

Hope Street Academy
A Kansas Charter High School

2023-2024 Parent and Student
Informational Packet



DISTRICT MISSION STATEMENT:

The mission of the Topeka Public Schools is to:

Engage students in the highest quality learning.

Prepare students for responsible, productive citizenship.

Inspire excellence for a lifetime.

District Vision:

Topeka Public Schools will be recognized nationally for:

- Academic excellence;
- Post-secondary and career success; and
- Achievement in the arts, athletics and extracurricular activities.

Strengthened by diversity and a welcoming and inclusive environment, our district will cultivate partnerships with staff, families, business and industry, and the greater community to develop students' educational, physical, and social-emotional well being.

HOPE STREET MISSION STATEMENT:

To inspire students to engage in their education and future by creating opportunities for learners to make positive connections with their school and community through the implementation of a flexible, innovative, and personalized education.

Hope Street Purpose Statement

Our purpose is to assist parents and students with engaging in a student's education and realizing that all students have a successful future.

Hope Street Expectations:

Have respect

Stay responsible

Achieve excellence

REDUCING THE SPREAD OF COMMUNICABLE DISEASES (COVID-19/INFLUENZA)

As we continue to work to reduce the spread of communicable diseases, such as COVID-19 and influenza, the school has established plans and protocols to reduce the risk of exposure to students and staff while in school buildings. While we hope many precautionary measures can be reduced or eliminated this school year, we ask for your cooperation in following any that are put in place for everyone's safety.

To aid the school and community in fighting the spread of communicable diseases, please read and adhere to the following DO's and DON'Ts.

- **DO NOT** come to school if you have tested positive for COVID-19, have been asked to quarantine due to exposure to COVID-19, or are exhibiting symptoms of COVID-19 or other communicable disease.
- **DO** follow any safety protocols that have been put in place, including, but not limited to, distance learning, staggering attendance, social distancing in classes and hallways, mask wearing, and other precautionary measures.
- **DO** wash hands often
 - Wash your hands often with soap and water for at least 20 seconds.
 - It's especially important to wash:
 - Before eating food;
 - Before touching your face;
 - After using the restroom;
 - After blowing your nose, coughing or sneezing; and/or
 - After handling your cloth face covering.
- **DO NOT** touch your eyes, nose, and mouth with unwashed hands.
- **DO** cover coughs and sneezes
 - Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
 - Throw used tissues in the trash.
 - Immediately wash your hands with soap and water for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

GRADUATION REQUIREMENTS

Graduation requirements for senior high school students are established according to the state statutes, the State Board of Education regulations, and the policy of the Board of Education of Topeka Public Schools.

	Units
Language Arts	4.0
English 9	1.0
English 10	1.0
English 11	1.0
Speech	0.5
Language Arts Elective	0.5
 Social Studies	 3.0
World History	1.0
US History A and B	1.0
US Government	.5
Social Studies Elective	.5
 Mathematics	 3.0
Students must complete 3 credits including Geometry.	
 Science	 3.0
Students must complete 3 credits including Biology.	
 Physical Dimensions of Health	 1.0

Financial Literacy	.5
Personal Finance, Economics, or Entrepreneurship	
Fine Arts	1.0
Elective Credits	8.5
TOTAL CREDITS NECESSARY FOR GRADUATION	24.0

HOPE STREET ACADEMY SCHOOL POLICIES

Attendance/Tardiness

Due to the nature of the Hope Street Academy's mission, it is assumed that students will invest in earning their diploma. Attendance is a student's responsibility and is expected. Good, consistent attendance will lead to good grades, earning credits toward a diploma, and scoring well on state assessments. All Topeka Public Schools and state policies regarding student attendance will be enforced. Students not attending will be submitted as truant.

To encourage students to attend class on time we have random hall freezes at Hope Street Academy. At any given time we may call a hall freeze. Students who are in the hall without a pass will face disciplinary action. Our intention is to encourage students to be in class on time.

