



BIG SKY
DISCOVERY ACADEMY
— & —
COMMUNITY LEARNING CENTER

501 (C)(3) NONPROFIT
ENGAGE. ENRICH. EMPOWER.

ELEMENTARY AND MIDDLE
SCHOOL
STUDENT/PARENT
HANDBOOK
2017-2018

Big Sky Discovery Academy is a not for profit 501(c)3 Independent School



BIG SKY
DISCOVERY ACADEMY
— Discover Your Potential —

Welcome!

Applying foundations in Montessori and progressive education, BSDA seeks to create a unique child-centered environment where students learn self-direction, self-discipline, self-motivation, and self-reliance.

As parents and guardians, you play an important role in your child's success. Our educational approach can benefit a child best when we understand the roles played by children, parents, and teachers.

Please use this handbook to become familiar with Big Sky Discovery Academy. We look forward to another wonderful and productive year!

LOCATION

175 Aspen Leaf Drive Suites D and F
Big Sky, MT 59716

MAILING ADDRESS

PO BOX 161548
Big Sky, MT 59716

Big Sky Discovery Academy is a not for profit 501(c)3 Independent School

www.bigskydiscoveryacademy.org

TABLE OF CONTENTS

Board and Staff	3
Big Sky Discovery Academy	4
Our Promise, Mission & Core Values, Ultimate Goal	5
Big Sky Discovery Academy Program	6
The Enrollment Process, Tuition and Fees	11
School and Parent Communication	13
Discipline and Disenrollment	14
Physical Aggression (Hitting, Pushing, Kicking, Biting etc.)	15
Cell Phones and Technology	15
Illness	16
Parent Involvement	17
School Calendar	18
Drop Off and Pick Up Times	19

BOARD

KAREN MAYBEE, CHAIRMAN OF THE BOARD

SCOTT MAYBEE, BOARD MEMBER

KENE SPERRY, BOARD MEMBER, TREASURER

KRISTEN BROWN, BOARD MEMBER

BARBARA ROWLEY, BOARD MEMBER

STAFF

NETTIE BREUNER, EXECUTIVE DIRECTOR/HEAD OF SCHOOL
(nettie@bigskydiscoveryacademy.org)

MARIE GOODE, OFFICE MANAGER (marie@bigskydiscoveryacademy.org)

LAURA MACPHERSON, EC PROGRAM DIRECTOR & LEAD PRIMARY TEACHER
(laura@bigskydiscoveryacademy.org)

HANNAH HANCOX, LEAD KINDER ENHANCEMENT TEACHER & CO PRIMARY TEACHER
(hannah@bigskydiscoveryacademy.org)

DIANA HOGAN, ELEMENTARY AND MIDDLE SCHOOL LEAD TEACHER
(diana@bigskydiscoveryacademy.org)

MONICA DUKE, STAY & PLAY PROGRAM COORDINATOR & CO PRIMARY TEACHER
(monica@bigskydiscoveryacademy.org)

KIMBERLY PECHIEV, KINDER ENHANCEMENT TEACHER, EC CLASSROOM AIDE,
ELEMENTARY 1 TEACHER
(kimberly@bigskydiscoveryacademy.org)

CHRIS CORONA, ELEMENTARY AND MIDDLE SCHOOL ASSISTANT TEACHER
(chris@bigskydiscoveryacademy.org)

NANCY SHEIL, COMMUNITY LEARNING CENTER AND HIGH SCHOOL COORDINATOR
(nancy@bigskydiscoveryacademy.org)

As children make choices and are invested in their work, they acquire a positive attitude toward learning that sets the foundation for all schooling and for life.



BIG SKY
DISCOVERY ACADEMY

————— Discover Your Potential —————

Big Sky Discovery Academy (BSDA) was founded in 2014 by Scott and Karen Maybee with a core purpose of providing the best learning environment for children to confidently and joyfully excel in life. BSDA is the first, and currently the only, independent Montessori-based and progressive PreK through Middle School and Community Learning Center in Big Sky. The school is affiliated with the mission, philosophy, and code of ethics of the American Montessori Society (AMS) as well as 21st Century models of education.

BSDA strives to endow its students with a lifelong love of learning, while fostering social awareness necessary to live healthy, productive lives by using the Montessori philosophy, multi-age classrooms, individualized learning pathways, place-based/community-connected lessons, and a mastery approach to learning and progression. In addition to the relationships built between students and teachers, BSDA is committed to engaging staff, parents, and members of the community to be partners in education.

