



ENTHEOS ACADEMY

MAGNA

2020-21

Student Handbook

801-250-5233

2606 SOUTH 7200 WEST

MAGNA, UTAH 84044

WWW.ENTHEOSACADEMY.ORG

Excellence • Service • Leadership

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Entheos Vision

VISION

In 2003, a group of parents, teachers, and community leaders in West Jordan began designing an education model for students (grades K-8). With the belief that excellence in education is achieved when students are challenged and encouraged to learn through real life application, this team wanted to create an ideal learning environment for students. After a year of research, long board meetings, and work sessions, they introduced a powerful mission statement and nine values that they believed could redefine education in Utah. A tenth value, family, was added in 2008. The fundamental belief at Entheos is that learning is a choice. Parents and educators can but light the fire, create an engaging atmosphere, and provide students with opportunities for real learning and growth. Service and Leadership are key components to helping students reach their full potential. Entheos is a Greek word that means “to be inspired from within.” In fact, the word enthusiasm is derived from the original Greek word “Entheos.” Students learn, excel, and retain best when they are fully engaged and enthusiastic about the learning process.

Mission Statement

The mission of Entheos is to **inspire** the rising generation to reach the heights of their potential, **ignite** their curiosity to venture into new and challenging learning experiences, and **empower** them to be leaders through service, who are committed to family and community.

Then..... they can **achieve** their goals and dreams.

Entheos Values

- | | |
|------------|---|
| Enthusiasm | We believe that learning is a choice. As we create the atmosphere and inspire the mind, students gain wisdom, understanding, and a love for learning. |
| Excellence | We believe students and teachers should be challenged, and that they will naturally rise to the high standards expected of them. |
| Leadership | We believe that through the teaching of sound leadership principles today, students will be empowered to make a difference in their world tomorrow. |
| Service | We believe service is vital in the development of good leaders. We make service within the classroom, and the community, an integral part of our curriculum. |
| Respect | We believe all people have value and deserve respect. Our students and staff show proper respect to others, property, and self, by appropriate communication, dress, and actions. |

- Integrity** **We** believe in honesty, accountability, and diligence.
- Patriotism** **We** believe that love for country is developed at an early age. We teach and live the principles taught by the founding fathers of the United States of America.
- Individuality** **We** believe each student is unique and gifted. We know each individually and tailor teaching methods to fit individual needs.
- Adventure** **We** believe outdoor adventure helps participants learn teamwork, courage, craftsmanship, perseverance, and compassion while discovering they can accomplish more than they imagined.
- Family** **We** believe the family is the basic social structure for rearing children. Schools are designed to serve the family and society. We intend policies and education that support and strengthen families. When there is a conflict of schedule or curriculum, the family comes first.

Board of Trustees

SCHOOL STRUCTURE

Rod Eichelberger **Board Chair**
Adriane Olsen **Vice Chair** **Annette Barney** **Secretary**
Corey Mecham **Treasurer**
Jaren Gibson
Debra Ivie
Xazmin Prows

You may email any member of the board using the following format:

firstname.lastname@entheosacademy.org

Example: john.doe@entheosacademy.org

The Entheos Board of Trustees is a non-profit board that consists of parents and community members. The main responsibility of the Board is to oversee the implementation of the public school chartered under the Utah State Board of Education. Entheos is a public school chartered under the Utah State Board of Education. We are separate from the jurisdiction of any of the larger school districts and report to the State Board of Education. General questions for the Entheos Board of Trustees can be addressed by sending an email to any member of the board.

Board meetings are held on a regular basis and are always open to the public. Time is allotted at each meeting for public comment and Crew reports. The Board welcomes public input and bases many of its decisions on the desires of parents, staff, and community. By law, the Board can only discuss and vote on issues that are on the agenda for a meeting that has been publicly announced 24 hours in advance. The Board values the opinions and desires of all of our families. We may not be able to please everyone with every decision; however, we carefully consider all input when voting on issues that affect Entheos. If you would like to have more input in the decisions being made for Entheos, please speak to a board member prior to a board meeting or submit your thoughts in writing, and if possible, attend board meetings. The time, location, and the agenda for each board meeting will be posted on the Entheos website at www.entheosacademy.org, on the doors of the school and at the location in which the meeting will be held, if different. If you are interested in any of the items on the agenda, please take the initiative to be present at the meeting.

We encourage parents of Entheos students to stay abreast of what has been discussed and voted on at the board meetings. This can be done by:

- 1. Attending board meetings.**
- 2. Viewing the minutes via our website.**
- 3. Attending Town Hall Meetings.**

Volunteering/Parent Crews (PCO)

President: Trina Thompson

Contact Info: pcomagna@entheosacademy.org

Families are partners in the education of their children, and charter schools depend on the willingness of parents to be involved in their child's education. It is recommended that parents volunteer and contribute **30 hours** per school year per family. This volunteering can be done by parents, grandparents, or other family members. The best way to get involved and volunteer is through the PCO (Parent Crew Organization). The PCO will provide families several opportunities to earn the recommended 30 hours per year of volunteer work.

The leadership and staff at Entheos strive to make families welcome, known, and actively engaged in the life of the school. Regular communication and multiple opportunities for participation encourage families to be strong partners in their children's learning. Town Hall meetings are held three times a year to communicate the culture and values of the school, as well as current volunteer opportunities. Parents can be assigned to crews in which they may or may not have expertise. Parent crews will help fulfill school needs and responsibilities, while being overseen by the school's director. PCO leaders will track family participation through Compass and will encourage families to give their full 30 hours of service.

Entheos has a variety of ways for families to participate, including:

PCO Crews

After School Clubs/4H	School History
Teacher/Staff Appreciation	Literacy
Box Tops/Labels/Recycling	Public Relations
Clothing Exchange	Safety Crew
Field Day	Service Learning
Fine Arts	Social Media
Values	

Discovery

Tutoring

Passage Portfolio Panelist

Field Work

Overnight Trips

General Classroom Help

Entheos Adventure Trips

The adventure program at Entheos Academy is an opportunity for students to learn curriculum outside the classroom. We spend the days learning while the nights are spent camping in tents. Each adventure covers multiple standards from a variety of classes. Although learning curriculum is our main focus, students also have a great opportunity for building character. Taking students out of their comfort zone and into an unfamiliar environment gives them a chance to grow mentally, physically, and socially. Relationships with peers and teachers become deeper and more meaningful. They learn about the natural world and have opportunities for solitude and reflection. Students learn how to be responsible by taking care of themselves in the heat of the day or cool of the night

We will have no fewer than three adults on any given trip, and the student/adult ratio shall not be greater than 6 to 1. All volunteers must pass a background check and participate in a training session in order to participate.

School Visits

Parents are encouraged to visit the school frequently and take an active role in the education of their children. Parents are welcome at the school at any time. All visitors must check in at the office upon entering the building. The Executive Director, reserves the right to deny individuals the right to volunteer if 1. Prospective volunteers abilities are not in accord with District needs. 2. The administration believes that attendance of the individual poses a safety concern for the students/school personnel. 3. The administration believes that the behavior of the individual may disrupt the learning experience of the children.

Entheos Staff

ENTHEOS STAFF

We are pleased to have faculty members who have come to join our crew from all over the United States. Staff members are committed to the Entheos Mission and Values and are determined to make Entheos an exceptional EL Education school. You may contact all staff members at any time via email. All email addresses are in the firstname.lastname@entheosacademy.org format.

Example: john.doe@entheosacademy.org

Director	Jason Bennion	jason.bennion@entheosacademy.org
Assistant Director	Brett McAllister	brett.mcallister@entheosacademy.org
Director of Curriculum and Instruction/Distance Learning	Mat Edvik	mat.edvik@entheosacademy.org
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Front Office	Vianey Salvador	vianey.salvador@entheodacademy.org
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5th	Daren Parker	daren.parker@entheosacademy.org
5th	Katie Ellis	katie.ellis@entheosacademy.org
Middle School-Art	Alaina Hendricks	alaina.hendricks@entheosacademy.org
Middle School-ELA	Justin Leavitt	justin.leavitt@entheosacademy.org
Middle School-Math	Mat Edvik	mat.edvik@entheosacademy.org

Middle School-Math	Charity Foutz	charity.foutz@entheosacademy.org
Middle School-Science	Nicole Napski	nicole.napski@entheosacademy.org
Middle School-CTE	Melanie Goulding	melanie.goulding@entheosacademy.org
Middle School -P.E.	Jeff Stirland	jeff.stirland@entheosacademy.org
Middle School- S.S.	Leslie Harris	leslie.harris@entheosacademy.org
Special Education	Natausha Calveri	natausha.calveri@entheosacademy.org
Special Education	Jennifer Te'o	jennifer.teo@entheosacademy.org
Discovery	Alicia Seeley	alicia.seeley@entheosacademy.org
Kitchen	Jackie Holman	jackie.holman@entheosacademy.org
Library	Lavon Hatch	lavon.hatch@entheosacademy.org
English Learners	Matt Merkely	matthew.merkely@entheosacademy.org

Service Learning

A team-based, problem-solving approach to service learning will be utilized to integrate service-oriented activities with core academics. Students will have the opportunity to learn and develop skills while making a positive impact in their community. Each year the school holds a Celebration of Service to highlight all of the service performed for the community throughout the year and community members, families, and students celebrate the school's dedication to service and creating a stronger and better community for everyone.

