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# PARENT NOTIFICATIONS 2025 - 2026

For a complete list of Gervais School District policies, please visit our website at [www.gervais.k12.or.us](http://www.gervais.k12.or.us), or view policy manuals available in the Gervais School District Office.

Adapted from the Gervais Parent Notification Handbook  
Revised August 2025 MW

## **1. STUDENT BEHAVIOR & DISCIPLINE**

### **CONDUCT**

Students are responsible for conducting themselves properly in accordance with the policies of the district and academy, and the lawful direction of staff. The school has the responsibility to afford students certain rights as guaranteed under federal and state constitutions and statutes.

- **STUDENT CODE OF CONDUCT** - The school has authority and control over a student at school during the regular school day, at any school-related activity, regardless of time or location, and See the Frontier Charter Academy Student [Handbook](#) for more information.
- **DISCIPLINE & DUE PROCESS** - A student who violates the Student Code of Conduct may be subject to disciplinary action. A student's due process rights will be observed in all instances, including the right to appeal the disciplinary decisions of staff and administrators.
- **SUSPENSION** - A student may be suspended for up to, and including, 10 school days for violation of the Student Code of Conduct.
- **EXPULSION** - A student may be expelled (more than 10 school days) for severe or repeated violations of the Student Code of Conduct.

### **CODE OF CONDUCT FOR INTERSCHOLASTIC ACTIVITIES**

Employees, volunteers, and students participating at all school functions or school-sponsored events, home or away, should act accordingly as representatives of their school. Employees, volunteers, or students who violate Oregon School Activities Association (OSAA) rules may be subject to discipline, removal from participation or attendance, or suspension. To maintain their eligibility, student-athletes are also expected to comply with the guidelines as set forth in the Gervais Athlete and Activities Handbook. Spectators who harass, verbally abuse, or otherwise attempt to intimidate other spectators, officials, coaches or athletes may be removed and not allowed to return to the event.

*See district policy IGDJ.*

### **CYBERBULLYING**

Any form of harassment using electronic devices by students, staff, or third parties will not be tolerated in the Frontier Charter Academy. When reported to school officials, an investigation of reliable report will follow. Students whose behavior is found to be in violation of this policy, will be subject to loss of privileges, discipline, up to and including expulsion.

*See district policies GBNA and JFCF.*

### **SECRET SOCIETIES**

No secret society of any kind, including fraternity or sorority, will be permitted. The Board may order the suspension or expulsion of any student who violates this policy.

### **DISCIPLINE OF STUDENTS WITH DISABILITIES**

When a student who has been identified as having a disability engages in conduct that would warrant suspension, the student's parents will be notified. If a student has been suspended for a cumulative total of 10 days prior to the recent incident, the IEP team will meet to review the student's current IEP and placement, to determine if changes need to be made to better support the student.

## **2. HEALTH, SAFETY & WELLNESS**

### **PANDEMIC RESPONSES**

Please refer to the school and district's website for the most up-to-date procedures and protocols.

### **SCHOOL COMMUNICABLE & REPORTABLE DISEASES**

Students and staff shall not attend in-person school if an identified disease is in a communicable stage. These restrictions will only be removed by a written statement from the local health officer or licensed physician. For head lice (which is categorized as a nuisance disease and not an infectious one), the restrictions may be removed after the parent provides a signed statement that treatment for LIVE LICE ONLY has been completed and has been confirmed by a head lice inspection performed by school

personnel. Students found with nits (eggs) only or returning after exclusion with the presence of nits will not be excluded but will be subject to periodic checks to confirm continuing absence of live lice.

*See district policies JHCC and JHCC-AR.*

#### **INFECTION & DISEASE INSTRUCTION**

Age-appropriate plan of instruction about infections/diseases including AIDS, HIV, HBV, and HCV has been included as an integral part of the school health curriculum. Any parent may request his/her student be excused from that portion of the instructional program required by Oregon law by contacting the principal for information and procedures.

#### **STUDENT INSURANCE DISCLAIMER**

Frontier Charter Academy does not carry student medical or dental insurance to cover student accidents or illness. This is a parental responsibility. Student insurance may be purchased through a district approved insurance company. Frontier Charter Academy assumes no insurance liability for student accidents or illness. Informational fliers for the purchase of insurance will be available through all school offices.

#### **REPORTING OF SUSPECTED CHILD ABUSE**

All school employees, school board members, contract workers, and volunteers who have reasonable cause or reasonable suspicion to believe that any child with whom they have come into contact has suffered abuse or neglect, as defined in state law, will immediately notify the Oregon Department of Human Services. If unsure how to make a report, contact a school counselor or administrator immediately for assistance.

