visit:

http://www.cdc.gov/cancer/gynecologic/basic_info/index.htm

Immunizations

Every parent, guardian, person in loco parentis and person or agency, whether governmental or private, with legal custody of a child shall have the responsibility to ensure that the child has received the required immunizations. The parent or guardian must present a proof of required immunizations on or before the child's first day of attendance.

Health Assessments

Students who have not previously been enrolled in a North Carolina public school are required to have a health assessment. Students who have previously been enrolled in a NC public school will have their records transferred from their previous school.

If required, the assessment shall be completed no more than 12 months prior to the date of school entry. A medical provider, or the parent, guardian, or person *in loco parentis*, must present a completed health assessment transmittal form to the principal on or before the child's first day of attendance. The assessment shall be completed no more than 12 months prior to the date of school entry. Completion of this form is a requirement to attend Revolution Academy.

Concussion Protocol

Severe head injuries are a serious health risk to students and the student's best interest will guide all decisions with regard to returning the student to normal activities. Parents and students must inform the student's teacher, coach, and principal of any severe head injury or potential severe head injury that a student suffers whether or not the injury occurs during the school day or while school is in session.

Students who have been determined to have sustained a concussion will be removed from all learn and play activities until such time as the student has met all of the requirements to be returned to normal activities.

RA will appoint a team of people responsible for identifying the return-to-learn or play needs of a student who has suffered a concussion. This team may include the student, student's parent, the principal, medical professional, or other appropriate designated professional.

Student Expectations

Revolution Academy students will be held to high standards, not only academically, but in their conduct. Student expectations will be clearly communicated to students and parents at orientation, in the student handbook, and at other times throughout the year.

School Property

Students are expected to take good care of the school property assigned to them including but not limited to textbooks, library books, laptops, calculators, musical instruments, and PE equipment. Students are responsible for all damage that occurs to school property assigned to them, with the exception of normal wear and tear, and the school will bill parents to recover the cost of damaged property.

Dress Code

Revolution Academy students are expected to dress in proper uniform attire on all school days. Uniforms have been chosen that are comfortable, modest, durable and attractive. They are designed to limit distractions and help promote an orderly learning environment for all students. **The principal reserves the right to prohibit any clothing, hairstyle, or accessory that is found to be disruptive to the learning environment, even if not specifically disallowed by this policy.**

It is expected that the implementation of this uniform policy with consistency and fidelity will:

- Reduce peer pressure
- Help break down socioeconomic barriers
- Lower cost by reducing the number of outfits required
- Help improve student conduct
- Assist in the ease and convenience of choosing wardrobe
- Aid in the recognition of any non-students on campus
- Help in quick identification of students on field trips
- Create more serious classroom atmosphere
- Promote a positive student and school image
- Develop pride and a sense of belonging

It is the responsibility of the student as well as the parent(s) or guardian(s) to ensure compliance with the uniform dress code.

Tops: Red, white, navy, or gray long or short-sleeved collared shirts with the Revolution Academy logo. Uniform shirts must be purchased from Lands' End.

Bottoms: Solid navy or khaki shorts, pants, skirts, jumpers, or skorts. **Uniform bottoms shall not be athletic style (no sweatpants or athletic shorts) or appear like leggings.** These items may be purchased from anywhere, but must be solid colored, well-fitting and at least 1" below fingertip length when arms are straight by the student's sides.

Plaid: Plaid jumpers and skirts may be worn if they are the Revolution Academy official plaid items purchased from Lands' End.

Official Uniform: The RA Official Uniform must be worn on special days. The official uniform consists of Khaki bottoms, navy uniform top (tucked in), black or white socks, brown or black belt if there are belt loops present.

Classroom Outerwear: Solid red, white, blue, or gray sweaters, non-hooded sweatshirts, vests, and fleeces may be worn during the school day over a uniform collared shirt. The school logo is not required on classroom outerwear. These items may be purchased from anywhere, but must not have large or noticeable brand logos on them.