PROGRAMS/ CURRICULUM

EL Education Overview

Across the country, educators, policy makers, and parents are looking for ways to fix an education system that is failing far too many students. EL Education offers a different approach to school improvement, and we have the results to prove that it works. We engage our students so that they become self-motivated learners. We inspire our teachers and give them the tools they need to make a difference in their students' achievement. We give hope to communities that have lost faith in the ability of their schools to prepare young people for success. EL Education will play a key role in enabling Entheos to fulfill its mission. EL Education is built on the foundation of ten design principles. Five key areas of focus in this approach are Curriculum Instruction, Character & Culture, Assessment, and Leadership. For more information visit www.elschools.org.

Entheos n. Greek

1. To be inspired
2. To have enthusiasm
3. Intense or eager interest; zeal

EL Education Design Principles

EL Education is built on ten design principles that reflect the educational values and beliefs of Outward Bound. These principles also reflect the design's connection to related thinking about teaching, learning, and the culture of schools.

1. **The Primacy of Self-Discovery:** People discover their abilities, values, passions, and responsibilities in situations that offer adventure and the unexpected.
2. **The Having of Wonderful Ideas:** Curiosity about the world is fostered when learning situations provide something important to think about, time to experiment, and time to make sense of what is observed.
3. **The Responsibility for Learning:** Children and adults are encouraged to become increasingly responsible for directing their own personal and collective learning.
4. **Empathy and Caring:** Learning is fostered best in communities where students feel physically and emotionally safe and where students' and teachers' ideas are respected and where there is mutual trust.
5. **Success and Failure:** All students need to be successful if they are to build the confidence to take risks. But it is also important for students to learn from their failures, to persevere when things are hard, and to learn to turn disabilities into opportunities.
6. **Collaboration and Competition:** Students are encouraged to compete not against each other but with their own personal best and with rigorous standards of excellence.
7. **Diversity and Inclusion:** Both diversity and inclusion increase the richness of ideas, creative power, problem-solving ability, and respect for others.
8. **The Natural World:** A direct and respectful relationship with the natural world refreshes the human spirit and teaches the important ideas of recurring cycles and cause and effect.
9. **Solitude and Reflection:** Students and teachers need time alone to explore their own thoughts, make their own connections, and create their own ideas.
10. **Service and Compassion:** We are crew, not passengers. Students and teachers are strengthened by acts of consequential service to others.

EL Education Modules

EL Education's Grades 3–8 ELA Curriculum has been designed by teachers for teachers to meet the needs and demands of the Common Core State Standards: to address and bring to life the shifts in teaching and learning required by these higher academic standards. To prepare students for college and the workplace, where they will be expected to read a high volume of complex informational text and write informational text, the shifts highlight the need for students to learn and practice these skills early on. This curriculum has been designed to make this learning process engaging with compelling topics, texts, and tasks.

Methods of Assessment

Assessment will be primarily *for* learning and not just *of* learning. Primary emphasis will be given to performance-based assessments that require students to actively solve problems and apply knowledge in production-driven learning activities. The goal is to have students become Proficient in all Long Term Learning Targets. Student Portfolios and Student-Led Conferences will be part of the assessment methods at Entheos. Traditional Assessments, including teacher-developed tests and standardized tests, in reading, writing, and math will be conducted at the beginning and end of each year (and more often for students performing below grade level). Entheos will use Acadience, and the Student Assessment of Growth and Excellence (SAGE) summative adaptive assessments as required for state and federal accountability for English language arts (ELA), math and science.

Compass

Compass is a web based system that allows you, as a parent, to have access to correct and updated information regarding your lunch and fees. You will be able to log on to the system at <http://student.entheosacademy.org>. Once logged onto Compass you will be able to see and pay for your student's lunch account and student fees. If you do not have a Guardian account you will click on "New Account" and follow the prompts to create one. Once your account has been created you will be presented with the "Student Management" screen. On this screen you can link your student(s) to your account. You will need three pieces of information, your student's ID number, student birth date, and student pin number. You will need to contact the office for the pin number if you have not received it via e-mail.

Mastery Connect

We are a standards based grading school. That means that you will not see the traditional letter grades on the progress reports that will be online and that we will send home. The progress reports that you will see will show the progress of your students on the Utah Core Standards. They will be measured on a four point scale with these indicators of mastery.

Beginning (B) – This level characterizes a non-proficient and inadequate knowledge of subject content based on one or more of the Utah Core Standards.

Developing (D) – At this level the student shows some progress and skill toward mastery of subject content based on one or more of the Utah State Standards. At this level students are generally accurate, yet are below proficiency on the assessed standard or standards.

Accomplished (A) – This level characterizes a skilled and proficient demonstration of content knowledge of one or more of the Utah Core Standards. At this level the students have mastered or shown proficiency on the assessed standard or standards.

Exemplary (E) – This level characterizes an in depth and excellent knowledge of subject content. The exemplary student has gone above and beyond basic proficiency on the assessed standard or standards.

We have chosen Mastery Connect to be the vehicle that helps us to track the progress of your student(s) and to communicate that progress to you.

Mastery Connect Parent Log In Overview <https://vimeo.com/103560915>

Mastery Connect Entheos Parent

Video <https://www.youtube.com/watch?v=Y5BQHClr7NE>

One of the benefits of the Mastery Connect Program is that you will be able to have real time access to the progress that your students are making on the standards with color coded representations so that you can easily see where your students are struggling and succeeding.

Our teachers have enthusiastically entered the learning curve of using the program. They will continue to become more proficient at it as the year moves along.

Elementary Program Overview

1. **Class Size:** In Kindergarten, classes will have approximately 18 students. For grades 1-5 classes will have between 25 and 28 students. If there are more than 25 students in classes at a given grade, an aide will be assigned to work with the teachers (providing two teachers and one aide for a maximum of 56 students).

2. **Class Configuration:** There will be two classes per grade, and the two classrooms at each grade level will be joined by doors and windows, where possible, to facilitate greater collaboration.
3. **Curriculum:** In addition to EL Education Modules and Ready Math, the elementary program will utilize iReady Reading Program, and when possible, a nationally normed formative assessment program. These programs will assist staff in helping our students develop a sound foundation in reading, writing, and mathematics.
4. **Community-Based Curriculum/Discovery:** At Entheos, we believe every student is gifted, and the Discovery Program is designed to help students recognize and utilize those gifts. A concerted effort will be made to engage students in their community, through service and otherwise, as well as to utilize community resources to help students identify their talents, develop their skills, and expand their interests.

Ready Math

In the subject of mathematics, Entheos will use the Ready Math series for grades K-8. *Ready Mathematics* helps teachers create a rich classroom environment in which students at all levels become active, real-world problem solvers. Through teacher-led instruction, students develop mathematical reasoning, engage in discourse, and build strong mathematical habits. The program's instructional framework supports educators as they strengthen their teaching practices and facilitates meaningful discourse that encourages all learners.

Middle School Program Overview

1. Our middle school is intent on providing high quality instruction and support that will enable students to become proficient in the required standards for their grade. Middle school students will engage in a rigorous, standards based curriculum which includes:
 - a. EL Education Modules – Students will engage in long term, in-depth studies of subject curriculum. Most students will experience two learning expeditions throughout the year.

2. Ready Math

In the subject of mathematics, Entheos will use the Ready Math series for grades K-8. *Ready Mathematics* helps teachers create a rich classroom environment in which students at all levels become active, real-world problem solvers. Through teacher-led instruction, students develop mathematical reasoning, engage in discourse, and build strong mathematical habits. The program's instructional framework supports educators as they strengthen

their teaching practices and facilitates meaningful discourse that encourages all learners.

- Carefully paced instruction that focuses on teaching fewer math topics per year to a level of mastery
- Consistent use of visual models and manipulatives that carefully bridge the concrete and the abstract—encouraging algebraic thinking, facilitating communication of math ideas, and solidifying learning
- Instruction centered around problem solving using multiple models to help students visualize and understand the math concepts
- Ample practice for continuous ongoing assessment

- a. **Adventure** – Our adventure program supports the EL Education model. The outdoor adventure trips will support the curriculum that is being taught in the expeditions or intensives. They also provide students with an opportunity to learn teamwork, perseverance and provide them with an opportunity to discover that they can accomplish more than they imagined.
- b. **Best Teaching Practices** – With the support of EL Education, our teachers are trained in how to plan and deliver high quality instruction, using established best teaching practices.

*Due to the COVID-19 Pandemic, some of the programs, assessments, and services may be different or change in the 2020-21 school year.

a·chieve

verb

1. reach or attain (a desired objective, level, or result) by effort, skill, or courage.

"he achieved his ambition to become a
journalist"

TITLE 1

Parents Right to Know Right to Review Teacher Qualifications

As a parent of a student at Entheos Academy, you have the right to know the professional qualifications of the classroom teachers who instruct your child. Federal law allows you to ask for certain information about your child's classroom teachers and requires us to give you this information in a timely manner if you ask for it. Specifically, you have the right to ask for the following information about each of your child's classroom teachers:

Whether Utah State Office of Education has licensed or qualified the teacher for the grades and subjects he or she teaches.