#### **EMERGENCY SCHOOL CLOSURES**

When weather or emergencies dictate closure, the school will communicate schedule changes or protocols

#### **ASBESTOS**

Frontier Charter Academy through Gervais School District has complied with the Asbestos Hazard Emergency Response Act (AHERA) by having its buildings inspected by accredited inspectors and the development of a management plan for the control of this substance. The plan is available at the Gervais School District or online.

### **3. ATTENDANCE & ENROLLMENT**

#### **ATTENDANCE**

All students between the ages of 6-18, who have not completed grade 12, are required to attend school unless otherwise exempt by law. School staff will monitor and report violations of the state compulsory attendance law. Violations may result in a Class-A citation. Poor attendance may also limit a student's participation in academic programs and extracurricular activities. Students are expected to maintain at least a 92% attendance rate, meaning students should not miss more than one day of school per month.

#### **TRUANCY**

A student who is absent from school or from any class without permission may be considered truant. The student may be subject to disciplinary action including detention, suspension, expulsion, exclusion from athletics or other activities, and parents may be cited through law enforcement.

#### **STUDENTS EXPERIENCING HOMELESSNESS**

The school provides full and equal opportunities for students in homeless situations as required by law, including immediate enrollment. School records, medical records, proof of residence, or other documents will not be required as a condition for admission.

#### **PARENT & UNILATERAL PLACEMENT**

Parents are required to notify the district before unilaterally placing their child in a private placement. The notification may be at an IEP meeting or at least 10 days before withdrawing the child for private placement. Private placement by parents does not obligate the district to pay for or support student placement in the program.

### **4. ACADEMIC PROGRAMS & INSTRUCTION**

#### **EXPANDED OPTIONS PROGRAM**

Frontier Charter Academy is committed to providing additional options to students enrolled in grades 11-12 to continue or complete their education, to earn concurrent high school and college credits, and to gain early entry into post-secondary education. The school's Expanded Options Program will comply with all requirements of Oregon law. Contact the student success

coordinators for more information.

### **GRADUATION REQUIREMENTS**

The Frontier Charter Academy Board will establish graduation requirements for the awarding of a regular high school diploma which meets or exceeds state standards. Students in grades 9-12 must complete a minimum of 24 credit hours to be eligible.

### **ASSESSMENT PROGRAMS**

The Frontier Charter Academy assessment programs shall be designed for the purpose of determining school program improvement needs, as well as individual student needs.

### **PROGRAM EXEMPTIONS**

Students may be excused from state-required programs or learning activities due to a disability, religion, or other reasons deemed appropriate by the district. Parents may be required to document how their students will still receive the required instruction as determined by Oregon statute.

### **IDENTIFICATION OF TALENTED & GIFTED (TAG) STUDENTS**

The school serves academically talented and gifted students in grades K-12, including students from such special populations: ethnic minorities, economically disadvantaged, culturally different, underachieving gifted, and students with disabilities. Individuals with questions regarding the appropriateness of programs or services provided for TAG students should contact [kwinning@frontiercharteracademy.org](mailto:kwinning@frontiercharteracademy.org)

## **5. PARENT & COMMUNITY ENGAGEMENT**

### **COMPLAINTS**

A student or parent who has a complaint concerning a classroom/staff member or instructional material issue should first bring the matter to the appropriate person. If the outcome is not satisfactory, a conference with the principal can be requested. A student or parent with a complaint regarding possible discrimination of a student based on sex, should contact the Executive Director and Title IX Compliance Officer at: [tschweitzer@frontiercharteracademy.org](mailto:tschweitzer@frontiercharteracademy.org)

### **SURVEYS**

Parents of students may inspect any survey created by a third party before the survey is administered or distributed by the school to students. Parents may also inspect any survey administered or distributed by the district or school.

## **6. EQUITY & NON-DISCRIMINATION**

### **NON-DISCRIMINATION NOTICE**

Frontier Charter Academy does not discriminate on the basis of race, religion, color, national origin, disability, marital status, sexual orientation, sex, or age in providing or access to benefits of education services, activities, and programs in accordance with Title VI, Title VII, Title IX, and other civil rights or discrimination issue; Section 504 of the Rehabilitation Act of 1973, as amended; and the American with Disabilities Act. The Director of Student Services has been designated to coordinate compliance with these legal requirements and may be contacted at: [kwinning@frontiercharteracademy.org](mailto:kwinning@frontiercharteracademy.org)

### **EQUAL EDUCATION OPPORTUNITY**

Every student at Frontier Charter Academy will be given equal educational opportunities regardless of race, color, national origin, religion, gender, age, marital status, sexual orientation, parental status, and disability. No student will, based on gender, be excluded from participating in, denied the benefits of, or subjected to discrimination under any educational program or activity conducted by the district. The school will treat its students without discrimination based on gender as it pertains to course offerings, athletics, counseling, employment assistance, and extracurricular activities.

