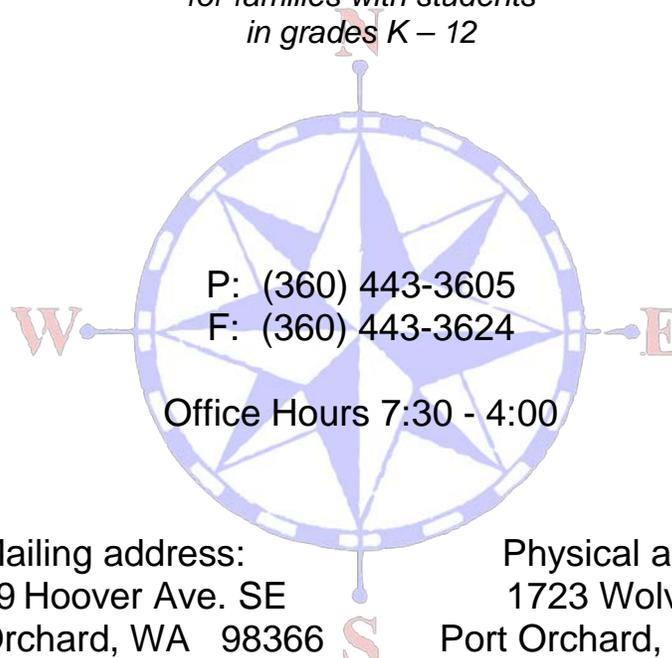


## Parent Handbook

# Explorer Academy

*South Kitsap School District's  
Online Alternative School  
for families with students  
in grades K – 12*



Mailing address:  
2689 Hoover Ave. SE  
Port Orchard, WA 98366

Physical address:  
1723 Wolves Rd.  
Port Orchard, WA 98366

*Explorer Academy is located near the South Kitsap High School baseball field. Drive down the hill along the baseball field. Turn right at home plate. Continue to the top of the small hill. Turn right into the parking lot. The office is located in the house.*

Visit us on the web

<https://explorer.skschools.org>

The South Kitsap School District #402 complies with all state and federal rules and regulations and does not discriminate in any employment, programs, or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, marital status, sexual orientation, gender expression or identity, disability, or the use of trained dog guides or service animal and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding compliance and/or grievance procedures may be directed to the school district's Title IX/RCW 28A.640 compliance officer and/or Section 504 Americans with Disabilities Act (ADA) coordinator. Please call 360-874-7080 for the names of the Districts Compliance Officers.

## Description of the Program

Explorer Academy is an alternative school that provides families with students from kindergarten through 12<sup>th</sup> grade the opportunity to take a variety of classes from a fully accredited public school. The majority of classes are offered online and most work is completed at home using district provided curriculum.

Students are required to meet weekly with their Consulting Teacher to discuss and monitor academic progress. The consulting teacher is also available to assist the student to assist the student with study skills and provide workspace, if needed.

Explorer Academy K-5 students utilize an online curriculum that includes textbooks and workbooks. Elementary students participate in a variety of on-campus learning opportunities. These meetings fulfill state requirements for contact.

Middle school students (6-8) enroll in a combination of online curriculum and on-campus courses. Many also enroll in a course or two at their neighborhood middle school.

High school students can choose online curriculum, on-campus Math and English, or a combination. Many Explorer Academy students enroll in a class or two at SKHS. Others earn elective credit through West Sound Tech in Bremerton (11-12). Still other students take classes at Olympic College (11-12) through the Running Start program.

Explorer Academy is accredited by AdvancED. We are one of three high schools in the South Kitsap School District family and as such issue official district diplomas, and hold a commencement ceremony.

## Explorer Academy Faculty and Staff

<b>Principal:</b>	Oster, Pat	<a href="mailto:oster@skschools.org">oster@skschools.org</a>	443-3680
<b>Consulting Teacher:</b>	Carragher, Shari	<a href="mailto:carragher@skschools.org">carragher@skschools.org</a>	443-3617
	Combs, Stephanie	<a href="mailto:combs@skschools.org">combs@skschools.org</a>	443-3614
	Delacorte, Eric	<a href="mailto:delacorte@skschools.org">delacorte@skschools.org</a>	443-3620
	Kluver, Lauren	<a href="mailto:kluver@skschools.org">kluver@skschools.org</a>	443-3618
	Perkins, Chuck	<a href="mailto:perkins@skschools.org">perkins@skschools.org</a>	443-3612
	Piper, Lora-Jean	<a href="mailto:piper@skschools.org">piper@skschools.org</a>	443-3711
	Snow, Valencia	<a href="mailto:snow@skschools.org">snow@skschools.org</a>	443-3613

*(Consulting Teachers hours may vary. Please call for an appointment)*

<b>Office Coordinator:</b>	Giusti, Karol	<a href="mailto:giusti@skschools.org">giusti@skschools.org</a>	443-3605
<b>Office Assistant:</b>	Lindsley, Debi	<a href="mailto:lindsley@skschools.org">lindsley@skschools.org</a>	443-3611
	Chambers, Paula	<a href="mailto:chambers@skschools.org">chambers@skschools.org</a>	443-3619
<b>Custodian</b>	Phipps, Dan	<a href="mailto:phipps@skschools.org">phipps@skschools.org</a>	443-3605

## Explorer Academy Mission, Values, and Beliefs

Our Mission is to ensure student success by providing innovative programs, accountability, and family support.