Whether Utah State Office of Education has decided that the teacher can teach in a classroom without being licensed or qualified under state regulations because of special circumstances.

The teacher's college major; whether the teacher has any advanced degrees and, if so, the subject of the degrees.

Whether any teachers' aides or similar paraprofessionals provide services to your child and, if they do, their qualifications.

If you would like to receive any of this information, please call 801-250-5233.

Entheos Academy

Title 1 Parent Involvement Policy

Entheos Academy recognizes the vital positive impact that parental involvement in their child's academic work has on student achievement.

The following Parent Involvement Policy—created in consultation with parents, and in conjunction with section 1118 of the Elementary and Secondary Education Act

(ESEA)—sets forth the parameters and conditions for parental involvement in the educational programs at Entheos Academy which are support in part by Title I program funds.

Entheos Academy shall:

- Convene an *annual meeting* to explain the Title I program to parents and inform them of their opportunity to be involved in the program;
- Be flexible in scheduling meetings to meet parents' needs. Title I funds may be used to pay *related expenses* such as child care, transportation or home visits;
- Involve parents, in an organized, ongoing and timely way, in *planning, reviewing and improving (including dissenting views)* the school's programs supported in part by Title I funds;
- Provide *timely information* about its programs to parents; describe the curricula, the student assessments and proficiency levels students are expected to meet; provide opportunities for regular meetings, such as SEP Conferences, where parents can provide input, and respond promptly to parent suggestions.

In order to build capacity for involvement, the Entheos Academy staff will provide assistance to parents in such areas as understanding the State's content standards and student performance standards and other associated assessments.

Entheos staff members will also provide parents with information as to how they can work with staff to improve the performance of their children and consult with teachers as to how they can participate in decisions relating to the education of their children. This information will be shared at the annual meeting mentioned as well as in newsletters and on the web site.

Entheos Academy will provide additional materials and trainings to help parents work with their children to improve achievement. Materials will be distributed by such methods as e-mail, written notices, and/or handbooks.

Entheos Academy

Parent-School Compact

AS A PARENT, I WILL:

Take the initiative to:

- Volunteer time to benefit my student and the school
- Understand what my student is learning, through active communication with my student and his or her teacher(s).
- Follow up at home with teaching and modeling school values and Habits of a Scholar.
- Provide an environment at home that encourages successful continuation of learning and completion of homework.
- Attend Student Led Conferences, Celebrations of Learning, and other Entheos events.
- Become an active partner with teachers and school in helping my student achieve to their highest potential.
- Show proper respect to others, property and self by appropriate communication, dress and actions whenever visiting, volunteering or attending any school activities.
- Help my student attend school, on time, regularly to ensure consistency of learning.

AS A SCHOOL, WE WILL:

- Engage students through quality lessons and active learning activities.
- Provide an environment that is both emotionally and physically safe.
- Be receptive to parent questions and suggestions.
- Show professional level respect to others, property, and self by appropriate communication, dress, and actions.
- Be an active partner with parents/ guardians in helping students achieve their highest academic potential and become good citizens to their communities.
- Communicate in a timely manner with parents/guardians about all aspects of student learning including praise, struggles, and upcoming work and after school events.
- Provide a variety of ways for families to volunteer both in and out of the classroom.
- Provide opportunities for students to have access to functional computers/equipment on a regular basis.
- Continuously provide high quality, relevant Professional Development, coaching, and evaluations for teacher and staff to ensure students are receiving innovative instruction.
- Continuously provide high quality, relevant Professional Development, coaching, and evaluations for teacher and staff to ensure students are receiving innovative instruction.

SCHEDULE/ CALENDAR

ENTHEOS ACADEMY DISTRICT

2020-2021

August 20

Su	M	Tu	W	Th	F	Sa
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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					

entheosacademy.org
Elementary School
 Regular Days 8:35-1:15
Regular Day AM 8:35-1:25 PM 12:15-3:15
Midlevel School
 Regular Days 8:35-1:15
Regular Day AM 8:35-1:25 PM 12:15-3:15

September 20

Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	
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27	28	29	30			

	Distance Learning Day
	School Closed
	First Day of Class
	Last Day of Class

October 20

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November 20

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December 20

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27	28	29	30	31		

January 21

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28	29	30				

February 21

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28						

March 21

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28	29	30	31			

April 21

Su	M	Tu	W	Th	F	Sa
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28	29	30				

May 21

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28	29	30				

June 21

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21	22	23	24	25	26	27
28	29	30				

July 21

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21	22	23	24	25	26	27
28	29	30	31			

August 21

Su	M	Tu	W	Th	F	Sa
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

September 21

Su	M	Tu	W	Th	F	Sa
	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				

First Day of School - August 18, 2020
Labor Day - September 7, 2019
Fall Break - October 15, 2019
Fall Break - October 16, 2019
Teacher PD Day - October 19, 2019
Student Lead Conference - October 13, 2019
Student Lead Conference - October 14, 2019
End of Trimester 1 - November 13, 2019 (8:0)
Reporting Day - November 18, 2019
Teacher PD Day - November 23, 24, 2019
Theology/ing Break - November 25 - 27, 2019
Winter Break - December 21 - January 1, 2021
Teacher PD Day - January 4, 2021
Parent/Teacher Conference - February 11, 12
MLK Day - January 18, 2021
Washington and Lincoln Day - February 17, 2021
End of Trimester 2 - February 26, 2021 (5:0)
Reporting Day - March 1, 2021
Spring Break - March 26, April 2, 2021
School Day - April 10, 2021
Memorial Day - May 31, 2021
Student Lead Conference - May 20, 21, 2021
Last Day of School - June 3, 2021
End of Trimester 3 - June 3, 2021 (9:1)
Reporting Day - June 4, 2021
Refreshed 7:10:20

Daily Schedule

Regular Day

- 7:30 **T**eachers' official work day begins
- 7:45 **B**reakfast
- 8:25 **B**eginning of School Day – students to be in classrooms
- 10:45 **I**nitial Lunch Period (lunch times will vary by grade)
- 3:15 **S**chool Day Ends – students dismissed in carpool groups
- 4:00 **T**eachers' official work day ends and front office closes early.

1. **R**ecess times for the various grade levels will be flexible and will be determined by the teachers at each grade level.
2. **O**nce the school year begins, parents will be given more detailed schedules for their children.

Meal Program

Entheos will serve Breakfast and Lunch. Our goal is to provide healthier meals than the typical school menu. Lunch will cost \$2.00 for grades K-5, \$2.15 for grades 6-8. Breakfast will be free for all students. Extra milk or juice will be \$.30 per container. Entheos participates in the Federal Food Program. Don't forget to check out the Income Eligibility Application Form to see if your family qualifies for free or reduced price meals. Regardless of whether you qualify, please fill out the Income Eligibility Application Form. These forms provide additional funding for the school. Lunch money can be checked online through Compass. Please make payments in the form of cash or check (preferable) in the lunch payment box located at the front office.

Meal Charge Policy

We highly encourage all families to prepay for all school meals and have available a secure box at each school for cash and check payments. We also make available a credit card payment method through our web site.

Free/Reduced lunch applications are available from the front office at any time during the school year. They can also be sent home or emailed.

Meal charges are tracked daily and are able to be viewed by parents via the Compass portal. Instructions to access the parent portal are available at the front office at any time.

All lunch accounts are "family" accounts. This enables our parents to add payments and track each child in one location.

The students will never be told of account balances unless they ask.

Students will never be told of their free/reduced status.

The charges will be as followed:

Lunch: reduced \$0.40

K-5 \$2.00

6-8th \$2.15

Visitor \$3.30

Breakfast:

K-8 \$0.00

A La Carte milk/juice \$0.30

All students who request a lunch will be fed regardless of family account balance.

Any student requesting an additional milk/juice that has a negative family account will be denied the extra a la carte item to minimize the burden to the parents.

Daily emails are sent to parents that have a negative family lunch account balance. This email is system generated and goes out at the same time every day.

When a family lunch account exceeds -20.00, a personal email is sent to the parents.

If the family lunch account stays in the negative for 3 weeks a 2nd notice letter will be sent via U.S. mail.

If the family has made no attempt on the lunch account and it continues to stay in the negative for an additional 3 weeks a 3rd notice will be sent via email and U.S. mail. This letter is signed by the school director.

If the family lunch account remains negative for more than 90 days and all collection attempts have been ignored, a final notice with the explanation that the account will be turned over to a collection agency will be sent via priority U.S. mail. This notice will have a 15-day deadline. This final letter will state that charges still may occur and they are still responsible for them.

School Closing: Weather

Entheos will close at the discretion of the director. Please check the school's Facebook page and your email. Also, listen to the radio station KSL 1160 and/or watch Channel 5 morning news for school closure announcements.

