



Calibre Academy-Yuma
Parent-Student Handbook
2024-2025

Calibre Academy - Yuma Site

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Welcome to Calibre Academy

Dear Calibre Student,

Welcome to Calibre Academy! We are happy that you have chosen us to help provide an enriching environment for your student's academic needs. We are here to cultivate a lasting love for learning with your child, as well as set them up for a career-driven path in the future. We hope that this handbook will aid in providing answers to many of your questions regarding the virtual learning modality and the active role you play in your student's academic requirements.

Philosophy

Provide quality education that establishes a solid foundation in strong core academic skills for each student. Cultivating a safe learning environment that increases student confidence, encourages individual character development and instills a desire to be lifelong learners, becoming a contributing member of society.

Mission

Our purpose is to educate students to reach their fullest potential as life-long learners fully prepared to take responsibility for their actions as contributing global citizens.

Vision

Our vision is to work together as a community. Unlocking the full potential of each student by creating intuitive, engaging and effective learning experiences.

Motto

Choose well and succeed.

Dear Parents:

Welcome to a new school year at Calibre Academy. This handbook has been developed to provide useful information about our school. In this handbook, you can find information that promotes a safe environment, that supports you and your child, and that clearly communicates school routines and policies. It also provides guidance on ways to visit the school; methods to contact school personnel using e-mail, phone and notes; how to schedule conferences and make the most of them; and where and how to get help when you need it. We suggest you read it carefully. The handbook is also posted on the district website at www.CalibreAcademy.com.

Parents (including legal guardians and legal custodians) have a critical role in the education of their children and in our school. Years of research and numerous studies reveal that the children of parents who are involved in their education do better in school and in life than the children of parents who are not involved, regardless of the socioeconomic status of the family. We encourage you to participate in school activities as they occur during the year and to support education in your home.

We value our schools' diverse population and celebrate the varied contributions each student and parent offers. Parents are encouraged to learn about the educational program, the educational goals and objectives of the school and their own child's educational progress. At Calibre, we strive to make parents feel comfortable in making inquiries and will do our best to be responsive to your concerns. Regular contact between parents and school personnel, effective communication and teamwork are essential components of student success.

Communication is most effective when parents and teachers recognize that each has important information to share, will listen to the other carefully and act in a courteous and respectful manner. It is our expectation that all members of our school community will model civility and good manners.

Please use this handbook as a guide. If you cannot find the information you need, please contact school staff members as indicated in the following pages. We look forward to joining you in working toward the optimal achievement of all students.

Shannon Smith

Executive Director

WHAT IS VIRTUAL LEARNING?

As a Top Rated K-8 Charter School in AZ, we are proud to have a hybrid online learning option servicing grades K-8th grade.

Calibre's program takes place in a set school calendar that runs from August- May. The full-time **curriculum** meets or exceeds Arizona Department of Education standards, giving students a solid foundation for their education into high school and beyond. With exciting course options and extracurricular activities, students get the complete school experience from the comfort of their homes. Students can work through the courses at their own pace each week, submit work as required, while an accredited teacher supports and guides your student.

Calibre-Yuma Language Arts, Math, Science and Social Studies courses enhance writing and critical thinking skills, problem solving skills along with historical concepts enhancing and supporting a growth mindset.

CURRICULUM

Our elementary and middle school online curriculum meets all Arizona Department of Education requirements. Our teachers and staff are certified to meet all educational requirements for your students' advancement. Additionally, our teacher's really care about the well-being of their students and cultivating a safe learning environment. We use, "Personalized Learning Platform," as our curriculum.

K-3 Student Courses: ELA, Math, Social Studies, Science, Art and Physical Education

Students will attend class on Tuesday and Thursdays for an hour. Additionally, assigned weekly homework packets will be provided and other resource materials. Parents are responsible to ensure students are signing into their virtual courses. Ideally, students should be spending 20-25 hours a week to avoid falling behind academically.