Also at the core of BSDA values and culture are nutrition and lifelong health. Our evolving meal program is an integral part of the BSDA experience as we strive to provide organic, fresh, minimally processed, non-GMO lunches and snacks. We strongly believe in the benefits of both nutrition, as well as activity in the outdoors, on physical and mental health and well-being.

The strategic objectives for BSDA focus on these major areas: enrollment growth, funding and scholarship establishment, infrastructure, curriculum development, future campus vision and community presence through community accessible programming. In 2016 we expanded our offerings to include summer programs to help meet the needs of our community's kids as well as a community learning center to support academic success for all of the Big Sky community's youth through adults.

OUR PROMISE

ENGAGE. ENRICH. EMPOWER.

MISSION

TO POSITIVELY IMPACT LIVES THROUGH EDUCATIONAL OPPORTUNITIES

CORE VALUES

EMBRACE INDIVIDUALITY

WHAT'S BEST FOR KIDS

COMMUNITY ENRICHMENT

POWER OF PASSION

PARTNERS IN EDUCATION

NUTRITION IS A CORNERSTONE OF LIFE

POSITIVE ATTITUDE

ULTIMATE GOAL

TO WORK WITH LOCAL SCHOOLS AND COMMUNITY PARTNERS TO ENHANCE AND
CREATE THE BEST EDUCATIONAL OPPORTUNITIES IN ANY RESORT TOWN IN THE
NATION

BIG SKY DISCOVERY ACADEMY

DISCOVERY YOUR POTENTIAL!

BIG SKY DISCOVERY ACADEMY PROGRAM

Our elementary and middle school program priority is for each student to achieve mastery of concepts rather than being driven by the constraints of time. The ultimate goal is for each student to discover his or her potential. At BSDA, we believe that student learning is not bound by the walls of the school. **We create real world opportunities in our community because there's no better way to prepare kids for the real world than in the real world.**

WE ARE PROUD OF

MONTESSORI APPROACH

Today Montessori schools flourish all over the world. Montessori education is based on beliefs about human development and human relationships and incorporates practices to facilitate teaching and learning.

Respect is fundamental — respect for each person, for the environment and for life. Respect leads to trust, which is essential for learning and growth. Learning and teaching are inseparable, as are self, family, and the world community.

In the Montessori approach, children are given ample time and opportunities to explore and work at their own pace in their own learning style. Classroom activities are designed to encourage involvement, autonomy, and risk-taking.

DESIGN THINKING and PROJECT BASED EDUCATION

Learning for the whole child that builds life skills and seeks to develop natural interests and student investment in learning rather than use formal teaching methods. All of our educational models work symbiotically towards the same academic and personal objectives for our students: to create individuals who thrive in the world of today and the future. The design thinking process reconnects students to their creativity and to aspirations for developing as deep thinkers and doers, not just as test takers.

Project-based learning is a dynamic classroom approach in which students actively explore real-world issues and challenges and acquire a deeper knowledge. It relies upon hands-on, often collaborative, learning experiences as a method for solving authentic problems.

MULTI-AGE CLASSROOMS

Positive social interactions based on leading and learning together, mentoring and role modeling. During the three year cycles of Montessori-based education, children

experience different roles, responsibilities and expectations.

A mixed-age group environment contributes to the moral development of children as they learn and practice to respect others, be sensitive to their needs, and to collaborate and build a community spirit, both in and out of school. As well, the multi-age classroom benefits the academic success of students, allowing for individualized pacing and lessons that allow each student to achieve mastery.

The multi-age classroom more closely models the real world, and encourages children to develop friendships, confidence, and strong connections with people of all ages.

INDIVIDUALIZED LEARNING PATHWAYS and MASTERY

Optimizing student success and interest in their own learning and prioritizing individual mastery and increased levels of independence. Individual learning pathways that include student goal setting, progression based on mastery rather than time as the driving factor, and more meaningful and targeted learning for each student. Students are supported in productive use of work periods and project time and to be fully engaged in their own learning.

CERTIFIED AND HIGHLY TRAINED STAFF who *care deeply* about the success of each student.

LOW STUDENT TO TEACHER RATIOS

Nurturing, caring, and supporting each child.

HEALTHY LUNCHES & HARVEST OF THE MONTH

Offering variety, encouraging curiosity, promoting health and fostering positive mealtime socialization.

