



R.V.A.

# Rocket Virtual Academy

## *Application Form*

Office Use:

Current CRHS Student: Yes      No

\_\_\_\_\_ Running Start      \_\_\_\_\_ Co-enroll CRHS

Live outside of the Castle Rock School District: \_\_\_\_Yes      \_\_\_\_No

Thank you for your interest in Rocket Virtual Academy, Castle Rock's alternative high school. We have included an application for the student and parent to complete. In the application, the student is asked to explain why they are interested in our alternative program. This will be treated confidentially. The student and parent will also sign a contract. We ask that you read this carefully as we take it seriously.

Please return your completed application to High School, 5180 Westside Hwy. Once your application is received, and space is available in R.V.A., we will call you to schedule an appointment with Ryan Henton, the RVA High School Principal.

Please contact Ryan Henton at (360) 501-2930 if you have any questions

\_\_\_\_\_  
Principal's Signature of Acceptance

\_\_\_\_\_  
Date:

\_\_\_\_\_  
Enrollment Date:

Castle Rock School District does not discriminate in any programs or activities on the basis of sex, race, creed, religion, color, national origin, age, veteran or military status, sexual orientation, gender expression or identity, disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee(s) has been designated to handle question and complaints of alleged discrimination: Bryan Keatley, Title IX, Section 504/ADA coordinator, 615 Front Ave SW, Castle Rock, WA 98611, 360.501.2920, bkeatley@crschools.org. Ryan Greene, Civil Rights Compliance Coordinator, 600 Huntington Ave S, Castle Rock, WA 98611, 360.501.2940, rgreene@crschools.org.

# R.V.A.

## Application and Registration Form

### **Student Information:**

Student Name: \_\_\_\_\_ Male \_\_\_\_\_ Female \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade: \_\_\_\_\_  
Student Cell: \_\_\_\_\_ (Optional)

Does the student live outside of Castle Rock School District? \_\_\_\_\_ YES \_\_\_\_\_ NO

Does the student have an IEP? \_\_\_\_\_ YES \_\_\_\_\_ NO

Does the student have a current 504 Plan? \_\_\_\_\_ YES \_\_\_\_\_ NO

Has the student ever been suspended or expelled? \_\_\_\_\_ YES \_\_\_\_\_ NO

If the answer is yes, please explain: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Is the student currently involved in juvenile court proceedings? \_\_\_\_\_

Name of the most recent school attended: \_\_\_\_\_

School District of that school: \_\_\_\_\_

City & State of that school: \_\_\_\_\_

### **Parent/Guardian Information:**

Name(s) of Parent/Guardian at the above address:

\_\_\_\_\_

Phone: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

## **Emergency Contact Information**

If we are unable to contact a person listed above in an emergency, whom should we call?

Name \_\_\_\_\_

Phone \_\_\_\_\_

Relationship \_\_\_\_\_

Name of Health Care Provider \_\_\_\_\_

As the parent/guardian of the above student, I authorize the release of all educational records from his/her previous school(s). Also, I attest to the accuracy of the above information. I understand that if the above information is incorrect or inaccurate, it will most likely result in the delay or denial of admission into R.V.A. High School, and/or the inappropriate educational placement of the student.

Parent/Guardian Signature \_\_\_\_\_ Date \_\_\_\_\_

Relationship to Student \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

### **Authorization For Emergency Procedures**

If the parents/guardians and authorized health care provider named on this form cannot be reached at the time of an emergency, and if immediate observation or treatment is urgent in the judgement of the school authorities, I authorize and direct the school authorities to send my child/ward (properly accompanied) to the hospital or doctor most easily accessible. I understand I will assume full responsibility for the payment of any services rendered or charged.

Parent/Guardian Signature \_\_\_\_\_

**Students may have up to 8 hours weekly available on-site for intervention and support. These hours are flexible and will be utilized as needed unless a student is placed on an intervention plan, in which case specific attendance may be required. In addition, students are expected to spend an additional 22 hours per week working on content outside of on-site time.:**

Session #	Time	
1	<u>8:05am-9:41am</u>	
2	<u>9:45am-11:21am</u>	
3	<u>12:45pm-2:21pm</u>	

**Notes or Questions:**

### Student Statement

Student needs to complete the following:

What are the reasons you have either dropped out or want to leave the regular school program and/or want to enroll in an alternative school program?

[illegible]

**Parent/Guardian Statement:**

Please explain why you believe R.V. A. High School is a better option for your child than their current situation.

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If there are specific educational or behavioral concerns we should know about your child, please give us details that would be helpful.