Playground Outerwear: Students are encouraged to wear clothing appropriate to the weather when outside of the building. Coats, hats, and gloves may be of any style and color when worn outside the building.

Headgear: No headgear (hats, bandanas, hoodies, etc.) may be worn inside the building. Exceptions will be made for religious or medical reasons, and on specific school spirit days.

Shoes: Shoes must completely cover the foot and be secure at all times. Students may not wear sandals, flip-flops, clogs, Crocs, Toe-Shoes, or mules. Heels may not be over 1" high. Socks must be worn at all times.

Spirit Days: On special Spirit Days, students may wear blue jeans (without holes or tears) and official Revolution Academy t-shirts or uniform shirts.

Accessories:

- Hair must be of natural color and a non-distracting style. (No mohawks, spikes, or other extreme hairstyles.)
- Earrings are limited to two pair in the lobe area only. Gauges are not permitted.
- Students may not have any visible body piercings or tattoos.
- Fingernails must be natural and short enough that they do not hinder the student's academic activities including handwriting and keyboarding.
- Red, white, navy or gray tights or leggings are permitted to be worn under appropriate skirts, jumpers, or skorts.

Please put your child's name on all uniform items so they can be returned if found!

Electronic Devices

Students who have a completed and signed Electronic Policy Agreement may bring electronic devices to school, including but not limited to e-readers, cell phones, laptops, fitness trackers, smart watches, and tablets. All electronic devices are required to be turned off and checked-in at the office for the entire school day. Students bring electronic

devices to school at their own risk, and the school will not be responsible for lost or stolen electronics. Students may pick up any electronic devices from the office at dismissal.

Students found to have electronic devices with them during the school day will have the devices confiscated and be subject to disciplinary action.

Discipline

Effective discipline starts with clear, consistent behavioral expectations. Positive behavioral expectations will be clearly communicated to students and parents at the beginning of and throughout the school year. Routine expectations will be practiced by all students and classrooms until mastered. It is the goal of RA to provide a safe and orderly environment for students, parents, and staff. To this end, RA will set high behavioral expectations for each student. Teachers will formulate, communicate, and model clear behavioral expectations based on the idea that everyone should show kindness and respect. School-wide behavioral expectations will be displayed throughout the school, discussed during assemblies, and consistently enforced.

Should there be times when students do not meet behavior expectations, a disciplinary process will be used that is designed to result in improved student behavior and understanding of the expectations.

The disciplinary process consists of four levels.

Level 1: Minor infractions that can be handled by the teacher. The teacher will correct the behavior and remind students of the proper way to act. If the inappropriate behavior is serious enough or a continuing problem, the teacher will document the incident and notify the parents.

Examples of Level 1 behaviors include but are not limited to talking out of turn, failure to complete homework, and refusal to participate.

Level 2: More serious infractions will be referred to the principal. The principal will consult with the parents and student and formulate a corrective action plan that may include disciplinary measures. Possible disciplinary measures include but are not limited to in-school suspension, detention, out of school suspension, suspension from athletic teams, suspension from bus transportation, and suspension from extracurricular activities.

Examples of Level 2 behaviors include but are not limited to noncompliance with dress code, disrespect, and disruptive behavior.

Level 3: If Level 2 infractions persist, if the corrective action plan does not work, or if the infraction falls within the Level 3 guidelines, the principal will consult with the student and parents and formulate a corrective action plan that may include in-school suspension, detention, out of school suspension, suspension from athletic teams, suspension from bus transportation, and suspension from extracurricular activities.

Examples of Level 3 behaviors include but are not limited to harassing others, cheating, disobedience of school personnel, leaving school grounds without permission, and destruction of property.

Level 4: If the behavior from Level 3 escalates or if a very severe infraction occurs, the principal may recommend a long-term suspension or, in extreme cases and only for students over 13, expulsion.

Examples of Level 4 behaviors include but are not limited to making threats to others, assault, and possession of drugs or weapons.