PLACE-BASED EDUCATION

Connecting to community across the curriculum. Place-based education promotes learning that is rooted in what is local - the unique family, community, history, environment, culture, economy, and art of our particular place.

Place-based education provides a lens through which the learner not only learns about his or her own community and roles within it, but also learns to understand the complexity and richness of communities at large.



-MARIA MONTESSORI

YOU ARE IN EXCELLENT COMPANY!

Some famous people who attended Montessori school as children:

- Prince William and Prince Harry, English Royal Family
- Jacqueline Bouvier Kennedy Onassis, Former First Lady (John F. Kennedy)/Editor
- Julia Child, Famous Chef/Star of TV Cooking Shows/Author Cookbooks
- Jeff Bezos, Founder of *Amazon.com*
- Larry Page and Sergey Brin, Co-founders of *Google*.
- Kami Cotler, Actress (Elizabeth on long-running series *The Waltons*)
- Katherine Graham, Owner/Editor of *The Washington Post*
- Anne Frank, Famous Diarist from World War II
- Gabriel Garcia Marquez, Nobel Prize Winner for Literature
- Melissa and Sarah Gilbert, Actors
- T. Berry Brazelton, M.D., noted pediatrician and author

Famous people who chose Montessori schools for their own children:

- William and Hillary Clinton, Former President and Senator
- Stephen J. Cannell, TV Writer/Producer/Director (*The Rockford Files* and many others)
- Patty Duke Austin, Actress
- Cher Bono, Singer/Actress
- John Bradshaw, Psychologist and Author

- Yul Brynner, Actor
- Michael Douglas, Actor
- Shari Lewis, Puppeteer
- Yo Yo Ma, Cellist
- Dick Ebersol and Susan St. James, Television Executive and Actress
- Jimmy Wales, Wikipedia Founder
- Marcy Carcy, TV Producer

Others with a Montessori Connection:

- Alexander Graham Bell, Inventor, provided financial support directly to Dr. Montessori. Helped establish the first Montessori class in Canada and one of the first in the United States
- Erik Erikson, Anthropologist/author, had a Montessori teaching certificate
- Jean Piaget, Psychologist, made his first observations of children in a Montessori school
- Thomas Edison, Scientist/Inventor, helped to found a Montessori school
- Mister Rogers, Children's TV Personality, strong supporter of the Montessori method



“Our aim is not only to make the child understand, and still less to force him to memorize, but so to touch his imagination as to enthuse him to his innermost core.”
 —Maria Montessori

PREPARING TOMORROW’S INNOVATIVE THINKERS TODAY

In a world of rapid change and new discoveries, we can only guess at the skills our children will need to succeed in the 21st century. Now, more than ever, the essential lesson is learning how to learn.

The most important years in our children's education are not necessarily high school and college, but instead, their first 12 years of life. This is when their character and values, self-image, basic skills and knowledge, and appreciation for culture, science, and the arts are formed.

Big Sky Discovery Academy children receive an education of the heart that nurtures their self-confidence, personal creativity, and entrepreneurial spirit. It offers them the most challenging academic program that they can handle in a course of study that includes the literature, creative writing, mathematics, history, geography, economics, the physical sciences, art, music, and physical education.

We can see our children as they truly come to love learning and begin to discover their true potential as young men and women.

HOMEWORK

As a general rule, daily homework is not given at Big Sky Discovery Academy. However, a teacher may assign activities to be completed at home if he or she feels it may benefit a child; additionally, teachers may encourage students to research or participate in pursuing topics or projects in which they have shown particular interest. If a student demonstrates a non-productive work period resulting in work needing to be completed at home, teachers may assign that work to be completed by a certain due date. In the event the designated homework is not completed and returned by the assigned date, the student may be required to forfeit recess or other recreation time; if work periods are habitually non-productive for a student, a teacher may ask to meet with parents and the student in order to discuss an action plan for improvement.

ORGANIC LUNCH, FARM TO SCHOOL PROGRAM, HARVEST OF THE MONTH PROGRAM:

BSDA offers a daily lunch focused on organic and locally sourced food. Students are taught to try new foods, appreciate variety, and understand that healthy bodies are essentially to healthy learning and growth.

It is not an option to reduce the tuition by opting out of the lunch program. The cost is included in the tuition schedule. Special requirements for allergies, dietary health issues, or religious beliefs will be accommodated.

