



Parent and Student Handbook

2024-2025

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Contact Information

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Mission

At Skyview Learning Academy, we are committed to providing a unique, Christ-based education using nature, hands-on learning, and the Word of God. We foster a culture of creative expression and cooperative collaboration while emphasizing critical thinking. We strive to fully equip children to be leaders of tomorrow by using their God-given gifts that are discovered and refined at Skyview. We encourage our students to develop a relationship with Jesus along with a love of learning that will enable them to contribute to the world in a meaningful way.

Board of Directors

- Michele Ray – President
1066 S 4th Rd, Douglas, NE 68344
- Tim Simon – Vice President
8410 Hollynn Ln, #84, Lincoln, NE 68512
- Mick Ray – Board Member/Facilities/Maintenance
1066 S 4th Rd, Douglas, NE 68344
- Jackie Flores – Secretary/Treasurer
432 8th St, Adams, NE 68301
- Chellona Vermaas – Board Member
2658 Park Rd, Nebraska City, NE 68410
- Terry Schwartz – Board Member
10641 Dawn Ave, Lincoln, NE 68516

Founding Principles

- To foster a joy of learning and a passion for knowledge in each student by offering a rigorous, hands-on Bible-based curriculum that challenges each student to perform at their highest potential
- To teach children to be more aware and respectful of nature and the environment
- To encourage children to actively participate in their local community
- To help children gain an appreciation and increased sense of compassion for others, regardless of ability or circumstance
- To create independent, well-rounded, and confident students through a program that effectively balances academics, health, wellness, and Christianity
- To provide a school culture where students, parents, and educators are welcomed, valued, and actively engaged in the learning process
- To employ staff members who are committed to the mission of our school and committed to his or her own continuous spiritual, personal, and professional growth
- To recognize that not all students start at the same level, learn in the same way, or master skills at the same pace; and to provide a variety of teaching strategies and instructional methods that honor these differences in order to make learning accessible to every student
- To increase awareness and support for parental choice in education by creating a community of advocates that are actively involved in an independent school

What Makes Skyview Unique

- Worship and prayer at the beginning of each school day
- Weekly, school-wide chapel
- Exceptional teachers, including Bible teachers
- Nature-themed, outdoor lessons
- Animal husbandry program
- Homesteading program where students learn valuable life skills
- Opportunity to participate in mission trips
- Two recesses per day
- Whole-child education focusing on mind, body, and spirit
- Focus on practical skills, social skills, cooperation, service, sharing, critical thinking, and experiential learning
- Focus on mental health
- Intimate learning environment
- Option for high school students to participate in online and/or in-person college credit classes through Southeast Community College
- Summer camp available to utilize our beautiful school grounds during the months when school is not in session

Funding a Private School

Private schools are expensive to operate. The costs associated with Skyview Learning Academy should be viewed as an investment in your child's future. The cost of tuition is determined by the following:

- **Lack of public funding** – Public schools receive funding from public sources. In contrast, Skyview derives funding from tuition, donations, and fundraisers only. Skyview's expenses exceed what is collected in tuition, but we attempt to keep the tuition as low as possible while supplementing the deficit through volunteer and fundraising efforts. It is important that Skyview families understand that we expect our families to contribute to volunteer opportunities and fundraising efforts. Without contributions from school families, we will be forced to cut valuable programs and personnel, and/or raise tuition.
- **Smaller class size** – Skyview is designed to have a low student-to-teacher ratio. This allows teachers to better accommodate students by tailoring subject matter to individual needs and to provide as much one-on-one instruction as possible. As a result, the expense of teachers' salaries is distributed amongst fewer families than if the student-to-teacher ratio were higher.
- **Staff** – It is costly to pay a high-quality teacher's salary in addition to benefits such as health insurance. We value our teachers and we know that they are the most essential part of your child's education. As such, we wish to compensate them accordingly.
- **Flexible curriculum** – Skyview offers numerous opportunities for hands-on learning, field trips, and guest speakers; however, these opportunities cost money which should be viewed as an investment in your child's education.
- **Infrastructure and equipment** – Skyview is responsible for the upkeep associated with school grounds and current equipment and technology.
- **Transportation** – The buses which transport Skyview students to and from school each day generate significant expenses. The buses offer convenience but also generate expenses in the form of purchase price, upkeep, taxes, insurance, repairs, and fuel. Beyond that, the buses need to be driven by safe, experienced drivers which generates additional expense.

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School Hours

	Monday	Tuesday	Wednesday	Thursday	Friday
Begins	8:30 a.m.	8:30 a.m.	8:30 a.m.	8:30 a.m.	8:30 a.m.
Dismisses	3:45 p.m.	3:45 p.m.	3:45 p.m.	3:45 p.m.	2:45 p.m.

Skyview Learning Academy is not responsible for students that arrive on school grounds prior to 8:25 a.m. or depart after 3:45 p.m.

When dropping students off after the start of school, the student's parent/guardian shall ring the bell at the front door until granted access by the Skyview staff, then sign the student sign-in sheet at the front desk. If the parent/guardian desires to stay for any length of time within the school, the parent/guardian must follow the procedure outlined in the School Visitors and Guests section of this Handbook.

When a student leaves school grounds or a school field trip prior to the end of the school day, the student's parent/guardian must sign the student sign-out sheet by gaining entry to the school via the process described above if picking the student up from school, or by signing the sign-out sheet at the field trip location if the student is on a field trip.