Student Supplies

"At registration you will receive a suggested supply list for the upcoming school year. NOTICE: THE ITEMS ON THIS LIST WILL BE USED DURING THE REGULAR SCHOOL DAY. THEY MAY BE BROUGHT FROM HOME ON A VOLUNTARY BASIS, OTHERWISE, THEY WILL BE FURNISHED BY THE SCHOOL."

SUPPLIES

Logo Shirts

The Entheos Uniform Policy states that all students should have at least one shirt with the school emblem. This shirt will be worn whenever students leave the school building for fieldwork. All shirts will be navy with tan or white embroidery. Contact the office for information: 801-250-5233.

***Discovery Donation**

A one-time donation of \$35.00 per student is suggested to help cover the cost of the Discovery classes for the year for Kindergarten through 8th grade.

***After School Program Fees**

There are no fees for activities during the school day.

***Suggested Camping List for Middle School**

Entheos will provide special camping gear for Middle School Students as needed, and we will share a general, voluntary supply list beforehand. We will have parent meetings prior to each trip to answer questions and concerns.

*Discovery, After School, and Adventure may look different in the 2020-21 school year due to restrictions and schedule changes due to the Covid-19 Pandemic.

Entheos Fundraising Philosophy

The Entheos Founding Committee and Board of Trustees oppose the "fundraising sales" approach used in many schools. They often encourage students and parents to collect money from friends and family for things like cookie dough, chocolate, wrapping paper, etc. In reality, only a small percentage actually gets back to the school. Instead, we have a Corporate Sponsors Crew that focuses on obtaining Community Donors and Sponsors. These Sponsors can and should be parents of Entheos students as well as businesses, Corporations and other community members.

We are also encouraging parents to participate in quiet fundraising

programs. Box tops and Coke Rewards are collected by Crew Teachers throughout the year. Please send these in with our student. This is something that does not require very much time and will help our school earn money for our great programs.

Fieldwork Donations

There may be occasional requests for donations associated with fieldwork. Teachers will be in constant communication with parents regarding fieldwork and adventure trips. Also, teachers may use donorchoose.org for donations. **Please be sure to bring all cash or check donations to the office and it will be applied to the correct teacher budget.**

Birthday Treats and Classroom Celebrations

Our goal is not to cut out all treats, but to make sure they are eaten in moderation and do not become the focus of parties or celebrations. The focus should be on fun, not food. We encourage parents in providing healthy snacks, whenever possible. You may also choose to bring in non-food items to give to each child on your child's birthday. Please remember, for safety concerns, all snacks must be prepackaged and store bought only to hand out in the classroom.

Library Policy

Lost or damaged library books can be replaced by either providing a \$5 replacement fine to the office or by donating a comparable replacement copy of the book.

Text Books Policy

Text books are checked out to students by number by their teacher. It is the student's responsibility to ensure that books are kept in good condition and returned in a timely manner. For some classes the check-out period will be for the entire school year, for others it is just a few days. Please communicate with teachers about when a text book is coming home and ensure that it is kept in good condition and returned on time. Guardians will be held financially responsible if a text book is lost or damaged beyond use. Price will vary depending on replacement cost of actual book.

Immunization Requirement

In compliance with state law and in consideration of the safety of all students, immunizations must be kept current. A five-day notice will be given when an updated immunization is needed. Failure to comply will result in exclusion from school. An immunization waiver may be obtained from the Utah Health Dept. Remember 7th Graders need Tdap and meningococcal vaccinations prior to 7th grade.

**Parent
Responsibilities/
Procedures**

Labeling

Please label all clothing, lunch bags, and backpacks. This makes it possible for lost items to be returned to their owner. All items left in the lost and found will be donated to charity during winter break and at the end of the year.

Entheos Academy is not responsible for any lost, stolen, or damaged items brought or worn to school regardless of how the damage or loss occurred.

ig·nite

verb

1. arouse or excite feeling and
passions

"he ignited the student's passion for
learning"

Drop-off/Pick-up

Parents are responsible for safely transporting students to and from school. Parents are encouraged to carpool, when possible, to reduce traffic.

Entheos will implement an end of day dismissal process with staggered release times. Walking students will be released first and required to immediately leave campus unless participating in an afterschool program. Following this, only students whose ride has arrived will be allowed out of the classroom to immediately go to their ride. Families will be given a Carpool Code and when you arrive your code will be announced in the school and your students will come out and you will leave the carpool area ensuring that social distancing and contact tracing can be maintained.

Parents/guardians arriving at school to pick up their walking children, must stand 6 feet apart while waiting, and must wear face coverings while on campus due to Salt Lake County face covering requirements.

During the pandemic, we discourage you from carpooling with students from different households, to minimize outbreak probability. We understand that this may be a real difficulty, and if families have no other choice but to carpool, face coverings in the vehicle are highly recommended. It is also highly recommended that regular cleaning and disinfecting of your vehicle occurs.

Parking lot Safety Plan

It is important to remember the following:

- Only load/unload in loading/unloading zones.
- Do not leave a car unattended in the loading/unloading zones.
- Please refrain from using and talking on cell phones while maneuvering through parking lots and/or at drop off and pick up times.
- When exiting the parking lot, please do so at a slow and safe speed.
- **Do not pick up or drop off in the neighborhood east of the school.**
- Please have students ready to drop off in the morning. If students or parents are not ready, please pull as far forward as possible in loading/unloading zone so you are not backing up traffic.
- Please follow the directions of staff/volunteers in the morning and afternoon.
- **Please do not drop-off students before 7:40 am.** Teachers and staff are preparing for the day and there is no supervision for students arriving early.
- **Students not in class at 8:30 am are tardy and an adult WILL NEED TO SIGN THEM IN AT THE OFFICE OR THEY WILL NOT BE ALLOWED TO GO TO CLASS.**
- Carpools please arrive no earlier than 3:10 pm.
- **All students need to be picked up from school at 3:30 pm unless they are participating in a school sanctioned after school program. Please do not leave siblings of students in sanctioned after school programs at school unattended.**

Recommendations for Home Support

HOME SUPPORT

Literacy:

- **Read with or to your child every night.** This continues to be important as children get older; it helps build comprehension, models the importance of reading, and allows for the enjoyment of more sophisticated texts.
- **Read the same book as your child.** You can both check copies out at the library. Make time for book talks throughout your reading and at the end.
- **Have a household library or collection of books, both fiction and nonfiction.**
- **Entheos Academy believes in the use of *living books* and *narration*.** A living book is:
 1. **Written** by an author who took special interest about his subject.
 2. **The facts** are presented in story form.
 3. **They** are well-written literatures that present noble thought.

Students of all ages can learn how to narrate. Narration can be done orally, accomplished through writing, and even by drawing pictures. Students listen to or read a section of text and then tell back, in their own words, what happened in an orderly, descriptive manner. They begin with a small amount of text at a time and gradually increase to larger sections. This tool can be used individually, or as a group. Parents might ask guiding questions to help students improve at this practice. Narration is a great tool for comprehension and retention. It naturally develops students' writing skills especially when they've been exposed to living books.

- **Let your child see you reading!**
- **Buy children's magazines for your child.**
- **Write notes to your child.** Use new vocabulary words.
- **Give books as gifts.**
- **Use reading as a reward!**
- **Visit the library frequently.**
- **Read the newspaper with your child.** The newspaper is a great way to learn about local, national, and local events.
- **Encourage and support curiosity.** Encourage children to question and then try to find answers together through research or scientific investigation.
- **Track student's progress in Compass**
- **Contact teachers early about concerns.**

Arts & Humanities:

- **T**ake children to see dance performances (professional and amateur). Ask them what they observed and discuss the style, emotion, and movements.
- **P**lay different music and allow the children to explore with movement.
- **T**ake children to museums and art shows.
- **E**stablish a small art center at home. Keep a variety of materials handy for children to use when creating: different types of paper, yarn, glue, crayons, paint, beads, markers, etc.
- **W**hen the arts are included in home and family life, children (and whole families) become more expressive, imaginative, intuitive, and tolerant.

Physical Education:

- **W**hen physical fitness and health are included in the everyday life of the family, they help students to be more expressive, energetic, and tolerant of others.
- **P**arents should try to find time during the week to join in some type of physical activity with their child. This provides the child with a great model for a healthy life.
- **W**alking is one of the best forms of exercise for children and adults.
- **P**arents model and help children increase their endurance by walking to places that are close by rather than driving.
- **S**et physical goals with your children, like running a 1/2 mile in a certain amount of time.
- **P**arents should introduce their children to all types of team and individual sports.
- **C**heck out a book at the library that has hiking trails in or around the Salt Lake area. Even the youngest child can enjoy a simple hike. Discuss the world around you as you walk.

em·pow·er

verb

1. make (someone) stronger and more confident, especially in controlling their life and claiming their rights.

Uniform Policy

A key element of our dress code is for students to take pride in their appearance. In support of this concept, necessary emphasis will be placed on students' grooming and hygiene as well as attire. The dress code is in place to encourage our students to respect themselves and their peers, while working in a professional environment.

SCHOOL POLICIES

The purpose of the Uniform policy at Entheos is to improve the learning environment by:

- **E**nsuring clothing is modest and non-offensive.
- **R**educing peer pressure and emphasis on brand name clothing.
- **M**inimizing health and safety concerns.
- **H**elping to teach children respect in the way they dress, which influences the way they act.

