

FOOTHILLS ACADEMY

Foothills Academy College Preparatory (grades 7-12)

Student/Parent Handbook Extension

2016-2017

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2016-17 FACP STUDENT/PARENT HANDBOOK EXTENSION

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This document is specific to Foothills Academy College Preparatory (grades 7-12), and must be accompanied by the Foothills Academy Student/Parent Handbook.

MISSION STATEMENT

The mission of Foothills Academy College Preparatory is to provide an educational setting for academically advanced students who are self-directed, competent learners who will excel in college and exercise leadership in a changing world.

COMMUNITY INFORMATION

THE SCHOOL DAY

The school begins begins at **7:55 A.M** and **dismisses at 2:30**. Periods are 50 minutes long with the exception of FA 100 series. Half day schedule begins at 7:55 A.M. and dismissal is at 12:00 noon. Assemblies, when scheduled, will be held during the FA 100 period.

| Period | Start | End |
|--------|---------|---------|
| 1 | 7:55 AM | 8:45 AM |
| 2 | 8:50 AM | 9:40 AM |

| | | |
|-------------------|-----------------|-----------------|
| 3 (FA 100) | 9:40 AM | 10:20 AM |
| 4 | 10:25 AM | 11:15 AM |
| 5 | 11:20 AM | 12:10 PM |
| Lunch | 12:10 PM | 12:40 PM |
| 6 | 12:45 PM | 1:35 PM |
| 7 | 1:40 PM | 2:30 PM |

PARKING LOT DROP OFF/PICK UP RULES

Drop off and pick up your student at the bridge or east of it ONLY and in the inner and outer lanes ONLY (east is the side of the parking lot closest to Scottsdale Road.) At no time are cars to STOP in the middle lane to drop off or pick up students.

Always pull as far forward as you can.

Be cautious, as students need to cross all lanes in several areas in order to reach the outer lane.

Refrain from talking on your cell phone or texting while in the parking lot for drop off and pick up.

DO NOT COME EARLY TO PICK UP YOUR STUDENT. If you do, you will block the flow of traffic because your student isn't out yet, traffic will back up behind you, not be able to pull forward, and the system will collapse. Follow the pick up times listed below:

For traffic control, please note pick-up times below:

❖ **Monday through Friday, dismissal is at 2:30 P.M.**

Pick up times are as follows:

High School - 2:30
7th & 8th Grade & Carpools - 2:45

❖ **Half-day schedules will dismiss at 12:05 P.M.**

Pick up times are as follows:

High School - 12:00
7th & 8th Grade & Carpools - 12:15

Supervision of your student prior to **7:45** and after **3:00** is not the responsibility of Foothills Academy, with the exception of after school tutoring or other school sponsored activities. Parents should **not** drop off their student before **7:45** A.M. and should pick up their student PROMPTLY on the days and at the times indicated above. **Parent cooperation is essential in this area.**

DRIVING/PARKING

There are 20 numbered spots for student parking; 29 through 47, and 51. **Students may not park in any spot not designated with a number.** Student drivers who cannot find a parking spot on campus and who have a written parental permission slip to walk across Scottsdale Road from the Summit for this reason, may then park at the Summit and walk across. **Their carpool passengers must be dropped off at the school first.** These written permission slips must be on file in the front office.

NO parking is permitted on **Ashler Hills Drive, Calle de las Estrellas, Scottsdale Road, the fire lane, or adjacent to the red painted curbs** in the parking lot. **No** student parking is permitted in **"Reserved" or "Visitor"** marked parking spaces. Improperly parked cars may be towed at owner's expense.

WITH THE EXCEPTION OF THE AFOREMENTIONED DRIVING/PARKING REGULATIONS, STUDENTS ARE NOT PERMITTED TO CROSS SCOTTSDALE ROAD ON FOOT AT ANY TIME DURING THE SCHOOL DAY.

PARTICIPATION IN ACADEMICS AND ATHLETICS

The school offers extracurricular athletics for both the high school and middle school students. Programs tentatively being offered for this school year include soccer, flag football, volleyball, basketball, baseball, and softball. Additional sports programs will be considered based upon students' interest. The school competes in the Canyon Athletic Association and the Independent Youth Athletic Conference. Please note that a separate fee is charged for participation in each sport.