Parents/guardians must notify Skyview staff when a student is to be picked up from school instead of riding the bus. The notification must be provided by 2 p.m. the day of in order to leave a reasonable amount of time to accommodate the change of plans. If someone other than the parent/guardian is picking the student up, the parent/guardian must disclose the name of the person who will be picking the student up, and that person must be on the student's Safe Pick-up List prior to time the student is to be picked up. If these conditions are not in place, the student will be sent on the bus and arrangements must be made to collect the student at the Bennet or Lincoln bus stop.

Parents/guardians and people on a student's Safe Pick-up Person List may arrive at Skyview anytime between 3:40-3:50 p.m. Monday through Thursday and 2:40-2:50 p.m. on Friday for student pick-up. If a parent/guardian or safe pick-up person has not arrived at Skyview by 3:50 p.m. Monday through Thursday or 2:50 p.m. on Friday, the child will be placed on the bus for transport to the Bennet/Lincoln bus stops. Arrangements will then be made between the parent/guardian/safe pick-up person and school staff for the student to be picked up at one of the bus stops. No exceptions will be made.

Transportation Schedule

	Monday	Tuesday	Wednesday	Thursday	Friday
Lincoln Pick-up	7:45 a.m.	7:45 a.m.	7:45 a.m.	7:45 a.m.	7:45 a.m.
Bennet Pick-up	8:05 a.m.	8:05 a.m.	8:05 a.m.	8:05 a.m.	8:05 a.m.
Bennet Drop-off	4:10 p.m.	4:10 p.m.	4:10 p.m.	4:10 p.m.	3:10 p.m.
Lincoln Drop-off	4:30 p.m.	4:30 p.m.	4:30 p.m.	4:30 p.m.	3:30 p.m.

No student shall board the bus in the morning before a Skyview teacher is present on the bus.

We endeavor to adhere to the scheduled bus times; however, buses may run late due to circumstances beyond our control such as train schedules, road closures, road construction, slick/dangerous road conditions, fog, etc.

Late Pick-up Fees

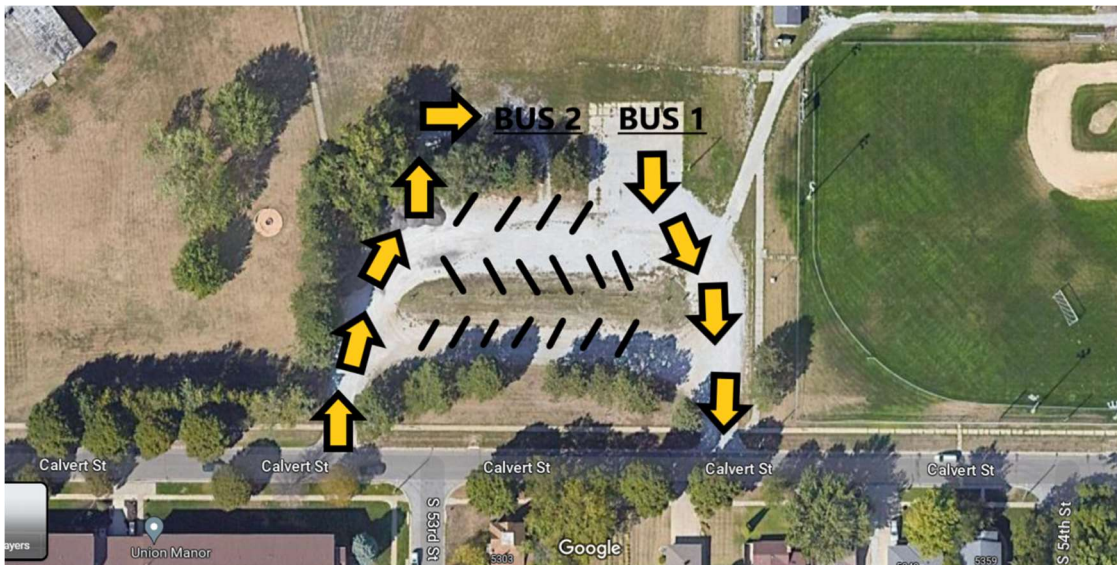
Any parent/guardian who is late to pick up their student from the Bennet bus stop will drive to the Lincoln bus stop to collect their child. Any parent/guardian who is late to pick up their student from the Lincoln bus stop will be charged a late pick-up fee. The fee is \$20 if the student is picked up 15 minutes late or fewer and is \$40 if the student is picked up between 15 and 60 minutes late. The Skyview administration reserves the right to charge a late pick-up fee of up to \$100 if the student is picked up more than 60 minutes late.

If a student is picked up late more than three times per school year, a late fee of \$100 per late pick-up occurrence, regardless of amount of minutes late, will be charged until the conclusion of that school year.

Late fees will be charged to parent(s)/guardian(s) in invoice form. The fees may be added to the invoice for the next month or issued via an independent invoice, depending on the circumstances. Failure to pay the late pick-up fee is equivalent to failure to pay tuition.