TOPS:

Students may wear any solid **Maroon, Navy, or White** collared shirt that:

1. **I**s a polo style shirt, button down, or full folding turtleneck.
2. **I**s long enough to be tucked in. Particular attention will be paid to the length of students' shirts.
3. **H**as no printing or graphics on it except the Entheos Logo.
4. **H**as sleeves that cover the shoulders and under the arm.
5. **I**s not sheer or otherwise revealing.
6. **I**s not torn or purposely frayed.
7. **I**s clean.

Students may wear any shirt underneath their collared shirt as long as it is consistent with the dress code colors and has no printing on it. Students may wear a solid sweater, vest, or jacket (no hoods) over their collared top as long as it is consistent with one of the allowable shirt colors. Student may wear a navy blue hooded sweatshirt as long as it has the Entheos Logo on it. Students should purchase at least one navy shirt with the school emblem on it. This may be worn whenever the students leave the school building for fieldwork. A shirt with a small brand name logo (smaller than a quarter) is acceptable. Clothing for Field Work should remain in the same intention of the dress code: shorts and dresses to the middle of the knee, have sleeves, be without holes and in good repair, not be of great distraction, and be safe/appropriate for the Field Work that they are embarking. Field Work is not a free dress day. If appropriate, Entheos uniform, or as much as possible, should still be worn.

BOTTOMS:

Students may wear any solid **tan or navy** pant, capris, short, or skirt that:

1. **I**s made of chino, twill, corduroy, or of dress pant quality material.
2. **I**s not denim, Levi, nylon, sweatshirt, leather, knit, velour, or any other

stretch type or vinyl material.

3. **Goes to the middle of the knee or longer.**
 1. **H**as no holes.
 2. **I**s clean.
 3. **P**ants may not be “skinny” or revealing. Pants must be worn around the hips.

Belts must be conservative and of one solid color.

DRESSES:

Girls may wear any solid **Maroon, Navy, or Tan** dress that:

1. **H**as a collar.
2. **Goes to the middle of the knee or longer.**
3. **H**as sleeves that cover the shoulders and under the arm.
4. **I**s not denim, nylon, sweatshirt, leather, or vinyl material.
5. **I**s not sheer or otherwise revealing.
6. **I**s clean.
7. Navy or white leggings may be worn, but dresses and skirts must go to the middle of the knee or longer when standing straight.

SHOES:

Students must wear shoes that can be used for everyday use. All shoes must have a strap or some kind of back on the shoe so that it doesn't slip off the foot. Students **may not** wear:

- **S**hoes with wheels.
- **S**lippers
- **F**lip-flops
- **S**hoes that distract from learning

Students will need a pair of sturdy hiking or walking shoes for outside excursions. It is possible that a specific type of shoe will be needed for a specific activity, e.g., horse riding, rock climbing, back packing, and water activities. If so, notification will be given in advance.

HAIR:

Students may wear their hair in any way that is not so extreme in style or color that it distracts from the learning environment.

ACCESSORIES:

- **B**ody piercing will be limited to one pair of conservative earrings that do not draw attention.
- **J**ewelry may not be excessive or distract from the learning environment.
- **N**o chains may be worn other than around the neck or wrist.
- **J**ewelry must be unobtrusive.
- **O**ne conservative bracelet per arm.

- **O**ne conservative necklace.
- **T**attoos must be covered and unseen at all times.
- **T**ights must be solid white or blue. Long stockings and socks must be a solid non-distracting color.
- **B**ackpacks, purses, and bags should be conservative and non-distracting.

Uniform items not specifically covered but considered inappropriate or contrary to the purpose of the Uniform Policy are subject to review and interpretation by the Board or the Administrators in charge of executing the Uniform Policy. Uniform compliance is mandatory with no opt-out policy other than stated below and consequences for violation will be enforced.

Uniform Policy exemption may be granted by the Board of Directors based on:

1. **R**eligious beliefs
2. **E**xtenuating circumstances

The school will help with the acquisition of the required uniforms by:

1. **F**acilitating the gathering and distribution of used uniforms.
2. **H**elping with the funding of uniforms for economically disadvantaged students through scholarship or work programs.
3. **O**ther programs to make school uniforms available.

Clothing for Field Work:

- **N**avy or Entheos Logo shirts should be worn on all Field Work unless instructed to wear a different color by Crew Teacher for purpose of activity.
- **U**niform policy should be adhered to as closely as possible with accommodations for conditions of location and weather on day of Field Work. (e.g. if shorts should be worn, wear tan or navy shorts, if jeans should be worn, wear a dress code polo with jeans, if coats and hats should be worn, wear uniform clothes under coats and hats).
- **S**tudents should be in complete uniform when leaving and returning from Adventure trips during school hours.

CONSEQUENCES FOR VIOLATION OF THE UNIFORM POLICY:

If a teacher or administrator feels that a student has come to school inappropriately attired according to the Uniform Policy, the student will be sent to the Administrator in charge of executing the Uniform Policy to make the determination if the student is in violation. If the administrator determines that the student has violated the Uniform Policy then:

1. **P**arents will be called to bring proper clothing and the student will remain in the office area until clothing arrives.
2. **F**or subsequent violation, a note will be sent home and the student will be required to compensate the teachers and/or administrators for their time in dealing with the violation. Compensation will be required

and may involve after school hours.

3. **Perpetual violation** of the Uniform Policy will be handled on an individual basis according to the nature of the violation and may result in suspension or expulsion from Entheos.
4. **The student** may be subject to the School Governance Committee action, or may appeal decisions to the Governance Committee.
5. **The student or parent of the student** may appeal decisions made to the Board of Trustees for final decision.

Attendance

Please plan your vacation schedule around the existing school calendar. When possible, please notify the school in advance of any absence. Students and Parents are responsible for obtaining homework or project assignments for the time period in which the student will be absent. Excused absences are defined by the State of Utah as: illness (Doctor's note will need to be provided), medical appointment (notice must be given to office before appointment), family death, IEP or 504 accommodating educational reasons, or preapproved extended absence for an educational experience (approval must be given by Entheos executive crew through the school's director).

1. After three (3) unexcused absences the crew teacher makes personal contact to parents.
2. After five (5) unexcused absences, the principal sends attendance email to parents.
3. After seven (7) unexcused absences, attendance letter #1 is sent by certified mail and a mandatory attendance meeting is scheduled with principal, teacher, parent/guardian and student.
4. After ten (10) unexcused absences, attendance letter #2 is sent by certified mail requesting attendance mediation or a referral to truancy court.

Tardies

Entheos Academy strives to create a positive learning environment free from distractions where all students can learn and succeed. Learning is best facilitated when students are in class and prepared. Chronic lateness disrupts the learning environment and inhibits students from reaching their full potential. Students are considered tardy when they arrive late to school or class. Tardies will be excused if they are for medical, bereavement, or extenuating circumstances approved through school administration. Examples of unexcused tardies include: oversleeping, traffic, running late, etc. Tardies will be dealt with on an individual basis with the teacher. If a student's tardies become excessive, as determined by the school administrator, the administration of Entheos will become involved. Administrator may use taking away reward trips, school activities and/or assign student to an after-school program. It is the student's responsibility to reach out to the teachers to get and make up all worked missed due to the tardy.

*During the COVID-19 Pandemic the attendance and tardy policies will be adapted and flexible to illnesses and quarantine as per the USBE guidelines.

Check-in/Check-out

If a child is checking out, a parent/guardian must sign the appropriate *sheet in the office, with proper identification. School personnel must make personal contact with the parent/guardian before the child can leave. A child will not be released from school to anyone but the legal guardian or designated adult by the parent/guardian on the emergency form, with proper, photo identification.

Student Rights/Responsibilities

All Students of Entheos will be required to sign a student contract. The student's Parents, Teacher, and the Director will also sign that student's contract.

Student Discipline

STUDENT DISCIPLINE

The three pillars of Entheos' values are **Excellence, Service, and Leadership**. All of the behavior and positive reinforcements are centered around these three values. All students have the right to learn in a safe environment. At Entheos there will be a shared responsibility between students, parents, and teachers in providing a productive learning atmosphere. Enforcement of school rules, including disciplinary action, shall be the responsibility of the Director except in the case of expulsion, which will require action of the governing board. Entheos Academy will create a behavior contract that will be signed by both the parent and the student, to which they will be held accountable. If the student does not comply with the rules and expectations outlined in the contract, Entheos will employ the following steps to resolve the problem:

1. **Expectations:** Clear Classroom/Teacher expectations and rules are discussed at the beginning of the year.
2. **Teacher Intervention:** A meeting with the teacher and with the student to clarify appropriate conduct with a pledge from the student to maintain acceptable behavior. At an escalated level, an email or phone call will be made to the parents.
3. **Parent Intervention:** If the problem persists, the parent will be required to meet with the Teacher, Director and Student to discuss the best way to help the student. A student behavior plan will be created and parents will be reminded of the next steps in the process.
4. **Director Intervention/Suspension:** If the student does not follow the behavior plan, the Director may recommend Suspension. To be reinstated the student must complete the assigned work and the student with the student's parent(s) must meet with the Director.
5. **In School Suspension:** If the student's behavior has not corrected after being suspended, the student will be removed from the classroom and referred to In School Suspension (seat away). The student will be required to complete packets of work as assigned by the teacher(s) and show proper behavior before being reinstated back to the class. The length and terms of In-School suspension is at the Director's discretion.
6. **Expulsion:** Upon recommendation of the Governing Board, the student may be expelled from school. Students who are expelled shall have the right to appeal the decision before the Governing Board (see Utah State Code 53A-11-904).