When considering disciplinary actions for students with special needs, the principal will review and consider, with the assistance and support of the IEP team, any accommodations made as a result of the student's IEP or 504 status and whether the behaviors are a manifestation of the student's disability. If student behaviors are deemed to be a manifestation of the student's disability, the student will receive a Functional Behavioral Analysis (FBA) and the IEP team may write a BIP (Behavior Intervention Plan) that will focus on the inappropriate behaviors in order to help the student be more successful in the school setting.

Suspensions and Expulsions

Parents will be notified, in writing, of any disciplinary action resulting from a level three or four infraction. Every notice of suspension will include an explanation of the student's rights including the appeal and grievance processes. The principal may recommend a student who meets the statutory age requirement for expulsion, but all expulsions will be approved by the Board of Directors.

While under suspension, students are prohibited from attending any school events or activities, on or off campus.

A parent may appeal a suspension or expulsion by submitting a written request for review to the principal within 24 hours of receiving written notification of the action. The principal will either reconsider the discipline or forward the request for review to the Board of Directors. The Board will hold a hearing where the parents and a representative, if desired, will be given a chance to speak as to why the disciplinary action should be changed. The Board of Directors' decision on the request for review will be final.

Technology

Revolution Academy's electronic communications systems ("Communications Systems") includes, but is not limited to, computers, laptops, e-mail, telephones, cellular phones, tablets, PDAs, text messaging, instant messaging, video conferencing, voice mail, facsimiles, and connection to the Internet and other internal or external networks. All RA owned Communication Systems remain the property of RA.

Students, volunteers, and visitors have no expectation of privacy in any communications made using RA owned equipment and technology. RA uses technology protection measures that protect against Internet access (by both minors and adults) to visual depictions that are harmful to minors. These measures may include, but are not limited

to, installing a blocking system to block specific internet sites, setting Internet browsers to block access to adult sites, using a filtering system that will filter all Internet traffic and report potential instances of misuse and using a spam filter.

Social Media

RA has a fundamental responsibility to ensure that the integrity, safety and reputation of the school, its employees, and its students are protected. Students are not permitted to use social media on campus or during the school day.

Inappropriate online activity may result in disciplinary action, whether or not the student was on campus or at a school event during the time of the activity

Instructional Practices

Homework

Practice, in various forms, can be an important part of the learning process and a way for students to take responsibility for their education. Homework completion is a school-wide goal that will be continuously measured and used as an indicator of whether or not RA is fulfilling its mission of emphasizing and developing student responsibility. It is the goal that homework should be:

- Relevant
- Purposeful
- Consistent with other classes
- A review of something that has been explicitly taught
- Completed without the need of electronic devices
- Corrected upon completion

In general, homework will be assigned with the expectation that average students are able to complete the assignments for all classes in the following timeframe:

Grade	Average Minutes per Night
K	10
1	20
2	30
3	40
4	50
5	60
6	70
7	80
8	90

Promotion Standards

To be promoted to the next grade level, students must complete the requirements for the grade level that precedes it.

Parents will be notified immediately when a teacher suspects that a student is in danger of not meeting the requirements for promotion to the next grade level. Teachers will work with the parents of struggling students and students will be offered, or in sometime circumstances required, to participate in interventions that may include tutoring, mentoring, and summer school.

Students who, after appropriate interventions, still do not meet the requirements for promotion to the next grade level will be retained in their current grade level.

Make-Up Work

In the event of an absence, it is the responsibility of the student to obtain all missed assignments from the appropriate teacher. Class work and homework that is missed due to an excused absence must be made up within three days upon the return to school, or within the same number of days that the student was absent, whichever is longer. Teachers are not required to give assignments in advance of absences, but may do so at their discretion.

Quizzes or homework that is missed due to an unexcused absence may be made up at the teacher's discretion, but will be recorded at no more than 50%. Tests and projects that are missed due to an unexcused absence will be made up but will receive a 10% penalty.

Grading

Students and parents may check a student's grades anytime by logging into the PowerSchool Parent Portal. RA teachers will update grades at least once per week. The teacher web page will provide details about how often and when grades will be updated.

Kindergarten

Kindergarten students will not be assigned letter grades, but will be eligible for the Scholar Award.