Bus Route and Parking Arrangement

- **Bennet Bus Stop** – The Bennet bus stop is located at the Bennet Park. The address is 675 Elm St, Bennet, NE 68317. Parents will park in the Bennet Park parking spots.
- **Lincoln Bus Stop** – The Lincoln bus stop is located at Union College’s 49ers Field. The address is 5400 Calvert St, Lincoln, NE 68506 and it is located near the intersection of 56th St and Calvert St. The diagram below outlines the bus route and parking at the Lincoln bus stop. The buses will follow the route indicated by the arrows and will park in the area labeled “Bus 1” and “Bus 2”. Parents will park in the areas outlined by the diagonal lines. Parking diagonally will conserve space and allow room for everyone. Parents will park in a manner which ensures that they do not block the bus route.



Please note: The buses do not wait past the scheduled drop-off time at Bennet due to the overall bus schedule. Due to safety concerns, the buses do not stop along the route except at the following locations: Lincoln bus stop, Bennet bus stop, and the Skyview school grounds. Buses will not pull over at any other location to collect students.

B.U.S. Code of Conduct

Please review the following **B.U.S.** Code of Conduct with your student:

- **Be responsible: I, as a student, will:**
 - Buckle up immediately – that is my first priority
 - Take all of my personal belongings off of the bus each day
 - Make sure my water bottle is tightly sealed
 - Look for my parent’s/guardian’s vehicle prior to moving from my seat
 - Bring only one toy in my backpack which, if I choose to share, will be shared **ONLY** with my seatmate and with nobody else
 - Keep all things, except for my one toy, in my bag, including food and drink – no eating or drinking on bus
 - Get a teacher’s attention if I see unkind behavior
 - Remember that trash is for the trash can and is never to be put out the window or to be left behind on the bus
 - Always know where the emergency exits are
 - Make sure that I’m on time for the bus – the bus doesn’t wait and doesn’t stop anywhere except the two designated bus stops in Lincoln and Bennet
 - Stay in my seat for the duration of the ride – no switching without teacher permission
 - Keep my backpack under my seat
 - Go directly to my intended destination when exiting the bus, whether I’m riding with a parent/guardian/safe pick-up person or whether I’ve signed a walk waiver
 - Not bring crayons, markers, colored pencils, or any other variety of coloring instruments which may get lost or dropped on the bus (a drawing tablet is a recommended substitute for coloring books on the bus)
 - For 4th Grade and Under Bus Riders ONLY: Not get out writing utensils of any kind on the bus as they pose a safety hazard for younger students
 - For 5th Grade and Over Bus Riders ONLY: Not get out more than one writing utensil at a time while on the bus
- **Use Good Manners and Be Respectful: I, as a student, will:**
 - Keep my feet off of the seat in front of me
 - Never push in line
 - Wait my turn to enter the aisle and be courteous of others who are waiting
 - Respect others’ property
 - Keep my voice calm – no shouting
 - Remember that I share my space with other people
- **Stay Safe: I, as a student, will:**
 - Keep my feet out of the aisle
 - Not play with seatbelts including unbuckling those around me
 - Not unbuckle my own seatbelt until the bus doors open at our final stop
 - Not use the seats to support my weight and swing in the aisle
 - Not stand on seats
 - Not jump over seats
 - Walk on each step of the bus without jumping
 - Keep my hands, feet, and objects (except for one toy which is allowed to be shared with seatmate only) to myself

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- Stay seated during the duration of the ride with my back against the back of the seat, bottom on the bottom of the seat, and feet pointed forward or resting on the ground, depending on the length of my legs
- Keep my body and objects inside of the bus at all times
- Use the handrail when bus steps are wet or icy
- Stop, look, and listen for vehicles when exiting the bus

School Closure

Skyview will follow weather-related school closures of the Lincoln Public Schools in addition to days that we feel are necessary for student safety. Skyview is located in a rural setting and road conditions vary more drastically than road conditions in town. When Skyview is closed due to weather or other extenuating circumstances, the school will attempt to notify each family via text message. For non-weather-related closures, please review the school calendar which can be found at <https://skyviewlearningacademy.org/> as well as on the final page of this handbook.

30-Day Assessment Policy

It is the desire of Skyview to accept all students; however, because we value individual connection with each student, the teachers' time and school resources must be equitably allocated among each student in accordance with what is best for each class as a whole. If a student consumes more of the teacher's time and school resources than what can reasonably be equitably allocated to each student, the student may not be allowed to continue his or her education at Skyview, at the discretion of the Skyview administration.

All Skyview enrollees are subject to an assessment period beginning with his/her first day of school for that school year. During the initial 30 days of enrollment, there will be ongoing evaluation performed by the teacher and school director. At the conclusion of the 30-day assessment period, there may be a scheduled meeting with parent(s)/guardian(s) and school administration to discuss the results of the assessment period. If the school administration deems that Skyview Learning Academy is not properly equipped to offer the level of time, attention, and resources that the enrollee requires, that student may be dismissed at the end of the 30-day assessment period.

The Skyview Learning Academy administration reserves the right to dismiss a student beyond the 30-day assessment period, at the discretion of the administration.

Individualized Education Program (IEP) Requirement

If an Individualized Education Program (IEP) or Behavior Plan has been instituted for an applicant in previous schools, Skyview must receive student records prior to final acceptance of the potential enrollee.