The Director will be responsible for understanding the legal requirements for discipline in relation to students with disabilities. In most cases, behavioral expectations will be the same for all students at the school

unless the behavior is a manifestation of a student's disability and/or special considerations have been made relative to a student's IEP. Ultimately, ensuring the safety of all students and school personnel will be a priority.

Safety of self and others

In order to ensure that Entheos is a place where learning is a priority, the school must be safe at all times. Any student action or interaction that can be deemed as violating the safety of one's self or others can result in serious consequence. Examples of safety violations include:

- **V**erbally abusing others
- **I**ntentionally hurting another person
- **N**ot following directions outside or off school property
- **R**ough housing during school activities
- **T**hreatening others physical or emotional safety

Respect for Property

Building upon the need to have a safe and nurturing school, students must respect the property of the school and others at all times. Any student action or intention that can be deemed as damaging the property of the school or others can result in serious consequence. Examples of property violations include:

- **S**tealing
- **D**efacing school property or property of others
- **U**nauthorized use of equipment
- **I**nappropriate use of the internet

Suspension

Students can be suspended from 1-10 days in length. If a child is suspended, the parent/guardian will be called and a letter sent home with the child stating the violation. Students who are suspended will be required to return home for the duration of the day on which the violation is made.

Upon the student's second suspension in one year, the student will be referred to the Student Study Team. The Student Study Team, made up of the director, the student's teacher, the referring teacher (if applicable), and any outside consultants necessary (school psychologist, etc.) will meet to devise an intervention plan for the student. The Student Study Team reserves the right to refer the student to the Entheos Board of Directors for an expulsion hearing.

The following behaviors may result in immediate suspension:

- **Fighting**
- **Biting**
- **Forgery**
- **Causing, attempting to cause, or threatening to cause physical harm to another person**
- **Disrupting school activities**
- **Defying the valid authority of a teacher, administrator, or other adult at the school**
- **Stealing or attempting to steal school or private property**
- **Committing an obscene act or engaging in habitual profanity or vulgarity**
- **Sexual harassment**
- **Using hate language**
- **Vandalism**

Expulsion

The following behaviors may result in an immediate expulsion:

- **Causing serious injury to another person**
- **Possession of, use, sale of, or furnishing of any firearm, knife, explosive, or other dangerous object**
- **Unlawful possession of, use or sale of any controlled substance**
- **Robbery or extortion**
- **Offering, furnishing, or selling drug paraphernalia**
- **Criminal behavior**
- **Two or more suspensions in one year**

Non-School Property/ Electronics' Policy

students may use the phones in the office or classrooms when needed. Please do not send your students to school with cell phones. This includes smart watches and watch cell phones.

Personal property not related to the school's program are not to be brought to school. CD players, iPods, iPads, electronic games, cell phones, etc. may be confiscated and returned to the child at the end of the school day according to the electronic device policy. The school prohibits faculty and staff from allowing students to listen to music through earphones in the classroom or calling home with personal phones for any reason. E-readers may be used for reading in class during reading time only, at the student's risk, and may not be connected to the internet and may not be used for games. Personal computers may not be used. The school has laptops, Chrome Books, and electronic-typers for student use.

Entheos Academy is not responsible for any lost, stolen, or damaged items brought or worn to school regardless of how the damage or loss occurred.

BULLYING AND HAZING POLICY

BULLY & HAZING POLICY

The purpose of this policy is to prohibit bullying, cyber-bullying, hazing, and intimidation of Entheos Academy (the “School”) students and employees, as well as abusive conduct directed toward School employees. The School’s Board of Directors (the “Board”) has determined that a safe, civil environment in School is necessary for students to learn and achieve high academic standards and that conduct constituting bullying, cyber-bullying, hazing, abusive conduct, and intimidation disrupts both a student’s ability to learn and the School’s ability to educate its students in a safe environment.

Bullying, cyber-bullying, and hazing of students and employees are against federal, state and local policy and are not tolerated by the school. The School is committed to providing all students with a safe and civil environment in which all members of the School community are treated with dignity and respect. To that end, the School has in place policies, procedures, and practices that are designed to reduce and eliminate bullying, cyberbullying, abusive conduct, and hazing including but not limited to civil rights violations as well as processes and procedures to deal with such incidents.

Bullying, cyber-bullying, hazing, and intimidation of students and/or employees by students and/or employees will not be tolerated in the School. Likewise, abusive conduct by students or parents against School employees is prohibited by the School and will not be tolerated in the school. In order to promote a safe, civil learning environment, the School prohibits all forms of bullying of students and School employees (a) on School property, (b) at a School-related or sponsored event, or (c) while the student or School employee is traveling to or from School property or a School-related or sponsored event. The School prohibits all forms of hazing, bullying, or cyber-bullying of or retaliation against students and School employees at any time and any location. Students and School employees are prohibited from retaliating against any student, School employee or an investigator for, or witness of, an alleged incident of bullying, cyber-bullying, hazing, abusive conduct, or retaliation. Students and School employees are prohibited from making false allegations of bullying, cyberbullying, hazing, abusive conduct, or retaliation against a student or School employees. If a false allegation is made, the Director or designee will follow procedure for investigation and disciplinary action. In addition, School employees, coaches, sponsors and volunteers shall not permit, condone or tolerate any form of hazing, bullying or abusive conduct and shall not plan, direct, encourage, assist, engage, or participate in any activity that involves hazing, bullying, cyber-bullying, or abusive conduct. Any bullying, cyber-bullying, hazing, abusive conduct, or retaliation that is found to be targeted individual, regardless of whether the individual directed, consented to, or acquiesced in the conduct, or voluntarily accessed the electronic communication. Federally

Protected Class – For the purposes of this policy, “Federally Protected Class” means any group protected from discrimination under federal law. Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or nation of origin. Title IX of the Education Amendments of 1972 prohibits discrimination on the basis of sex. Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990 prohibits discrimination on the basis of disability. Others areas included under these acts include religion, gender, and sexual orientation.

Hazing – For purposes of this policy, “Hazing” means a School employee or student intentionally, knowingly, or recklessly committing an act or causing another individual to commit an act toward a school employee or student that:

1. Endangers the mental or physical health or safety of a School employee or student;
- a. Involves any brutality of a physical nature, including whipping, beating, branding, calisthenics, bruising, electric shocking, placing of a harmful substance on the body, or exposure to the elements;
- b. Involve consumption of any food, alcoholic product, drug, or other substance or other physical activity that endangers the mental or physical health and safety of a School employee or student; or
- c. Involves any activity that would subject a School employee or student to extreme mental stress, such as sleep deprivation, extended isolation from social contact, or conduct that subjects a School employee or student to extreme embarrassment, shame, or humiliation; and
2. Is committed for the purpose of initiation into admission into affiliation with, holding office in, or as a condition for membership in a School or School sponsored team, organization, program, club, or event;
- or a. Is directed toward a School employee or student whom the individual who commits the act knows, at the time the act is committed, is a member of, or candidate for membership in, a School or School sponsored team, organization, program, club, or event in which the individual who commits the act also participates.
3. The conduct described above constitutes hazing, regardless of whether the School employee or student against whom the conduct is committed directed, consented to, or acquiesced in, the conduct.

Retaliate or Retaliation- for purposes of this policy, “retaliate or retaliation” means an act or communication intended:

1. As retribution against a person for reporting bullying or hazing; or
2. To improperly influence the investigation of, or the response to, a report of bullying or hazing School Employee – for purposes of this policy, “School employee” means an individual working in the individual’s official capacity as:

1. a School teacher;
2. a School staff member;
3. a School administrator; or
4. an individual:

- a. who is employed, directly or indirectly, by the School; and
- b. who works on the school’s campus(es).