The school doors open at 7:35 AM. There is no supervision prior to this time. Students who are not enrolled in extended day or have not made arrangements with a teacher should depart by 3:15. No supervision is provided after 3:20 for those students not in an after school academic program.

If you have any questions regarding your students attendance or tardiness to class you can call our attendance coordinator at 438-4286.

Breakfast

Breakfast is served each morning from 7:40 a.m. to 7:55 a.m.

Lunch

Lunch break is from 11:39 a.m. to 12:14 p.m., Monday through Friday. We do have an open lunch at Hope Street Academy and students are able to leave campus.

Students are encouraged to eat in the Hope Street Student Union where hot lunch will be served. There will also be juice and snack vending machines available to students.

Truancy

When a student's illness extends beyond three (3) consecutive school days, the school principal may require a physician's statement verifying the necessity of the absence, giving permission to return to classes.

All cases of truancy will be reported to S.R.S. or Court Services. When a student accumulates three (3) consecutive unexcused absences, five (5) unexcused absences during any semester, or seven (7) unexcused absences during the school year, the principal is required to file a Truancy Report verifying the dates and extent of such absences with Court Services.

Student Information System Accounts

All parents/guardians are strongly encouraged to sign up for a parent /student Synergy Account. This allows parents the ability to check attendance and grades in real-time. To sign up for your account please go to the district website at <https://www.topekapublicschools.net/> and click on the synergy link. Easy-to-Follow instructions for creating your account are located on the Topeka Public Schools website. Teachers are expected to regularly post assignments and test scores in the online Gradebook. As they do so, this will be immediately available on the Parent Portal. You are encouraged to use the information on the Parent Portal to talk with your student about their progress in school.

Discipline

Students are encouraged to be proactive in consulting with teachers and staff in a way to deal maturely with conflict as to avoid possible suspension or expulsion. All school board policies will be enforced.

Ci3T

Ci3T is a school-wide model of prevention that includes three tiers of instruction and support for students to achieve success academically, behaviorally, and socially. Ci3T supports all students. Please visit the Ci3T page on the Hope Street website for more information.

Parents can request the professional qualifications for their student's teachers anytime by contacting the building administrator.

Progress Reports

Progress reports can be accessed by staff, parents, and/or students via Synergy. Grade reports are available from Synergy and can be accessed through the parent portal accounts. Parents are able to access student attendance and grades online via Synergy.

Smoking

Smoking/Vaping is not permitted on *any* Topeka Public Schools property.

Dress Code

Students are asked to dress appropriately for a constructive school environment. Attire that promotes illegal activity, is indecent, or is distracting will not be permitted. The principal will make the determination regarding inappropriate attire should the need arise.

Telephone Usage

Messages can be delivered to students in the case of an emergency. Students may also use Hope Street Academy phones to call parents/guardians.

Use of Cell Phones

While we understand that students have cell phones, we like to keep these devices from being a distraction during class. Please remind students to turn their cell phones on vibrate or turn the sound off during school hours. **We also ask that parents call the main office to talk to their students.** In an emergency, the staff can call the student out of class to speak with a parent, keeping the disruption to academics to a minimum. Cell phones that become a disruption to the learning environment will be confiscated, and parents may be required to pick up the cell phone in the main office.

District One to One Initiative Devices

Hope Street Academy is participating in Topeka Public Schools' one-to-one initiative. Every student has the opportunity to checkout a district owned Chromebook that they may use during the school year for educational purposes. These devices will be checked out to students upon completion of enrollment with any applicable paperwork and fees completed. It is the responsibility of the student to maintain these devices, and to return them at the request of the principal or upon the student withdrawing. The same device and power supply cord that was checked out to students must be returned upon the student withdrawing from Hope Street. These devices have filtering software that will filter internet activity at home. It is the

responsibility of the student to ensure that no inappropriate activity occurs at home on the district-owned device. Should any inappropriate activity be logged by the filtering system under a student's login, that student could face disciplinary action. Having these devices as a resource will give Hope Street Academy students, in collaboration with their teachers, a new opportunity to provide students with the benefits of personal, technology enhanced education.

