

# Family Handbook



Hope House Supplement

2020- 2021

# The Summit Academy

An extension of Jefferson Academy,  
a Jeffco Schools Charter School



The Summit Academy  
at  
7575 W. 103rd Ave.  
Westminster, CO 80021

Hope House Classes meet at  
6475 Benton St,  
Arvada CO 80003

Office Hours: 8:00 AM – 4:00 PM

Principal: Stephanie Scarato  
303-438-6985  
Fax: 303-438-6662

Summit Academy Website: <http://www.thesummitacademy.org/>

Jeffco Schools Website: <http://www.jeffcopublicschools.org>

Jeffco Connect Website: [http://www.jeffcopublicschools.org/jeffco\\_connect/index.html](http://www.jeffcopublicschools.org/jeffco_connect/index.html)

## A Note from Stephanie

Dear Parents and Students,

I am so excited to begin our site at Hope House of Colorado. The opportunity to work with young women who are taking steps to get an education is so inspirational. Nothing is more powerful than the love of a parent for their children. Taking steps towards self-sufficiency to support your family is one of the best examples of this love and I am proud of each student working toward this goal. Being involved in your school is certainly one of the greatest pleasures I have had in my career in education, and Summit wishes to extend our support to each one of you. I am looking forward to getting to know each one of you and wish you the best this year.

Sincerely,

A handwritten signature in black ink that reads "Stephanie Scarato". The script is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Mrs. Stephanie Scarato  
Principal  
The Summit Academy



### **Knowledge**

The acquisition of knowledge, symbolized by the open book, represents more than just learning facts. Students need facts, information, and skills. At Summit, we desire for kids to gain practical knowledge through education, experience, and discovery, so that they can appreciate the world and the people in it.

### **Truth**

Truth, symbolized by the lamp, represents what's real. It's not subjective, but objective. There is an abundance of information in the world. If we want our students to be problem-solving world changers, they need to have the right information and be able to discern truth. Truth is the path that will lead them to the right solutions.

### **Excellence**

Excellence is simply being our best, and this is symbolized in our crest by a star. Students, teachers, and staff are expected to give their best in the classroom, in the halls, inside school and out, in academics, character, and relationships.

### **Virtue**

Speaking about courage, integrity, honor, and high moral standards is commonplace. Virtue, putting high moral standards into practice, is symbolized by the mountain lion in the crest. The mountain lion demonstrates the strength one must have to incorporate character traits into daily actions.

## **Mission and Vision**

Summit Academy is proud to share in the Mission, and Values of Jeffco Schools.

### **Jefferson County Public Schools**

Jeffco Public Schools has been providing educational excellence for more than 60 years. Approximately 9 percent of all the K-12 students in Colorado attend a Jeffco School. The district has 155 schools on 168 campuses.

### **The Jeffco Schools Mission**

Our mission is to provide a quality education that prepares all children for a successful future.

### **The Jeffco Family Handbook**

To access the Jeffco Student Family Handbook (Code of Conduct), please visit:  
[http://jeffcopublicschools.org/publications/student\\_family\\_handbook.pdf](http://jeffcopublicschools.org/publications/student_family_handbook.pdf)

### **The Jeffco Generations Vision**

Jeffco's strategic plan and goals are guided by the Jeffco Generations vision. Jeffco Generations - A Learning-Centered Vision for our Community's Schools was rolled out in October 2017. This new vision builds on the Jeffco 2020 vision, adding more key skills and defining areas of importance by Learning, Conditions for Learning, and Readiness for learning.

To see a quick overview of the Jeffco Generations vision document for Jeffco Public schools, please see the brochure: [https://www.jeffcopublicschools.org/UserFiles/Servers/Server\\_627881/File/Jeffco%20PS/About%20Jeffco/Jeffco%20Generations/Jeffco-Generations-Brochure-101817.pdf](https://www.jeffcopublicschools.org/UserFiles/Servers/Server_627881/File/Jeffco%20PS/About%20Jeffco/Jeffco%20Generations/Jeffco-Generations-Brochure-101817.pdf)

For the complete document, please visit: [https://drive.google.com/file/d/0B6w\\_LehUMKccLW\\_NQk41YmxNR2M/view](https://drive.google.com/file/d/0B6w_LehUMKccLW_NQk41YmxNR2M/view)

And for continuing information and the opportunity to be part of the conversation, take a look at the Jeffco Generations Conversation Facebook group: [https://www.facebook.com/groups/1236337263132884/?ref\\_group\\_header](https://www.facebook.com/groups/1236337263132884/?ref_group_header)



**Communication**

Students learn to effectively communicate in written, digital, artistic and oral forms. Students learn to explore and articulate their own points of view, while respectfully exploring and understanding the perspectives of others.