Reporting and Investigation Students who have been subjected to or witnessed bullying, cyber-bullying, hazing, retaliation, or abusive conduct, must promptly report such incidents to any School employee orally or in writing. School employees who have been subjected to or witnessed bullying, cyber-bullying, hazing, retaliation, or abusive conduct must report such incidents to the School’s Director orally or in writing

promptly. Each report of prohibited conduct shall include: 1. Name of complaining party 2. Name of victim of prohibited conduct (if different from complaining party) 3. Name of offender (if known) 4. Date of incident 5. Location of incident 6. A statement describing incident as details as possible (including names of witnesses if available) In connection with a report of prohibited conduct, students and School employees may request that their identity be kept anonymous, and reasonable steps shall be taken by the Director and others involved in the reporting and investigation to maintain the anonymity of such individuals, if possible. School employees will take strong responsive action to prevent retaliation, including assisting student who are victims of prohibited conduct and his or her parents and/or guardians in reporting subsequent problems and new incidents. The Director or designee shall promptly make a reasonably thorough investigation of all complaints of prohibited conduct, including, to the extent possible, anonymous reports, and shall, in accordance with Consequences of Prohibited Behavior section below, administer appropriate discipline to all individuals who violate this policy. Formal disciplinary action is prohibited based solely on an anonymous report. The Director, or designee, may refer the perpetrator to a council of School employees as an intervention as a step in the process of disciplinary action and the council will help determine the best steps for the student before suspension and/or expulsion. The Director, or designee, may report to law enforcement all acts of bullying, cyber-bullying, hazing, abusive conduct, or retaliation that constitute suspected criminal activity. The Director, or designee, may report to OCR all acts of bullying, cyber-bullying, hazing, abusive conduct, or retaliation that may be violations of student(s)' or employee(s)' civil rights. It is the School's policy, in compliance with state and federal law, that students have a limited expectation of privacy on the School's computer equipment and network system, and routine monitoring or maintenance may lead to discovery that a user has violated School policy or law. Also, individual targeted searches will be conducted if there is reasonable suspicion that user has violated policy or law. Personal electronic devices of any student suspected of violation of this policy will be confiscated for investigation and may be turned over to law enforcement.

Parent Notification The Director or designee will timely notify a student's parent or guardian (a) if the student threatens to commit suicide or (b) of any incidence of bully, cyber-bullying, hazing, abusive conduct or retaliation involving the student. The Director or designee will attempt to contact the parent or guardian by telephone or schedule and in person meeting with them to discuss these matters. In the event the Director or designee is not able to meet in person or discuss via telephone, the Director or designee will send a letter to the parent or guardian providing the required notification. The Director or designee will produce and maintain a record that verifies that the parent or guardian was notified in the student's online or physical file. If an in person meeting takes place, the Director or designee will ask the parent or guardian to sign a form

acknowledging that the notification was provided. If a telephone conversation takes place, the Director or designee will document the date and time of the telephone call, who was spoken to, and brief notes regarding the notification that was provided and the content of the conversation. If a letter is sent, the Director or designee will retain a copy of the letter along with a note regarding when it was mailed. The School will retain the record as long as the student is enrolled at the School and destroy the record after that time. The school will maintain the confidentiality of the record in accordance with the Utah Code 53A-11a-203(3). Student Assessment The Director or designee will solicit student assessment of the prevalence of bullying, cyberbullying, and hazing in the School, specifically in locations where students are unsafe and additional adult supervision may be required; such as playgrounds, hallways, and lunch areas. Consequences of Prohibited Behavior School officials have the authority to discipline student for off campus speech that causes or threatens a substantial disruption on campus, including School activities, violent altercations, or a significant interference with a student's education performance and involvement in School activities. If, after an investigation a student is found to be in violation of this policy by participating or encouraging conduct prohibited by this policy, the student shall be disciplined by appropriate measure up to, and including, suspension and expulsion, pursuant to Utah Code Ann 53A-11-904, removal from participation in School activities, and/or discipline in accordance with regulations of the U.S. Department of education Office of Civil Rights (OCR). If, after an investigation, a School employee is found to be in violation of this policy, the employee shall be disciplined by appropriate measures, which may include terminations, reassignment or other appropriate action.

Grievance Process for School Employees as explained above, a School employee who has experienced abusive conduct must report the incident to the school Director orally or in writing. If the School employee is not satisfied with the Director or designee's investigation of the abusive conduct and/or the resulting disciplinary action (or recommended disciplinary action) against the perpetrator, the School employee may address/ raise the issue in accordance with the School's Staff Grievance Policy.

Additional Provisions The Director will ensure compliance with OCR regulations when civil rights violations; or hazing did occur as a result of the are reported as follows: 1. Once the School knows or reasonably should know of possible student on student bullying, cyber-bullying, or hazing, the School must take immediate and appropriate action to investigate. 2. If it is determined that the bullying, cyber-bullying, or hazing did occur as a result of the student victim's membership in a protected class, the School shall take prompt the effective steps reasonably calculated to: a. End the bullying, cyber-bullying, or hazing b. Eliminate any hostile environment, and c. Prevent its recurrence 3. These duties are the School's responsibilities even if the misconduct is also covered by

separate anti-bullying policy and regardless of whether the student makes a complaint, asks the School to take action, or identifies the bullying, cyber-bullying, or hazing as form of discrimination.

The Director will take reasonable steps to ensure that any victim of prohibited conduct will be protected from further bullying, cyber-bullying, hazing, abusive conduct, or retaliation and that any student or School employee who reports such incidents will be protected from retaliation. If the Director believes that any victim or perpetrator of conduct prohibited by this policy would benefit from counseling, the Director may refer such individuals for counseling. To the extent allowable under the applicable privacy laws, the Director may inform the parents or guardians of a student who is a victim of conduct prohibited by this policy of the actions taken against the perpetrator of such conduct. If the Director believes that it would be in the best interest of the individuals involved, the Director may involve the parents or guardians of the perpetrator or victim of bullying, cyberbullying, hazing, abusive conduct, or retaliation in the process of responding to and resolving conduct prohibited by this policy. Distribution of Policy and Signing of Policy

The School will inform students, parents and guardians, School employees and volunteers that bullying, cyber-bullying, hazing, abusive conduct, and retaliation are prohibited and will distribute a copy of this policy to such individuals. A copy of this policy will also be included in any student conduct or employee handbooks issued by the School. On an annual basis, School employees, students in middle school, and parents and guardians of middle school student shall sign a statement indicating that they have received a copy of this policy. Training The Director or designee will ensure that School employees receive bi-annual trainings from qualified individuals on bullying, cyber-bullying hazing, abusive conduct, and retaliation; including trainings on civil rights violation and compliance when civil rights violations are reported. The trainings shall meet the standards established by the State Board of Education's rules. To the extent possible, programs and initiatives designed to provide training and education regarding the prevention of bullying, cyber-bullying, hazing, abusive conduct, and retaliation will be implemented. Trainings provided under this policy will include: 1. Overt aggression that may include physical fighting such as punching, shoving, kicking, and verbal threatening behavior, such as name calling, or both physical and verbal aggression or threatening behavior; 2. Relational aggression or indirect, cover, or social aggression, including rumor spreading, intimidation, enlisting a friend to assault a child, and social isolation 3. Sexual aggression or acts of sexual nature or with sexual overtones; 4. Cyber-bullying, including use of email, web pages, text message, instant message, three way calling or messaging or any other electronic means of aggression inside or outside of school; and 5. Civil rights violations, appropriate reporting and investigative procedures. This includes bullying, cyber-bullying, hazing, abusive conduct, and retaliation based upon the student's actual or perceived identities and conformance or failure to

conform with stereotypes. Trainings provided under this policy should also include awareness and intervention skills such as social skills training for student and staff, including paraprofessionals, custodians, kitchen, secretaries, service learning coordinators, and anyone working directly with students.

Trainings provided under this policy should complement the suicide prevention program required for students under R277-620 and the suicide prevention training required for licensed educators consistent with Section 53A-1-603(10). In addition to training for all students and School employees, students, employees, and volunteer coaches involved in any athletic or other extra-curricular activity shall: 1. Participate in bullying, cyber-bullying, hazing, prevention training prior to participation; 2. Repeat bullying, cyber-bullying, hazing prevention training at least every three years; and 3. Be informed annually of the prohibited activities list provided previously in this policy and the potential consequences for violation of this policy. The Director, or designee, will ensure that the training curriculum, schedules, and participant lists or signatures are maintained by the School and provided to the Utah State Board of Education upon Request.

TIERED ACADEMIC INTERVENTION SYSTEM

TIERED INTERVENTIION

At Entheos Academy, we use a multi-tiered system of support to assist our students in developing their academic skills. The majority of students will have their needs met by the general education curriculum. A portion of students will need additional targeted support to meet expectations, while a small number will need intensive support.



Tier I - Core:

All students receive high quality, research based, instruction from general education teachers using a standards-based core curriculum. The core curriculum provides the foundation for instruction upon which all targeted and intensive supports are formulated. Tier I instruction occurs in the general education setting, with teachers giving attention to the needs of each student through differentiated instructional strategies, guided practice, modeling, collaborative grouping, and other evidence-based instructional strategies.

Strategies: Explicit Instruction, Inquiry-Based Instruction, Guided Practice, Cooperative Learning Groups, Demonstrations, Differentiated Instruction, Progress Monitoring, Experiential Learning, Checking for Understanding and Frequent Feedback, Learning Targets and Mastery Objectives, Graphic Organizers and Learning Maps, Independent Practice, Spiral Review

Tier I Curricula: The regular core classroom instruction is provided to all students. Core classroom curriculum includes EL Education Modules and Skills Block, IReady/Ready Math lessons, Wonders, etc.

Determination: All students will be given a universal screener (KEEP, Acadience, IREADY, WIDA, Writing Benchmark) at pre-planned times throughout the year. While all students will be provided high-quality, Tier I instruction, students who score **on or above** grade level on state/in-house benchmark assessments and the universal screening tools will require no further intervention.