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### **Contract to Attend R.V.A. High School:**

1. My signature below indicates that I agree to the following terms of attendance at R.V.A. High School. I also agree to abide by the RVA Parent & Student Handbook.
2. I will attend R.V.A. High School at least 8 hours per week in the R.V.A. High School building.
3. I will complete a minimum of 22 hours of homework time each week.
4. I will make contact with the R.V.A. staff if I am unable to attend school for any reason.
5. Transportation to and from R.V.A. High School is my responsibility.
6. I will not enter any other school campus in the district without specific permission from a staff member at R.V.A. High School or a staff member from the campus you are entering.
7. I accept full responsibility for my action, attitude and behavior and will do my best to maintain a learning atmosphere at R.V.A. High School. This includes showing respect for everyone and not being involved in inappropriate behavior during my educational experience at R.V.A. High School.
8. The R.V.A. High School staff will do its best to help me achieve my goals and expectations. If I am unable or unwilling to keep the terms of this contract, it will be grounds for disciplinary action and/or removal from the R.V.A. program.
9. If the principal writes two discipline referrals in one given year on a student then the student will be suspended for the remainder of the school year or longer from R.V.A. High School.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## **Statement of Understanding**

In accordance with the Alternative Learning Experience Implementation Standards, reference WAC 392-121-182 (3)(e), prior to enrollment parent(s) or guardian shall be provided with, and sign, documentation attesting to the understanding of the difference between home-based instruction and enrollment in an alternative learning experience (ALE).

Provided on the front and back of this form are summary and narrative descriptions of the difference between Home-based Instruction and an ALE. Please read these descriptions and sign below.

### **Summary Description**

#### **Home-Based Instruction**

- Is provided by the parent or guardian as authorized under RCW 28A.200 and 28A.225.010.
- Students are not enrolled in public education.
- Students are not subject to the rules and regulations governing public schools, including course, graduation, and assessment requirements.
- The public school is under no obligation to provide instruction or instructional materials, or otherwise supervise the student's education.

#### **Alternative Learning Experience: -Rocket Virtual Academy**

- Is authorized under WAC 392-121-182
- Students are enrolled in public education either full-time or part-time.
- Students are subject to the rules and regulations governing public school students including course, graduation, and assessment requirements for all portions of the ALE.
- Learning experiences are:
  - Supervised, monitored, assessed, and evaluated by certificated staff.
  - Provided via a written student learning plan.
  - Provided in whole, or part outside the regular classroom.

#### **Part-time Enrollment of Home-Based Instruction Students**

Home-based instruction students may enroll in public school programs, including ALE programs, on a part-time basis and retain their home-based instruction status. In the case of part-time enrollment in ALE, the student will need to comply with the requirements of the ALE written student learning plan, but not be required to participate in state assessments or meet state graduation requirements.

I have read the summary and detailed descriptions of home-based instruction and alternative learning experience provided and I understand the difference between home-based instruction and the alternative learning experience program in which my child is enrolling.

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_

Name(s) of Student(s) \_\_\_\_\_

\_\_\_\_\_

**Narrative Description of the Differences Between Home-Based Instruction and public school  
Alternative Learning Experiences**

**Home-based instruction** is authorized under Revised Code of Washington (RCW) 28A.225.010 and RCW 28A.200. When a parent or guardian has filed a 'declaration of intent to provide home-based instruction' with the district and is meeting the requirements for home-based instruction stated in RCW 28A.225, the student is eligible to receive home-based instruction. Students receiving only home-based instruction are not enrolled in public education, and they do not have to comply with the rules and regulations regarding public schools. Since the student is not registered or enrolled in the public school system, the school district is under no obligation to provide instruction or instructional materials for these students. Home-based instruction students are not required to participate in any district or state testing and/or assessments. Additionally, home-based instruction students are not eligible for graduation through a public high school unless they meet all of the graduation requirements established by the state, district, and the local high school. This includes earning the Certificate of Academic Achievement.

**Part-time enrollment**

Home-based instruction students may have access to ancillary services and may enroll in a public school course, such as an alternative learning experience program, on a part-time basis where space is available. Part-time enrollment is defined as being less than full-time enrollment. In these cases, the student is responsible for maintaining acceptable attendance and meeting all course and school requirements. For an alternative learning experience, this will mean meeting the requirements of the written student learning plan. The student continues to be considered a home-based instruction student when enrolled part-time in a public school setting. Therefore, except for the individual class requirements, school and district attendance rules, and school behavior policies, the limitations and restrictions noted in the paragraph above are in force.

**Full-time enrollment**

A student enrolling full-time in a public school alternative learning experience program is not receiving home-based instruction, even if the parent or guardian has filed a 'declaration of intent to provide home-based instruction' with the school district. The student is considered a public school student and is subject to all the rules and regulations governing the actions of all public school students. This includes, but is not limited to, attendance, meeting course requirements, graduation requirements, and assessment requirements. Full-time students are eligible for graduation from a public high school upon meeting all of the school, district, and state requirements.