- The administration may limit a student's eligibility based on academic performance and/or conduct.
- FA currently does not have a policy requiring a certain grade average for eligibility to play a sport. However, coaches and teachers of students who play or want to play a sport are strongly encouraged to work together to motivate students to maintain acceptable grades as a priority. For example, the coach and a student's teacher might confer about the student and agree to limit the student's participation until grades have improved.
- Due to tight budget restrictions, a necessary condition for participation in a sport is payment of the fee for the sport. This is a no-pay, no-play policy.
- There may be a fuel surcharge in addition to individual sports' fees.
- Participants in sports' programs must adhere to all team rules and policies set by the Athletic Department and coaching staff.
- As a member of a sport's team, the student is a representative of FA. Participants in the sports' program will be held accountable for their behavior on and off the playing field, during games, practice, and transportation to and from games. See *Guidelines and Procedures for Student Discipline in this Student/Parent Handbook*.
- Uniforms that belong to the school must be returned within two weeks of the end of the season for which they were worn. There is a \$50.00 charge for uniforms not returned.
- Athletes are expected to attend practice every day unless excused by the coach.
- If an athlete is absent from school on a given day, he/she will not be permitted to participate in practice or a game on that day.
- Each coach, in concert with the Athletic Director, has the authority to suspend or dismiss a player from the team as a result of the player's violation of school rules, missing practices and games, poor attitude, or disrespectful or unsportsmanlike behavior.

Athletics help in personal development, provide memorable experiences, and contribute to positive school climate, so we encourage all students to become involved in some sport and join a team.

LEADERSHIP OPPORTUNITIES FOR STUDENTS

| | |
|---|--------------------------------------|
| Peer Judiciary/Mediation | NHS (National Honor Society) |
| Student Council (Middle School & High School) | NJHS (National Junior Honor Society) |
| Dance Committee | Peer Tutoring |
| Yearbook Staff | Senior Project |
| Publications | TA (Teachers' and Office Assistants) |
| The Canyon Athletic Association and the Independent Youth Athletic Conference | Model UN |

ACADEMICS

Foothills Academy believes that delivering high quality education is not bound to the classroom setting. In addition to providing students an effective educational experience within the classroom, students have leadership and community engagement opportunities, field experiences to develop "real-world" perspectives and grow together as a school family, and an extensive menu of curricular

options and experiences. Online education, dual enrollment, and the FA 100 seminar series are important aspects of FA's objective to enable each student to take ownership over their own academic experience.

PLAN OF STUDY

Each student must plan for the best use of time and course work. It is the sole responsibility of each Foothills Academy student to complete all Honors or Standard Diploma graduation requirements and to verify the correctness of his/her transcript after each semester's grades are posted. For the Honors Diploma, all students take a prescribed curriculum at grade level which includes a minimum of four core subjects taken at Foothills Academy each year. A variety of electives (for grades 10, 11 and 12) is offered, both faculty-instructed and online. Electives offerings may vary from year to year, depending on instructor availability and student interest.

Foothills Academy students receive academic counseling to assist in planning their high school and post high school careers. Parents are encouraged to be a part of this process.

HIGH SCHOOL DIPLOMA PATHWAYS

| | Standard | College Prep | Honors |
|------------------------|-------------------|---------------------------|--|
| English | 4 credits | 4 credits | 4 credits |
| Math | 4 credits | 4 credits | 4 credits |
| Science | 3 credits | 4 credits | 4 credits |
| Social Studies | 3 credits | 4 credits | 4 credits |
| Fine Arts/CTE | 1 credit | 1 credit | 1 credit |
| Global Language | 0 credits | 2 credits (same language) | 2 credits (same language) |
| Electives | 7 credits | 5 credits | 5 credits (Senior Project w/ distinction) |
| Total | 22 credits | 24 credits | 24 credits |

HONORS DIPLOMA

The Honors Diploma reflects an advanced college preparatory curriculum. The Honors Pathway requirements include but are not limited to:

- Have a minimum Grade Point Average of 3.5 (4.0 scale) at the end of the 7th semester
- Successfully complete honors courses in all core subjects during grades 11 and 12
- Successfully complete a 4th year of math (either, Pre-Calculus, Trigonometry/Statistics, or Calculus)
- Successfully complete at least 3 honors (core subjects) in grades 9 and 10
- Successfully complete FA 100 series in each semester attended
- Participate in student organizations, hold student leadership positions, and/or participate in an substantial extracurricular activity such as athletics, theater, or volunteering
- Complete "with distinction" Senior Project, which involves a portfolio that demonstrates competency in the areas of Communication, Critical Thinking, Social Responsibility, Personal Responsibility, Technology/Information
- Dual Enrollment and AP are considered Honors courses

STANDARD DIPLOMA

Credit for Ds on transfers transcripts will be granted on case by case basis.