ENROLLMENT, TUITION AND FEES

We encourage and welcome parents to become familiar with the Big Sky Discovery Academy and the Montessori concept of learning. Please visit our website at www.bigskydiscoveryacademy.org

The application process is as follows:

1. Schedule a "Shadow Day" (tour) by calling the Big Sky Discovery Academy at (406) 993-2008.
2. Pick up the Admissions Packet and Fill out the Application Form. Admissions Packets are available at the BSDA office or we can mail or email a packet to you.
3. If you anticipate needing financial assistance please inquire with our office when requesting application materials.
4. BSDA Admissions will review application forms and applicants will be provided written notification of status.
5. Upon acceptance, an official Tuition Contract will be executed.
6. A \$100 non-refundable application fee will be required with the application. A \$200 materials fee is due upon admission and enrollment.

Once the Enrollment Form and Tuition Contract have been signed, your child will be enrolled on a 6-week trial basis. If necessary, a parent/teacher conference will be held during this trial period to review your child's progress and to determine how to best meet the needs of your child.

Re-Enrollment

Re-enrollment letters will be distributed to parents of current students prior to the end of the school year. The submission dates for applications, contracts, and payment(s) will be included in the letter. If the school has not received all the appropriate submissions by the designated dates, your child's space may be made available to a student on the wait-list. No application will be accepted/approved if payments of tuition or fees are in arrears from a previous school year.

Termination

Big Sky Discovery Academy reserves the right to request the withdrawal and terminate the contract of any child if, after a 6-week trial period or any time during the academic year, the classroom teacher and director determine that the student is or will be unable to thrive in BSDA's educational environment. The student shall be considered withdrawn after the last day of attendance. If tuition for the full school year has been made, reimbursement for no more than 6 months will be refundable. The school shall retain all other fees.

A 30-day written notice is required before withdrawing a child from BSDA. **Tuition and fees are non-refundable if you withdraw your child from BSDA.**

Tuition

The school is an independent, non-profit organization. Parents/guardians are responsible for tuition regardless of illness or other absences from school (e.g., vacations/trips). Tuition may be paid in full prior to the school year or through monthly installments. If you elect to pay in installments, the payment is due the fifteenth of the month prior to the calendar month for which you are paying. A \$40 late fee will be imposed if we do not receive your payment by the first day of the month for which that payment applies. After 30 days in arrears, the student may be subject to suspension from school. In the event this is necessary, all student records will be held until payment arrangements have been made.

Please understand that when you sign the Tuition Contract, the document is legally binding. The school cannot release the parent from this contract regardless of whether or not the school is able to replace the student. In addition to other remedies the school may have under the Tuition Contract, the school reserves the right to sue for any tuition or fees not received in full by the applicable due dates.

Seasonal Tuition

Seasonal attendance is defined as planned, partial attendance for the academic year as well as a change in number of days of week during peak or off season times. Seasonal tuition requires an application process, as well as a seasonal tuition contract and a non-refundable placeholder fee.

Late Pick-up Fees

After two warnings, parents will be assessed a \$2.00 per minute late fee for every minute late after pick-up time.

Other Fees

From time-to-time there may be additional fees for field trips outside the local area. Advance notice will be provided should there be any additional costs to be incurred.

A \$200 materials fee is due each academic school year for each student.

Late Drop Off Policy

Please report to the office – DO NOT DISTURB classes in progress.

SCHOOL AND PARENT COMMUNICATION

School-to-home communication is essential to the success of our school program. Emails or phone calls between teacher and family are encouraged; however, please remember that our teachers' main objective is to focus on the students during the school day. If you need to leave a message for your child please call the school at (406) 993-2008 or email your child's teacher and Marie Goode (marie@bigskydiscoveryacademy.org). Text messages to teachers during the school day can be distracting.

Regular teacher and all-school newsletters will help to keep families aware of programs, updates and student activities. Conferences will be scheduled two times per year to discuss student learning and progress and can be scheduled additionally with teachers as needed.

Parent Cooperation and Mutual Respect

Our goal is to provide a safe and secure environment not only for our children, but for our staff and parents as well. The cooperative partnership that we develop between our staff and the children requires a high level of cooperation from parents. Parents must not only comply with the policies set forth in this handbook, but they must treat our staff with respect at all times. Intimidation, threats of violence, or disrespectful behavior towards staff, other parents or our children will not be tolerated. Parents are expected to act in a mature manner, especially in the presence of staff and children. Should a parent be unable to cooperate and conduct themselves in a polite, mature and non-threatening manner, their child(ren) may be dis-enrolled.