4th-8th Student Courses: ELA, Math, Social Studies, Science, Physical Education and 1 Elective Course:

Students will attend classroom Mondays and Wednesdays. Students will be given homework for weekly lessons as needed. The majority of their school work will be through the virtual platform. Parents are responsible to ensure students are signing into their virtual courses. Ideally, students should be spending 20-25 hours a week to avoid falling behind academically. Below are a few of the elective course options that your student can select:

- Business Keyboarding
- Career Research & Decision Making
- Coding
- Computer Science
- Digital Art and Design
- Exploring Music
- Creative Writing
- Nutrition and Personal Fitness

Once enrolled your student will be assigned a teacher. The teacher will assess your student's current educational achievements and develop a plan specifically to your student's academic needs and goals for advancement and promotion.

ATTENDANCE, PUNCTUALITY & ABSENCES

Students are expected to attend all appointments and arrive on time. If the appointment needs to be rescheduled students are to notify their teacher. The State of Arizona requires that students attend school. It is the parent's responsibility to ensure students attend school. To avoid falling behind on academic requirements, attendance and turning in all assignments is crucial. Most importantly, Arizona State has education milestones and requirements that must be met. Good attendance enhances students' growth in the areas of being responsible, time management and self discipline. The virtual education experience is a great way to enhance these traits to prepare them for the future. Attendance will be tracked by teachers by assignments turned in by students, this process will help monitor students' education progress as well as comply with Arizona State attendance requirements.

TRUANCY LAW STATEMENT

Arizona Law requires children to go to school. Failure of the child to attend school may result in criminal charges for the parent or the child. A habitually truant child is a child between the ages of six and sixteen who has five (5) days of unexcused absences or five (5) unexcused absences from class within a single school year. (Re: A.R.S. 15-803, C.1) A student who is habitually truant from school may be issued a criminal citation. ARS 15-802 requires that a person having custody of a child between six and sixteen years of age must ensure that the child is in school full time when the school is in session, unless statutorily excused. ARS 15-803 has been revised to read that "a student is considered 'habitually truant' if truant for at least five school days." Additionally, "truant" is now defined as "an unexcused absence for at least ONE class period during the day." Failure to ensure that a child attends school is a criminal offense. The consequences may include

- A fine of up to \$500.00 AND
- A possible jail sentence of up to 30 days

Parent/Guardian Responsibilities

1. Responsible for the amount of work your child/children complete.
2. Check and initial all assigned work for completion and accuracy.
3. Responsible for monitoring student progress outside of school hours.
4. Maintain a daily/weekly learning routine in order to teach and work on each subject assigned.
5. Provide required school supplies.
6. Provide a working printer and ink for required school work.
7. Responsible for student log on to scheduled school day meetings.
8. Responsible for contacting the teacher with questions or concerns.
8. Responsible for contacting school administration with any changes regarding address and phone number; the teacher should be contacted with scheduled meeting date changes.
9. Responsible for attending required parent/teacher meetings or conferences.

Required Onsite Testing:

Benchmark and State Testing; Parents will be informed of specific testing dates and details accordingly.



WHAT DOES MY TEACHER DO?



1. Provide educational support to student(s).
2. Monitor student(s) work and progress, to include grading, progress reports, and report cards.
3. Provide academic support.
4. Provide required curriculum.
5. Provide testing to monitor student progress.
6. Provide state-mandated testing.
7. Meet with student(s) weekly to go over curriculum and assignments.
8. Maintain an open line of communication for both parent/caregiver and student(s).
9. Provide up to date information regarding school activities.
10. Work with parent/caregiver in all academic decisions and be the main advocate for both parent and student throughout the year.

STUDENT(S) RESPONSIBILITY

1. Attend scheduled appointments as required.
2. Complete handouts and return to the teacher the following in appointment.
3. Work directly with the teacher in order for them to support you in academic progress, online and in person.
4. Students are required to work 3-5 hours per course weekly and 1 hour weekly in elective courses.
5. Participate in classroom and be respectful to other students
6. Complete all assigned work material and virtual courses as required to avoid falling behind in course.
7. Communicate directly with the teacher any concerns or issues you may be experiencing in course work.
8. Comply with State Testing requirements

School Calendar

- Calibre Academy Yuma Site Spring Break dates March 31, 2025-April 04, 2025 to be in sync with Yuma Union High School District.

 **Calibre Academy/2024-2025 CALENDAR** 

1 First Day of School

AUGUST 2024						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

JANUARY 2025						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 1-3 WINTER BREAK
- 8 Early Release
- 20 NO SCHOOL - MLK DAY
- 21 100th Day of School
- 27-31 Parent/Teacher Conferences
- 31 Early Release

2 NO SCHOOL - LABOR DAY
4 Early Release

SEPTEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

FEBRUARY 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

- 5 Early Release
- 17 NO SCHOOL - PRESIDENTS DAY

2 Early Release
4 End of Q1
10 50th day of school
14-18 FALL BREAK
21-25 Parent/Teacher Conferences
25 Early Release

OCTOBER 2024						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

MARCH 2025						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 5 Early Release
- 7 End of Q3
- 17-21 Spring Break
- 24-28 Parent/Teacher Conferences (as needed)

6 Early Release
11 NO SCHOOL - VETERANS DAY
25-29 THANKSGIVING BREAK

NOVEMBER 2024						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL 2025						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 2 Early Release
- 18 NO SCHOOL - SPRING HOLIDAY

4 Early Release
19 End of Q2
Early Release
20-31 WINTER BREAK

DECEMBER 2024						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

MAY 2025						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 7 Early Release
- 21 8th Grade Promotion
- 22 Kindergarten Promotion
- End of Q4
- Early Release
- LAST DAY OF SCHOOL
- 26 OFFICE CLOSED - MEMORIAL DAY

KEY	Early Release Schedule
Early Release	Kindergarten: 12:00 PM
NO SCHOOL	1st-3rd Grade: 12:15 PM
	4th-8th Grade: 12:30 PM

Dress Code

Dress code policy will be enforced while on campus. Students must adhere to dress code while at the learning center and any off-site activities. Dress code is in place to cultivate a safe and productive learning environment.

1. Students will be given a free Calibre Academy shirt upon enrollment. Students are required to wear Calibre shirts to attend their appointments on campus.
2. A loaner shirt will be provided if a student arrives on campus without a shirt.
3. Calibre shirts must not be altered or modified in any way.
4. Sweatshirts, hoodies, sweaters, etc... if worn the Calibre academy logo cannot be covered. Calibre academy shirt logo must be visible at all times.
5. Additional shirts may be purchased online.
6. See through/mesh clothing is not permitted.
7. Undergarments such as boxer shorts, bras are not to be visible or exposed.
8. Pajamas are not permitted or house slippers.
9. Shoes with laces must be laced and tied.

Parent/Guardian Promise

I have read and understand the requirements to be enrolled in the Calibre Academy-Yuma Virtual program. I will uphold all my stated obligations as deemed necessary in this contract. I will continue to strive for academic achievement for my child/children, as well as myself. I will keep and arrive promptly to all scheduled appointments, turn in all work in an organized manner, with all papers containing the proper heading requirements. I will notify my teacher as well as the school of all changes including address and phone number.

Parent/Guardian Signature: _____

Date: _____

Student Promise

I have read and understand the requirements to be enrolled in Calibre Academy, Yuma site. I will uphold all my stated obligations as deemed necessary in this contract. I will continue to strive for academic achievement. I will keep and arrive promptly to all scheduled appointments. I will keep and turn in all work in an organized manner with all papers containing proper heading requirements. I will meet with my teacher twice a week and attend scheduled appointments. I will notify my teacher/ school administration of all changes including address and phone number changes.

Student Signature: _____ Date: _____

Parent/Guardian: _____ Date: _____

Instructional Material/Chromebook User Agreement

Student: _____ **Local ID:** _____

Parent/Guardian: _____

Chromebook serial # _____

Instructional Materials: The following items will be issued to the student:

- **1 Chromebook Device**
- **1 Chromebook Charger**

Ownership: Calibre Academy shall be deemed to have title to the Chromebook device. The student, parent/guardian holds no ownership in the licenses to the installed software included with the Chromebook device or the licenses to any other software that the school may from time to time install on the Chromebook device. _____ (initial)

Terms of Use: The student, parent/guardian shall return all equipment (Chromebook device and Chromebook charging cord) in good condition to their teacher or front office personnel at the end of the school year or at the time of withdrawal/ disenrollment, or upon the school's request (whichever comes first). _____ (initial)

Equipment Care Requirements: Equipment may only be used in the authorized manner in which is documented in this contract. The student should keep all equipment in optimal operating condition and notify their teacher if the equipment is in need of repair. Students may not apply stickers, write on, or add software/apps to the Chromebook device; equipment must be kept dry, charged for updates, and in clean working order. _____ (initial)

Lost/Missing/Damaged: The student's parent/guardian assumes all responsibility for said equipment if equipment becomes lost, missing or damaged beyond repair by paying \$250 for the Chromebook and/or \$10 for the Chromebook charging cord. Calibre Academy-Yuma is not responsible for any damage or defects that do not fall within the scope of the manufacturer's warranty. _____(initial)

Grades/Transcript Hold: If the Chromebook device and charging cord are not received upon withdrawal/disenrollment from Calibre-Yuma, the parent/guardian will receive notification that the student's grades/transcripts will be withheld until payment from parent/guardian is made. _____(initial)

I have read and understand Calibre Academy-Yuma Instructional Material User Agreement and I, _____
(parent/guardian), agree to the terms and conditions set forth in this agreement.

Student's Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Technology Use Expectation Agreement

Calibre academy recognizes the value of computers and other electronic devices to enhance student learning. The campus network and internet connection are available as tools to promote educational excellence, innovation and communication for students and staff. Please help us teach your students to use technology systems properly by going over the information on this document and encourage them to follow the rules at all times.

Network Behavior Agreement

I understand that I am personally responsible for following school rules while using the issued Chromebook assigned to me.

1. I will be polite at all times and respectful.
2. If I see something that offends me I will inform my teacher.
3. I understand that anything that happens on school network and devices may be reviewed at any time; it is not private.
4. I will not use the school network or technology to download games, music, videos, or other files not required for schoolwork.
5. I will not share my passwords with anyone, including friends.
6. I will not post photographs or videos of students, other teachers, or myself on the internet.
7. I will not respond to any messages that are mean or make me or others uncomfortable. If I receive a message like this, I will inform the teacher immediately.
8. I will never agree to get together with someone I meet online without parental permission.

9. I will not give/post my name or personal information about myself, family, or anyone else without direction from my teacher. Personal information includes pictures, address, number, school address, home address, etc...

Cell Phones

Students who bring cell phones on site are at their own risk. Site is not responsible for lost, stolen or damaged cell phones and other devices. Students will be required to place cell phones on silent while in the Learning Center Site. Parents/Guardian may be notified if cell phone use is disruptive to the learning environment.

I have read and understand the Calibre Academy Technology Use Agreement and I, _____ (parent/guardian), agree to the terms and conditions set forth in this agreement.

Student's Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Learning Center Coordinator/

Administration Signature: _____ Date: _____



Photo/Video Release Consent

I give consent to Calibre Academy to use any photos/videos of my child for publicity purposes only, such as; Calibre Academy's website, social media promotion, publications, newsletters, broadcast or any other media outlets.

_____ Yes, I give consent

_____ No, I do not give consent

Parent Signature: _____ Date: _____

Student Signature: _____ Date: _____

Master Agreement

Voluntary Statement: It is understood that independent study/homeschool/online schooling is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class, or program pursuant to Education Code Section 48915 or 48917, instruction may be provided for a student through independent study only if the student is offered the alternative of classroom instruction.

Board Policies: According to the Board Policy for grades K through 12, the maximum length of time allowed between when the assignment was made and the date the assignment is due is 20 school days, unless an exception is made in accordance with the Board Policy. After 3 missed assignments, as per Board Policy, an evaluation will be made to determine whether independent study/homeschool/online schooling is an appropriate strategy for this student.

Additional Courses: may be added to this agreement as needed if agreed upon by the teacher and the student.

I have read and I understand the terms of this agreement, and agree to all provisions set forth.

Student: _____ Date: _____

Parent/Guardian: _____ Date: _____

Teacher: _____ Date: _____