1st - 5th Grade

RA will use a 10-point grading scale to calculate grades.

A 90-100

- B 80-89
- C 70-79
- D 60-69
- F < 59

Students will receive letter grades for each quarter and a final letter grade for the year.

Final grades will be calculated using the following weights:

Quarter 1	25%
Quarter 2	25%
Quarter 3	25%
Quarter 4	25%

6th – 8th Grades

RA will use a 10-point grading scale to calculate grades.

- A 90-100
- B 80-89
- C 70-79
- D 60-69
- F < 59

The final grade will be calculated using the following percentages:

Quarter 1	20%
Quarter 2	20%
Quarter 3	20%
Quarter 4	20%
Final Exam or Project	20%

Report Cards

Report cards will be sent home at the end of Quarters 1, 2, and 3. Final report cards will be available to be picked up at the school the week after the last day of school. Any final report cards that are not picked up will be mailed to the student's home address.

Interim progress reports will be emailed to parents about 4 weeks into each quarter. Regardless of the report schedule, teachers of students who are having trouble with behavior expectations, completing their work, or performing at grade level will inform

parents immediately. Teachers will work with parents to create a support plan for struggling students. The support plan may include:

- Tutoring
- Modifications in assignments
- Attendance at the RA summer program
- Classroom supports
- Behavior supports
- Referral to the SST

Accelerated Math Program (AMP)

Qualified students in grades 2-7 will be offered the opportunity to accelerate their math instruction by moving up to the next grade level. The following factors will be considered when determining whether or not a student should participate in the Accelerated Math Program:

- Math grade
- Homework completion
- Student conduct
- NWEA MAP test scores
- EOG score
- Placement test score
- Student motivation
- Parent recommendation
- Teacher recommendation
- Completion of summer work

In the spring of each year, a parent or teacher may recommend that a student be considered for AMP. Students who are at or above the 98th percentile in math on either the NWEA or the EOG will be automatically considered for AMP.

Parents of students being considered for AMP will need to complete the application by the deadline. Parents of students who are accepted into the AMP program will be notified and students will be required to complete the summer work before the start of the following school year. Parents of students who are not admitted into the program may apply again the following year or appeal to the principal, whose decision will be final.

Testing

As a North Carolina Public School, RA is required to administer all of the tests and assessments required by the State Board of Education. All RA students are expected to participate in the appropriate state assessments.

RA students will additionally be required to take the NWEA MAP test two or three times during the year.

Awards and Distinctions

A Honor Roll – awarded to students who have earned As for each subject for the quarter

A/B Honor Roll – awarded to students who have earned A's and B's for each subject for the quarter

Scholar Award – awarded to students who complete, on time, every homework assignment for the entire quarter

Principal's Award – awarded to students who have earned all A's for the entire year

Voluntary Service Award – awarded to middle school students who complete 50 hours or more of voluntary community service during the year

Field Trips

In general, all field trips will have a curricular connection and be appropriate for the age/grade of the students. Depending on the trip, parent volunteers may be asked to drive and chaperone. Students will be expected to maintain the same behavior expectations off campus that they do on campus. Any exceptions to the student uniform will be communicated to the parents and students before the trip.

Parents, Visitors, and Volunteers

It is our goal to make all of our guests feel welcome. Parents, visitors, and volunteers are expected to obey all policies and procedures and comply with staff directives while on the RA campus or while attending any RA events. Parents and visitors who fail to follow expectations may lose the privilege of visiting the school or participating in school events.

Parents

Revolution Academy intends to partner with parents in the education of their children. To that end, parents will be an integral part of the school community. Parents will serve on the Board of Directors, on special committees, as volunteers, and as part of the PTO. Parents will have access to the parent room during school hours. Parents who go beyond the parent room to any other part of the campus must sign-in at the front office and wear identification the entire time they are in the building.

Parents of RA students will be required to actively participate in the education of their children. They will attend a mandatory orientation and at least one parent conference during the school year. They will be expected to communicate with teachers and school staff in a timely manner.