Chain of communication should be followed:

1. For questions about the child's learning or anything occurring during the learning day.
 - Contact child's lead teacher first
 - Contact the Executive Director if further clarification or support is needed
2. For questions or information about enrollment, tuition payment, files, records or school calendar.
 - Marie Goode: Office Manager
3. For questions about overall school programming, fundraising ideas, school direction and policy
 - Contact Nettie Breuner: Executive Director

Parent Grievances

Parents who have a grievance or concern relative to the school should attempt to resolve the difficulty through direct communication with the staff involved. Often this type of communication clarifies and resolves the situation immediately.

In the unusual case where direct communication does not affect a positive outcome, you should take the concern to the Executive Director for the resolution.

Student Support

Teachers and school staff do their best to meet the educational needs of each and every child at BSDA. If it is determined that additional aide or specialist staff is needed in order to meet the needs of a student, a conference will be scheduled with the family to discuss options. Families may be asked to pay for additional instructional specialist or aide support, or an alternative school setting may be recommended.

APPROACH TO DISCIPLINE STUDENT BEHAVIOR

Behavior Expectations for Older Students

At BSDA, older students, in our multi-age classroom are encouraged to be school leaders, role models and aware of the appropriateness of their words and actions. Additionally, in the Montessori approach, Grace and Courtesy lessons are integral to the learning environment; in the upper elementary and middle school these lessons are imbedded in the social/behavioral expectations throughout the day and are focused on respect for self, respect for others and respect for the school environment.

Preparedness

Being prepared to participate is an expectation for BSDA students. That means that each and every day students should strive to come to school having eaten a good breakfast and gotten adequate sleep in order to be ready to learn. As well, students should anticipate outdoor time **each and every day**: that means coming to school or keeping at school shoes and clothing for all types of weather. Shoes that allow for athletic activity are requested for outdoor time.

Discipline and Disenrollment

A goal of the BSDA classroom is to help each child develop self-discipline. We provide an environment that both physically and psychologically fosters self-discipline. The freedom of choice the child has in the classroom also has limits and responsibilities. The basic ground rule of the school is respect. The children are guided daily to demonstrate respect for their peers, for the adults, for the materials and for themselves. No child may hurt another in any way and no child may disturb the work of another.

In the case of ongoing behavioral problems, we use the following procedures:

1. The teacher will discuss the problem with the School Administrator

2. Parents will be called for a classroom observation and/or conference with the teacher and/or Administrator. The aim of the conference will be to exchange ideas to help the child. If there is a serious question as to whether the child can function within the classroom, the school may set a limited "probationary" period of two to four weeks to attempt to work out the problem. Parents may be encouraged to consult an outside professional for behavioral or learning difficulties that cannot be handled in the context of the classroom or which are beyond the scope of the staff's training.
3. Following this time, parents, the teacher and/or the Administrator will hold a personal or telephone conference to determine what further action should be taken to best meet the needs of the child. In the event that the behavior continues without improvement, the parents may be asked to find another school setting for the child. In some instances immediate disenrollment may be necessary. Big Sky Discovery Academy reserves the right to require the withdrawal of a student for reasons including, but not limited to, performance or behavior detrimental to other students or the school community.

Physical Aggression (Hitting, kicking, pushing, biting, threatening)

Children often act quickly and impulsively. Sometimes, they are too immature to think through other choices. At BSDA, a student's physical actions that injure or intimidate another child or adult are considered serious in nature. Our policy is to separate the child from the group to a quiet area of the classroom for a brief time during which our staff will focus their attention on guiding the child towards ways to interact positively with the other children in the classroom.

When physical aggression occurs, the child's family will be called to discuss the incident. When physical aggression is repeated, the parent may be called to pick up their child. Time away from the school may result if the problem continues to threaten the other children and disenrollment may result from ongoing occurrences of aggression.

Cell phones and technology

Cell phone use is prohibited during the school day, unless part of the teacher approved instructional strategy. Students are asked to keep phones at home or if brought to school, to keep them put away in their lockers. If students or parents need to communicate during the school day, students will have access to the school phone with permission from a staff member. If students use cell phones at inappropriate times during school, they will be taken and held by the teacher or in the office until the end of the day. The school is not responsible for lost or stolen phones.

Technology use at school is integral to some of the learning activities. Students are expected to use technology respectfully and only for the learning activities set forth by teachers and staff.

Illness

Please notify the school (Marie Goode and the child's lead teacher) by phone or email if your child will be missing school and convey if your child has a contagious condition.