**Self-Direction & Personal Responsibility**

Students take initiative, are inquisitive, entrepreneurial and curious. They persevere through challenging situations, take calculated risks, and stand accountable for their actions. They continually advocate for their own needs as well as the needs of others.

**Critical & Creative Thinking**

Students learn to evaluate, weigh evidence and apply reasoned decision-making to problems. Students learn to use imagination, innovation, and ingenuity to solve problems.

**Collaboration & Leading by Influence**

Students learn to work together, harnessing the power of teamwork, and learn the importance of influence to motivate others to get things accomplished.

**Civic & Global Engagement**

Students take active roles in their communities, are prepared to be participatory citizens in our constitutional republic, and are engaged with issues of local, national, and global concern.

**Content Mastery**

Students understand academic concepts and are able to apply and transfer that knowledge into multiple settings. Students must also understand how to access and process changing information, updating their own thinking and processes.

**Agility & Adaptability**

Students learn to change in response to dynamic situations, environments, and complex problems. Students adjust to disruptions, ambiguity, and uncertainty in themselves, their organizations, and their communities – and thrive in spite of the obstacles.

Visit [jeffcopublicschools.org/about/generations](http://jeffcopublicschools.org/about/generations) to see the full Jeffco Generations document and join the conversation.

## **Summit Values**

### **Respect**

Each person has equal, intrinsic worth and deserves to be treated with dignity and respect.

### **Integrity**

Integrity is based on trust, honesty, and accepting accountability for all words and actions.

### **Compassion**

Every individual should be willing to give time and energy to act in the best interest of others.

### **Excellence**

High achievement requires high expectations focused on challenging instruction and engaged learners willing to work hard for success.

### **Partnership**

Parents are capable of making important educational decisions for their children. The Summit Academy exists to encourage, support and assist them in their endeavor to educate their children.

## **Colorado Home School Law and Summit Academy**

Summit Academy students are considered to be enrolled in a “non-public home-based educational program”. Parents should be familiar with and follow all Colorado laws pertaining to a home-based education. For a copy of the Colorado Homeschool Laws, go to [http://www.cde.state.co.us/choice/homeschool\\_law](http://www.cde.state.co.us/choice/homeschool_law).

# The Summit Academy School Calendar-Hope House

## 2020-2021 Student Calendar - School Hours

	School Day
	Teacher Workday
	Holiday
	Quarter Ends
	Graduation Ceremony

S	M	T	W	T	F	S
<b>AUGUST</b>						
						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	31					

S	M	T	W	T	F	S
<b>SEPTEMBER</b>						
		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			

S	M	T	W	T	F	S
<b>OCTOBER</b>						
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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

S	M	T	W	T	F	S
<b>NOVEMBER</b>						
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					

S	M	T	W	T	F	S
<b>DECEMBER</b>						
		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	31		

S	M	T	W	T	F	S
<b>JANUARY</b>						
					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
31						

S	M	T	W	T	F	S
<b>FEBRUARY</b>						
	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						

S	M	T	W	T	F	S
<b>MARCH</b>						
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

S	M	T	W	T	F	S
<b>APRIL</b>						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

S	M	T	W	T	F	S
<b>MAY</b>						
						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	31					

S	M	T	W	T	F	S
<b>JUNE</b>						
		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			

<b>Quarter Ends:</b> October 16 - 10 Weeks December 30 - 10 Weeks March 26 - 12 Weeks June 26 - 12 Weeks		<b>November</b> 25-27 Thanksgiving Break	3	<b>March</b> Student Contact Days 26 Quarter Ends 29-31 Spring Break	4
<b>August</b> Student Contact Days 3 Teachers Return 7 Back to School Event	2	<b>December</b> Student Contact Days 24-25 Holiday 30 End of Semester 31 Holiday	3	<b>April</b> Student Contact Days 1-2 Spring Break	4
<b>September</b> Student Contact Days 7 - Labor Day	4	<b>January</b> Student Contact Days 1-Holiday 4 - Students Return	4	<b>May</b> Student Contact Days 22 Graduation 31 Holiday	3
<b>October</b> Student Contact Days 16 Quarter Ends	4	<b>February</b> Student Contact Days	4	<b>June</b> 25- Last Day of Classes	

**Student Contact Days: 216**

2020-2021  
The Summit Academy  
Hope House Bell Schedule

Summit Hope House offers flexible scheduling. Part time diploma students are required to participate in 5 hours of classes per week but may schedule for more if they prefer to move through the program more quickly. Students unable to meet their regular scheduled time, may arrange to attend other session times.