Attendance

Regular attendance is essential. We strongly encourage parent(s)/guardian(s) to enforce regular attendance. The following are examples of absences which are considered unavoidable: illness, medical appointments that cannot be scheduled outside of school hours, family emergencies, and funerals. If your child will be absent or tardy for one of the aforementioned unavoidable reasons, we ask that you please notify the school as soon as possible. If your student will be absent or late for any reason, please call or text the Skyview mobile phone. Parents/Guardians should notify the school office, in writing, when they

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have prior knowledge of students' upcoming absences, late arrival, and/or early dismissal. In the event of an absence, the student shall request his or her schoolwork from his or her teacher(s). Any absence longer than three consecutive days will require a doctor's note upon the student's return.

Any student that misses three days or more of practice for a school performance may be forced to withdraw from the performance. It is critical to have all of the students in attendance in order for the performance to be successful. If the performance is part of a grade, the student's grade may be dropped by one full letter at the discretion of the Skyview administration.

Skyview does not follow an "Excused" or "Non-Excused" absence policy. The school tracks attendance, including tardies. Four tardies are equivalent to one absence. The Nebraska Department of Education requires a minimum of 1,032 instructional hours for elementary-age students and 1,080 instructional hours for high school students. Parent(s)/Guardian(s) are compelled to send their child to school and could incur legal liability for failure to do so. Skyview reserves the right to utilize the following attendance policy flowchart for processing and monitoring student attendance:

- **Stage 1: The student has missed five days of school or the hourly equivalent thereof during the school year**
 - Skyview administration reviews the student's attendance history
 - Skyview contacts the student's parent(s)/guardian(s), in writing, about their student's problematic attendance
- **Stage 2: The student has missed 10 days of school or the hourly equivalent thereof during the school year**
 - Skyview administration reviews the student's attendance history
 - Skyview requests a remediation plan from the parent(s)/guardian(s)
 - At the discretion of Skyview administration, the student may be dismissed from his or her attendance at Skyview
- **Stage 3: The student has missed 15 days of school or the hourly equivalent thereof during the school year**
 - Skyview sends the Stage 3 letter, which states that the student is dismissed and must re-enroll, including a new registration fee if accepted for readmittance, to the parent(s)/guardian(s)
 - If the student is re-admitted, Skyview contacts the student's parent(s)/guardian(s) about the student's problematic attendance and discusses a collaborative plan to reduce absences
 - If a student leaves school without parental consent or is absent from school on a regular basis without school authorization, Skyview may be required to contact the County District Attorney about the student's absences and report the student to the Nebraska Department of Education – if this occurs, the school will contact the student's parent(s)/guardian(s) to inform them that the County Attorney has been contacted

Health and Medication

- **Health Insurance** – Each Skyview Learning Academy student must carry his or her own personal health insurance policy. The school does not carry health insurance on students or faculty. School insurance is for liability purposes only and does not cover accidental injuries and/or illness. By signing the Parent and Student Handbook Acknowledgment Page, each parent/guardian attests that their child has personal health insurance.

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- **Contagious Disease** – Many communicable diseases are as contagious before the symptoms appear as they are afterward. For this reason, parents/guardians should keep their child home whenever he or she appears to be ill, even with a common cold. However, parents/guardians are urged to consult a family physician for professional advice in such matters. Parents/Guardians will be contacted to pick their child up from school if the child is/has: a temperature of 100 degrees or more, vomiting, serious injury, and/or any other condition which the Skyview staff deems to be reasonable to necessitate early dismissal. If a student is sick with a fever, the parent/guardian shall wait a minimum of 24 hours before allowing him or her to return to school. If a student is sick with diarrhea, the parent/guardian shall wait a minimum of 48 hours before allowing him or her to return to school. If a student displays symptoms of a highly contagious condition, such as conjunctivitis, a doctor's note stating that the student is no longer contagious will be required as long as the student exhibits symptoms of the condition.
- **Medications** – Prescription and over-the-counter medication, including inhalers, will be administered at school only after the following requirements have been met:
 - All relevant consent and waiver forms, as deemed relevant by the school administration, have been signed and submitted to the school before any medication, prescription or over-the-counter, is given to the student
 - Prescription medication must be in its original labeled container with the student's name and dosage amount – additionally, the prescription must be current
 - Non-prescription medication such as acetaminophen (Tylenol) or ibuprofen (Advil) will be given as needed per the discretion of school staff by following school policy and procedure including receipt of all relevant consent and waiver forms
- **Concussion Policy** – If a Skyview student is diagnosed with a concussion, the student's parent(s)/guardian(s) shall notify the Skyview administration prior to the student resuming normal activities at school – a meeting will be arranged between the student's parent(s)/guardian(s) wherein the student's condition is discussed, the doctor's diagnosis and prognosis are provided, and a concussion management plan is customized to the physical and academic needs of the student

Emergency Contact and Notification Procedures

Emergency contact information for each student must remain current at all times throughout the school year. It is imperative that parent(s)/guardian(s) update their student's records when changes to emergency numbers, places of employment, or other emergency contact information occur. Skyview will make every reasonable effort to ensure that employees and parents are well informed of all emergency procedures. In the event of an actual emergency, Skyview will communicate with parent(s)/guardian(s) via phone call, text message, and/or email as deemed necessary and appropriate by the Skyview administration.