1. Involving families who are committed to a child's education is essential.
2. Ongoing support, a specific plan, and accountability are essential elements of our partnership.
3. Offering innovative educational options and setting measurable student goals leads to college and career readiness.
4. Caring for the whole child in an emotionally and physically safe environment fosters responsibility, confidence, and success.
5. Collaborating as a Professional Learning Community ensures high levels of instruction.
6. Checking progress regularly (weekly/monthly) empowers families and ensures measurable success.
7. Succeeding can look different for each student.

## Applying for Enrollment in Explorer Academy

For admission to Explorer Academy, parents must provide the following information.

1. Application packet (available online or from our office)
2. An up-to-date immunization record
3. Birth Certificate (kindergarten only)

Once the application packet has been submitted, the student will be placed in an applicant pool from which future Explorer Academy students are selected. Applicants will be contacted by a Consulting Teacher to answer basic questions and to schedule an initial family interview. **It is important to maintain present school enrollment until you are accepted by Explorer Academy.**

## State & District Guidelines for Alternative Learning Experiences

Explorer Academy is funded by the state and SKSD as an alternative learning experience. While much of the course work occurs at home, Explorer Academy is NOT a home-school program. There are specific requirements set forth by the state and school district that must be met.

- Provide a parent-partner for student
- Meet state requirements for adequate progress each month as defined in student's Written Learning Plan.
  - Most students find they are successful when they devote the following number of study hours:
    - Grade K – 3      4 hours per school day
    - Grade 4 – 12     5 – 8 hours per school day

- Note: Many students split their enrollment between Explorer Academy and another school. Home study hour requirements are adjusted accordingly.
- Student initiated **Weekly Contact** with Consulting Teacher (attendance is mandatory for state compliance)
- **Monthly Progress Review** with parent, student, and Consulting Teacher (teacher-determined satisfactory/unsatisfactory progress is reported to the state and required for compliance)
- Participate in on-campus instructional time as prescribed by Consulting Teacher
  - On-campus classes are for registered Explorer Academy students only
- Participate in state and district assessments

**Students can maintain enrollment at Explorer Academy only if they meet the requirements above.**

## **Explorer Academy Web Site**

<https://explorer.skschools.org>

Your best source of up-to-date information is the Explorer Academy web site. There you can find:

- Basic program information
- Downloadable school forms

## **Dress Code**

Explorer Academy is a K-12 school environment. Older students set an example that younger students will often want to follow. Students are asked to wear clothing that is neat, clean, and suitable for school. Listed below are examples of clothing which interfere with or distract from the educational process, or depict something illegal or lewd, and are unacceptable:

- Sagging and oversized pants
- Extremely tight or see-through clothing
- Pajamas, robes, or slippers
- Spaghetti strap tops, crop tops, or other midriff shirts
- Clothing that reveals undergarments, cleavage, navel, back, or midriff
- Short skirts/dresses, miniskirts, or short shorts
- Clothing that advertise drugs, alcohol, or illegal products
- Clothing that identifies gang colors

## **Inappropriate Displays of Affection\***

Kissing and explicit physical contact are not allowed on campus. Brief hugs are allowed. Students caught exhibiting inappropriate public displays of affection will be verbally redirected and the consulting teacher notified. If the behavior continues, students may be removed from on campus activities.

**Enforcing the dress/ inappropriate contact code will be the responsibility of any adult and their discretion as the appropriateness of the attire/behavior will be honored.**

*\*This is in addition to South Kitsap School District's Rights and Responsibilities Handbook*

## Cheating/Plagiarism

South Kitsap School District's stand on cheating/plagiarism: "The intentional deception in the preparation or completion of any school assignment, examination, or project, or in the conduct of any school-related activity, is prohibited. Cheating also includes the aiding and abetting of cheating by others." (Rights and Responsibilities Handbook pg. 4)

**Plagiarism**: stealing somebody's work or idea: the process of copying another person's idea or written work and claiming it as original.

Explorer Academy's policy for grades 6<sup>th</sup>-12<sup>th</sup>

- 1<sup>st</sup> time- FAIL the test/assignment
- 2<sup>nd</sup> time- FAIL the individual course, withdrawn from Explorer Academy

