



## 2025-2026 Handbook & Policies from A to Z

<b>Table of Contents</b>			
Activities & Events	2	Grading Policy	6
Attendance Policy	2	Lunch	6
Behavior Policy	2	Membership	7
Classes	3	Parent Drop Off	7
Communication	3	Prohibited Items	7
Discipline	5	Refund Policy	8
Disclaimers	5	Study Hall	8
Dress Code	5	Weather Cancellations	8
Emergency Procedures	6	Wellness	9

## **Activities & Events**

### **Friday Activity Days, Holiday Parties & Field Trips -**

- All activities and events are intended to foster relationships between homeschool families and attendance is highly encouraged!
- Parents are required to stay with children at all events that take place outside of scheduled classes.
- Friday Activity Days will be held at different locations each week. Look for details on the website, an email, a REMIND message, and on Facebook.
- Seasonal Parties and field trips will take place throughout the year. Sign ups and payments may be required for some events.

### **TEEN NIGHTS-**

- TEEN NIGHTS are special activities held at least once a quarter, just for 6th-12th graders to give teens an opportunity to develop friendships.
- Some TEEN NIGHTS are organized and supervised by ERH parent volunteers and students can be dropped off. Other TEEN NIGHTS are meets-ups at public locations (bowling alley, roller skating rink, etc.) and will not be supervised by ERH parent volunteers.

## **Attendance Policy**

- Students are expected to attend classes each week. Consistent attendance assures maximum learning and involvement.
- Please report absences to the teacher through email or text.
- For planned absences, like family vacations, contact the teacher in advance.
- Refunds will NOT be issued for missed class periods.

## **Behavior Policy**

- Students are expected to behave in a respectful and kind manner to all teachers, students, and adults.
- Students are expected to come to class with an attitude ready to learn, a willingness to participate in activities, and be prepared with all necessary supplies.
- Students are expected to follow all guidelines listed on the Student Expectation document.

# Classes

## Information-

- Classes are purposely arranged in a block schedule so students can take core and elective classes back to back. Taking multiple classes in a row gives students time to build relationships with peers and teachers, offers the feeling of being part of a group, and allows students to build independence.
- Skyline Classes (7th-12th grade) are designed to cover all the class subject matter without any additional supplementing at home. Each teacher operates a Google Classroom where they post assignments and lesson materials. Students can turn in assignments through Google Classroom and track their grades through the gradebook. Teachers plan all lessons, give tests and quizzes, and assign final grades.
- UMCC Classes (K-6th grade) are designed to be enrichment to the curriculum worked on at home. Some classes may include homework.
- The classes are grouped with suggested grades. If you feel like your student would do better in another grade-level class, please email the teacher for approval and then they can add you to the class. The website will only allow you to register students for classes that fall within their grade range.
- All classes are secular and not affiliated with the church in any way.

## Registration-

- All class registration takes place on the website, [www.eagleriverhomeschool.com](http://www.eagleriverhomeschool.com). Families must JOIN as a member and pay the membership fee. Once your membership is approved, the system will allow you to register for classes.
- Families can register for as many or as few classes as desired.
- Registration for Spring Semester happens in December. Even if your class continues in the Spring, you must re-register for the same class in the Spring to show you would like to continue.
- Class Registration Deadline is one week before classes start.

## Payment-

- Class prices are listed **per semester** (Fall or Spring).
- Teachers will direct bill ASD charter and correspondence schools and many others as well. Families are responsible for allocating funds in their Charter Schools' system. IDEA families must turn in the Vendor Direct Payment Form by the end of the first week of classes.
- For families who choose not to use direct billing to a charter/correspondence school, they can pay by Cash or Check. A receipt will be issued for reimbursement purposes. If choosing to pay the vendor directly through one of these methods, full semester class tuition will be due by August 22, 2025 for Skyline families and September 12, 2025 for UMCC families. Spring Semester payment deadline is January 9, 2025.

- If a family has used up all their allotment funds or allotments are restricted for any reason, families are still responsible for paying the teacher out of pocket.
- If homeschooling allotments are not available to families for any reason for the 2025-2026 school year, vendors will require full payment for the class by August 22, 2025 for Skyline families and September 12, 2025 for UMCC families and January 9, 2026 for Spring Semester. Cash and checks will be accepted. A receipt will be issued.

*\*\*\*Class payment policies are subject to change depending on the AK Homeschooling court ruling decisions.*

### **Dropping a Class -**

- If you wish to drop a class before classes begin, please email the teacher and they will take you off the class list. Parents can not cancel a class on the website.
- If you wish to drop a class for any reason after classes begin, please contact the teacher directly.
- Classes must be dropped by the Class Drop Deadline. The drop deadline for Fall is August 22, 2025 for Skyline Classes and September 12, 2025 for UMCC Classes. The final drop deadline for Spring is January 9, 2026.
- If you drop before the deadline, you will be charged a prorated fee for the one or two classes your student attended.
- **Families who drop after the drop deadline will be responsible for the entire semester's tuition.**

## **Communication**

- **Email** -E-mail will be the primary means of communication between Eagle River Homeschool and families. Members are responsible for keeping their updated e-mail information on file and checking their email on a regular basis to receive pertinent news.
- **REMIND App** - Remind messages will be sent weekly. Please download the REMIND App and ask to join the class - @36gb39f
- **Facebook Page**- Important information will be posted on the Facebook Page. This is also a great place to ask questions directed to other parents. Please find us at: [Eagle River \(Alaska\) Homeschool Classes](#)
- Business Facebook Page -
- **Website**- [www.eagleriverhomeschool.com](http://www.eagleriverhomeschool.com) The website is where members register for classes, sign up for special events, track their membership account, and view the yearly calendar.