### **EQUAL EMPLOYMENT OPPORTUNITY**

Equal employment opportunity and treatment shall be practiced by the academy in recruiting, hiring, training, retaining, transferring, and promoting of all employees regardless of race, color, national origin, religion, gender, age, marital status, sexual orientation, parental status, veterans' status, genetic information, and disability that with or without accommodation is able to perform the essential functions of the position.

Equal opportunities in hiring, retention and advancement of employees will be based on the educational and organizational needs of the academy and district, and the individual qualifications required performing specific duties. Continuous efforts will be made by all school employees to improve interpersonal relationships and to eliminate conditions that result in discrimination.

In accordance with state goals, the school is committed to ethnic-racial equality. The district will support the goal of the state to increase the number of minority teachers, including administrators, employed by the district to a number approximately proportionate to the number of minority children enrolled in the district. To meet this goal, the district shall strive to recruit minority teachers and hire qualified minority applicants whenever possible.

The Executive Director will appoint an employee to serve as officer in charge of compliance with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973.

The Executive Director will develop other specific recruiting, interviewing, and evaluation procedures as are necessary to implement this policy.

## **7. STUDENT RECORDS & PRIVACY**

### **STUDENT EDUCATION RECORDS (Family Educational Rights & Privacy Act: FERPA)**

Education records are those records related to a student and maintained by the school. A student's educational records are confidential and protected from unauthorized inspection or use. All access and release of education records will comply with all state and federal laws.

### **DIRECTORY INFORMATION**

The academy will give annual public notice of directory information to parents of students in attendance, and students 18 years of age or emancipated. The notice shall identify:

- The types of information considered to be directory information
- The school's option to release such information
- By law, the academy must release secondary students' names, addresses and phone numbers to military recruiters and/or institutions of higher education, unless parents or eligible students request the school to withhold this information.

Such notice will be given prior to the release of directory information. The following directory information may be released to the public through appropriate procedures:

- Student's name
- Student's photograph
- Participation in officially recognized sports and activities
- Grade level
- Most recent previous school or program attended

## **8. SCHOOL TECHNOLOGY & MEDIA**

### **DISTRIBUTIONS OF MATERIALS**

All aspects of school-sponsored publications, including web pages, newspapers, and/or yearbooks are completely under the supervision of the teacher and principal. Students may be required to submit such publications to administration for approval.

### **STUDENT TECHNOLOGY ACCEPTABLE USE AGREEMENT**

The Student Technology Acceptable Use Agreement must be signed each academic year by the student and parent (grades 6-12) or the parent (grades K-5).

## **9. FACILITIES**

### **DISTRICT PROPERTY**

Gervais School District and Frontier Charter Academy reserves the right to hold students and their parents or guardians financially responsible for the cost of any damage or losses caused by the student. If restitution is not made, the District or School may pursue legal action, including prosecution, to the fullest extent permitted by law.

## **10. FINANCIAL POLICIES**

### **STUDENT FEES, FINES, & CHARGES**

The Board recognizes the need for student fees to fund certain school activities which are not funded by the school. No student will be denied an education because of his/her inability to pay supplementary fees. No student is exempt from charges for lost or damaged books, locks, materials, supplies, and/or equipment. All student optional fees and charges will be listed and described annually in the student handbook, or in some other written form, and distributed to each student. Students will be advised of the due dates for such fees and charges.

*See district policy JN.*

## **11. DRESS & APPEARANCE**

### **DRESSING & GROOMING**

The district's dress code is established to promote appropriate grooming and hygiene, prevent disruption, and avoid safety hazards.

## **12. SPECIAL EDUCATION & ACCESSIBILITY**

### **CHILD FIND**

It is Frontier Charter Academy's policy to find and evaluate students who may be eligible for special educational services. Special Education Services are provided for school-age students through our district and school programs. For infants and children up to the age of five, services may be available through Marion County's Early Intervention and Early Childhood Special Education Program.

If you know a student who might have special needs such as speech/language, learning, hearing, vision, motor, or other types of special educational needs, please contact the Director of Special Services at: [kwinning@frontiercharteracademy.org](mailto:kwinning@frontiercharteracademy.org)

### **504 PLANS**

The district will provide free, appropriate public education to students with disabilities under Section 504 of the Rehabilitation Act of 1973. A qualified student is one who has a physical or mental impairment that substantially limits one or more major life activities; has a record of such impairment; or is regarded as having such impairment.