After confirmation from your doctor, report any communicable disease to our office as soon as possible, in order that we may alert other parents and take precautions to prevent the condition from spreading. Parents of other children in the class will be notified of all communicable diseases (confidentiality will be maintained).

If your child has a fever, diarrhea (more than one abnormally loose, runny, watery or bloody stool), vomiting, severe cough, difficulty breathing or abnormal wheezing, or complaints of severe pain, your child needs to be kept home until he/she is **free of symptoms for 24 hours**. This policy, though at times inconvenient to parents, dramatically reduces the incidences in illnesses school-wide. Your cooperation is appreciated.

Whenever a child has a communicable disease that poses a threat to public health, a doctor's written certification that the disease is no longer communicable is required before returning to school. These infections include, but are not limited to: chickenpox, diphtheria, measles, pertussis, rubella, salmonella/typhi infection, scabies, shigellosis, E-Coli, Hepatitis A, open or draining infections infected by Staphylococcus, streptococcus, or tuberculosis.

BSDA reserves the right to exclude and send home any child they believe is contagious from the above listed conditions and the conditions including but not limited to:

- Fever
- Bacterial conjunctivitis
- Giardiasis
- Hand, foot and mouth disease
- Pediculosis (Head lice)
- Pneumonia
- Polio
- RSV
- Undiagnosed rash
- Ringworm
- Measles

PARENT INVOLVEMENT

Parent Action Committee (PAC) The purpose of the PAC is to uphold the school's mission and to support and enhance the education of the children at BSDA.

The primary goal of the PAC is to help initiate positive changes on behalf of the school's parents. Working together with the administration, the Parent Action Committee has the opportunity to make BSDA even better and to make our children's school experience the best it can be.

PAC holds meetings throughout the year to focus on community involvement, fundraising, and BSDA program enhancement.

Parent Volunteers There are many opportunities for parents to volunteer in their child's classroom and for BSDA. Parents can represent the class via PAC, as chaperones on field trips, or by helping in the classroom. Check with your child's lead teacher for opportunities.

Field Trips

Students and parents are notified in advance regarding the specifics of field trips along with a permission slip, which must be signed and returned. Parents are asked to act as chaperones on field trips. This is a service to BSDA and a responsibility that should be considered carefully. Teachers try to give all parents an opportunity to chaperone on a field trip. Parents who chaperone must start and finish the trip with the school. Child care must be arranged for siblings.

Parent Chaperone responsibilities:

- Parents must commit to escorting children from school to the field trip **and** from the field trip back to school. No side trips are permitted. Parent chaperones may not leave the group at the field trip site to return home.
- Parents must be in charge of and aware of the children they are responsible for at all times on the trip.
- Parents must follow the plan and guidelines established by the teachers prior to the trip.
- Parents are discouraged from bringing younger siblings on the field trip. They cannot give their attention fully to the students they are responsible for if they have another child in tow.