Computer Labs

H.S.A. is fortunate to have two computer and training labs that are air-conditioned and carpeted. Therefore, we ask students and staff to be respectful by not bringing any food or drink items into either of the computer labs. **All food and drinks must be left outside of the lab.**

Students will sign an Internet policy agreement prior to using Topeka Public Schools equipment. All internet users will be made aware of district policy and applicable laws regarding internet use.

Media Center

The media center consists of more than 3,000 books and resources, video and software library, a multitude of electronic databases for research, and a growing section of children's books. By offering expanding collections of both electronic and print resources, Hope Street Academy's media center stays current with educational trends to meet the ever-changing needs of our students.

Textbooks

Please help us with ensuring we don't lose textbooks. They are very expensive and ultimately the parents are responsible for these costs if students do not return books. If you know your student has overdue books during the school year, please encourage them to return the books to prevent unnecessary fees' being imposed.

Social Worker/Nurse

Hope Street Academy provides an on-site social worker and nurse aid for students dealing with personal or physical issues. Appointments can be made in room 205.

Medication at School: When medication (prescription or non-prescription) is to be taken by a student during the school day, the parent or lawful custodian is responsible for submitting a completed "Request and Permission to Supervise the Taking of Medication at School" form available from the nurse aid.

Sexual Harassment

It is the district's policy to prohibit employees and students from making sexually derogatory remarks or verbal or physical advances to students or staff. Such misconduct violates Title IX of the Federal Education Amendments of 1972 and may violate the criminal laws of the state of Kansas. Sexual advances or physical contact, requests for sexual favors, and other verbal or physical conduct of a sexual nature will constitute sexual harassment.

Bullying

The Board of Education is committed to providing a positive and productive learning and working environment. Bullying, hazing, harassment, intimidation, or menacing by students, staff or third parties is

strictly prohibited and shall not be tolerated in the district. The Board of Education hereby prohibits bullying in any form on school property, in a school vehicle or at a school-sponsored activity or event. Students whose behavior is found to be in violation of this policy will be subject to discipline, up to and including expulsion. Staff whose behavior is found to be in violation of this policy will be subject to discipline, up to and including dismissal. Third parties whose behavior is found to be in violation of this policy shall be subject to appropriate sanctions as determined and imposed by the superintendent or Board of Education. Individuals who violate this policy may also be referred to law enforcement officials.

Definition of Bullying:

Any intentional gesture or any intentional written, verbal, or physical act or threat that is sufficiently severe, persistent or pervasive that creates an intimidating, threatening or abusive education environment for a student or staff member that a reasonable person, under the circumstances, knows or should know will have the effect of: harming a student or staff member, whether physically or mentally damaging a student's or staff member's property. Placing a student or staff member in reasonable fear of harm to the student or staff member; or placing a student or staff member in reasonable fear of damage to the student's or staff member's property; or any form of intimidation or harassment prohibited by the board of education of the school district.

All other policies and procedures are observed as outlined in the Board of Education student handbook. Students are responsible for obeying Board of Education policies. These policies and regulations are subject to change at any time due to Board of Education action.

EMERGENCY SAFETY INTERVENTIONS (ESI)

The use of seclusion or physical restraint is considered to be an "emergency safety intervention (ESI)" and shall be used only when a student presents a reasonable and immediate danger of physical harm to the student or others with the present ability to effect such physical harm.