Day	Morning Sessions	Afternoon Sessions	Evening Sessions
Monday	9:00 to 11:30	1:00 to 3:30	5:00 to 7:00
Tuesday	9:00 to 11:30	1:00 to 3:30	
Wednesday	9:00 to 11:30	1:00 to 3:30	5:00 to 7:00
Thursday	9:00 to 11:30	1:00 to 3:30 GED Only	5:00 to 7:00
Friday	9:00 to 11:30	1:00 to 3:30	

## Dress Code

One of the goals of education is to prepare children for a future “job environment.” While occupational dress may vary, most occupations have certain standards for dress. Young people need to learn to adhere to those requirements. The Summit Academy dress code is designed to help students follow a standard that promotes a positive classroom experience. Children are welcome to dress casually but modestly in order to promote a “work ready” environment in the classroom. Please discuss these policies with your children and monitor them as they leave home each week.

- Shirts may be sleeveless, but no tanks or thin straps, unless covered by a sweater or jacket. Any straps must be at least the width of the student’s hand.
- Shorts and skirts must be fingertip length, even with tights or leggings underneath. They should not have to be adjusted to meet this standard.
- No undergarments may show.
- No exposed midriffs.
- Holes in garments and see-through fabric must not expose skin that would not be covered using above bullet points.
- No hats, bandanas, or head coverings may be worn when in the building.
- No garment may contain wording using profanity or vulgar language.
- The director may use discretion on other items worn by students.

Three of the students below are in compliance with dress code and three are not. Can you figure out which ones are in compliance?



## Weather

Summit Academy will only be cancelled on days with extreme weather conditions. To view school closings, parents should tune in to their local television or radio station that posts those listings, or visit the Jeffco Schools website at <http://www.jeffcopublicschools.org>. To view 9News.com's Weather School and Business Closures, visit: <http://www.9news.com/closings>

Summit Academy is physically located in the Jeffco Schools school district area, and will follow the closings of that district. If Jeffco Schools is closed, we are closed. If the district is open, then we are open. Even though Summit Academy is located in that area, we realize that our families come from many areas, and parents should use their discretion as to their local driving conditions.

## Communication

- Someone will be available to answer the Summit Academy line at 303-438-6985 at Summit Academy between the hours of 8:00 AM and 4:00 PM, Wednesdays through Fridays. Messages may be left and will be returned during school hours. Absences may be reported on this line as well.
- Students are not allowed to receive or return phone calls on personal phones. If a student needs to contact a parent, they may do so at the Summit Academy office between classes, or during class only in case of an emergency.
- Phone calls received during the week on non-Summit Academy days may not be answered.
- For communication during the week, leave a message on the Summit phone or email [Summit@thesummitacademy.org](mailto:Summit@thesummitacademy.org). Your email will be answered on the next Summit day.
- Please make use of the Summit website at [www.thesummitacademy.org](http://www.thesummitacademy.org). Calendars, field trip information, etc. will be posted there.
- The Summit Newsletter is updated regularly and emails are sent to notify you of updates. If you do not receive emails, you can go to [www.thesummitacademy.org/info](http://www.thesummitacademy.org/info) to read the most recent info. Emergency info such as school closures will be posted on the main page.
- Having current information is critical in case of emergency, student health needs, and school closures. Please be sure that Summit has your current contact information in JeffcoConnect (<https://jeffcoconnect.jeffco.k12.co.us/>). Also please use the JeffcoConnect link to change all pertinent student information, using the same user names and passwords used to access Infinite Campus and Schoology. Contact the Summit office if you need help logging in to any of these systems.
- Schoology information:
  1. To log in to Schoology: Go to [www.jeffco.schoology.com](http://www.jeffco.schoology.com)
  2. Your student's username is their student ID#. You can find this on their class schedule.
  3. The password is their 8 digit birthday. For example, an April 16, 2003 birthday is 04162003.
  4. You can also log into a parent account using your Jeffco Connect username and password.
  5. Jeffco passwords for students and parents can be reset by the Summit office.

# Illness Policy — How Sick is Too Sick?



Children's Hospital Colorado

## ILLNESS POLICY - HOW SICK IS TOO SICK? WHEN TO KEEP YOUR CHILD AT HOME FROM SCHOOL OR CHILD CARE

There are three main reasons to keep sick children at home:

1. The child doesn't feel well enough to take part in normal activities, (such as; overly tired, fussy or won't stop crying).
2. The child needs more care than teachers and staff can give, and still care for the other children.
3. The illness is on this list and staying home is recommended.

And remember, the best way to prevent the spread of infection is through good hand washing.