Transfers and Withdraws

Please contact the school office as soon as possible if you plan to transfer or withdraw your child from Skyview so that appropriate forms can be completed. This will allow Skyview adequate time to process the student's records, anticipate a request for records from the next school, and ensure a smooth and timely transfer process for all involved. As an acknowledgment of the time and energy invested in each student and the programs they are currently participating in, Skyview requires a two-week advance notice for withdraws. No refund for that current month's tuition will be issued. Due to the sensitive nature of Skyview's financial situation, any and all school record/transcript/grade requests will not be completed

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until school tuition, including any late pick-up fees or additional fees of any kind, is paid in full. Pre-paid semi-annual and annual tuitions will be prorated from the month following the student's withdraw.

Skyview is operating as an "exempt" school in the State of Nebraska Department of Education, Title 92, Nebraska Administrative Code, Chapter 13. As such, if a parent/guardian intends to transfer their child to another school, it is their responsibility to ensure that any and all credits will transfer to that school. While Skyview strives for academic excellence, Skyview cannot be held responsible for the student requirements of other schools, private or public, elementary or collegiate.

School Visitors and Guests

Visitors and guests are welcome at Skyview with advance notice and appropriate planning. When visitors or guests arrive, they are required to ring the bell at the front entrance in order to be admitted into the school. Once admitted into the school, the visitor or guest must complete the appropriate portion of the school visitor sign-in sheet at the front desk and obtain a visitor's nametag. The visitor's nametag must be worn for the duration of the visitor's or guest's stay at the school. When the visitor or guest is leaving, they must complete the appropriate portion of the school visitor sign-out sheet at the front desk and submit their nametag to the Office Manager or whichever Skyview staff member is present at the front desk. Parents/guardians who wish to conduct observation within the school must make appropriate arrangements with the Skyview staff prior to their visit. The duration of observation will be at the sole discretion of the Skyview staff. The typical maximum duration of observation is limited to a one-hour period of time in order to prevent interference with the functionality and operation of the school.

Animals

No animals, except for trained service dogs, are allowed to be brought onto school grounds. Before bringing a service dog, the school office must be contacted in order to properly notify the school and make appropriate arrangements. This policy is in place for the safety of our students, staff, and school animals.

Dress and Grooming

Skyview students are required to show proper attention to cleanliness, health, tidiness, safety, and propriety of clothing and appearance for school activities. A well-groomed appearance is important when developing a positive self-image and is important in order for the school to function well without distraction from instruction and education. The Skyview administration reserves the right to amend the Dress and Grooming requirements on an as-needed, ongoing basis in order to stay current with unforeseen violations of what the administration deems to be a modest, practical, and non-distracting appearance. By signing the Parent & Student Handbook Acknowledgment Page, you are agreeing to follow the dress and grooming guidelines set forth in this Handbook at the time of signature as well as any modifications and amendments made by the Skyview administration after the time of signature. The following guidelines apply to all Skyview students and shall be followed:

- All clothing should represent Christian values – what is considered to be Christian in nature pertaining to dress and grooming shall be at the sole discretion of the Skyview administration
- Extreme styles of clothing, hair, and appearance may disrupt the educational process and are prohibited – what is considered to be extreme clothing, hair, and/or appearance shall be at the sole discretion of the Skyview administration
- Clothes must present a well-groomed appearance – what is considered to be a well-groomed appearance shall be at the sole discretion of the Skyview administration

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- All clothing shall be of the correct size – what is considered to be the correct size shall be at the sole discretion of the Skyview administration
- Hair must be neat, orderly, and of a hair color which occurs in nature – what is considered to be neat, orderly, and natural in color is at the sole discretion of the Skyview administration
- Clothing and appearance are expected to be modest and conservative in nature – what is deemed to be appropriate and/or modest is at the sole discretion of the Skyview administration
 - General guidelines include:
 - No politically-charged clothing
 - No death or demonic imagery including, but not limited to, skeletons, skulls, sugar skulls, Satan, demons, images of the occult, or witches/Halloween images on any article of clothing, piece of jewelry, hats, skin (as temporary or permanent tattoos/drawings), etc.
 - No clothing bearing the name of celebrities, artists, bands, athletes, etc. who do not represent Christian values – what is deemed to be acceptable regarding this guideline is at the sole discretion of the Skyview administration
 - No clothing bearing inappropriate movie, video game, and/or book themes or characters – what is deemed to be appropriate is at the sole discretion of the Skyview administration
 - No pajamas (unless otherwise directed – e.g., pajama party day) – what is deemed to be pajamas is at the sole discretion of the Skyview administration
 - Any words, messages, or brand names on clothing must be tasteful and in agreement with Christian standards – what is deemed to be in agreement with Christian standards is at the sole discretion of the Skyview administration
 - Adornments such as bracelets, necklaces, and earrings are to be modest in appearance – what is deemed to be modest is at the sole discretion of the Skyview administration – **Further, Skyview assumes no responsibility for lost or stolen jewelry – all responsibility for personal property items is assumed by the person wearing said item**
 - No nose piercings, lip piercings, facial piercings, or ear gauges – this includes spacers/retainers and/or any transparent items intended to preserve piercings – what is deemed to be appropriate regarding piercings is at the sole discretion of the Skyview administration
 - Caps and hats are permitted outside of the school building – once inside, caps and hats must be stored with the student’s personal items
 - Students are not permitted to wear makeup which bears an unnatural appearance – what is deemed to be natural in appearance is at the sole discretion of the Skyview administration
- Revealing clothing is not permitted – this includes, but is not limited to, tank tops, belly shirts, halter tops, strapless tops, off-the-shoulder tops, short shorts, and short skirts – these rules apply to both boys and girls – styles that are deemed to be revealing in nature shall be at the sole discretion of the Skyview administration
 - General guidelines include:
 - Shorts and skirts must be, at minimum, approximately as long as the student’s fingertips when arms are held straight down at sides; although, as stated, the propriety of the length is at the sole discretion of the Skyview administration
 - No shirts bearing any portion of the student’s midsection