Restraint is defined to include the following:

- "Chemical restraint" means the use of medication to control a student's violent physical behavior or restrict a student's freedom of movement. This term does not include prescribed treatments for a student's medical or psychiatric condition by a person appropriately licensed to issue these treatments.
- "Mechanical restraint" means any device or object used to limit a student's movement. This term does not include those protective or stabilizing devices either ordered by a person appropriately licensed to issue the order for the device or required by law, any device used by a law enforcement officer in carrying out law enforcement duties, and seat belts and any other safety equipment when used to secure students during transportation.
- "Physical restraint" means bodily force used to substantially limit a student's movement, except that consensual, solicited, or unintentional contact and contact to provide comfort, assistance or instruction shall not be deemed to be physical restraint.

Restraint Restrictions

The use of chemical and mechanical restraint is prohibited, except as allowed in the above limited circumstances. Physical restraint may only be used when a student presents an immediate danger to self or others.

Reports of Emergency Safety Interventions

In the event an emergency safety intervention is used with a student the parents/guardians will be notified the same day that the ESI was used. All ESI events are reported to the Kansas State Department of Education.

For detailed information go to our website and click the Departments tab. Click on the Emergency Safety Intervention link where you will find additional ESI Information.

HOPE STREET PROGRAMS

Parent-Child Learning Center

The Parent-Child Learning Center (PCLC) is a unique program created for teenage parents and their young children in an effort to offer maximum parenting support and quality instruction-based child care, thereby enabling teenage parents to continue their education.

The PCLC offers childcare for infants and toddlers of teen parents in a stimulating environment, which includes parental involvement and support. Student parents are involved in individual and group parent-child development classes in addition to receiving daily parenting experiences through positive role modeling and instruction in their child's classroom. Each student parent with a child enrolled in the center is automatically enrolled in the parenting program and spends a minimum of one hour each day in the PCLC classroom.

The PCLC staff plays an essential role in ensuring that both child and parent experience a caring and supportive environment in which they have every opportunity for healthy growth and development.

School-To- College/Career

Work for Credit

Be part of the Work for Credit Program and earn elective credit for the job you work outside of the school day! Students at Hope Street Academy have the opportunity to earn elective credit for working independent jobs. Requirements include completing the work for credit agreement, turning in weekly schedules, and copies of paycheck stubs. Students may earn (.50) elective credit per semester.

Concurrent enrollment opportunities

Full-time Hope Street Academy students have the same access to post-secondary enrollment options that other TPS students have. The opportunities allow students to earn high school graduation credits at the same time as earning vocational experience, certifications and/or college credits.

These options include

1. Washburn Institute of Technology programs
2. Topeka Center for Advanced Learning and Careers

See the guidance counselor in room 205 for additional information on enrollment in these programs.

Distance Learning

To enhance the flexible scheduling options at Hope Street, students have the opportunity to take courses on a distance learning basis. Hope Street Academy offers students a distance-learning curriculum with more than 30 required courses in Topeka Public Schools. Courses are presented using a variety of media formats and include content related activities, assignments, projects, suggested websites, self-assessments, mid-terms and finals. Students can conveniently work at their own pace wherever they have access to a computer. Course credit is awarded when students successfully complete course requirements. Students can take courses on a distance learning basis in addition to their regularly scheduled classes to make up credits.

More information can be found at <https://www.topekapublicschools.net/hope-street>.

Extended Day Courses

In an effort to help students graduate on time, and catch up on lost credits students may also take courses in our extended day program. This program allows students to earn credits after the normal school day concludes.

ENROLLMENT PROCEDURES

(1) In-District

Students interested in attending Hope Street must see their guidance counselor at Highland Park, Topeka High, or Topeka West. Hope Street Academy staff will conduct entrance orientation meetings with interested students and parents each semester.

(2) Out-Of-District

Students not attending a Topeka Public high school must follow these procedures:

Fill out a Hope Street Application (located in the main office).

Request that the school they are attending FAX transcripts to the Guidance Counselor.

Call to schedule an appointment.

NOTE: Admission fees for out-of-district students entering Hope Street after September 20 will be assessed.

All in-district and out-of-district students are required to complete Topeka Public Schools enrollment procedures.