Children with the following symptoms or illness should be kept home (excluded) from school:

SYMPTOMS	Child Must Be at Home?
<b>DIARRHEA</b> frequent, loose or watery stools compared to child's normal ones that are not caused by food or medicine	<b>Yes</b> - if child looks or acts sick; if child has diarrhea with fever and isn't acting normally; if child has diarrhea with vomiting; if child has diarrhea that overflows the diaper or the toilet
<b>FEVER</b> with behavior change or other illness A fever of 100°F or above in babies 4 months or younger needs immediate medical attention.	<b>Yes, when</b> the child also has a rash, sore throat, vomiting, diarrhea, behavior changes, stiff neck, difficulty breathing, etc.
<b>"FLU-LIKE" SYMPTOMS</b> Fever over 100°F with a cough or sore throat. Other flu symptoms can include tiredness, body aches, vomiting and diarrhea	<b>Yes</b> - for at least 24 hours after the fever is gone, without the use of medicine that reduces the fever
<b>COUGHING</b> <u>Note:</u> Children with asthma may go to school with a written health care plan and the school is allowed to give them medicine and treatment	<b>Yes</b> - if severe, uncontrolled coughing or wheezing, rapid or difficulty breathing and medical attention is necessary
<b>Mild RESPIRATORY OR COLD SYMPTOMS</b> stuffy nose with clear drainage, sneezing, mild cough	<b>No</b> - may attend if able to take part in school activities <i>Keep home if symptoms are severe. This includes fever and the child is not acting normally and/or has trouble breathing.</i>
<b>RASH WITH FEVER</b> <u>Note:</u> Body rash without fever or behavior changes usually does not need to stay home from school, call the doctor	<b>Yes</b> - call the doctor. Any rash that spreads quickly, has open, weeping wounds and/or is not healing should be evaluated
<b>VOMITING</b> Throwing up two or more times in the past 24 hrs	<b>Yes</b> - until vomiting stops or a doctor says it is not contagious. If the child has a recent head injury watch for other signs of illness and for dehydration

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The School Health Program of Children's Hospital Colorado provides school and child care health consultation and services in a variety of settings in Colorado. This document has been reviewed and approved by designated staff of Children's Colorado. It is intended to supplement, not replace, medical information provided by the healthcare provider

**ILLNESS POLICY - HOW SICK IS TOO SICK?  
WHEN TO KEEP YOUR CHILD AT HOME**

ILLNESS	Child Must Be at Home?
<b>CHICKEN POX</b>	<b>Yes</b> - until blisters have dried and crusted (usually 6 days)
<b>CONJUNCTIVITIS (PINK EYE)</b> pink color of eye and thick yellow/green discharge	<b>No (bacterial or viral)</b> – children don't need to stay home unless the child has a fever or behavioral changes. Call the doctor for diagnosis and possible treatment.
<b>CROUP (SEE COUGHING)</b> <u>Note:</u> May not need to stay home unless child is not well enough to take part in usual activities	Seek medical advice
<b>FIFTH'S DISEASE</b>	<b>No</b> - child is no longer contagious once rash appears
<b>HAND FOOT AND MOUTH DISEASE</b> (Coxsackie virus)	<b>No</b> - unless the child has mouth sores, is drooling and isn't able to take part in usual activities
<b>HEAD LICE OR SCABIES</b>	<b>Yes</b> - from end of the school day until after first treatment.
<b>HEPATITIS A</b>	<b>Yes</b> - until 1 week after the start of the illness and when able to take part in usual activities
<b>HERPES</b>	<b>No, unless</b> - the child has open sores that cannot be covered or is drooling uncontrollably
<b>IMPETIGO</b>	<b>Yes</b> - for 24 hours after starting antibiotics
<b>RINGWORM</b>	<b>Yes</b> - from end of school until after starting treatment Keep area covered for the first 2 days
<b>ROSEOLA</b>	<b>Yes</b> – if the child has a fever and rash, call the doctor
<b>RSV</b> (Respiratory Syncytial Virus)	Staying home isn't necessary, but is recommended when a child is not well enough to take part in usual activities and/or is experiencing acute respiratory symptoms. Call the doctor. RSV spreads quickly through classrooms
<b>STREP THROAT</b>	<b>Yes</b> - for 24 hours after starting antibiotics and the child is able to take part in usual activities
<b>VACCINE PREVENTABLE DISEASES</b> Measles, Mumps, Rubella (German Measles), Pertussis (Whooping Cough)	<b>Yes</b> – the doctor says the child is no longer contagious
<b>YEAST INFECTIONS</b> including thrush or Candida diaper rash	<b>No</b> - follow good hand washing and hygiene practices

**References**

- American Academy of Pediatrics, American Public Health Association, National Resource Center for Health and Safety in Child Care and Early Education. 2011. Caring for our children: National health and safety performance standards; Guidelines for early care and education programs. 3rd edition. Elk Grove Village, IL.
- American Academy of Pediatrics, *Managing Infectious Diseases in Child Care and Schools*, 3<sup>rd</sup> Edition, Elk Grove Village, IL 2013.
- Colorado Department of Public Health and Environment, Communicable Disease Epidemiology Program, *Infectious Disease in Child Care Settings: Guidelines for Schools and Child Care Providers*, Denver, CO, October 2013.