Progress Monitoring: Students are progress monitored using curriculum-based assessments, teacher created assessments, Acadience progress monitoring, IReady, writing benchmark tests depending on their grade level.

Home Supports: Parents are provided with the reading, writing, and math scores of their students on a regular basis. Parents are notified of standards that are being taught, of homework as applicable, and online resources are provided for work at home.

Literacy and Math nights, and student led conferences, are held to provide information and resources for parents in how to effectively support their student(s) at both school and at home.

Tier II- Targeted:

Targeted Interventions are intended to be short term and are put in place immediately after a need is identified; however, students may continue to receive Tier II interventions for as long as needed in order to make reasonable progress. While no specific time frame is dictated, interventions will be in place for a long enough period of time to accumulate meaningful data. This will allow teacher Data Inquiry Teams to make informed and well considered decisions. Interventions are provided in small groups in both the classroom and pull-out settings depending on student need.

Strategies: Direct Reteach of Tier 1 Concepts, Remedial Instruction of Prerequisite Skills, Extended Practice, Hands-On Activities, Increased Opportunities to Respond and Get Feedback, Cumulative Review, Previewing of Upcoming Concepts

Tier II Curricula: In addition to the regular classroom curriculum:

- Tier II students will be provided with targeted, small group instruction using research-validated curricula based on student need such as SPIRE, Reading Mastery, Rewards, Imagine Learning, and i-Ready interventions depending on grade and content level. Certified classroom teachers, Special Education/Title I classroom paraprofessionals, ELL teachers and/or other trained staff will provide targeted supports to students who are classified as needing Tier II interventions.
- If data are showing insufficient progress after targeted interventions, the classroom teacher will bring concerns and student data to the Student Action Committee for further support and consideration. At this point, the team will determine if the current interventions need to be modified or if other, more intensive interventions need to be considered.
- Student may have access to additional after-school tutoring opportunities as available.

Determination: Students who score **below** grade level on the universal screeners (KEEP, Acadience, i-Ready, WIDA), state/in-house benchmark assessments or students not making expected progress after adequate Tier I instruction will be considered for targeted intervention. These students will be given further assessments to determine specific deficiencies. These

assessments include the Core Phonics Survey, Primary and Elementary Spelling Inventory, Sight Word Inventories, Phonemic Awareness Screeners, and Oral Reading Fluency and Comprehension probes. I-Ready benchmarks will be given in September, January, and March. K-2 will give the End of Year i-Ready benchmark in May. Acadience benchmarks will be given in September, January, and May.

Progress Monitoring: Students are progress monitored with assessments including teacher created, curriculum-based assessments, Acadience progress monitoring tools, i-Ready Standards Mastery assessments, and other assessments prescribed by intervention curriculum. Progress is monitored on grade level goals by classroom teachers and towards IEP/ELL goals by the Special Education/ELL team if applicable.

Home Supports: Parents are contacted by teacher through personal email or phone call when new, concerning benchmark assessment data is available, to ensure that they:

- Know the performance level(s) of their student(s) compared to the grade level expectation(s).
- Have an opportunity to share other factors that may be impacting their child's performance.
- Understand the importance and use of weekly reading logs, homework, and online resources.
- Are able to provide adequate access to reading materials/resources at home.
- Receive specific guidance on how to help their child practice the missing skills.
- Are informed if there are extra tutoring opportunities available to their child at school.

Tier III- Intensive:

Students who are unresponsive to the continuum of supports offered in Tier I and Tier II interventions will be considered for more intensive, Tier III interventions. These interventions are designed to accelerate a student's rate of learning. This is done by increasing the frequency and duration of individualized interventions. Intensive interventions are given in addition to core (Tier I) and targeted (Tier II) interventions and are geared toward specific individual student needs.

Strategies: Explicit Instruction on Target Skills, Repeated Practice, Individualized Instruction, Discrete Trial Training, Direct Teaching and Practice of Content Vocabulary, Flashcards, Repeated Readings, Incremental Rehearsal, Cognitive/Behavioral Strategies, Visual and Audio Cueing, Remedial Instruction of Prerequisite Skills, Extended Practice, Hands-On Activities, Increased Opportunities to Respond and Get Feedback, Cumulative Review, Previewing of Upcoming Concepts, Accommodations and Modifications as needed

Tier III Curricula: In addition to the regular classroom curriculum and any Tier II interventions:

- Tier III interventions will be delivered three to five days per week in addition to Tier I instruction and Tier II interventions.
- If the student has an IEP, Tier III instruction may be delivered through the Special Education department ensuring that individualized goals are being met as well as showing progress in the general education curriculum.
- Tier III interventions will be delivered in small group/individualized settings using research-validated strategies and curriculum that address students' needs such as SPIRE, Reading Mastery, Rewards, Edmark Reading Program, Words Their Way Phonics Instruction, EL Skills Block lessons, and targeted i-Ready lessons. These supports can be provided by the classroom teacher, and/or special education and Title I paraprofessionals. These interventions may also include pull-out services provided by the special education teachers for our highest need students.
- If the student is an English Language Learner, they will receive intensive support through the ELL department in addition to intervention from the Special Education/Title 1 paraprofessionals. They will also receive pull-out services delivered by the ELL team.
- If the student already receives ELL or Special Education services and is not showing expected progress based on their abilities, the classroom teacher will inquire about a review of ELL/IEP service times and programs. ELL and Special Education teachers will also initiate the process of modifying services if they identify a lack of progress on benchmark assessments and IEP goals.

Determination: Students who score **well below** grade level on the universal screeners (KEEP, Acadience, IREADY, WIDA), state/in-house benchmark assessments or students who have not adequately responded to high quality interventions provided at Tier I and Tier II levels, are considered for intensive intervention. These students will have already been given additional diagnostic assessments before receiving Tier II interventions. Data from these assessments, feedback from teachers about classroom performance, checks for understanding, and assessments from the regular curriculum will be used to write individualized Tier III plans. Lack of instruction due to nonattendance must be addressed before an instructional need can be identified and consideration for a Tier III plan can begin.

Progress Monitoring: Students are progress monitored with assessments including teacher created, curriculum-based assessments, Acadience progress monitoring tools, i-Ready Standards Mastery assessments, and

other assessments prescribed by intervention curriculum. Progress is monitored on grade level goals by classroom teachers and towards IEP/ELL goals by the Special Education/ELL team if applicable. When a student is identified as needing Tier III intervention, progress will be monitored more frequently with an expectation of this happening weekly.

Home Supports: If the student has been identified as needing Tier III supports for the first time, an appointment between the teacher, the parent, and members of the Child Find Team will be set to ensure that the parents:

- Know the performance level(s) of their student(s) compared to the grade level expectations.
- Have an opportunity to share other factors that may be impacting their child's performance.
- Understand the importance and use of weekly reading logs, homework, and online resources.
- Are able to provide adequate access to reading materials/resources at home.
- Receive specific guidance on how to help their child practice the missing skills.
- Are informed if there are extra tutoring opportunities available to their child at school.
- Understand what the next steps are if their student's progress is not sufficient and the data provided warrants a referral for special education/ELL testing.

Entheos Academy Asbestos Statement:

The Asbestos Hazard Emergency Response Act (AHERA) requires schools to ensure that workers and building occupants or their legal guardians are informed at least once each school year about inspections, response actions, and other activities related to asbestos in the school. General Information on Asbestos.

Asbestos is a naturally occurring fibrous mineral that is mined from the earth, and added to certain products including building materials such as floor tiles, piping insulation, plaster, or other building substrates. It was widely used in building materials in the past for its superior insulation properties, fireproofing properties, and the ability it has to strengthen and add longevity to building substrates. Inhalation of asbestos fibers has been shown to have serious health risks such as Asbestosis, Lung Cancer, and Mesothelioma. These diseases can be a consequence of asbestos exposure, however, symptoms may take many years to develop. It should be noted that building occupants are only at risk to asbestos exposure when building materials containing asbestos are disturbed or damaged. When materials that contain asbestos are intact, the asbestos fibers remain dormant in the substrate. Damage or disturbance to these materials can cause a release of asbestos fibers that can lead to exposure. For this reason, the condition and locations of known or assumed asbestos containing materials is checked periodically to ensure appropriate response actions to any damage or disturbance to building materials thought to contain asbestos. **Currently there are no known materials containing asbestos in any of our campus buildings.**

Asbestos Management Plan

This constitutes the written Asbestos Management Plan documentations, inspections and surveillance activities, known and presumed asbestos containing materials in the building. Records of asbestos-related building material disturbances and response activities, and post response documentation as required by the state of Utah. **The Asbestos Management Plan** is located in the policy section of the school's website and is available for review by parents, legal guardians, and teachers and other school personnel, representatives of EPA, representatives of the State, and the public. By Federal and Utah State Regulation Entheos Academy is required to inform parents, teachers and employees of our asbestos policy which states, "At the beginning of each school year we will notify parents, teachers, and employees of the availability of the management plan." "Our facilities have been certified to be asbestos free. "

If you have any questions or concerns, please contact Ms. Esther Blackwell at esther.blackwell@entheosacademy.org or call 801-417-5444.