HONORS DESIGNATION POLICY

For 11th and 12th grades

Honors designation is offered in all core courses and must be successfully completed to be eligible for Honors Diploma.

For 9th and 10th grades

Honors designation is offered in the core courses. Students must apply with the instructor and meet the criteria to have the honors designation on transcripts.

Valedictorian or Salutatorian

To be designated valedictorian or salutatorian, a student must earn the Honors Diploma and must have been enrolled in the Foothills Academy School District (FACP or FA Connected) one full academic year. (i.e., January of the junior year, since FA calculates valedictorian and salutatorian at the completion of the seventh semester). A valedictorian or salutatorian may have no grade of Incomplete at the end of the seventh semester.

The Valedictorian and Salutatorian must have taken Honors level courses in all four core curriculum areas each semester enrolled in the District.

ADVANCED PLACEMENT COURSES

Advanced Placement courses may be taken in addition to (and in special cases in lieu of) the regular required coursework. This is delivered online, facilitated by an approved Foothills Academy faculty member. To qualify for AP coursework, a 3.5 GPA in the discipline is required as well as the corresponding department's recommendation. There is a fee for the AP courses.

CREDIT BY DEMONSTRATION POLICY

A student may petition for credit to be awarded by demonstration (CBD) to count toward student's total credits earned at Foothills Academy. When necessary, students may demonstrate competency in a semester course by passing a teacher-developed comprehensive semester demonstration. Students prepare the demonstration only once, and must pass with a 70%. Generally, demonstrations should be completed and passed by **May 1** or the school day closest to **May 1** of the year credit is needed. Grades are recorded as Pass/Fail and do not affect the GPA.

INDEPENDENT COURSE CREDITS

An independent credit is one for which the student completes work independent of an on-site instructional supervisor; for example, correspondence courses or online courses. In most cases, a 3 hour community college or college credit translates as a .5 semester credit. Exceptions may be determined by the administration. One 3 credit hour course is the equivalent of .5 semester credits.

COLLEGE CREDIT

Full-time grade 11 and 12 students may include college credit on their high school transcript through dual enrollment or concurrent enrollment (college) courses.

Grade 10 students may only take dual enrollment or concurrent enrollment (college) courses in special circumstances with Principal and instructor approval.

Upon the completion of the college coursework, it is the responsibility of students to request that the official transcript from the college be sent to Foothills Academy to the attention of the Registrar.

Dual Enrollment

Students will receive a letter grade on the transcript as a non-GPA grade, with no Foothills Academy credit shown on the transcript since they already have the credit in the Foothills Academy class taken.

College Concurrent Enrollment

Before enrolling in an concurrent course, please contact the Principal for approval.

The principal will determine the amount of high school credit granted based on the number of college credit hours of the course.

Upon receipt of the official transcript, the course will give GPA-graded credit.

High School Concurrent Enrollment

Foothills Academy students are enrolled full time, and are not permitted to take courses at other K-12 institutions while enrolled at Foothills Academy.

CREDITS FROM NON-ACCREDITED INSTITUTIONS

Foothills Academy does not accept core curriculum credits from non-accredited or non-state approved institutions. A written appeal may be submitted by student or parent for the awarding of elective credits.

SPECIAL CIRCUMSTANCE STUDENTS

Students (usually seniors or juniors) concurrently studying at a local college or community college and at Foothills Academy must be enrolled as a full time student at Foothills Academy and must meet Foothills Academy requirements of study.

To be designated a senior eligible for graduation with a Foothills Academy diploma, the senior must be enrolled in a minimum of 4 core on-campus courses.

SCHEDULE CHANGE REQUEST

Requests for schedule changes must come from parents in a typed letter outlining the rationale for the request. Requests will be presented to the classroom teacher team by the Principal. The classroom teacher team has the biggest voice in granting or denying schedule requests. Requests based on wanting to be with friends or desiring particular teachers are not considered valid reasons for a change of class.