Parents are also encouraged to reach out to their child's teacher, the office staff, or the administration if they have any concerns about their child.

Visitors

Visitors are required to check-in at the front office, stay in the area necessary for the stated purpose of their visit, and wear an ID badge while on campus at all times. Visitors will not be alone with students and may require an escort.

While on campus, visitors must conduct themselves in an orderly fashion so as not to disrupt the educational environment for students, teachers and other staff. Visitors must abide by school policies and procedures and must follow the directions of school staff. Visitors are not permitted to go into a classroom unannounced during school hours, as this disrupts normal routine and instruction.

Observations

Parents and visitors may call the office to schedule a time to observe classrooms. During observations parents and visitors should take care to adhere to written guidelines and not disturb the instruction or classroom activities.

Volunteers

Volunteers are an integral part of the mission of the school. School volunteers will be required to submit an application and pass a criminal background check prior to volunteering. Volunteers must check-in at the front office and wear an ID badge the entire time they are on campus.

Non-Negotiables

While collaboration, diversity of thought, and stakeholder input are highly valued at RA, the board and the administration share a commitment to preserving the mission, core values, guiding principles, and vision of Revolution Academy. To that end, there are some important directives that will not be compromised. To be an effective part of the RA team, volunteers should be aligned and committed to the RA vision and agree to comply with the non-negotiable directives.

- Set students up to succeed
- Partner with parents
- Pursue excellence

Background Checks

A criminal background check will be performed on all RA volunteers who may supervise students. All information will be kept confidential and will be stored in a safe and secure manner. Identifying information such as date of birth and first 5 numbers of social security numbers will be removed from stored information once reports are filed.

Reports will be reviewed by an administrator. Any individual whose report comes back without flagged orders will be eligible to volunteer to supervise students; this may include but is not limited to supervising in the classroom, on field trips or as driver. Any individual report that has flagged orders will be further reviewed by a designated RA administrator. The following criteria will be followed:

Classroom Volunteers: No individual shall be allowed to supervise RA students if any of the following are found and confirmed in a background report:

- Any sexually related convictions.
- Any Weapon Conviction in the last 10 years.
- Assault or bodily harm to another individual conviction in the last 10 years.
- Drug or Drug Paraphernalia conviction in the last 10 years
- Any conviction related to distributing alcohol or drugs to a minor in the last 10 years.
- Any conviction of contributing to the delinquency of a minor in the last 10 years.
- 3 or more criminal convictions within the last 3 years.

Drivers: No individual shall be allowed to drive RA students to field trips, athletic events, or other extracurricular activities if any of the following items are found and confirmed in a background report:

- Any of the items found in the section for classroom volunteers
- Any Drug Convictions in the last 10 years
- Any Alcohol Convictions in the last 10 years
- Any loss of driver's license in the last 5 years
- Any jail time for motor vehicle related conviction in the last 5 years
- 3 or more speeding or other moving violations within the last 3 years.

All drivers must show valid NC Insurance identification and valid NC driver's license to the designated RA staff member on the day of the event.

All individuals may request a copy of their background report. Questions and disputes of information may be made to the RA principal. The RA Board of Directors and principal reserve the right to limit volunteer privileges to any individuals at their discretion whether or not their background checks return the flagged items listed in this policy.

Confidentiality of Information

The School is engaged in providing a service that requires a strict code of confidentiality of information. Any volunteer who compromises any information regarding a student, staff member, contractor, or parent may be subject to loss of volunteer privileges.

Contact Information

Mary Catherine Sauer	Principal	mcsauer@revolutionacademyk8.com
Michele Harris	Assistant Principal	mharris@revolutionacademyk8.com
Jaime Gaulden	Assistant Principal of Instruction	jgaulden@revolutionacademyk8.com
Robin Helms	Operations Manager	rhelms@revoutionacademyk8.com

Revolution Academy
3800 Oak Ridge Rd.
Summerfield, NC 27358

Phone: 336-203-3690
Fax: 336-369-8982

office@revolutionacademyk8.com