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- If an article of clothing is deemed inappropriate by the Skyview administration, the student will be required to change out of the article of clothing and into a school-supplied article of clothing until the child is collected by his or her parent/guardian at the end of the school day – the school-supplied article of clothing shall be returned to the school the following day or a fee of \$5 will be charged on the next month's tuition invoice, or via an independent invoice, depending on the circumstances – failure to pay school-supplied clothing invoices is the equivalent of failure to pay tuition
- Students should have shoes with closed backs in order to play safely during recess
- Students are required to supply and keep weather-appropriate outdoor clothing at the school – the student's teacher will provide a supply list of weather-appropriate clothing at the beginning of the student's enrollment at Skyview

Conflict Resolution

If a student or parent/guardian is experiencing a problem with, or in, the school environment, please first contact the relevant Skyview staff member(s) and the Director of Skyview. If communicating with the staff member(s) does not resolve the problem, please follow these conflict resolution guidelines:

- **Level 1** – Discussion between parent(s)/guardian(s) and the Skyview staff member with the goal of resolving the matter informally and immediately
- **Level 2** – If Level 1 does not result in resolution, parents/guardians must submit, in writing, the nature of the conflict within one week of occurrence to the Skyview Director – the Director will request a joint meeting with the relevant persons and will provide his or her opinion, in writing, within one week following the meeting
- **Level 3** – If Level 2 does not result in resolution, the parent(s)/guardian(s) must submit the nature of the grievance, in writing, within one week following the decision at Level 2 to the School Board. The School Board will examine the written documents submitted and will decide whether to enforce the Director's ruling and/or to meet with the conflicting parties – all parties involved at the Level 2 meeting will be invited to participate in the Level 3 meeting – decisions rendered at the Level 3 meeting are final

Behavior, Discipline Strategy, and General Rules

Skyview strives to create an environment built on safety, responsibility, accountability, and respect. We are committed to our goal of providing all students with a rewarding educational experience. While academic excellence is our focus, we also teach character education and personal responsibility. These lessons are taught by enforcing consequences. **It is expected that parents/guardians of Skyview students will cooperate with the Skyview administration as far as is possible when implementing discipline strategies, enforcing school rules, upholding standards pertaining to schoolwork/homework, or any other occurrence which may require the support of the parents/guardians.** Skyview students are required to follow the Skyview **S.T.A.R.** behavioral guidelines:

- **S**afe choices
- **T**ake responsibility
- **A**ccept accountability
- **R**espect God and others

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These behavioral guidelines are expected to be observed at school, on the bus, during field trips, and/or during any other school-affiliated event or activity.

If students violate any of the behavioral guidelines listed above, the Skyview administration will provide consequences which are deemed appropriate by the administration. Formal incident reports will be completed when considered to be relevant and appropriate by the Skyview administration.

The Skyview discipline strategy consists of a Three Strikes system. If a student violates one of the Skyview S.T.A.R. behavior guidelines, the student will be given a formal warning. If the student continues to violate the S.T.A.R. guidelines, a second formal warning will be issued. If a third formal warning is issued, the student will be escorted to the Director's office where the Director will employ discretionary measures in deciding upon the appropriate course of disciplinary action which may include, but is not limited to, the following: phone call to parent(s)/guardian(s), parent/guardian early pick-up from school, in-school suspension, at-home suspension, or expulsion. Some actions fall under a zero-tolerance policy and will result in the student being immediately escorted to the Director's office. Examples of zero-tolerance behavior includes, but is not limited to, the following:

- Cursing
- Physical or verbal aggression
- Communicating threats in a physical or verbal manner
- All instances of bullying
- Violating electronics/cell phone policy
- Racial, religious, and/or sexual harassment
- Violating Skyview's drug/tobacco/alcohol policy
- Arson, theft, vandalism, or other criminal behavior
- Carrying, bringing, possessing, and/or using a dangerous weapon

If a student's inappropriate behavior continues, or if a more serious act of misconduct occurs, the Skyview Director may schedule a conference with parent(s)/guardian(s) and teacher(s) in order to discuss the incident, appropriate disciplinary action, and a behavioral plan. Because every situation is unique, determination of how to proceed when resolving misconduct is at the sole discretion of the Skyview administration. If a student is dismissed from Skyview for behavioral reasons, no tuition refund shall be provided.