BIG SKY DISCOVERY ACADEMY 2017-18 ACADEMIC CALENDAR

173 ½ Student Contact Days/8 ½ PIR Days/3 K-3 PIR Days

<p>BIG SKY DISCOVERY SCHOOL</p> <ul style="list-style-type: none"> No School for Students Important Date E2/MS Ski Friday KE/E1 Ski Wednesday PIR – No School K-3 ONLY 	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #0070c0; color: white;"> <th colspan="7">JULY '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td></td><td>1</td></tr> <tr><td>2</td><td>3</td><td style="background-color: #ffff00;">4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table>	JULY '17							S	M	T	W	Th	F	S							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					
JULY '17																																																									
S	M	T	W	Th	F	S																																																			
						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																																																								
<p>September Dates to Remember</p> <p>4 Labor Day – NO SCHOOL</p> <p style="background-color: #ffff00;">5 First Day of School for Students</p> <p>(19 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">AUGUST '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> <tr><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td></tr> <tr><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td><td>19</td></tr> <tr><td>20</td><td>21</td><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td></tr> <tr><td>27</td><td>28</td><td>29</td><td style="background-color: #ffff00;">30</td><td style="background-color: #ffff00;">31</td><td></td><td></td></tr> </tbody> </table> <p>August Dates to Remember</p> <p>30-31 PIR Days – Teachers Only</p> <p>(0 Student Contact Day)</p>	AUGUST '17							S	M	T	W	Th	F	S			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									
AUGUST '17																																																									
S	M	T	W	Th	F	S																																																			
		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																																																					
<p>November Dates to Remember</p> <p>5 Daylight Saving Time Ends</p> <p>6 Conferences NO SCHOOL</p> <p>11 Veteran's Day</p> <p>20-24 Thanksgiving Break – NO SCHOOL</p> <p>(16 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">SEPTEMBER '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td style="background-color: #ffff00;">4</td><td style="background-color: #ffff00;">5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td><td>23</td></tr> <tr><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td></tr> </tbody> </table>	SEPTEMBER '17							S	M	T	W	Th	F	S						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							
SEPTEMBER '17																																																									
S	M	T	W	Th	F	S																																																			
					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																																																			
<p>January Dates to Remember</p> <p>1 New Year's Day</p> <p>3 Back to School</p> <p style="background-color: #ff9800;">8 PIR K-3 ONLY</p> <p>15 Martin Luther King Day</p> <p>(21 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">OCTOBER '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td></tr> <tr><td style="background-color: #ff9800;">8</td><td style="background-color: #ff9800;">9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td></tr> <tr><td>15</td><td>16</td><td>17</td><td>18</td><td style="background-color: #ccccff;">19</td><td style="background-color: #ccccff;">20</td><td>21</td></tr> <tr><td>22</td><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td></tr> <tr><td>29</td><td>30</td><td>31</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>October Dates to Remember</p> <p>9 PIR – K-3 ONLY</p> <p>19 & 20 PIR Day – Teachers ONLY</p> <p>31 Halloween</p> <p>(20 Student Contact Days)</p>	OCTOBER '17							S	M	T	W	Th	F	S	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											
OCTOBER '17																																																									
S	M	T	W	Th	F	S																																																			
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																																																							
<p>March Dates to Remember</p> <p style="background-color: #ff9800;">5 PIR K-3 ONLY</p> <p>9-12 March Break – NO SCHOOL</p> <p>11 Day Light Saving Time Starts</p> <p>(20 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">NOVEMBER '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr><td>5</td><td style="background-color: #ffff00;">6</td><td>7</td><td>8</td><td>9</td><td>10</td><td style="background-color: #ffff00;">11</td></tr> <tr><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td><td>18</td></tr> <tr><td>19</td><td style="background-color: #ccccff;">20</td><td style="background-color: #ccccff;">21</td><td style="background-color: #ccccff;">22</td><td style="background-color: #ccccff;">23</td><td style="background-color: #ccccff;">24</td><td>25</td></tr> <tr><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td></td><td></td></tr> </tbody> </table>	NOVEMBER '17							S	M	T	W	Th	F	S				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									
NOVEMBER '17																																																									
S	M	T	W	Th	F	S																																																			
			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																																																					
<p>May Dates to Remember</p> <p>13 Mother's Day</p> <p>25 Conferences – NO SCHOOL</p> <p>28 Memorial Day – NO SCHOOL</p> <p>(21 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">DECEMBER '17</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td></td><td>1</td><td>2</td></tr> <tr><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td></tr> <tr><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td></tr> <tr><td>17</td><td>18</td><td>19</td><td>20</td><td style="background-color: #ccccff;">21</td><td style="background-color: #ccccff;">22</td><td style="background-color: #ccccff;">23</td></tr> <tr><td style="background-color: #ccccff;">24</td><td style="background-color: #ccccff;">25</td><td style="background-color: #ccccff;">26</td><td style="background-color: #ccccff;">27</td><td style="background-color: #ccccff;">28</td><td style="background-color: #ccccff;">29</td><td style="background-color: #ccccff;">30</td></tr> <tr><td style="background-color: #ccccff;">31</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p>December Dates to Remember</p> <p>21-Jan.2 Winter Break – NO SCHOOL</p> <p>25 Christmas Day</p> <p>(14 Student Contact Days)</p>	DECEMBER '17							S	M	T	W	Th	F	S						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						
DECEMBER '17																																																									
S	M	T	W	Th	F	S																																																			
					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																																																									
<p>April Dates to Remember</p> <p>16-20 Spring Break – NO SCHOOL</p> <p>(16 Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">JANUARY '18</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td></tr> <tr><td style="background-color: #ff9800;">7</td><td style="background-color: #ff9800;">8</td><td style="background-color: #ff9800;">9</td><td>10</td><td>11</td><td>12</td><td>13</td></tr> <tr><td>14</td><td>15</td><td>16</td><td style="background-color: #ccccff;">17</td><td style="background-color: #ccccff;">18</td><td style="background-color: #ccccff;">19</td><td>20</td></tr> <tr><td>21</td><td>22</td><td>23</td><td style="background-color: #ccccff;">24</td><td style="background-color: #ccccff;">25</td><td style="background-color: #ccccff;">26</td><td>27</td></tr> <tr><td>28</td><td>29</td><td>30</td><td style="background-color: #ff9800;">31</td><td></td><td></td><td></td></tr> </tbody> </table>	JANUARY '18							S	M	T	W	Th	F	S		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										
JANUARY '18																																																									
S	M	T	W	Th	F	S																																																			
	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																																																						
<p>June Dates to Remember</p> <p style="background-color: #ffff00;">13 Last Day for Students ½ DAY</p> <p style="background-color: #ff9800;">14 PIR Day – Teachers ONLY</p> <p>17 Father's Day</p> <p>(8 ½ Student Contact Days)</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #ff9800; color: white;"> <th colspan="7">FEBRUARY '18</th> </tr> <tr> <th>S</th><th>M</th><th>T</th><th>W</th><th>Th</th><th>F</th><th>S</th> </tr> </thead> <tbody> <tr><td></td><td></td><td></td><td></td><td>1</td><td>2</td><td>3</td></tr> <tr><td>4</td><td>5</td><td>6</td><td style="background-color: #ff9800;">7</td><td>8</td><td>9</td><td>10</td></tr> <tr><td>11</td><td>12</td><td>13</td><td style="background-color: #ccccff;">14</td><td style="background-color: #ccccff;">15</td><td style="background-color: #ccccff;">16</td><td>17</td></tr> <tr><td>18</td><td>19</td><td>20</td><td style="background-color: #ccccff;">21</td><td style="background-color: #ccccff;">22</td><td style="background-color: #ccccff;">23</td><td>24</td></tr> <tr><td>25</td><td>26</td><td>27</td><td style="background-color: #ff9800;">28</td><td></td><td></td><td></td></tr> </tbody> </table> <p>February Dates to Remember</p> <p>14 Valentine's Day</p> <p>16 Conferences – NO SCHOOL</p> <p>19 Presidents' Day NO SCHOOL</p> <p>(18 Student Contact Days)</p>	FEBRUARY '18							S	M	T	W	Th	F	S					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										
FEBRUARY '18																																																									
S	M	T	W	Th	F	S																																																			
				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																																																						