## **Discipline**

- High behavioral standards are expected at all classes and events.
- If a student is being uncooperative, disruptive or disrespectful, the procedure will be as follows:
  - A verbal warning will be given by the teacher/leader.
  - If unresolved, a verbal warning will be given by the teacher/leader and the parent will be notified by email, phone, or in person.
  - If still unresolved, the teacher/leader will have a meeting with the parent.
  - If undesired behavior continues in class, the teacher will ask the parent to attend class with the student.
  - If a behavioral issue is ongoing, the teacher and the Executive Director will make every effort to resolve the situation in a way that will benefit the teacher, the student, and other students. If it is not resolved, the final decision regarding a student's continued attendance resides with the Board of Directors and the teacher.
  - If it is determined by the teacher and Board of Directors that a student should discontinue in the class due to behavioral issues, tuition will not be refunded.

## **Disclaimers**

- Eagle River Homeschool reserves the right to substitute a teacher or cancel/substitute a class.
- Eagle River Homeschool reserves the right to change the schedule as needed.
- Eagle River Homeschool reserves the right to remove the membership of a family if they do not follow the student and parent expectations and adhere to the handbook policies.

## **Dress Code**

- The dress code applies to adults and students. Clothing is expected to be modest and appropriate.
- Clothing must cover undergarments and conceal private areas **(including midriff)**.
- Shorts and skirts must be at least fingertip length.
- Clothing with inappropriate slogans, words, or pictures is not allowed.
- Dress code violations must be resolved immediately or the student will be asked to go home to change.

## **Emergency Procedures**

- Each teacher will practice emergency procedures including fire drills and earthquake drills with all classes at the beginning of each semester.
- If an event arises where parents need to be contacted immediately, a REMIND message will be sent out. Please make sure you have joined the REMIND class. (*see Communication Section*)
- If a parent needs to get in touch with a teacher quickly, a text is the best way. If the teacher is not responding, a text may be sent to the Board of Directors on REMIND.

## **Grading Policy**

- Skyline teachers will issue grades for each class and keep a gradebook on Google Classroom.
- Elementary parents can use work and pictures from class as work samples for their charter school. Elementary teachers do not keep gradebooks for classes. (with the expectation of 6th Grade Science and English).
- **It is the parent's responsibility to gather work samples and report grades to their homeschool charter. Teachers will not give report cards.**

## **Lunch**

- Skyline has a lunch period for students from 12:25-12:45pm. This is a wonderful chance for students to relax between classes and socialize with peers. Students are encouraged to eat outside on the grass (weather permitting) or in the large room downstairs. There is a teacher in the room during lunch.
- UMCC has NO lunch period. Students are permitted to eat snacks/lunch that they bring during the first and last 5 minutes of class. Teachers will let students know when it is an appropriate time to eat.

## **Membership**

- Every participant of Eagle River Homeschool is required to become a member. To participate in any classes or activities, you must first become a member by filling out the application and paying the membership fee online.
- The membership fee is \$50 per family, paid each semester and non-refundable.

*\*This fee covers the cost of administration fees such as maintaining and operating the website, rental fees, background checks, and insurance.*

*\*Eagle River Homeschool is not a vendor with any homeschool charters so the \$50 membership fee might not be reimbursable with your homeschool charter/correspondence school.*

## **Parent Drop Off**

- Eagle River Homeschool is a drop off program. Parents are expected to drop off and pick up students **ON TIME** for all classes. Parents are permitted to walk students into the building for classes and come in to pick them up.
- Parents and siblings are not permitted to wait in the building (UMCC or Skyline) unless they have been approved by the Board of Directors and have passed a background check.
- Elementary students must be supervised in the building at all times. Teachers supervise students during the short transition between classes. If an elementary student is not enrolled in a class, they should not be in the building.

## **Prohibited Items**

- NO weapons of any kind, real or fake, (guns, knives, etc.) or illegal drugs or alcohol are permitted.
- NO Nuts. Please do not bring any foods containing nuts to classes.

## **Refund Policy**

- All membership/registration fees and activity fees paid to Eagle River Homeschool are non-refundable.
- Class fees are refundable only if you drop the class by the Class Drop Deadline. (See Classes section)

## **Study Hall**

- A Study Hall room is offered at Skyline for 7th-12th grade students.
- Students in study hall are expected to work independently and quietly and bring their own materials.
- Study hall is NOT supervised, however there is always a teacher close to the Study Hall Room.

## **Weather Cancellations**

- Eagle River Homeschool will follow Anchorage School District's inclement weather policy.
- If ASD cancels school for weather, Eagle River Homeschool will also be canceled.
- There are two snow days built into the schedule at the end of the semester if needed. There is one Monday and one Wednesday Snow Day.
- No refunds will be issued for weather-related closures.
- If classes are canceled and the snow days have already been used, a REMOTE LEARNING day will occur. Skyline Classes will be held on Zoom and UMCC teachers will email work to students for the day.



## **Wellness**

To ensure the health of all members, please do not attend classes or activities with any of the following symptoms:

- Contagious stage of illness
- Communicable disease (head lice, chicken pox, ringworm, etc.)
- Fever that needs medication to control
- Presence of fever or vomiting in the last 24 hours
- If any of the above symptoms are visibly present while on campus, at an activity, or during an event, members will be asked to leave for the day.
- Notify the Executive Director if any communicable illness/disease is contracted within 24 hours after attending classes.