Some general rules and policies for students and parents/guardians are as follows:

- The students are not to have blankets on the bus (unless approved by the Skyview administration due to extreme cold or other atypical circumstances)
- No gum in school or on school vehicles
- The students are not to have blankets during recess
- The Skyview administration reserves the right to prohibit and confiscate food and drink items that may affect the child's conduct while at school – examples include, but are not limited to, caffeinated beverages and sugary food and drinks
- At the discretion of the Skyview administration, if a student has been made aware that he or she has incomplete, late, or missing schoolwork or homework, and he or she does not complete the work in an amount of time deemed to be acceptable by the student's teacher, the student may not be allowed to participate in special school events, recess, and/or other instances of free time until the unfinished work has been completed, submitted for review, and approved by the student's teacher – **It is expected that parents/guardians of Skyview students will cooperative**

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with the Skyview administration as far as is possible when implementing discipline strategies, enforcing school rules, upholding standards pertaining to schoolwork/homework, or any other occurrence which may require the support of the parents/guardians

- If a Skyview student displays disruptive behavior including, but not limited to, hitting, screaming, kicking, etc. at the time of drop-off, whether at the school or at the bus stop, Skyview reserves the right to disallow the child from attending school or boarding the bus until the disruptive behavior has ceased – this decision is at the sole discretion of the Skyview administration and staff
- If a parent/guardian wishes for their child to participate in any school pick-up or bus stop arrangement which is atypical of the arrangement indicated by the parent/guardian at the beginning of the school year, the parent/guardian must contact the school, in writing, in order to change the arrangement for that specific day or days going forward – no arrangements made between students, or between parents without properly notifying Skyview staff, shall be accepted
- Transportation arrangements to and from school on school-provided vehicles are at the sole discretion of the Skyview administration – this includes in which bus or van the student rides along with seating arrangements within the vehicle
- Once Skyview students leave the bus at the conclusion of the school day, they are no longer the responsibility of the school
 - Students in 4th grade and lower must be received by a parent/guardian/safe pick-up person at the bus doors – the act of receiving the child absolves the Skyview staff of any further responsibility and/or liability and the parent/guardian/safe pick-up person accepts all responsibility for the child’s wellbeing at that point in time, including ensuring the child safely arrives at the parent’s/guardian’s/safe pick-up person’s vehicle
 - Parents/Guardians of Skyview students in 5th grade and higher have two choices when collecting their child from the bus:
 - Walk to the bus door and receive the child from the Skyview staff – the act of receiving the child absolves the Skyview staff of any further responsibility and/or liability and the parent/guardian accepts all responsibility for their child’s wellbeing at that point in time, including ensuring the child safely arrives at the parent’s/guardian’s vehicle
 - Select the Walk Waiver option on the Walk Waiver form which indicates that you are absolving Skyview from any responsibility and/or liability if you choose to not receive your child at the bus door – this applies whether the child walks to a different location or walks to the parent’s/guardian’s vehicle without assistance from the parent/guardian
- Each time a Skyview student forgets his or her lunch, the school will provide lunch for the student and a \$5 fee will be issued via independent invoice or will be included with the invoice for the following month’s tuition – failure to pay the fee is the equivalent of failure to pay tuition
- Regarding field trips:
 - Skyview field trips are considered to be “closed” field trips and are strictly for the educational enrichment of students enrolled at Skyview
 - No parent chaperones, siblings who are not enrolled at Skyview or who are enrolled at Skyview but are not included in the grade level attending the field trip, or any other person not enrolled in the relevant grade level at Skyview shall be allowed to attend “closed” field trips
 - If the Skyview staff chooses to host an “open” field trip, the school will notify parent(s)/guardian(s) of the field trip and solicit appropriate parent participation

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- The specific circumstances of the “open” field trips may vary regarding whether siblings who are not enrolled at Skyview are allowed to attend
- It is at the sole discretion of the Skyview administration to alter and/or adjust the “open”/“closed” field trip policy at any time under any circumstances
- The decision regarding which grades attend which field trips is at the sole discretion of the Skyview administration

Non-use of Corporal Punishment

Corporal punishment is not used at Skyview in any way whatsoever. If any staff or volunteer is found to be using corporal punishment, they will be immediately discharged from their position and escorted off of the school grounds by the proper authorities.

Safety and Security Policy

- **Drug, Alcohol, and Weapon-free Policy:** Our goal is to provide a drug-free environment for all of our students. We actively enforce our school’s “Zero Tolerance” drug policy. Students who attempt to bring drugs, alcohol, or weapons to school will be suspended and may be arrested by the sheriff, and/or expelled.
- **Tobacco-free Policy:** Skyview recognizes the health hazards related to the use of tobacco, including the breathing of second-hand smoke. We are a “tobacco-free” school, which means that we do not allow smoking, including vaping, in the classrooms or on campus at any time. In addition, we may provide educational information to our students through classroom instruction and activities.
- **Internet and Social Media Safety Policy:**
 - Skyview staff members are prohibited from social networking between students and themselves. Posting photographs of Skyview students on personal social media web pages violates school policy and parental privacy. Anyone wishing to post something on Skyview’s official Facebook page should submit their request to the school office.
 - Please review the following Internet-safety rules with your child if they will be in 2nd grade or higher:
 - I, as a student, will not share my personal information, including photos or videos, with anyone I do not know.
 - I, as a student, will not visit websites that are inappropriate or irrelevant to the task at hand.
 - I, as a student, will not send rude, embarrassing, hurtful, harassing, or inappropriate emails or messages to anyone.
 - I, as a student, will not send rude, embarrassing, hurtful, harassing, or inappropriate comments about others on any private or public social networking site.
 - I, as a student, will let an adult know if I see a post that is disrespectful or hurtful about another person.
 - I, as a student, will let an adult know if somebody writes a message or post about me that is hurtful, embarrassing, harassing, or inappropriate.
 - I, as a student, will let an adult know if someone I do not know asks to meet with me.
 - I, as a student, will let an adult know if I, intentionally or unintentionally, see anything inappropriate online.

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- I, as a student, will let an adult know if something I see online makes me feel nervous or scared.
- I, as a student, will let an adult know if I download something that I was not supposed to, even if I didn't mean to.
- **Duty to Report Policy:** All school staff have a duty to report any suspicion of sexting, possession of sexual images, or suspicion of harassment directly to the Skyview administration. School administrators will immediately turn over any confiscated evidence to law enforcement.
- **Spiritualism Policy:** Skyview was founded on Christian principles. Because of this, we firmly disallow any form of spiritualism in our school. The Merriam-Webster definition of spiritualism is as follows: a belief that spirits of the dead communicate with the living, usually through a medium. We do not allow books or movies involving spiritualism at Skyview, neither do we allow zombies, witchcraft, or celebration of Halloween. The decision regarding whether a book, movie, article of clothing, or anything else, is appropriate for school is at the sole discretion of the Skyview administration.
- **Electronics and Cell Phone Policy:**
 - **Cell Phones:** No cell phones or personal telecommunications devices are allowed to be used on the bus for any student, regardless of grade. No cell phones or devices are allowed at school, or on the bus, for students in Pre-K through 8th grade. For high school students, we believe that having phones and devices put away at school is the best practice. Upon arrival at school, cell phones and devices shall be placed in a pocket chart, or other storage device, for the duration of the school day. Skyview students will not be permitted to display, turn on, or use a cell phone or device during the duration of the school day. If you need to contact your child during the school day, please contact the Skyview mobile phone at (402) 890-5640.
 - **Smart watches, video games, photo-taking devices:** Smart watches, video games, photo-taking devices, and the like are strictly prohibited from the buses and school grounds. If a student is observed with any of the aforementioned electronics, the item will be confiscated and returned to the parent at the end of the school day.
 - **Skyview Learning Academy is not responsible for any damaged, lost, or stolen electronic devices.**
 - **It is at the sole discretion of Skyview administration to determine appropriate consequences for students who violate our Electronics and Cell Phone Policy.**

Grading Scale

A+	97-100%
A	93-96%
A-	90-92%
B+	87-89%
B	83-86%
B-	80-82%
C+	77-79%
C	73-76%
C-	70-72%
D+	67-69%
D	65-66%
F	64 and below

Parent-Teacher Conferences

Parent-teacher conferences are held twice per year, once in the fall and once in the spring, for all parents/guardians. We encourage parents/guardians to stay in close contact with teachers and other school staff throughout the school year. If you have any concerns about your child’s progress at any time during the year, please schedule a time, before or after school, to meet with the appropriate staff member(s).

Tuition Schedule

	Pre-K/Preschool	K through 8 th	9 th through 12 th
Registration Fee	\$200	\$300	\$300
1st Child Tuition	\$800/mo - \$8,000/year	\$650/mo - \$6,500/year	\$800/mo - \$8,000/year
2nd Child Tuition	N/A	\$550/mo - \$5,500/year	\$700/mo - \$7,000/year
3rd Child Tuition	N/A	\$450/mo - \$4,500/year	\$600/mo - \$6,000/year
4th + Child Tuition	N/A	\$350/mo - \$3,500/year	\$500/mo - \$5,000/year

Please note, there is a one-time, non-refundable registration fee of \$200 for Pre-K/Preschool and \$300 for Kindergarten through 12th grade. This fee is due prior to April 30th. A non-refundable late registration fee of \$200 will be added to any registration forms that are received after April 30th. The registration fee and August tuition are due prior to the first day of school.

Please note, we are on a 10-pay tuition system and invoices will be billed monthly, August through May. Tuition is due no later than the 15th of each month and is subject to a \$25 late fee if not paid on time. Any unpaid tuition that becomes 30 days delinquent will subject your child to dismissal until the bill is paid.

A limited amount of tuition assistance is available to those that may qualify and is awarded on a first-come, first-serve basis. Please email Skyview’s Office Manager, Jackie, at jackie@skyvieweducation.org for more information.






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Skyview 2024/2025 School Calendar

August 2024							September 2024							October 2024							November 2024											
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa					
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5						1	2					
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	3	4	5	6	7	8	9					
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	10	11	12	13	14	15	16					
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	17	18	19	20	21	22	23					
25	26	27	28	29	30	31	29	30						27	28	29	30	31			24	25	26	27	28	29	30					

December 2024							January 2025							February 2025							March 2025											
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa					
1	2	3	4	5	6	7				1	2	3	4							1							1					
8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8	2	3	4	5	6	7	8					
15	16	17	18	19	20	21	12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15					
22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22	16	17	18	19	20	21	22					
29	30	31					26	27	28	29	30	31	23	24	25	26	27	28	23	24	25	26	27	28	29							
																										30	31					

April 2025							May 2025							June 2024							July 2025											
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa					
		1	2	3	4	5					1	2	3	1	2	3	4	5	6	7			1	2	3	4	5					
6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12					
13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19					
20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26					
27	28	29	30				25	26	27	28	29	30	31	29	30						27	28	29	30	31							

-  August 14th: First Day of School
-  Parent/Teacher Conferences
-  All School Closed
-  Closed/Teacher Inservice
-  May 14th: Last Day of School