(3) Recovery

Hope Street offers credit recovery classes for in-district and out-of-district students. Students wanting to take courses through Hope Street Academy for credit recovery purposes should

complete a Hope Street credit recovery application (located in the main office or online at

<https://www.topekapublicschools.net/hope-street>.)

Have a guidance counselor enter the class or classes students will need to take on the credit recovery form along with the counselor's signature. Call 438-4280 to schedule an appointment.

DAILY SCHEDULE

First Hour 8:00-8:51

****passing 8:51-8:56***

Second Hour 8:56-9:47

****passing 9:47-9:52***

Third Hour 9:52-10:43

****passing 10:43-10:48***

Fourth Hour 10:48-11:39

Lunch 11:39-12:14

Fifth Hour 12:14-1:06

****passing 1:06-1:11***

Sixth Hour 1:11-2:03

****passing 2:03-2:08***

Seventh Hour 2:08-3:00

Distance Learning Courses

The curriculum at Hope Street Online has been developed in order for students to have an alternative in completing or supplementing their high school education online.

Developed and administered by Kansas certified teachers, each course will provide students with the books and materials necessary, while at the same time, adding interactive elements (animation, resource links, video) to enhance the learning experience.

Course Offerings:

English

English 9 semester 1 and 2
English 10 semester 1 and 2
English 11 semester 1 and 2
Young Adult Literature
Advanced Grammar
Senior Composition
Young Adult Literature

Social Studies

World History 1 and 2
US History A and B
American Government
Psychology
Sociology

Science

Biology 1 and 2
Earth Science 1 and 2
Environmental Science 1 and 2
Physical Science 1

Mathematics

Algebra I semesters 1 and 2
Geometry semesters 1 and 2
Algebra II semesters 1 and 2
FST I

Other

Art History
Consumer and Personal Finance

TOPEKA PUBLIC SCHOOLS **DISCRIMINATION AND HARASSMENT POLICIES**

The Topeka Public Schools, Unified School District No. 501 is committed to affirmative action and equal opportunity. No person shall, on the basis of age, race, color, creed, religion, sex, sexual orientation, gender, gender identity or expression, disability, national origin or ancestry be denied lawful access to any appropriate educational service, program or activity provided by the school district. For students, the Title VI, Title IX and Section 504 compliance coordinator is the General Counsel for the district. For employees, the EEO/AA and Title VII compliance officer is the general director of human resources. Compliance coordinators may be contacted at 624 SW 24th Street, Topeka, KS 66611-1294, (785) 295-3000. The Clerk of the Board of Education has been

designated to receive and redirect or handle inquiries regarding nondiscrimination policies, regulations and procedures. The clerk may be contacted by calling (785) 295-3059 or by writing to 624 SW 24th Street, Topeka, Kansas 66611-1294.

Discriminatory Harassment: Students

The Board of Education is committed to providing a positive and productive learning and working environment, free from discrimination on the basis of sex, sexual orientation, gender, gender identity or expression, including sexual harassment; discrimination on the basis of race, color or national origin, including racial harassment; and discrimination on the basis of disability, including of harassment on the basis of disability. Discrimination on the basis of religion, including harassment on that basis is also prohibited. Harassment on any of these grounds of employees or students of the district by board members, administrators, certificated and support personnel, students, vendors, and any others having business or other contact with the school district is strictly prohibited.

Copies of board policies are available on the district website at <http://www.topekapublicschools.net/boe/policiesAndRegs.xhtml>

Notice of Nondiscrimination

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CONTACT INFORMATION

Principal - Dale Noll

Main Number

785-438-4280

FAX 785-271-3684

Student Services (Attendance)

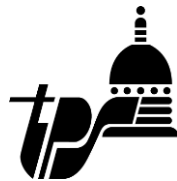
785-438-4286

Distance Learning

785-438-4288

Parent Child Learning Center

785-438-4295



Website: <https://www.topekapublicschools.net/hope-street>