Note: Decisions regarding grouping of students and discipline are the exclusive responsibility of the administration and faculty teams.

ONLINE COURSE POLICIES

- Online courses must be considered in terms of the student's Plan of Study, and fit with academic goals.
- In most instances, attendance will be taken for students during the period for online coursework at an assigned location (e.g., teacher of record's classroom).
- Students in grades 7-11: online course enrollment for core courses is available on a limited basis. Considering the unique characteristics of online learning, requiring high levels of self-discipline and self-motivation, FA requires a consultation involving the student, parent(s)/guardian(s), relevant instructor, and academic administrator. The team will discuss how the online course requested is part of the student's Plan of Study and academic goals.
 - Students and parents sign an agreement, and students participate in a brief orientation prior to beginning the online course.
- Students in grade 12: online course enrollment is a curricular option.
 - Students must attend campus at least four (4) periods per day.
 - Students must initiate request for a change (add or drop) of an online course enrollment within two (2) weeks of the start of semester. (School administration may initiate changes outside of this time frame as appropriate.)
- All semester exams and some unit tests will be proctored.
- Note that not all courses are available as online course options.
- Concurrent enrollment is not permitted, i.e., enrollment in another K-12 institution during the academic year. Students may take courses with other schools during the summer.

- Students may enroll in additional online courses beyond their schedule for enrichment or remediation of a class. A fee may be associated with additional online course enrollment.

Use of Online Courses for Acceleration

Foothills Academy College Preparatory does not recommend acceleration through high school. However, we have always and will always work with families to place a student appropriately, in the classroom setting that best supports his/her academic plans and success. A required comprehensive Plan of Study will be developed in agreement with students, parents, and administrative staff.

Online Course Fee Expectations

The following online courses are subject to fees:

- Period 6, Grade 10-12 Electives (course fee)
- Grade 12 Core Honors Course (course fee)
- Remediation Courses (course fee)
- All parent-initiated honors courses (course fee)
- Credit retrieval (administrative fee)--applies to incoming students who were not given the opportunity to take a required course previously

The following online courses are NOT subject to fees:

- Grade 12 math and science non-honors optional courses
- Period 7, Grade 11-12 CTE/Electives/Spanish III
- Blended courses

FA 100 Seminar Series

FA 100 is a daily, 35-minute seminar course taken by all grade 7-12 students. The purpose is to provide students with a unique opportunity to grow themselves as self-directed, competent learners. The course is taught on a rotating 2-week seminar basis. Topics include leadership and citizenship, college and career readiness, student portfolios, learning and organizational skills, successful student life, digital skills and citizenship, online safety and security, standardized test preparation, STEAM, debate, and financial education. In addition, an individualized student advisory time will be provided. For each semester completed, students will receive 0.25 elective credit.

ADMINISTRATION AND PERSONNEL

| | |
|--|---------------------------------|
| Director, Principal | Donald Senneville, Ph.D. |
| Director of Administration | Sage Alvar |
| Assistant Director of Academic, High Schools | Clea Edwards |
| Director of Instruction & Technology | Matt Mayfield |
| Director of Exceptional Student Services | Tobe Daum |
| Athletic Director | Drew Mayer |
| Student Activities | Claudia Moreira |
| Registrar | Dawn Curtis |
| Administrative Assistant | Julie Butler |
| Administrative Assistant | Dawn Scheurn |
| Facilities Manager | Larry Hansen |

FACULTY

Mary Beth Abbey

Math

Jonathan Brechner

English/Publications

Peer Judiciary

Drew Brimacombe

Science/Fitness

Clea Edwards

Senior Project

Christa Garrison

English/Yearbook

Samantha Gebel

English

Adriana Cuevas

Spanish/Elective

Paul Daniels

Mathematics

Allison Echanove

Art/Elective

Jay Kules

Social Studies/Model UN

Linda Fox

Mathematics

Aymen Hariz

Science

Drew Mayer

Physical Education/Athletic

Director

Matt Mayfield

Science

Claudia Moreira

Mathematics/Testing Coordinator

Student Council/Senior Project

Alicia Roberts

K-12 STEAM Coordinator

Hannah Rude

Social Studies

Scholarship Coordinator

Social Media Manager

Jim White

Social Studies