Monday-Friday Drop Off and Pick Up Schedule

DROP OFF

PICK UP

Early Childhood

8:45 am

3:15 pm

(9:00 am check in at office first)

Elementary

8:30 am

3:45 pm

(8:45 am check in at office first)

Please note: Friday pick up by 2:30 for all.

We acknowledge that we have read and understand the 2017/2018 Big Sky Discovery Academy Elementary and Middle School Student/Parent Handbook and the following Student/Family Agreements:

SUMMARY OF STUDENT/FAMILY AGREEMENTS

- Students are expected come to school ready to learn.
- Students are expected to work productively during all work and project periods.
- Students are to keep cells phones in lockers and out of sight during school day unless teachers have indicated cell phone use as part of the learning environment.
- Students are expected to use school technology appropriately and only for the learning objectives set forth by the teacher.
- In our multi-age environment, students are expected to act as role-models of positive behavior.
- Students are asked to demonstrate respect for themselves, their peers, adults and the school environment.
- Students are expected to complete work as assigned by teachers.
- Students are asked to be prepared for outdoor and recess time **each and every day**
- Parents are asked to communicate via the school phone or email during the school day to minimize interruptions to the learning environment (*texting teachers should be used as a last resort if a message is urgent)
- Parents are asked to follow the handbook "chain of communication" as outlined in the handbook.
- Parents are asked to maintain positive, collaborative and mutually respectful communications with teaching and school community staff.
- Parents and students agree that a conference with teachers and/or the administrator may occur if behavioral issues are ongoing, with an agreed upon plan for improvement.
- Parents and students agree that withdrawal may be the result of unimproved behavioral issues.

Parent Name

Date

Parent Name

Date

Student Name

Date

Please return this page with signatures or click this link to digitally acknowledge that you have read this handbook:

https://docs.google.com/forms/d/e/1FAIpQLSeOpSZolmYyCyM-EV5I-kmTW3Y63gAgSK0VRGJcyLj2OQGMjA/viewform?usp=sf_link