# R.V.A. High School Enrollment

## Checkoff List & Procedures

In addition to the Castle Rock School District Student Handbook, R.V.A. High School students and teachers will adhere to the following policies and procedures.

### **1. Satisfactory progress:**

Each week, the student must show progress in every course (pass assessments with a 60% or higher final score). R.V.A. High School is a mastery learning school- students may not move to the next section of content in their course until they have earned 60% or above on all assignments in each section. This level may be altered by IEP accommodations.

- Quizzes can be taken at home or at school, although tests and exams can only be taken on-site.
- Each quiz is the culminating assessment of a study section. It should take 2-4 hours for a student to
  - read the entire study section, watch all embedded videos/animations, take notes, complete the
  - practice assignments, answer journal prompts, review the material, and earn a passing score on the quiz.
- If a student fails an assessment 3 times, they must complete a supplementary assignment given to them by a teacher before the quiz, test, or final is reset. If a student fails the assessment again, they must sit with the teacher during their 5th attempt so the teacher can reconcile any misunderstandings the student has with the section topic.
- The 1st week a student does not meet the minimum requirement, they will be placed on an Intervention Plan #1 to make up their points and show progress in all courses.
- If a student does not meet the requirements of their 1st Intervention Plan, they will be placed on an Intervention Plan #2 to make up their points and show progress in all courses.
- If a student does not meet the requirements of their 2nd Intervention Plan, they will be placed on an Intervention Plan #3 to make up their points and show progress in all courses.
- If a student does not meet their Intervention Plans for 3 weeks in a row, they will be withdrawn from R.V.A. High School.
- Students that are on an Individualized Education Plan (IEP) will have the opportunity to have Satisfactory Progress adjusted to meet their IEP.

### **2. Attendance:**

- a. Students are required to attend R.V.A. High School on-site a minimum of 8 hours per week.
- b. Students are required to spend an additional 22 hours engaged with the content off-site.
- c. A student may only check out and check back in once per school day.
- d. Students may be placed on Intervention Plans or referred to the WSD Truancy Specialist for failure to meet the 8-hour weekly attendance minimum.
- e. Even when absent from school, all students must make personal contact with a R.V.A. High staff member by phone or email each week, unless unable to do so by illness, injury, or emergency. Parents may make contact on a student's behalf if the student is unable to do so by illness, injury, or emergency.

### **3. Phones:**

- a. Phones are not to be visible while in the classroom.

- b. Phones can be used for individual music listening, but must be out of sight at all times.
- c. Phones calls or texts may be received or sent if the student is at the desk of a staff member.
- d. R.V.A. High staff may ask the student to place their phone in the office if the phone is being used out of accordance with the policy.

#### **4. Highly Qualified Teachers:**

- a. Not all teachers at R.V.A. High School are Highly Qualified for each subject they teach. Please ask if you would like further clarification.
- b. All teachers at R.V.A. High School are certificated teachers for Washington State.
- c. Upon being hired at R.V.A. High School, teachers will regularly seek out opportunities for professional development in the areas of alternative education, online learning, cyberbullying, and communication with students. R.V.A. High School is a member of the Washington Association For Learning Alternatives (WALA). "The Washington Association for Learning Alternatives is a nonprofit corporation for the benefit all those concerned with providing options in education, public and private, from preschool through post secondary. "Teachers will also be expected to attend the fall and/or spring conferences held by WALA to further their professional development as an alternative school educator.

#### **5. Grading Policy:**

Final percentages, including all assignments and extra credit, determine course grade entered on transcript.

#### **6. Technology Skills:**

- a. Almost all of R.V.A. High School courses are offered via Apex Learning online curriculum. Students are assigned login credentials upon enrollment. Students who attend R.V.A. need to develop the following skills in order to succeed in this program format:
  - o Ability to open and use a web browser to navigate to Apexvs.com
  - o Ability to log in (either by memory or note with username and password) independently or with minimal assistance.
  - o Ability to read and understand directions and navigate through hyperlinks, (example: "Click here")
  - o Ability to use a mouse cursor or accessibility device modification replacing a mouse cursor.
  - o Ability to use a computer keyboard or accessibility device modification replacing a keyboard.
  - o Please make sure that pop-ups are allowed and that Flash Player is enabled on any device you use to access Apex.

#### **8. Staff:**

- o Ryan Henton, Principal [rhenton@crschools.org](mailto:rhenton@crschools.org)
- o Andrew Van Ness, Teacher [avness@crschools.org](mailto:avness@crschools.org)
- o Kim Moore, Secretary [kmoore@crschools.org](mailto:kmoore@crschools.org)

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Parent/Guardian Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date:

\_\_\_\_\_  
Student Signature

\_\_\_\_/\_\_\_\_/\_\_\_\_  
Date: