

Mile High Adventist Academy



A Christian-Based, Co-Educational: Preschool-12th Grade School

Student Handbook *2017-2018*

Mission Statement

Our mission is to provide a quality, Christ-centered education that empowers young people to excel.

Vision

Our vision is that Mile High Academy be recognized for its excellence and renowned for its Christ-centered learning environment where every student and faculty member:

- “ Develops a personal relationship with Christ,
- “ Embraces an enthusiasm for lifelong learning,
- “ Creates an energizing academic faith community,
- “ Maintains positive emotional, physical, intellectual and spiritual priorities,
- “ Involves themselves in a life of service,
- “ Supports a financially responsible educational program, and
- “ Promotes an emotionally healthy and physically safe school environment.

While pursuing our vision, we will live by our values and develop an emotionally and physically safe environment in which people are filled with a passion for learning and healthy relationships.

Providing an excellent quality, Christ Centered education that empowers young people to excel is at the heart of all that we do at Mile High Academy.

At the heart of a Christ Centered education you will find Christian educators who have committed their lives first to Christ and are here on a mission to introduce their students to Jesus Christ. Helping a child focus and become a well-rounded citizen for this kingdom and then the next is very important to Mile High Academy.

Developing the whole person requires skill and practice. The motivation to do this is based on our desire to contribute to our community and respect others and our surroundings. Each of us has to learn to persevere, listen openly to constructive criticism, and work hard through challenges, while remaining compassionate towards others.

Core Values

We have seven Core Values that we have built our school community and academics around.

Cherish God -- Cherish Others -- Cherish Yourself

Christ-centered Living – Reflecting God’s character in attitudes and actions.

“You come to him as living stones, a spiritual house that is being built into a holy priesthood. So offer spiritual sacrifices that God accepts through Jesus Christ.”

1 Peter 2:5 – GOD’S WORD Translation

Honor – Showing value, dignity, and high regard for people and property.

“Honor everyone. Love the brotherhood. Fear God.”

1 Peter 2:17 – Holman Christian Standard Bible

Exploration – Discovering new information to gain a deeper understanding of God and His creation.

“For ever since the world was created, people have seen the earth and sky. Through everything God made, they can clearly see his invisible qualities – his eternal power and divine nature.”

Romans 1:20 – New Living Translation

Responsibility – Following directions, completing tasks, and taking ownership of choices, words, and actions.

“In all the work you are given, do the best you can. Work as though you are working for the Lord, not any earthly master.”

Colossians 3:23 – Easy-to-Read Version

Integrity – Being truthful, fair, and deserving of the trust of others.

Even young people are known by their actions, whether their conduct is pure and upright.

Proverbs 20:11 CEB

Service – Working for the benefit of others.

“Use your freedom to serve one another in love.”

Galatians 5:13

Heroism – Making decisions that align with convictions and beliefs even if it means standing alone.

“Have I not commanded you? Be strong and courageous. Do not be terrified; do not be discouraged, for the Lord your God will be with you wherever you go.”

Joshua 1:9-NIV

Mile High Academy

2017-2018 School Calendar

August '17						
Su	M	Tu	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		

September '17						
Su	M	Tu	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

October '17						
Su	M	Tu	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				

*9/11-No School PS-8 PT Conference

November '17						
Su	M	Tu	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		

December '17						
Su	M	Tu	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						
Su	M	Tu	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			

February '18						
Su	M	Tu	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			

March '18						
Su	M	Tu	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

April '18						
Su	M	Tu	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					

May '18						
Su	M	Tu	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		

June '18						
Su	M	Tu	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

July '18						
Su	M	Tu	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				

Fall – 1st Trimester Ends Nov 8, 2017
 Winter – 2nd Trimester Ends Feb 26, 2018
 Spring – 3rd Trimester Ends May 23, 2018

A	A Day	D	D Day	No School
B	B Day	E	E Day	All Start 8:30 AM
C	C Day	F	F Day	End: P-5 3:20 PM M-Th 6-12 3:30 PM M-Th
				All Friday End 1:00 PM

1st Quarter Ends October 13, 2017
 2nd Quarter Ends December 19, 2017
 3rd Quarter Ends March 2, 2018
 4th Quarter Ends May 23, 2018

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FACULTY AND STAFF

ADMINISTRATION

Toakase Vunileva, M.Div. Principal
Walter Weber, B.A., Vice Principal
Jerson Malaguit, B.S., Vice Principal
Brenda Rodie, A.S. VP Operations, Admissions & Records
Agape Hammond, B.A., Director of Marketing & Recruitment
Horacio Hernandez-Ble, B.S., Director of Accounting
Tyler Rettler, B.S., Director of Information Technology
Lucy Werner, B.A., Director of Preschool
Derek Baker B.A., Advancement & Development Officer

CAMPUS SERVICES PERSONNEL

Gladys Thorpe, B.S., After School Care
Gloria Exson, Transportation
Claudia Morales, Preschool Aide
Angelika Feldbush, B.A., ASSIST Program Coordinator/Receptionist

INSTRUCTIONAL STAFF

Alissa Armendariz, M.A., First Grade
Kyle Berg, B.S., English/Psychology
Rebecca Berg, B.S., History/Chaplain
Jennifer Bizama, B.A., Spanish
Leandro Bizama, M.M., Chaplain/Music
Heidi Chaij, B.A., Middle School English
Andrea Coyle, M.M., Music
Danielle Cress, M.A., Third Grade
Meg Current, M.A., Education Resource Teacher
Jenni Eno, M.A., English
Roxanne Faber, B.A., Second Grade
Christina Hernandez, B.A., Middle School English/Bible/Science
Brian Howard, M.E., Math/Physics/Robotics
Kate Kamarad, B.A., Kindergarten
Jonathan Kemper, B.A., Associate Athletic Director/PE
Amanda Kolibu, B.A., Middle School Social Studies
Lindsay Little, B.A., Fourth Grade
Jerson Malaguit, B.S., Middle School Math/Science
Russell Palmer B.S., Middle School Math/Bible/Robotics
Jessica Reeder, B.S., Fifth Grade
Kristina Rettler, B.S., MS Language Arts
Lisa Venteicher, M.A., Science

SCHOOL OPERATING COMMITTEE OFFICERS

Morre Dean, President

CONSTITUENT CHURCH PASTORS

Paul Vunileva, Littleton Church
Dany Hernandez, LifeSource Adventist Fellowship
Christian Martin, Denver South Church
Ruddy Vivanco, Denver West Church

GENERAL INFORMATION

Mile High Academy is a Christian co-educational college preparatory Preschool – 12th grade school owned and operated by the Rocky Mountain Conference of Seventh-day Adventists. This academy was established with the purpose of assisting in the development of the whole person – mentally, physically, socially, and spiritually. This institution aims to train youth for professional and vocational attainments, while promoting the improvement of the student and strengthening the church and society in which we live. Most of all, the school seeks to help students experience Jesus Christ as a personal friend as they become part of a caring school family.

We hope that this handbook will be helpful to you as you join the family of Mile High Academy. Please remember revisions may be made to this handbook during the school year and may be communicated to you verbally and/or in writing. If you have questions about anything involving the school program, please feel free to call the school office.

Accreditation

Mile High Academy is accredited by the Accrediting Association of Seventh-day Adventist Schools, Colleges, and Universities. MHA is affiliated with the Rocky Mountain Conference of Seventh-day Adventists and the Mid America Union Conference of Seventh-day Adventists.

Comments and General Expectations

When students register at Mile High Academy, they, and their parents, voluntarily agree to abide by the requirements of the school designed for the benefit of the student body. Students are encouraged to participate in programs and activities. To assist the students in having a positive experience at MHA, it is important for them to know the requirements and standards they are expected to follow. Students will be expected to demonstrate responsible behavior in harmony with Christian principles.

Commitment Statements:

School Commitment

We, the faculty and staff of Mile High Adventist Academy, commit:

- To educate your child in a Seventh-day Adventist environment.
- To be a partner in the education and formation of your child.
- To have your child's safety as a priority.
- To meet your child's learning needs if the program can reasonably accommodate them.
- To have your children taught by caring, competent, qualified teachers and mentors.
- To communicate with parents in a timely manner.
- To participate in campus life.

Parental Commitment

It is understood that any parent who presents their student for admission to Mile High Adventist Academy, commits to willingly support the faculty and administration in their efforts to uphold the Christian principles upon which the school is operated. As a partner in your child's education, your support of the school and child are vital to the success of the educational process.

Therefore, the school expects the following from all parents or guardians:

- To earnestly pray for Mile High Adventist Academy and all students.
- To participate in the required family volunteer program (see below).
- To support all school policies and monitor your child's compliance.
- To recommend MHA as a Christian value-based educational center.

- To meet all financial obligations in a timely manner.
- To establish communication with teachers by letting them know your preferred method of communication (e-mail, phone, etc.).
- To seek to resolve any matters of dissatisfaction with the person or persons involved, rather than spread criticism or hold a negative attitude.

Realizing that our tuition rates and subsidies from our constituent churches and the Rocky Mountain Conference do not fully cover the cost to educate children at MHA, our school relies on charitable contributions and gifts-in-kind from parent partners to remain financially healthy. Upon acceptance to MHA, your family will be asked to commit to one (or both) of the following:

- Serve in Parent Volunteer Program between July 1 and June 30 for a total of 20 hours per family
- Charitable gift to MHA - \$200 per family (Monetary donations are receipted and tax deductible. MHA is a 501(c)3 organization.

Student Commitment

It is distinctly understood that students who present themselves for admission to Mile High Adventist Academy thereby commit to willingly observe all school policies and to uphold the Christian principles upon which the school is operated.

History

Mile High Academy has been providing Christ-centered education since 1913. The school purchased the current fifteen-acre campus in 2014. The academy has grown from a Lower School and Middle School program to a full Preschool through 12-grade college-preparatory program including honors and AP courses. God continues to lead MHA in its mission to provide education that empowers young people to excel and go out into the world to serve.

Non-discrimination Policy

Mile High Academy admits students of any race, color or national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. MHA does not discriminate on the basis of race, color, or national or ethnic origin in administration of its educational, administrative, or scholarship programs, or any other school administered programs.

ADMISSION INFORMATION

The admission process includes the following: online application, placement testing for grades 1-12, family interview, online enrollment, and registration. Students will not be placed in class until registration is finalized, registration fees have been paid and all requested forms have been completed and turned in to the admissions director. Documents required will include birth certificate, immunization records, medical examination (PS/K only), pastor recommendation, teacher recommendation (grades 6-12), administrator recommendation (grades 6-12), and transcript request.

Students entering Kindergarten must be 5 years old by October 1. No exceptions!

ALL APPLICATIONS ARE SUBJECT TO ADMISSIONS COMMITTEE APPROVAL.

Applications for admission are subject to acceptance by the Admissions Committee. Mile High Academy reserves the right to grant or decline admission to any student on a year-to-year basis. All new students will be on probation for the first 30 days of their attendance at MHA.

Academic Placement

All new students grades 1 and above are required to take a placement exam to determine proper class placement.

Health Policy

The school policy requires that all PS and Kindergarten students have a physical examination by their physician, or have arranged for one to be completed within 30 days of enrollment. Immunization records must be turned in within two weeks of starting school. Verification of this should be presented at registration. Physical forms are available from the school office. The school will accept physicals taken 12 months prior to the start of school. Parents will be asked to sign a medical release form authorizing school officials to obtain emergency medical treatment, should it be necessary. Any parent who wishes to refrain from the state's requirements in regards to the immunizations program must sign an exemption form yearly. Students whose parents have filed an immunization exemption form may be sent home should there be an outbreak of an infectious disease for which there is an immunization available. All students participating in extracurricular athletics programs will be required to have a sports physical at least every two years.

Home School Policy

Mile High Academy recognizes that some families need to choose a home school, correspondence program, or non-accredited school for their child prior to enrolling at Mile High Academy. Requests for recognition of such credits must be made to the Academic Standards Committee.

K-5th Grade age students may apply to take up to two classes at Mile High Academy without becoming a full time student under the following regulations:

- A maximum of 2 classes or specials other than a sport
- Tuition fee of \$950 per year for Lower School and Middle School
- Students will be charged a \$100.00 application/registration fee per year

Middle School & High school age students may apply to take classes at Mile High Academy without becoming full time students under the following regulations

- A maximum of 2 classes per year.
- Tuition fee of \$500 per semester for full credit courses, \$250 per semester for half credit courses.
- Students will be charged an application fee of \$100.
- Students are encouraged to participate in Student Association and class activities.
- Students may be considered members of a class if they participate in all fund raising activities and other required class activities.

Withdrawal Procedure

At the time a student withdraws from school, he/she must do the following:

- Complete a withdrawal form
- Return all textbooks
- Clean out lockers
- Return all library books
- Pay all outstanding accounts
- Return any athletic attire belonging to MHA
- Complete an exit interview with administration

Records will not be provided to another institution until the above requirements are complete. If a student withdraws or is expelled, tuition will be due for the entire month during which they were in attendance for any portion.

I-20 (International) Students

In addition to the regular admissions procedures, any students needing an I-20 are required to complete the following steps:

- Students must take an English Proficiency test such as the iTEP SLATE or TOFEL Jr. test and send these results to the school. Student grade level will be determined based on the test scores. Acceptance will be based on appropriate grade level and age of student as determined by the test scores.
- Students must complete the online new student application process.
- Students must arrange for a phone interview with the principal to confirm they are able to converse in English.
- Students must have an acceptable host-family or guardian situation approved through an in-person interview with the school principal.
- Students must provide proof of financial capability to cover the cost of tuition and fees for the year.
- International students will be charged 125% of the regular tuition rate. This does not include residential fees.
- Once a student has been accepted, students must fill out an I-20 Information Form in order for the school to issue an I-20.

A maximum of 20% of the class may be may up with foreign students with no more than two from the same country.

FINANCIAL INFORMATION 2017-2018

The School Operating Committee of Mile High Academy sets the fees and tuition for Mile High Academy annually. Tuition fees are a binding obligation according to the enrollment contract for the entire school year. The school reserves the right to change the rates charged at any time in order to meet changing economic conditions. Current information about tuition, fees, discounts and financial assistance may be found at www.milehighacademy.org

Application Fee

Application fees are charged on a per family basis. Fees are \$100 for grades PS-K and \$150 for grades 1-12. All application fees are non-refundable.

Registration Fee

The registration fee covers student accident insurance, technology (1:1 program), Suzuki Program, FACTS, yearbook, Home & School dues, school supplies (pre-K - 5), lower school field trips and class parties, middle school textbooks, class dues and electives (6-12), PSAT test (10-11), one ACT or SAT test, student association dues, two banquets, one school wide MHA apparel item and music dues. The registration fee is nonrefundable. Registration fees for students registering for the 2nd Trimester/3rd Quarter will be pro-rated at 75%. Registration fees for students registering for the 3rd Trimester/4th Quarter will be prorated at 50%.

PS-5	\$575.00
Grades 6-8	\$825.00
Grades 9-12	\$900.00

Tuition

Tuition is divided into ten (10) installments and billed July through May, leaving January a free tuition month to catch up or pay registration fees for the next school year. A monthly statement will be emailed/mailed to the responsible party from FACTS. Parents may access their tuition and fees account through FACTS at any time and set up auto pay. Tuition is due the 5th or 20th of the month depending on the date selected with FACTS. A late fee of \$25 per month per student will be charged if payment is not received within 5 days of the due date.

Preschool – 3 Full Days	\$4,860.00 (\$486.00 x 10 payments) **
Preschool – Full Time	\$7,420.00 (\$742.00 x 10 payments) **
Grades K-5	\$7,140 (\$714.00 x 10 payments)
Grades 6-8	\$8,663 (\$866.30 x 10 payments)
Grades 9-12	\$11,445 (\$1,144.50 x 10 payments)

** Other options available, please call the

office or see the financial brochure on our website.

Tuition Discounts

Constituent Member Discount — Constituent churches contribute a substantial portion of the costs for their students and for the operation of the school. Members of the Denver South, Denver West, LifeSource, and Littleton Seventh-day Adventist churches receive an additional discount, please contact the office for this information

Family Tuition Discounts — Tuition discounts are given to families with more than one child in attendance at Mile High Academy. The discount is applied to the tuition of the younger child(ren) as follows:

1 st Student...	Full Tuition	4 th Student	20% Discount
2 nd Student	5% Discount	5 th Student on	25% Discount
3 rd Student	10% Discount		

Tuition Pre-payment Discount — A 5% discount is given on net tuition paid for the entire school year if paid by June 1 through FACTS.

International Students

International students will be charged 125% of the tuition rate. This does not include residential fees, registration fees, transportation, and other miscellaneous fees. International students who audit classes for a portion of the school year will pay the same tuition rate, but registration fee will be waived. Other fees may apply including application and enrollment.

Early Withdrawal

Students who withdraw during the school year must pay all of his/her outstanding accounts including full tuition for the quarter/trimester they are in attendance, and receive financial clearance from the finance office on the withdrawal forms.

After School Care Charges

If a student is not picked up within 15 minutes after school dismisses, they will be placed in After School Care and charged. After School Care charges are \$4.00/hour and charged by the quarter hour. If the guardian or approved representative does not clock their child out, the student will automatically be charged for the entire day. A \$10.00 late fee will be assessed for every 15 minutes past the normal closing time. Students 13 and younger will be placed in the regular After School Care Program.

Textbooks

The school registration fee covers textbook rental for students in grades PS-8. Classroom teachers will distribute textbooks to students. Please see the school website for a list of required textbooks for grades 9-12. Textbooks for Grades 9-12 will be NOT available at the school bookstore. Students in middle school taking upper school level math classes (Algebra 1 or Geometry) will be required to purchase their own textbooks for these classes.

Final Grades

All family accounts must be current in order for students to receive final grades. If the family's account is not current, the student will be allowed to take the exams, but their RenWeb account will be locked until the account is current with the financial agreement.

Testing

The cost of either one ACT or one SAT is included in the registration fee charged to juniors & seniors. PSAT test is included in registration fee for sophomores and juniors. Students are responsible to pay for any additional ACT, SAT, PSAT or AP tests.

Additional Fees

Sport fees are collected by the Athletic Department at the beginning of each season and are non-refundable after the first week.

Middle School	\$65-85 per sport
Junior Varsity	\$70-90 per sport
Varsity	\$80-120 per sport
Tournament	\$90-160 per tournament

The following are estimates to help you in planning. Some classes have fundraisers to help subsidize the total cost.

8 th Grade Trip	Not to exceed \$1,000
Educational Trip	\$250-\$3,500
Prayer Conference	\$25
Music Festivals	Approx. \$25-\$100
Music Dept. Uniform	Approx. \$100
Music Dept. Tour	Not to exceed \$51,000
Senior Trip	Not to exceed \$2,000
Parent Volunteer Commitment	20 hours per family or a donation of \$200

Parent Volunteer Commitment

Upon acceptance to MHA, your family will be required to commit to 20 volunteer hours (or a \$200 donation), per family, per year.

Graduation Costs

MHA will provide diplomas, stoles, honor pins and recognition cords for graduating seniors. All other expenses will be deducted from the trust funds or are the students' responsibilities. Transcripts or diplomas will be issued only when the student's account is clear.

Student Financial Assistance

Limited financial assistance is available each year based on established need. An outside tuition management company, FACTS, reviews each application to determine eligibility. Both a completed financial aid application form and a copy of the previous year's federal tax return (1040) must be submitted before any consideration will be given for financial aid, this application is available on our website or at <https://online.factsmgt.com/signin/45VMG>. Tuition assistance may be available to qualifying students via the additional following sources:

ACE Scholarship: Families must qualify for the Federal Free and Reduced Lunch Program to qualify for this scholarship. Applications may be picked up in the office.

Church Tuition Assistance: Some constituent churches provide tuition assistance to eligible members. Please contact your church pastor for further information.

School Financial Aid: MHA has limited resources available for qualifying families based on need. Applications can be found online at: <https://online.factsmgt.com/signin/45VMG>

Student Labor

Student earnings from campus jobs are typically an important part of the overall financial package to help offset tuition and other related fees that the student incurs at Mile High Academy. Therefore, it is strongly encouraged that wages be applied to the student's account at Mile High Academy and not paid directly to the student for personal use.

All students who are 14 years of age and older and receiving student aid are highly encouraged to participate in the student worker program; however jobs will not be guaranteed. Students wishing to work should notify the office. Jobs will be assigned by administration at the beginning of the year and as positions become available during the year. Students who do not keep their work commitments will be given a warning and then may lose their position as in any other work situation.

The student MUST have a social security number to be eligible to work under federal law. ORIGINAL social security card must be presented no later than the first day of work and complete the application process. If returning to work, you must be signed off by the VP of Finance before beginning work.

Financial Agreement

Parents who enroll students in MHA have entered into a contractual agreement with the school and are expected to live up to these commitments. Monthly balances or approved financial agreements must be kept current.

Delinquent Accounts

It is not the intent of the Administration to exclude children from school, but to emphasize to parents the need for them to contact the school office to make other arrangements when they cannot make their tuition payments on time. In addition, it is Mile High Academy's Policy that no student shall receive a diploma/transcript/report card, if any financial obligations are outstanding. Please review MHA's Tuition Collection Policy for 30/45/60/90 Day policy.

Lost Key Cards

Students in grades 6-12 are required to have key cards for access to the buildings during the school day. There is a \$10 charge for replacement of lost cards. Cards not used within 5 school days will be assumed to be lost and deactivated. The \$10 replacement charge will be assessed after 10 days.

Continuous Enrollment

Mile High Academy operates under a continuous enrollment model meaning that once a student is enrolled at MHA, the assumption is that the student will continue enrollment through graduation unless MHA is notified otherwise. MHA should be notified by December 15 each year if a student will not enroll for the following school year. Registration fees for the following school year will automatically be billed in January (the tuition-free month) each year unless MHA has been notified otherwise. If a student is withdrawn from Mile High Academy after the registration fee has been paid in January, the registration fee will not be refunded except for the circumstances listed below.: Any fees refunded will be minus a \$50 administrative fee.

- Moving/Relocation 50+ miles away from Mile High Academy.
- Educational needs for the student that can no longer be met at MHA as determined by MHA Administration.
- Withdrawal at the request of Mile High Academy.
- Family status changes supported by court documents.
- Military service orders supported by documentation.
- The family has completed and verified application for tuition assistance on file by March 10, and has determined that the amount is not sufficient.

Credit Card Fees

A 2.85% administrative fee will be assessed on any payment made with a credit card towards tuition and registration fees, payable by the customer. This will include payments made through FACTS or manually at the office. Families are encouraged to utilize the debit card or bank account option in FACTS to avoid these charges.

SPIRITUAL LIFE

Mission Statement and Philosophy

Mile High Academy is a multi-faceted school with many opportunities to develop talents, skills and academics. However there is one aspect of it all that is undeniably the most important one, and that is that every student come to a saving relationship with Jesus. This is what sets us apart from any other academic institution. For one thing, every teacher and staff has a personal relationship with and faith in God and that makes a huge difference. But we are also intentional about providing as many opportunities to grow spiritually as we can. A few of these include daily worships, weekly chapels, Bible classes, service opportunities, mission projects, Bible studies, and many more.

Worship and Community

As part of our daily schedule every student has the advantage of participating in morning meeting. This time serves as a platform for fellowship through short devotions, student prayer groups, affirmation, instilling and direction on MHA CHERISH core values, building community, and addressing issues within the MHA Community.

Once a week each student will be part of a chapel service that seeks transformation through praise and worship, prayer and Bible teaching. Students are highly encouraged to actively play a role in these special services.

Three times a year MHA celebrates F.O.C.U.S (Focus On Christ's Ultimate Sacrifice) Week where guest speakers, students and faculty/staff share their journey's of faith and encourage one another to FOCUS on Jesus and the commission given to us in Mathew 28:16-20 "Go and make disciples ... and I will be with you always..."

Bible Class

At Mile High Academy we are committed to providing quality academic instruction. However, because we know that wisdom begins with our relationship with God based on love and truth, we take time within the academic instruction to provide quality Bible based instruction in all levels of our school. This is a place where students can ask questions, study the Bible for themselves, get more acquainted with the Biblical narrative, and more importantly come to be face to face with their Savior and King.

Service Opportunities

Students in grades 9-12 are required to have 20 hours of community service for each year of attendance at Mile High Academy. Through the school year there will be plenty of opportunities for students to make a difference in their communities and churches. Everything from planning and doing worship services in many churches in and around Denver, to organizing community service projects to meet special needs, to planning personal community service outlets, every student will be challenged to make their faith real and learn that life is really about service and giving away the love that has so preciously been lavished on us through Jesus Christ.

Mission Projects

Mile High Academy will also plan and promote mission trips and projects designed to take students out of their comfort zone for the good of others. These might be international or not, but they will always be a tremendous opportunity to meet new people in order to serve them by meeting their needs. We hope that once they taste service they will choose to make it a daily lifestyle instead of a one week mission project.

Bible Studies

For those students who wish to dig deeper into the Word of God and ask more personal questions, Bible studies and pastoral counseling will be offered as part of our program to grow the spiritual life of every student. These could happen during the school day or afterwards, in official set up times or at unofficial spontaneous conversations. It is our goal for each student to find Jesus on their own, to be free to ask all the questions they want about God and the Bible, and to provide support for those who choose to grow in Christ. We are committed to this goal until we see Jesus coming back and meet each student in that Heavenly Reunion.

For questions about any aspect of our Spiritual Life program, do not hesitate to contact the Chaplain.

SCHOOL POLICIES (PS-12)

After School Care

For safety reasons all children must be supervised after school. All students 13 or younger not picked up by 3:45 p.m Mon-Thurs/1:15 p.m. Fridays will be placed in the program. Upper School students who are not in after school activities must be picked up by 3:45 pm. Mon-Thurs and 1:15 pm Fridays. The program runs from 3:45 p.m. until 6:00 p.m. Monday-Thursday and 1:15-6:00 p.m. on Fridays

- K-8 in afterschool care room. PS students will remain in the preschool classroom until numbers allow for combination.
- Snack is provided.
- Families using this service will be charged \$4.00 for every hour a child remains until 6:00 p.m.
- Children remaining beyond 6:00 p.m. will be charged \$10 for every 15 minutes their child remains
- Students are signed in by the program supervisor and signed out by their parents.
- A student in grades 6-8 may attend a game on the campus, provided the student has written permission from a parent.
- Parents may contact the program directly during afternoon hours by phoning 303-607-4920.
- Students who are not picked up within 15 minutes of the close of the program and whose parents have not contacted the school will be considered abandoned and the police will be notified.
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Attendance Policy

We offer a program that focuses on Academic success, while making a clear and intentional community that lifts up Jesus Christ in every facade of the MHA community. School is the work of students. It is their most important commitment and “job” as they are growing. Classroom work is at the heart of Mile High Academy’s program and few things make success harder for a student than multiple tardies or absences. Students are required to attend, on time, all classes, chapels, assemblies, class meetings, and gatherings of the school. Because it is our responsibility to promote the academic success of all of our students, and regular school attendance is a critical piece of that success, we feel it is important to have a specific attendance policy. Attendance will be 10% of the grade for every class 6-12.

LOWER SCHOOL (PS-4)

Preschool

Attendance is not required in the preschool classroom. Parents are asked to contact the preschool classroom directly to report any absences, planned or unplanned. Tuition will be charged and payment expected for all days the student is enrolled in the preschool program regardless of attendance. Students must be physically checked in and/or out of the preschool classroom.

Kindergarten – 5th Grade

- Every student is expected to attend school punctually and regularly.
- The only reasons for excused absences include sickness, bereavement, medical appointments, family emergencies and court appearances. Any other absence must follow the Prearranged Absence Policy.
- A student (grades K-5) absent 7 days (15%) out of a nine-week period, for whatever cause, may forfeit his/her period grades.
- **Tardies**— Students arriving after 8:30 am and prior to 10:00 am will be assessed a tardy.
- **Half Day Absences** — Students arriving later than 10:00 am or leaving before 2:00 pm will be assessed a half day absence.
- **Reporting Absences** — Parents should call the school office by 8:15 AM the day of the absence, stating the reason for the absence.
- **PE Absences** — A note or phone call from a parent or guardian is required to allow a student to miss PE class or recess. Long-term exemptions require written notice from a doctor’s office.
- **Prearranged Absence** — Students occasionally wish to participate in special events during a school year. These could be such things as a college visit, a wedding, or an educational/leadership conference or trip, etc. A prearranged absence form will be reviewed for approval by Administration. Forms **MUST BE SUBMITTED 5 DAYS PRIOR TO ANY PLANNED ABSENCE** or the absences may be considered

unexcused. With administrative approval, the student can expect to make up missed assignments and tests; however, some special assignments may be impossible to make up or plan for in advance (such as notes on a guest lecture). **Prearranged absences do not negate the consequences of missing more than 15% of a class.** Teachers are not required to provide make up work for absences that have not gone through the prearranged absence process.

- **Excessive Unexcused Absences** — Students who receive 5 unexcused absences will receive a letter of warning. Students with 8 unexcused absences will receive a letter requesting them and their parents to meet with the principal to come up with a satisfactory plan for meeting attendance requirements. If a satisfactory plan cannot be agreed upon or followed, the student may be considered for expulsion or immediate withdrawal.

MIDDLE SCHOOL (GRADES 6-8)

- Every student is expected to attend school punctually and regularly.
- The only reasons for excused absences include sickness, bereavement, medical appointments, family emergencies and court appearances. Any other absence must follow the Prearranged Absence Policy.
- Students returning from school trips will be given 24 hours (1 school day) after returning to turn in all missed work and/or take any tests.
- **Chapel** — Record will be taken at all chapels. Chapel absences count the same as a class absence.
- **Tardies** — A tardy becomes an absence ten minutes after the scheduled start of the class.
- **Reporting Absences** Parents should call the school office by 8:15 AM the day of the absence, stating the reason for the absence.
- **PE Absences** — A note or phone call from a parent or guardian is required to allow a student to miss PE class or recess. Long-term exemptions require written notice from a doctor's office.
- **Prearranged Absence** — Students occasionally wish to participate in special events during a school year. These could be such things as a college visit, a wedding, or an educational/leadership conference or trip, etc. **Note: Such requests must be avoided during scheduled final examinations.** A prearranged absence form will be reviewed for approval by Ad Council. Forms **MUST BE SUBMITTED BY 8 AM on MONDAY the WEEK PRIOR TO ANY PLANNED ABSENCE** or the absences may be considered unexcused. With administrative approval, the student can expect to make up missed assignments and tests; however, some special assignments may be impossible to make up or plan for in advance (such as notes on a guest lecture). **Prearranged absences do not negate the consequences of missing more than 15% of a class.** Teachers are not required to provide make up work for absences that have not gone through the prearranged absence process.
- **Excessive Absences** — Students who are absent (excused or unexcused) for more than 15% of a class within a quarter will receive a withdrawal fail for that class.
- **Grades** – attendance will be 10% of the grade for each class.

UPPER SCHOOL (GRADES 9-12)

- Every student is expected to attend school punctually and regularly.
- The only reasons for excused absences include sickness, bereavement, medical appointments, family emergencies and court appearances. Any other absence must follow the Prearranged Absence Policy.
- Students returning from school trips will be given 24 hours (1 school day) after returning to turn in all missed work and/or take any tests.
- **Chapel** — Record will be taken at all chapels. Chapel absences count the same as a class absence.
- **Tardies** — A tardy becomes an absence ten minutes after the scheduled start of the class.
- **Reporting Absences** — Parents should call the school office by 8:15 AM the day of the absence, stating the reason for the absence.
- **PE Absences** — A note or phone call from a parent or guardian is required to allow a student to miss PE class or recess. Long-term exemptions require written notice from a doctor's office.
- **Prearranged Absence** — Students occasionally wish to participate in special events during a school year. These could be such things as a college visit, a wedding, or an educational/leadership conference or trip, etc. **Note: Such requests must be avoided during scheduled final examinations.** A prearranged absence form will be reviewed for approval by Ad Council. Forms **MUST BE SUBMITTED BY 8 AM on MONDAY the WEEK PRIOR TO ANY PLANNED ABSENCE** or the absences may be considered unexcused. With administrative approval, the student can expect to make up missed assignments and tests; however, some special assignments may be impossible to make up or plan for in advance (such as notes on a guest lecture).

Prearranged absences do not negate the consequences of missing more than 15% of a class.

Teachers are not required to provide make up work for absences that have not gone through the prearranged absence process.

- **Excessive Absences** —Students who are absent (excused or unexcused) for more than 15% of a class within a trimester will receive a withdrawal fail for that class.
- **Grades** – attendance will affect the grades in each class as follows:
 - **Level 1 – 1 unexcused absence, 5% of grade**
 - **Level 2 – 2 unexcused absences, additional 5% of grade (10% total)**
 - **Level 3 – 3 unexcused absences, administrative intervention**
 - **Level 4 – 15% of total classes, loss of credit.**

Cell Phones & Electronic Devices

No electronics (phones, iWatches, iPads, etc.) are allowed for lower school students. Communication between lower school students and parents must take place through the school office. Students will not be called out of classes to take phone calls except in emergencies. The office phones are business phones and are not to be used unless absolutely necessary. Middle or Upper School Students may use their cell phones only at appropriate times per teacher's discretion. Cell phones being used or played with at inappropriate times will be confiscated. The following penalties will apply if phone or electronic device is confiscated and taken to the office: **First Offense:** Student may pick up phone or electronic device at the end of the school day and will be given a written warning on RenWeb. **Second Offense:** Student may pick up phone or electronic device at the end of the school day, pay a fine of \$10.00 and be written up in RenWeb. (Write-ups will constitute a lunch refocus.) **Third Offense:** The cell phone must be picked up from the office by a parent. It is up to the discretion of the teacher to communicate specific expectations in regards to the use of any and all electronic devices in their individual classes. Portable audio equipment should only be used in a student's break time or lunch with headphones. Use of portable audio equipment is prohibited at all other times unless teacher or administration gives specific permission.

Closed Campus

Mile High Academy operates as a closed campus, meaning that students are expected to remain on campus throughout the day. Occasionally, a student may have to leave the school campus before the end of his/her scheduled classes. Permission must be provided by the student's parent or guardian or verification of appointment from the student's doctor, dentist, etc. Parents of preschool students should check out with their child's teacher. Parents of K-12 students must sign out on the sheet in the office before the student leaves the school premises. Upper school students who drive but are not seniors must have written permission from a parent/guardian on file at the office if they leave before the end of the school day due to their specific class schedule.

Seniors are allowed to leave campus on a daily basis for lunch as long as they have signed out and meet the eligibility requirements for exercising senior privileges (juniors when given senior privileges by the school principal). The senior privilege only applies to the lunch period and adjacent periods (if they are free). A student may only leave the campus with proper permission. Leaving campus without permission may result in the loss of senior privileges or other disciplinary action.

Communication

Communication is critical to the success of our students. Mile High Academy strives to provide appropriate and timely communication with our families regarding school events and any issues that arise regarding specific students. Families can expect to receive communication in the following ways:

Weekly Newsletter to all Families PS-12

Weekly Email from classroom teachers for grades PS-5

FaceBook

RenWeb Parent Alerts – text messages sent for snow days or other emergent communication

MHA's website: www.milehighacademy.org

Emails or direct phone calls to parents with specific student-related communication

Confiscated Items

Items brought to school that are against policy or items left in hallways unattended will be confiscated and may be returned upon request on the last day of school. Unclaimed items will not be retained. Cell phones, electronics or other portable audio equipment is not to be worn or used during school hours unless outside of the classroom, worship or at the teacher's discretion and at the owner's own risk. Any item that becomes a distraction in or out of class may be confiscated. A fee of \$10 may be charged before returning a confiscated item. Mile High Academy will not be responsible for lost or stolen items brought to the school.

Discipline

Additional rules, guidelines, or regulations may be adopted by the faculty and announced to the students during the course of the school year. Mile High Academy's general principles of conduct remain in force throughout the year, including vacations and off-campus time.

Discipline, when needed, will be designed to direct the student toward a more meaningful relationship with Christ. Discipline at Mile High Academy involves a balancing of justice and mercy, taking into account penitence and other factors.

The school reserves complete discretion in making disciplinary decisions. If a student's progress or conduct is unsatisfactory, his/her spirit is manifestly out of harmony with the standards of the school, or his/her influence is found to be detrimental, he/she may be asked to withdraw at any time. Administration will have sole discretion on any disciplinary actions resulting in a suspension of up to two weeks. Students who are suspended may be asked to give up their student leadership position. Any suspension greater than 2 weeks, or any expulsion, will be voted on by the SOC Executive Committee.

Because Mile High Academy is a Christian school, it is expected that all who are admitted will endeavor to uphold the moral standards for human conduct (both on and off campus, including social media) as found in the Word of God. The following is a non-inclusive list of behaviors that may result in disciplinary action:

Destruction or Misuse of School Property

- Vandalism, destruction or defacement of property — includes attempting to damage, destroy, or mutilate objects or materials belonging to the school, school personnel, students, or others.
- Unauthorized use of keys — the use, possession, or distribution of keys for which the student has no authorization is prohibited. This also includes tampering with, "jimmying," or damaging existing locks.
- Activating false alarms — any student activating a fire alarm other than for the intended purpose will be suspended and turned over to the proper authorities. This includes tampering with fire alarms.
- Water guns/spray cans — any student using a water gun in the school building will have the gun confiscated. Water guns that are being used outside, but are disruptive, may also be confiscated. Water balloons and water fights are not permitted inside the school buildings. Use of spray cans (i.e. "mace") may result in suspension.

Dishonesty

- Forgery — includes using the signature or initials of a parent or teacher to excuse absences or alter a grade, or forgery of any school document.

- Cheating — cheating is taking a dishonest academic advantage over teachers and other students and is considered an aspect of forgery or lying and/or disorderly or disruptive conduct. Cheating includes, but is not limited to, the following behaviors: glancing during a test or quiz, unsanctioned “team” work on an assignment, habitual absenteeism on test/assignment days, failure to cite sources adequately on assignments, copying a portion of a research project, changing answers, cheat notes, stealing a paper/test/key, carrying a test out of a room, copying someone else’s paper or test, excessive “outside assistance” on an assignment, and plagiarism. The school will support teacher classroom cheating guidelines as printed and given to students.
- Plagiarism — a first offense will result in a zero on the homework assignment. A second offense will result in a zero on the assignment and an in-school suspension.
- Theft or dishonesty.

Illegal Activities

Students suspected of engaging in illegal activities will be reported to the proper authorities.

Inflicting Harm Upon One's Self or Others

- Fighting.
- Verbal abuse of others.
- Inflicting physical harm on another intentionally or by serious neglect.

Insubordination

- Undermining the religious ideals of the school.
- Defiance of school personnel’s authority.
- Disorderly conduct — conduct that is disruptive to the educational process of the school.
- Failure to complete a disciplinary assignment.

Obscene/Sexual Behavior

- Obscene or inappropriate behavior — including habitual profanity, vulgarity, possessing obscene literature or materials.
- Sexual misconduct, harassment, or abuse — includes any unwanted or offensive conduct such as sexually suggestive remarks, sexual gestures, sexual jokes, pressuring for dates or sex, remarks of a sexual nature about an individual’s anatomy, sexual touching, indecent exposure, sexual discussions, sexual pictures, and other inappropriate conduct. See “Harassment/Sexual Abuse”
- Inappropriate sexual behavior — Students involved with any form of sexual behavior (i.e. petting, sexual intercourse) will be subject to suspension or expulsion.

Public Display of Affection

God created humankind with a pure and natural sexuality. Over the course of a school year, it is inevitable that students will be attracted to one another and form relationships. While this is understood, it is essential for all students to be able to maintain their focus on the core values of MHA including their personal walks with Christ and their academic endeavors. In an effort to maintain an environment that fosters these values, students are expected to refrain from all inappropriate and unhealthy forms of public displays of affection (PDA) on campus at any time or off campus during school sponsored trips/events. PDA includes — but is not limited to — kissing, having arms on or around each other, giving or receiving back rubs, and other forms of inappropriate touching.

MHA staff will attempt to mentor any students perceived to be involved in an unhealthy relationship. This may be done through individual discussions, conversations with the couple, or formal meetings between the couple, their parents, and MHA staff. If the MHA staff feels that the students would benefit from some space, they may be put under restriction therefore limiting contact with and time spent with each other, given in-school suspension, or at-home suspension depending on the severity of their behavior.

Secret Societies and Gangs

Participating in gang-related activities including possessing or displaying gang-related clothing, symbols, or paraphernalia; distribution of gang literature or materials; display of gang-related posters or graffiti; harassment of others; or recruitment for gang membership is prohibited.

Weapons

The use, possession, sale or furnishing of any illegal weapon, firearm, or other dangerous device is prohibited. This includes guns, knives, miscellaneous weapons, dangerous objects, and explosive devices including fireworks.

Drug and Alcohol Policy

Mile High Academy believes that our school must be drug free and that drug and alcohol abuse must be attacked at every level. It is a violation of MHA's alcohol and drug policy for students to possess, use, share, sell, distribute, or be under the influence of any illegal drug, mind-altering chemical, intoxicant, inhalant, or alcoholic product on or off campus. Similarly, abuse of prescription or over-the-counter drugs and tobacco is prohibited. Possession of drugs or alcohol includes having such substances on the student's person or within an area of his control, including, but not limited to, his car, locker, books, clothing, or some other location known to him. Students may be placed on suspension during investigation.

Student Consent — Each student and parent agree that by presenting themselves for admission to Mile High Academy, they are expressly giving their consent for drug and alcohol testing as determined necessary by the school. Whenever MHA has reason to believe that a student may have violated this policy, MHA may search for drugs or alcohol and may require a student to undertake drug and alcohol testing.

Self-Referral and Reporting — Students who are concerned about their involvement or the involvement of another person with drugs or alcohol are encouraged to ask a staff member for assistance. This staff member will help a student contact appropriate resources. As a general rule, all self-referrals will be treated without disciplinary action, but the student must be assessed and all recommendations must be followed. Self-referral must take place before school discipline involvement.

Students Who Violate Policy — Students who are found to have violated school alcohol and drug policy shall be subject to random drug screening as deemed necessary by the school administration. The costs for such screening will be the responsibility of the student or his/her parent(s) or guardian(s).

Students Associated with Drug Abuse — Students who are present when drug or substance abuse takes place shall be subject to drug screening as deemed necessary by the school administration. The cost for such screening will be the responsibility of the student or his/her parent(s) or guardian(s) when the results prove positive. The school will pay the cost for such screening when the results prove negative.

Failure to Submit to Testing — A student's failure or refusal to take a required drug-screening test within one to two hours of a request will result in the assumption of a positive test. This may result in suspension or expulsion.

Discipline — Distribution, sale, or trafficking of drugs or alcohol will result in expulsion for the remainder of the school year. Discipline for first instance of alcohol, drug, or cigarette use will be at the discretion of Administration and may result in the student attending another school or enrolling in a school-approved education program that provides information on the social, legal, and medical aspects of alcohol, drug and cigarette usage. Regular drug testing and evaluation are part of the program. Exit recommendations will be given to the Faculty committee, and a final set of requirements will be given to the student, which must be followed to continue at Mile High Academy. Examples of continued requirements are smoking cessation classes, counseling, attendance at peer group meetings, etc. A second offense of substance use will result in the student being asked to leave Mile High Academy for at least one complete semester. Before being allowed to return, the student must get further professional assistance as approved by the school. If the student selects an approved education program, a contract of intent between the student, parent, and school will be signed.

Email Access for Students

Students in grades 6-12 will be assigned an MHA Outlook email address. This address will be used to communicate school business with the student and will also be their log in access for RenWeb. Students are expected to check their school email daily.

FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students who are 18 years of age or older ("eligible students") certain rights with respect to the student's education records. Please contact the school office for a copy of these rights.

Harassment/Sexual Abuse Policy

It is the intent of Mile High Academy to provide an environment that is safe and free from harassment. It is vital that everyone respects and uplifts one another. No one must ever be placed in a position of embarrassment or disrespect because of the behavior of another. To place an individual in this type of embarrassing position would be a violation of God's law and the law of the land, which protects human rights. MHA expects both students and faculty to avoid any unwelcome behavior or conduct toward others, which could be interpreted as harassment.

Definitions

Sexual harassment includes — but is not limited to — the following either in person or through use of technology/social media:

- Unwelcome sexual advances, requests for sexual favors and other verbal, visual or physical conduct of a sexual nature.
- Unwelcome sex-oriented comments (e.g. kidding, teasing, joking degrading or offensive sexual comments, sexual gestures.)
- A suggestion, requests, pressure, threats, or demand for sexual favors.
- Unnecessary or inappropriate touching of an individual, (e.g. patting, pinching, hugging, repeated brushing against another person's body).
- Inappropriate visual conduct which creates embarrassment or suggests an interest in sexual activity.

Other harassment on account of age, race, ethnicity or disability includes — but is not limited to — the following either in person or through use of technology/social media:

- Subjecting others to derogatory remarks, insults, slurs, jokes, or tricks based on age, race, ethnicity or disability.
- Denying opportunities to participate in training or educational programs on account of their age, race, ethnicity, or disability.

Reporting Incidents

If an individual encounters sexual harassment or harassment on account of age, race, ethnicity or disability from faculty members, students, or others on our campus, the following steps should be taken immediately:

- Make it clear that such behavior is offensive and must be stopped immediately.
- Report the incident(s) to the school's administration. The individual receiving the report will make written record of the complaint.
- The school's administration will conduct all discussions in an objective and thorough manner and will advise the person making the complaint not to discuss the matter with anyone else due to the sensitivity of the complaint. The person to whom the complaint is made will keep any information received strictly confidential, except as necessary to investigate or rectify the matter.

Third Party Reports

Staff members or students aware of incidents of apparent sexual harassment or harassment on account of age, race, ethnicity or disability at school or at school-sponsored functions are responsible for reporting such incidents to the school administration for investigation.

Response/Investigation

All complaints will be taken seriously. Each incident will be investigated privately and with the keeping of notes. Complaints of sexual harassment and harassment on account of age, race, ethnicity or disability will be investigated promptly. The determination of whether or not a particular action constitutes sexual harassment or harassment on account of age, race, ethnicity or disability will be made from the facts on a case-by-case basis. The investigation will include, at a minimum, confidential interviews with all involved persons and written statements regarding the incident(s). The investigation and results will be documented in writing and the results reviewed with the person making the complaint and the person being accused. This review will include an explanation of any corrective action to be taken. All individuals involved in the investigation and results will be cautioned to maintain strict confidence.

Corrective Action

If the investigation indicates that harassment has not occurred, the person making the complaint and person being accused will be notified of the results and cautioned regarding future compliance with the organization's harassment policy. All persons, entities, or organizations, which were notified of the indication of these proceedings, will also be notified of the results, to the satisfaction of the administrator conducting the investigation in consultation with the person being accused.

If harassment is found to exist, Mile High Adventist Academy administration will take prompt corrective action. Discipline will be given according to the type of behavior and the age of the offender. Progressive discipline will be given unless the first offense is of a serious nature. Depending upon the severity of the act, the discipline may range from a written warning (copy of which will be placed in the offending person's file) to immediate dismissal.

Hazardous Materials

As required by AHERA, the federal law that governs asbestos in schools, MHA has been inspected for asbestos. No asbestos containing material are present at Mile High Academy.

Internet & Technology Acceptable Use

Mile High Academy offers Internet access for student use. This document contains the Acceptable Use Policy Agreement for student use of this internet.

Educational Purpose

Use of the internet has been established for a limited purpose. The term educational purpose includes classroom activities and limited high quality self-discovery activities. This internet access under the auspices of the MHA has not been established as a public access service or public forum. This school has the right to place reasonable restrictions on the material you access or post through this system. You are also expected to follow the rules as set forth in this Acceptable Use Policy Agreement.

You may not use the MHA internet connection for commercial purposes. This means you may not offer, provide, or purchase product or services through the MHA connection

Student Internet Access

All students will have access to Internet World Wide Web information resources or any other information resources specific to the Internet Provider Service connection used by the MHA through the school account. However these information resources may only be accessed with the direct knowledge of the teacher or teacher's agent and when an adult is present in the room. Students will have email access only under the direct supervision of the teacher or teacher's agent using a school account.

The student and the student's parents must sign this Acceptable Use Policy Agreement to be granted permission to use the MHA Seventh-Day Adventist Church School Internet connection. The parent or the school may withdraw this permission at any time.

Appropriate Uses

The following uses of the MHA Internet connection are considered acceptable:

Personal Safety

- You will not post personal contact information about yourself or other people. This includes the name, physical description, address, telephone number, school or work address of you or any other person.
- You will not agree to physically meet with anyone you have encountered online without your parent's approval. Your parent should accompany you to any such meeting.
- You will promptly disclose to your teacher or teacher's agent any message you receive that is inappropriate or makes you feel uncomfortable.

Illegal Activities

- You will not attempt to gain unauthorized access to the MHA Internet account or to any other computer system through your authorized access. This includes attempting to log-in through another person's account or accessing another person's files. These actions are illegal, even if only for the purpose of "browsing".
- You will not make deliberate attempts to disrupt the computer system or destroy data by any means including intentional creating or spreading of viruses. These actions are illegal.

System Security

- Under no conditions should you attempt to change your password or provide it to another person.

- You will immediately notify the teacher or teacher's agent if you have identified a possible security problem.

Use of Inappropriate Language

- Restrictions against inappropriate language apply to public and private messages and material posted on web pages. You will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language in any such messages or material posted.
- You will not engage in personal attacks, including prejudicial or discriminatory attacks.
- You will not harass another person. Harassment is persistently acting in a manner that distresses another person. If you are told by a person to stop sending them messages, you must stop.
- You will not knowingly or recklessly post false or defamatory information about a person or organization.

Respect for privacy

- You will not re-post (forward) to another person a message that was sent to you privately without permission of the person who sent you the message.
- You will not post private information about another person.

Plagiarism and copyright infringement

- You will not plagiarize works that you find on the internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were yours.
- You will respect the rights of copyright owners. Copyright infringement occurs when you inappropriately reproduce a work that is protected by a copyright. If a work contains language that specifies appropriate use of that work, you should follow the expressed requirements. If you are unsure whether or not you can use a work, you should request permission from the copyright owner. Copyright law can be confusing. If you have questions, ask a teacher.

Inappropriate access to material

- You will not use the MHA Internet connection to access material that is profane, obscene, or that advocates illegal acts, violence or discrimination toward anyone regardless of whether or not any governmental prohibition exists against such material. Pornography and hate literature, so called, are examples of prohibited materials.
- If you mistakenly access inappropriate information you should immediately tell your teacher or teacher's agent. This may serve to protect you against a claim that you have intentionally violated this policy.
- You should follow the instructions of your parents regarding any additional material that they think would be appropriate for you to access. The school fully expects that you will follow your parent's instructions in this matter.

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Privacy

You should expect only limited privacy in the contents of your personal files on the school's computers. Routine maintenance of the school's computers including your personal files may lead to discovery that you have violated this policy. By signing this policy statement along with your parents, you and your parents' consent to a routine examination of your files on any of the school's computers to determine compliance with this policy or the law. Your teacher or teacher's agent and your parents have the right to examine the contents of your e-mail or other computer files.

Personal responsibility

When you are using the MHA Internet connection you may feel like it is rather easy to break a rule and not get caught. This feeling is misleading because when you use a computer or computer network you leave little electronic footprints, so the odds of getting caught are really about the same in the real world. But for a person to choose to follow a rule or not based on the likelihood of getting caught reveals much about a person's character.

Cyber bullying

Cyber bullying includes, but is not limited to, the following misuses of technology: harassing, teasing, intimidating, threatening, or terrorizing someone by way of any technological tool, such as sending or posting inappropriate or derogatory email messages, instant messages, text messages, digital pictures or images, or website postings (including blogs) which has the effect of bullying.

Students who violate this policy will be subject to disciplinary action, which may include suspension, expulsion and/or notification to the appropriate authorities.

Lockers (Grades 6-12)

At registration, each student is assigned a locker with a separate school-provided combination lock. Students are responsible to keep their lockers closed and secure at all times. All changes in locker assignments must be made through and with the permission of the administrative office. There may be an additional charge for locker reassignment. The school reserves the right to inspect student lockers at any time without advance notice. A \$20 fine will be assessed if the school-provided combination lock is lost or if the school-locker is damaged or dirty. Students seen vandalizing or attempting to open a locker not assigned to them, will be charged a disciplinary fee.

One to One Policy

All students in grades 6-12 will be provided with a school-owned laptop for their use during the school year. Students will be responsible to bring their laptops fully charged each morning ready for use in the classroom. Laptops must be returned at the end of the school year or at withdrawal. Laptops should be kept in the provided protective case/sleeve or student-provided case. Students will be allowed to take the laptops home each night for homework purposes. Students must not make any alterations to the hardware or software configurations already set on the laptop.

Any damage or malfunction should be reported to the IT department as soon as possible. The school will be responsible for repairs resulting from normal wear and tear or accident. Repeated or excessive damage of a laptop due to negligence will result in a repair fee of \$50 to be paid by the family. Students are not allowed to remove or deface any IT tags placed on laptops. If you notice a loose asset tag, please notify the office.

The school provides standard content filtering on school-provided laptops both on and off campus. At the parents' request, a more restrictive level of filtering can be provided. It is important to note that any filtering system is not 100% effective – students should follow all school rules to avoid inappropriate web sites.

Laptops will be available to rent for students who forget their laptops at home. Students will be allowed 3 free rentals per year. After 3 times they may be charged a daily rental fee of \$10. Laptops will be considered lost after 5 consecutive school days missing. Students/Families will be responsible for a lost or stolen laptop. The charge will be \$750 charged to the student account. Lost chargers or cases will be billed at \$30 each.

Inappropriate use of the laptops will result in confiscation of the laptop and appropriate disciplinary measures. On the first offense the laptop will be taken for the day with a behavior write-up in RenWeb. On a second offense, the laptop will be held for a day, student will be charged a \$10 fine, with a write-up in RenWeb. On a 3rd offense or after, laptops will be held for one week, student will be charged a \$10 fine and a meeting may be called with parent.

School Day/Before & After School Care

Regular school hours are from 8:30 a.m. to 3:20 p.m. lower school/3:30 p.m. middle & upper school (8:30-1:00 p.m. on Friday) PS-12th grade. Students are encouraged to be at school during school hours only and should not be on campus before 7:15 a.m. or after 3:45 p.m. unless they are in a class or authorized school activity. Parents are responsible to pick up their children after school. MHA cannot take responsibility for supervising students who are on campus before 7:15 a.m. or after 3:45 p.m. unless they are involved in an authorized school activity. After school care will be provided for students 13 and younger who are still on campus after 3:45 p.m. (1:15 p.m. on Friday). Students 13 and younger will be placed in the regular After School Care Program. Charges will apply—see the Financial Information section of this handbook.

School Property

Students and their parents assume full financial responsibility, including restitution, for any school property or the property of other students that they damage. In addition to restitution, an additional fine of \$25.00 may be imposed if the administration determines that the damage was intentional.

Snow Days

The safety of our students is our first concern. Parents' decisions in keeping their children at home due to the weather will be honored. Parents who live in outlying areas need to determine if local road conditions are safe

even when school is in session. Parents need to inform the school if their children are unable to attend school due to hazardous road conditions. It may be necessary to cancel or have a delayed start due to inclement weather. When a decision is made to close or delay school, television channels 4, 7 and 9, and radio station KOA will be called by 5:30 a.m. A RenWeb Parent Alert (text message) will also be sent to all parents informing them of the closure.

Social Programs

A wide variety of extra and co-curricular programs of a social nature are sponsored by many school organizations. These may be held on weeknights with students encouraged to attend. Students are expected to observe school rules during these functions. Most will be non-compulsory, but students and often parents and members of the community are invited. The school does not accept any responsibility for activities planned without the knowledge and approval of school administration.

Student Residence

It is school policy that each student must reside with a parent or legal guardian. Any other arrangements must be approved in advance by the administration of the school.

Student Vehicles

Any student who chooses to drive a vehicle to school must register their vehicle and be aware of the following rules:

- School insurance does not cover occupants of student vehicles during normal school hours (8:30 am-3:30 pm).
- Vehicles are not to be used during the school day, except by permission of a parent or guardian and school administration.
- Students are not to sit in cars for visiting, studying, or eating during the school day.
- Because of the presence of small children, students are cautioned to drive carefully while in the parking lot and the streets adjacent to the school.

Failure to comply with the above requirements could result in the loss of driving privileges.

Touring Policy

Travel Guidelines for School Tours & Trips

1. There is to be no rowdiness on school vehicles at any time. To avoid unnecessary wear and tear of vehicles, students are requested not to sit on the arms of the seats, kneel on the seats, sit with their legs or bodies extended across the aisle, or turn around backwards in their seats.
2. For safety's sake, students are asked to stay in their seats except for an occasional stretch period. Heads, arms, etc., should be inside the vehicles at all times when in motion. No student is to lie on the floor, on the luggage racks, etc. Aisle must remain clear.
3. At sunset or anytime faculty member deems necessary, buses will be segregated from front to back (not from side to side). Students may choose their seats after the supervisor has designated his seat between the boys and girls.
4. Individual sound equipment and media players are not permitted on school transportation, unless approved by the faculty tour director. If others can hear it, it is too loud.
5. Bringing food or eating on school transportation is not allowed unless approved by the sponsor. Water bottles with a screw top lid are permitted.
6. All members of a touring group will ride in transportation provided by the school to and from the scheduled appointments. The only exception to this is that a student may ride with his/her own parents after the last scheduled performance with permission from the faculty director of the group.
7. Students on tour may only be checked off with their own parents or grandparents with permission from the faculty director of the group.
8. Neat dress is important when traveling with school groups. Attire should be appropriate for the occasion and within school policy.
9. Conduct should give a favorable impression.
10. All school policies are in effect on any school trip.
11. Students not attending scheduled performances or tours will receive a grade penalty.
12. Performing organizations have 5 school days to tour but can miss no more than 3 school days in a single tour. Basketball has 6 away games and 6 home games.

Traffic Plan

PURPOSE

Mile High Academy (“MHA”) is committed to managing traffic and parking in a safe and effective manner for the benefit of its students and the community. As a matter of school policy, MHA property is to be used for all pickup and drop-off of students and for parking for school events. This Traffic and Parking Management Plan and Procedures maximizes the efficiency of the drop-off/pickup and special event parking systems while prioritizing student safety and well-being.

SAFETY PRECAUTIONS

As a matter of school policy, no electronic devices of any kind, including Bluetooth or other hands-free devices, may be used by drivers in the areas designated as Staging and Loading Areas. Further, to ensure the safety of all, a vehicle may not exceed 10 mph on school property at any time for any reason.

Mile High Academy’s parking lot is a one-way parking lot. There is one entrance and one exit. Please adhere to this directive to keep our students safe.

FAMILY NUMBERS

Upon enrollment, each MHA family will be assigned a family number. One copy of this family number will be printed by MHA on authorized Carpool Tags and distributed to each family. Four additional Carpool Tags will be available at registration. Original Carpool Tags, not copies, must be displayed on the visor, dashboard, rearview mirror, or windshield of the passenger side of the vehicle and be clearly visible to Faculty/Staff Member on Duty. All students will be issued a mini Carpool Tag to attach to each student’s backpack. It will be helpful for student to memorize their family number. If you are carpooling, you must have a Carpool Tag for each family of the students being picked up.

Each family must provide a Carpool Tag to anyone else that is authorized to pick up their children. For security reasons, the Faculty/Staff Member on duty will not allow a student to enter a vehicle that does not display an authorized Carpool Tag. If the driver of the vehicle does not have a Carpool Tag, the driver must park and go to the main office to check out students. No one will be allowed to pick up students with outdated or non-school issued Carpool Tags. Carpool Tags must be on display until you have loaded your children in your vehicle.

MHA will only issue replacement Carpool Tags upon the showing of valid identification. If your student is physically or medically restricted from walking to or from the designated loading zones to the school, please notify school administration as soon as possible so that reasonable accommodations may be made.

SCHOOL HOURS/DROP-OFF & PICKUP TIMES

Morning drop-off	P-12	7:15-8:25 a.m.*
Half Day Pick-up	PS	11:30 a.m. – 12:00 pm
Afternoon Pick-up	PS-5 Only	3:20-3:30 p.m.
Afternoon Pick-up	PS-12 combined	3:30 p.m.

*Students not in their seats by 8:30 a.m. must get a tardy slip from the office before going to class.

MORNING DROP-OFF PROCEDURES

See Attachment A for a detailed map of the traffic plan and designated areas.

MORNING DROP-OFF FOR P-8TH Grades COMMENCES AT 7:15 A.M.

Students are not permitted on school property prior to 7:15 a.m. Students who walk to school must use the designated crosswalk located on Dad Clark to access the sidewalk on either side of the parking lot. At no time should a “walker” cross through the parking lot of the school to access the main entrance of the school.

Drop-off for all P-8th grade students begins at 7:15 a.m. Drivers will line up single file along the Right Lane, which is designated at the entrance. Drivers intending to park should use the Left Lane and proceed directly to the parking lot. Parents arriving after 8:15 a.m. should expect to wait longer in the drop-off line.

DESIGNATED DROP-OFF AREA

The designated drop-off area is the right lane in front of the main entrance to the school ([Blue Dot Loading Zone](#)). Faculty/Staff Member on Duty will monitor this area during morning drop-off. Drivers may not let students out of the vehicle until a Faculty/Staff Member indicates that drop-off is ready to begin.

Once directed, vehicles in the designated drop-off area may release student(s) only from the right/passenger side of the vehicle. At no time may students exit a vehicle from the left side. Once all students have exited their vehicles, they must promptly enter the building through the main entrance and proceed directly to morning care. Drivers should take care that all of their students reach the sidewalk safely before pulling forward. Students sometimes chase papers, balls, etc., moving unexpectedly to retrieve them, and are not easily seen by drivers.

Students should be released from the vehicle only when the vehicle comes to a stop in the drop off line. Drivers must pull all the way forward before stopping in the drop-off area.

Once students have been released from the vehicle and it is safe to pull forward, vehicles will proceed to exit the school along the right lane to the exit. Do not pull into the left lane, unless instructed to do so by a Faculty/Staff Member.

PRESCHOOLERS DROP-OFF

Preschool students must be signed in by a parent, guardian or authorized person. Preschool families should use the Left Lane and proceed directly to Preschool designated parking. Parents, guardians, or authorized persons must accompany the child to the Preschool door and sign them into preschool.

MORNING DROP-OFF FOR 9-12th Grades COMMENCES AT 7:15 A.M.

Students are not permitted on school property prior to 7:15 a.m. Students who walk to school must use the designated crosswalk located on Dad Clark to access the sidewalk on either side of the parking lot. At no time should a "walker" cross through the parking lot of the school to access the main entrance of the school.

Drop-off for all 9-12th grade students begins at 7:15 a.m. Drivers will line up single file along the Right Lane. Drivers intending to park should use the Left Lane and proceed directly to the parking lot. Students arriving after 8:15 am should expect to wait longer in the drop-off line.

DESIGNATED DROP-OFF AREA

The designated drop-off area is the right lane in front of the Upper School building. Vehicles in the designated drop-off area may release student(s) only from the right/passenger side of the vehicle. At no time may students exit a vehicle from the left side. Once all students have exited their vehicles, they must promptly enter the building through the upper school main entrance and proceed directly to the upper school commons. Drivers should take care that all students reach the sidewalk safely before pulling forward. Students sometimes chase papers, balls, etc., moving unexpectedly to retrieve them, and are not easily seen by drivers.

Students should be released from the vehicle only when the vehicle comes to a stop in the drop off line. Drivers must pull all the way forward before stopping in the drop-off area.

Once students have been released from the vehicle and it is safe to pull forward, vehicles will proceed to exit the school along the north driveway.

*Upper School students must enter through the Main MHA entry after 8:30 am and obtain a tardy slip.

TARDY SLIPS

Tardy slips will be given for students dropped off after 8:30 a.m. since students are required to be in their classrooms and seated at 8:30 a.m. If you arrive after the Faculty/Staff Member on Duty has gone inside for the morning, you must park your vehicle in the parking lot across from the main entrance and escort your child to the office to sign them in. This is to ensure that no student is left unescorted in the parking/loading areas. Your child will receive a tardy slip.

Should there be inclement weather, the Faculty/Staff Member on Duty may stay longer to supervise drop-off, and tardy slips may be suspended at the discretion of the school office.

AFTERNOON PICKUP PROCEDURES

See Attachment A for a detailed map of the traffic plan and designated areas.

Drivers should exit the parking lot to the right. Left turns off Dad Clark may cause delay both for the pick-up line and leaving the parking lot. Vehicles will not be allowed to turn left onto Dad Clark from 3:30-3:45 p.m. to minimize back up during the busiest pick-up time.

AFTERNOON PICKUP FOR P-5 COMMENCES AT 3:20 P.M; GRADES 6-12 AT 3:35 P.M. Drivers picking up students in 6-12 Only should not enter the pick-up line prior to 3:35 p.m. Drivers with students in multiple grades levels (PS-12) should not enter the pick-up line prior to 3:30 p.m. Drivers may begin to line up along the Right Lane as they enter the parking lot. Drivers must enter the south/east entrance. Drivers intending to park should use the Left Lane and proceed directly to the parking lot. If you arrive after 3:45 pm please use the Left Lane and go directly to the parking lot and park. Your child will be taken to After School Care where you can then check them out. Afterschool has its own entry and you may proceed directly to that entry. (Please Attachment A for entry door.)

PRESCHOOLERS PICK UP

Preschool students must be signed out by a parent, guardian or authorized person. Preschool families should use the Left Lane and proceed directly to Preschool designated parking. Parents, guardians or authorized persons must accompany the child to the Preschool door and sign them into preschool.

DESIGNATED STATUS

Each student will be designated as a "Carpooler," "Preschooler," "Bus," or "Walker". Students will be dismissed according to their designated status. Parents may contact the school office prior to 3:00 p.m. to inform the school of a one-day exception or change in designated status. All drivers must have school-issued Carpool Tags with the family number visible when entering the site. Any driver not following these procedures may be fined.

Carpooler

By default, students are designated as "Carpoolers." This includes all students in one family being picked up.

Carpoolers who have students in both K-8 and 9-12th grade will need to do the following:

K-8 students will need to stay in the designated classroom for pick up. Carpoolers may walk home only if the parent or guardian informs the school prior to 3:00 p.m. on the day of the exception, and the student otherwise has complied with the requirements for Walker status.

Preschooler

Students are designated as Preschoolers if they attend MHA's preschool.

Bus

Students riding school transportation will have an additional Bus Tag indicating that they ride school transportation. These students will be picked up by Faculty/Staff Member in their classrooms and escorted to their school vehicle at dismissal.

Walker

A student can be designated as a Walker only if 1) a Walker form is on file at the office and 2) the student and their parent or guardian attend a school-authorized Walker safety class. The Walker safety class will be offered during registration at a designated time.

LOADING ZONE AND BUILDING EXITS FOR CARPOOLERS

The school has one loading zone for Carpoolers in afternoon pickup: the [Blue Dot Zone](#) The [Blue Dot Zone](#) consists of the lane located directly in front of the main entry to the school. K-12 Grade Students are picked up in the [Blue Dot Zone](#). The Right Lane will be utilized as a queuing area for vehicles waiting to load. Students will be dismissed in groups based on when drivers arrive, and the students will be instructed to go to their designated waiting areas within the school.

PROCEDURES FOR CARPOOLER PICK UP

Drivers picking up Carpoolers must enter in on the Right Lane and wait in line. Drivers in queue will pull their vehicles as far forward as possible. Drivers will proceed to the Faculty/Staff Member located at the **Blue Dot** sign; family number(s) Carpool Tag(s) must be visible on the dash of the car.

Drivers must pull their vehicles all the way to the front of the **Blue Dot Zone**. Cones will be placed indicating 4 pick-up spots at the beginning of the pick-up line. Students will only be loaded in these vehicles displaying the appropriate family numbers. Cars will be dismissed as a group when all 4 vehicles have been loaded with their riders. All other vehicles must pull as close behind the previous vehicle as possible.

All vehicles within the loading area must wait until the Faculty/Staff Member directs the vehicles to leave. Once all Carpoolers have been loaded in their vehicle, the driver must remove the Carpool Tag from the windshield to signal the Faculty/Staff Member on Duty that the vehicle is ready to leave. Once vehicles have been dismissed from the pick-up line, they should proceed to the right exit lane and leave the parking lot. Vehicles will only be allowed to turn right onto Dad Clark between the hours of 3:30-3:45 p.m. to minimize back up.

DROP-OFF AND PICKUP RULES

The following rules apply to both morning drop-off and afternoon pickup for all grades, and all parents/guardians are required to abide by these rules:

- Be courteous; practice the virtues of temperance, tranquility, and humility that your children are learning in school.
- Do not use electronic devices of any kind, including Bluetooth or other hands-free devices, during drop-off and pickup.
- If you are driving, prepare your child for drop-off before you arrive in the morning. Coats should be on or in hand; backpacks and lunchboxes should be packed, on laps or easy-to-reach; and when possible, children's seating order in the vehicle should match the order in which they will exit the vehicle. Make sure your child's backpack can be carried or maneuvered by that child.
- Respect the Faculty/Staff Member on Duty and follow their directions at all times. Faculty/Staff Members on duty do their best every day to uphold the rules of the school and to make drop-off and pickup run as safely and smoothly as possible.
- Do not allow your student to exit your vehicle on the left side at any time.
- Do not line up prior to 7:10 a.m. for morning drop-off or 3:15 p.m. for afternoon pickup.
- Do not hold up the line by chatting with a Faculty/Staff Member. Carpool is not the time or place for impromptu discussions.
- Do not attempt to pass the vehicle(s) in front of you at any time during drop-off or pickup. Follow the vehicle in front at all times unless directed otherwise by a Faculty/Staff Member.
- Please park if you need to discuss something with another parent or teacher.

EMERGENCIES

It is possible that emergency vehicles will need to reach the building during drop-off and/or pickup times. In the event of such an emergency, please follow the instructions of the Faculty/Staff Member on Duty. In the absence of such instruction, make every effort to make way for emergency vehicles on your own. If you are exiting the parking lot, stop and wait for the emergency vehicle to pull to the front of the school. If you are in a Loading Area, pull into the parking lot and park. Importantly, vehicles may not be parked and left unattended in the fire lane at any time.

AFTERNOON WALKERS

At 3:25 p.m., students designated as "Walkers" will be released from class and allowed to exit the building through the main entry. Walkers will proceed to Dad Clark along the back sidewalk closest to the main entry) and proceed home on the sidewalk. If Walkers need to cross Dad Clark Drive or any other street, Walkers must cross in the designated crosswalk.

MHA, Rocky Mountain Conference and their employees and volunteers are not liable or responsible for the welfare of a child or child's behaviors and actions while walking to or from school property. MHA does, however, request that every parent and student act responsibly and respectfully when traveling to and from school property. All students and parents should be mindful that their actions impact the reputation of MHA in the community. Walker designation can be revoked at any time at the school's sole discretion.

Parents/Guardians meeting Walkers on a public street must obey all traffic laws and parking signs and are subject to being ticketed by the Douglas County Sheriff if laws are not followed. No stopping, loading or parking is allowed on Dad Clark at any time.

EARLY AFTERNOON PICKUP

If you need to pick your child up from school early for a doctor's appointment or another pre-arranged reason, you must park in the parking lot and come to the front office to sign your child out before 3:30 p.m.

Early pickup is intended to be used as an exception and will not be allowed on a regular basis. Routine early dismissal is disruptive to the student(s) and the entire class. The office reserves the right to deny early pickup.

INCLEMENT WEATHER

If there is inclement weather in the morning, please check the school website for delays and cancellations.

Due to limited parking at the school, there are no provisions for inclement weather except for lightning. In the event of lightning, drop-off and/or pickup will be suspended; all children and staff will remain inside the building. Drop-off and/or pickup will start or resume and Walkers will be released when it is safe to do so.

In Colorado, the weather changes frequently. Accordingly, please provide your children with clothing appropriate for inclement weather.

PARKING

There is no overnight parking permitted on the MHA premises. Do not park and leave your vehicle in the drop-off/pickup lines or in the fire lanes. The school reserves the right to have any unattended vehicle immediately towed if that vehicle is illegally parked, could impede the progress of drop-off/pickup, or is considered a threat to safety. Upper School students who are of age to drive are to park in Upper School designated parking. Please see Map for specified parking area.

SPECIAL EVENTS

During special events, all parking spaces will be available for parking as well as the Horizon Church to the east of our property, and along Dad Clark Drive. You may park there and walk along the sidewalk back to our campus.

EMERGENCY LOCK DOWN

In the case of an emergency that requires the school to be locked down (e.g., criminal in area, crime scene next door, tanker truck spill), parents/guardians will be notified via texting. Parents/Guardians are not allowed into the building until the conditions have improved and MHA has given the "all clear." Parents/Guardians will be notified electronically when they may pick up their children.

WAYTOGO CARPOOL

Reduce traffic congestion, improve air quality, and make life better for our community. As a school, we want to support and provide a way for you to connect with your neighbors and carpool to school. The office will be happy to assist you in finding creative ways to get your child to school. Please contact the office for more information on WAYTOGO, which is our way of informing each of you of families who live in your area. We are also eager to help you find ways to use the varying methods found on RTD and Light Rail. There is a park and ride just a block to the east of the school off University.

TRANSPORTATION

MHA will offer transportation routes to and from school as long as it is financially feasible to do so. Please check with the office for current transportation information, routes, and prices. Parents, please arrive to each location 5 minutes before scheduled pick up or drop off. Students will only be picked up and dropped off at designated stops that have been approved by Mile High Academy. The shuttle will leave promptly from each pick up/drop off at the designated time and will not wait past designated and posted times. Children will not be left unattended at any location. If you are late to pick up your child, you may pick up at next location or the last stop.

School Bus Student Rules:

- Student will obey driver at all times.
- Student will sit in assigned seat
- Wait for your bus in a safe place - 10 feet off the roadway.
- Be at stop 5 minutes before pick up time.
- Do not eat or drink on the bus - keep the bus clean.
- Be courteous! No profanity, loud talking, rude gestures, or fighting.
- Keep all parts of your body - and all objects - inside the bus and to yourself.
- Remain seated with feet on the floor while the bus is in motion.
- Keep noise to a minimum; no yelling or screaming.
- No throwing objects while on the bus.
- Does not litter, write on, or damage the bus.
- Keep all animals and harmful objects off the bus.
- For your own safety, do not distract the driver through misbehavior.
- Student will listen to the driver in case of an emergency.
- Remember: if you follow above rules you will have a safer, more enjoyable ride. Students who repeatedly brake the bus rules will not be allowed to continue riding on the school transportation routes.

Visitors

We are proud of our school and encourage parents and board members to make an appointment to visit the classrooms. Please make arrangements through the office and sign in when you arrive. We request that preschool children visit only when attended by a parent. Students are not permitted to bring guests to school with them without obtaining prior permission from the principal at least two days in advance.

What Not to Bring to School

Skateboards are not to be used on school property. If these items are brought to school without prior permission, they may be taken away. Jewelry may be taken and may not be returned until the end of the school year. The school does not assume responsibility for lost or stolen property. Knives of any kind or other weapons are not to be brought to school. **Colorado State law requires that school officials report to the police any knives or weapons brought onto school property.**

DRESS CODE/PERSONAL APPEARANCE

Mile High Academy believes that the dress of an individual says a lot about the individual and the organization with which they are associated. The dress code for the school applies from the time the student arrives until they have left the campus.

Enforcement

When a dress code violation occurs, the student will be sent to the office. Students who violate the dress code will be required to take off the item and or change into appropriate attire before returning to class. A phone call to parents for appropriate clothing to be brought to school for the student, or the student being sent home for failure to comply is solely determined by MHA Administration. Subsequent offenses may result in a one-day in-house suspension with homework allowed to be made up or an in-house suspension with no credit given for the day. The Administration, Faculty and Staff reserve the sole right to interpret and enforce the student dress code.

LOWER SCHOOL (PS-5)

Preschool

- FOOTWEAR – All footwear must have closed toes.
- No belts please.
- No Jewelry
- Girls must wear shorts or tights under skirts

Kindergarten – 5th Grade

- Bandanas, do-rags, and/or any other head coverings that are gang-related are not allowed on campus.
- Jewelry is not to be worn.
- No denim or denim-looking material of any color is allowed.
- No hats, caps, or headgear of any type is allowed. Sunglasses are not allowed to be worn inside the building.
- **TOPS** – Polo shirts must be solid color. For girls, white-buttoned blouse may be worn. For boys, white button-down shirts can be worn.
- **BOTTOMS** - Pants, shorts, skirts, skorts, etc. all must be khaki or navy blue. **Skirts, shorts and skorts length should be no shorter than three inches above the knee.** A school-approved plaid option is also available for purchase from Educational Outfitters: 8170 S University Blvd #250, Centennial, CO 80122, 720-200-6666, www.educationaloutfitters.com
- **OUTERWEAR**--Long sleeve t-shirts worn under the polo may be of any solid color.
- All sweaters or fleece must be a solid color. Mile High Academy attire is acceptable. At this time, winter coats will not have a color restriction. Mile High Academy hoodies and sweatshirts are acceptable attire to be worn during the academic day as well as outside.
- **FOOTWEAR** – All footwear must have closed toes.
- **CHAPEL ATTIRE** GIRLS – School-provided blue polo, Khaki skirts, shorts or pants; BOYS -- School-provided blue polo, Khaki pants or shorts
- **PE** –shoes with non-marking soles should be worn for PE class.
- Sleeveless shirts or tank tops are acceptable only while participating in athletic activities

ATTIRE NOT ACCEPTABLE AT ANY TIME:

- Sheer blouses or shirts worn without an appropriate under shirt
- Tight form fitting clothing
- Any clothing not covering the midriff
- At no time should undergarments be exposed
- Clothing with objectionable wording or pictures including pants with writing on the rear end
- Shorts, skirts or skorts not to within 3 inches of the knee
- 2 piece or immodest swim suits
- Tops with low necklines; there should not be any cleavage showing
- Belts with studs and spikes
- Jewelry
- Any other clothing deemed inappropriate by the administration

MIDDLE SCHOOL (6-8)

- **TOPS** – Polo shirts must be solid color. Girls and boys may wear white or black button-down shirts.
- **BOTTOMS** – Pants, shorts, skirts, skorts, etc. all must be khaki, navy blue, black or grey. **Skirts, shorts and skorts length should be no shorter than three inches above the knee.** A school-approved plaid option is also available for purchase from Educational Outfitters: 8170 S University Blvd #250, Centennial, CO 80122, 720-200-6666, www.educationaloutfitters.com. **Pants should be Dockers-style or dress slacks are acceptable for classroom dress.**
- No hats, caps, or headgear of any type is allowed. Sunglasses are not allowed to be worn inside the building.
- **OUTERWEAR** – Long sleeve t-shirts worn under the polo may be of any solid color. All sweaters or fleeces must be a solid color. No writing, print, design or embroidery of any kind is acceptable, unless it is Mile High Academy attire. Mile High Academy hoodies and sweatshirts are acceptable attire to be worn during the academic day as well as outside.
- **PE** --Appropriate non-marking shoes and modest athletic attire (using guidelines within this policy) must be worn for PE.
- **FOOTWEAR** – The only restrictions are that closed toe shoes must be worn in Physical Education and Science Labs.
- **Chapel Attire** GIRLS – School-provided blue polo, Khaki skirts, shorts or pants; BOYS -- School-provided blue polo, Khaki pants or shorts

ATTIRE NOT ACCEPTABLE AT ANY TIME:

- Sheer blouses or shirts worn without an appropriate under shirt
- Tight form fitting clothing
- Sleeveless shirts or tank tops (guys may wear them while participating in athletic activities)
- Any clothing not covering the midriff
- At no time should undergarments be exposed
- Clothing with objectionable wording or pictures
- Shorts, skirts or skorts not to within 3 inches of the knee
- 2 piece or immodest swim suits
- Tops with low necklines; there should not be any cleavage showing
- Pants with writing on the rear end
- Belts with studs and spikes
- Jewelry
- Any other clothing deemed inappropriate by the administration
- Athletic uniforms not included.

UPPER SCHOOL (9-12)

The purpose of the MHA dress code policy is to help students learn to dress professionally and modestly. It is our hope that the skills they learn help them come across as confident, mature, Christian leaders throughout their lives. Professional modest clothing includes the following:

Ladies:

- Short or long-sleeved blouses, turtlenecks, polo shirts, collared shirts, sweaters, or other dressy top
- Modest dresses or skirts
- Dressy pants, shorts, capris, or crop pants (khaki is acceptable)
- Leggings are welcome under dresses, skirts, or long sweaters that reach the thighs
- Shoes are required at all times. Close-toed shoes must be worn in the science lab.

Gentlemen:

- Short or long-sleeved collared shirts or sweaters
- Business casual or dress pants (khaki is acceptable)
- Dressy shorts (khaki is acceptable)
- Shoes are required at all times. Close-toed shoes must be worn in the science lab.

Professional modest clothing does not include the following:

- T-shirts
- Sleeveless tops
- Clothing that reveals undergarments, cleavage, midsections, backs, or upper thighs (defined as 3 inches above the knee)
- Excessively tight or baggy clothing
- Clothing with rips or holes
- Hats, sunglasses, or other headgear
- Blue Jeans
- Clothing that promotes ideals counter to the CHERISH core values
- Sweatshirts, sweatpants, or other athletic attire
- Slippers or pajamas
- Jewelry of any kind
- Tattoos visible at school or any MHA function

Professional Attire Exceptions:

To promote community and school spirit, students are allowed to wear MHA sweatshirts/hoodies/jackets along with their professional attire.

Attire appropriate for athletic activities include:

Athletic shoes with non-marking soles
Modest athletic attire

Attire appropriate for school sponsored trips:

Jeans, athletic pants, modest shorts
Athletic tops, t-shirts, sweatshirts
Modest church attire

*Acceptable attire may vary somewhat based on the scheduled activities. Staff members will provide further details as necessary. Remember that students represent MHA at all times and thus should reflect those values, even if a school group is off campus.

HOME SCHOOL POLICY

Mile High Academy recognizes that some families need to choose a home school, correspondence program, or non-accredited school for their child prior to enrolling at Mile High Academy. Requests for recognition of such credits must be made to the Academic Standards Committee. The request should be accompanied by course descriptions of the classes taken, proof of the work (including both content and time information) that was performed by the student for the class. The student's level will be validated by standardized tests where available and by other tests as may be deemed advisable. These validating tests will not be used, however, to grant credit in the absence of one of the academic educational experiences described above. After an evaluation of these records and materials, the registrar will note on our transcript that credit requirements, in the Academic Standards Committee approved areas, have been recognized. No grade will be assigned, but a designation of "HS" will be recorded. Students who have spent two of their high school years in a home school must be enrolled for their entire senior year at MHA to be eligible for graduation.

We urge families considering one of the above options to consult with the registrar or principal so that their program will coordinate with MHA's requirements.

Lower School (K-5th Grade) age students may apply to take up to two classes at Mile High Academy without becoming a full time student under the following regulations:

- A maximum of 2 classes or specials other than a sport
- Tuition fee of \$500 per semester for Lower School
- Students will need to submit the online application and pay the application/enrollment fees.
- Students wishing to participate in field trips and other class events must also pay the registration fees.
- Students may participate in Suzuki outside of these guidelines. Ask the office for information about the Suzuki program.

Middle School & Upper School age students may apply to take classes at Mile High Academy without becoming full time students under the following regulations

- A maximum of 2 classes per year
- Tuition fee of \$500 per trimester for full credit courses, \$250 per trimester for half credit courses
- Students will need to submit the online application and pay the application/enrollment fees
- Students wishing to participate in Student Association and class activities must also pay the registration fees
- Students may be considered members of a class if they participate in all fund raising activities and other required class activities

Non-MHA Student Participation in Athletics

Non-MHA students will be allowed to play team sports at Mile High Academy based on the following guidelines. Home school students wanting to participate in sports must be enrolled in at least one other non-athletic class at MHA. Students must register under the homeschool guidelines and must take at least one other non-athletic class from MHA in order to participate in extra-curricular sports. Fees are based on credits offered for individual sports. Students are subject to MHA's Athletic Department participation requirements and must provide proof of acceptable grades (GPA of at least 2.5 and no F's) prior to trying out for any sport and every two weeks once practice or games begin. Prior to practicing or playing a game, a student must turn in a copy of their latest grades to the school office, along with their application form, consent to treat form, and sports fees. Students must submit an application prior to trying out for a sport.

Sports Class Fees:

- Varsity Basketball (5 credits) - \$500
- JV Basketball (2.5 credits) - \$250
- Varsity Soccer (2.5 credits) - \$250
- JV/Varsity Volleyball (2.5 credits) - \$250
- Varsity Baseball (2.5 credits) - \$250
- Middle School Sports - \$125
- Students must also pay the athletic fees associated with each sport including any tournament fees prior to practicing with the team. Fees vary according to sport.

ATHLETIC INFORMATION

Mission Statement

The mission of the Mile High Academy Athletic Department is to develop a Christ-like character in students through sportsmanship, teamwork, honesty, respect and integrity.

Department Philosophy

Athletics is an important part of the educational program that seeks to develop young men and women spiritually, physically, mentally, emotionally and socially. It is a privilege to participate in the program and carries with it a responsibility to God, school, team and the individual student. The program promotes Christian sportsmanship By teaching young people to respect teammates, coaches, officials, opponents and fans; demonstrate fair play; promote a sense of school pride; and lead by example on and off the court. All students are encouraged to develop skills in recreational and athletic activities that will enable them to maintain good health throughout their lives.

Participation Requirements

MHA is a partner school with CHSAA and will be following the guidelines of CHSAA determining eligibility of student athletes. Students must have a 2.5 GPA and no F's to participate in team sports. Eligibility will be checked every week. Students questioning their grades must be cleared by the Registrar before being taken off the ineligible list. Students placed on the ineligible list for the first time within a season are expected to attend practices but cannot dress for games or travel with the team on any away games. Students placed on the ineligible list twice or more during a season will have further participation dependent to administrative review. All students participating in extracurricular athletics programs will be required to have a sports physical current within the last 365 days before the start of practice. Please refer to the athletic handbook for more information.

Teams and Seasons

Fall Sports Season — Soccer

Middle School Boys Middle School (6-8)
Varsity Men.....Upper School
JV Coed.....Upper School

Fall Sports Season — Volleyball

Middle School Girls..... Middle School (6-8)
Junior Varsity WomenUpper School
Varsity WomenUpper School

Winter Sports Season — Basketball

Middle School Girls..... Middle School (6-8)
Middle School Boys..... Middle School (6-8)
Junior Varsity WomenUpper School

Junior Varsity Men Upper School
Varsity Women Upper School
Varsity Men..... Upper School

Spring Sports Season — Women's Soccer

Middle School Girls..... Middle School (6-8)
Varsity Women Upper School

Spring Sports Season — Men's Baseball

Varsity Men..... Upper School
Middle School Boys Middle School (6-8)

Physical Education Classes

Mile High Academy offers physical education from preschool through 12th grade. For each grade level, a variety of age-appropriate skills and lessons are learned. Uniforms are needed for these classes and may be purchased during registration at a small cost. Some of the basic skills taught at the lower levels help students learn hand/eye coordination, juggling, team building exercises, skipping, hopping and other fun exercises. As students reach 5th grade and continue on into middle school, they are trained in the fundamentals of basketball, softball, soccer, volleyball and other team sports. These fundamentals and techniques are then taught more in depth during the high school years. Students are also given the opportunity to learn individualized sports in which they can participate beyond their high school "team sport" experience. Class activities include weight training, running, golf, swimming and mountain biking.

MUSIC AND FINE ARTS INFORMATION

Mission Statement and Philosophy

The Music and Fine Arts Department at Mile High Academy seeks to inspire young people of all ages to be actively involved in the arts in its varied forms so they can glorify God, minister to people, learn focus and discipline, be part of a music making community, and grow to become well rounded individuals who appreciate music and the arts, understand its power to serve and are committed to making it a part of their lives as adults and parents themselves.

Summary of Program

At Mile High Academy every student has a tremendous opportunity to grow their musical and artistic God given abilities, to discover new abilities and to learn new skills. From the youngest ages to the High School student who is ready for college, we are committed to providing quality musical and artistic education. This includes, among others, an array of ensembles and group lessons including Suzuki strings, Concert Band/Orchestra, Choirs, Hand Bell Choir and Theory and Appreciation classes. The school also fosters and hosts many private lessons and encourages all students to take advantage of one on one instruction. Many of the groups participate in many church services in the area. Some have tours and specialized trips and requirements. Please see the office and the Music Director for specific dates of all performance and concerts.

Suzuki Strings and Lower/Middle School Music Program

Music is an integral part of our program. We believe that the fine arts help our students develop fully in all areas of their lives and that music is one of the most precious gifts God has entrusted us with.

Psychology Today had a lot to say on the subject of beginning musical training at an early age. "Playing a musical instrument can cause fundamental changes in a young person's brain, shaping both how it functions and how it is physically structured, researchers say. "Listening to and making music is not only an auditory experience, but it is a multisensory and motor experience. Making music over a long period of time can change brain function and brain structure."

Because of this belief, all students at MHA from preschool through 5th grade participate in violin, viola and cello instruction in a group setting. These group lessons are open to those teachers and parents who would like to learn as well. As students become more proficient with their string instrument they will be able to join a string ensemble meant to prepare them to join the more advanced instrumental groups in middle and upper schools. Sixth graders who have been at MHA since preschool will be expected to be at a level where they can be in the ensemble as they move from Suzuki books to more advanced ensemble repertoire. Therefore the string ensemble will be geared to and made up mostly of 6th-8th grade students and beginning at 6th grade, students will be given the choice of continuing with their string instruments in the string ensemble or moving to a wind or percussion instrument with the goal of joining middle school and upper school bands/orchestras.

As part of the music program for lower and middle school, students will get a chance to participate in exciting and educational events such as the Christmas program, and the annual RMC Music Festival. These events develop such skills as choral singing, choreography, acting, and instrumental music.

The music department highly encourages those students who excel in music to develop their potential in the context of private lessons. Finally, students are expected to participate in the spiritual program of the school by learning to lead worship, singing, playing their instruments, or sharing the talents that God has given them in the context of worship.

ACADEMIC INFORMATION

LOWER SCHOOL (Grades PS-5th Grade)

Preschool

Preschool – Reading Readiness, critical thinking, social skills are assessed 5 times per year

Grading System

Kindergarten – Skill Sets

Grades 1-2 – E, S, N

Grades 3-5 – Letter Grades

Grade Reports

Quarterly grade reports will be given to parents at Parent/Teacher conferences scheduled after the end of each quarter. Report cards should be examined carefully by the parent(s)/guardian(s), both for academic achievement and conduct. There will be one formally scheduled conference with the teacher during each quarter of the school year. However, teachers are more than happy to discuss your child's achievements or conduct at any time. The end-of-the-year report card will be mailed when financial clearance has been made. Parents will have access to see their current grades on-line through RenWeb. Grades will be updated weekly.

Incompletes

Students who receive an incomplete because of extended illnesses or other reasons must make arrangements with the teachers to make up missed work within a period of three weeks. The student has the option of petitioning for additional time to the Faculty Committee. Failure to complete this work in the specified time will result in changing an "I" to an "F".

MIDDLE SCHOOL (Grades 6-8)

Grade Reports

Quarter/Semester (every 9 weeks) grade reports will be mailed to the parents. Report cards should be examined carefully by the parent(s)/guardian(s), both for academic achievement and conduct. There will be one formally scheduled conference with the teacher during the school year (required for grades 6-8) with a second conference available upon request. However, teachers are more than happy to discuss your child's achievements or conduct at any time. The end-of-the-year report card will be mailed when financial clearance has been made. All students and their parents will have access to see their current grades on-line through Renweb. Grades will be updated weekly.

Grade System

Grades at Mile High Academy are assigned using a letter grade system as follows:

A = Mastery of the course objectives

B = Accomplishment in the course objectives

C = Competence in the course objectives

D = Progression in the course objectives without reaching overall competence

F = Student did not meet course objectives and will receive no credit

AU = Audited

I = Incomplete

P = Pass (no grade points)

WF = Withdraw Failing

WP = Withdraw Passing

Completion of the 8th Grade

In order to finish the eighth grade from Mile High Adventist Academy, the pupil must complete the following subjects with at least a "D" or above:

Bible	Health/Science
Language Arts	Fine Arts– Art/Band/Choir
U.S. History	Physical Education
Math	Computer Technology

Students who miss more than 7 days (15%) per quarter, or receive an F in any required subject, may not be promoted to the next grade level. No diploma will be given if there is a balance due on account.

Academic Probation

Any student that appears on the D, F and I list in any core subject for any quarter grade may be asked to appear with his or her parents before the Academic Standards Committee to discuss his or her program and how we can work together to make his or her stay at MHA more rewarding.

Honor Roll/Principal's List (Grades 6-8)

Honor Roll is for those students who have a 3.5 overall grade point average with no Ds or Fs. Students with a 3.75 grade point average with all As or Bs" will be part of the Principal's List. Students who are successful in maintaining Principal's List status for all of the first three quarters in the school year will be designated as having earned Principal's List status for the current year. Students who are successful in maintaining Honor Roll and/or Principal's List status for the first three quarters in the school year will be designated as having earned Honor Roll status for the current year.

Incompletes

Students who receive an incomplete because of extended illnesses or other reasons must make arrangements with the teachers to make up missed work within a period of three weeks. The student has the option of petitioning Administration for additional time. Failure to complete this work in the specified time will result in changing an "I" to an "F".

Student Leadership

In order to hold a major class office (President or VP) a student must have no Ds or Fs at the quarter. Any major discipline (an out of school suspension or more) will result in a student losing their office.

UPPER SCHOOL (Grades 9-12)

In order to graduate, a student must meet the requirements outlined in the MHA school handbook. As long as a student maintains continuous residence in MHA's academic program, he/she may meet the requirements under the handbook current at the time of entry to MHA.

Academic Probation

Students who maintain at least a 2.50 grade point average, without any failing grades in the previous grading period, shall be considered students in regular standing. Students who have GPAs less than 2.5 or that appear on the D, F and I list with 2 D's or any F's or I's are automatically placed on Academic Probation and may be asked to appear with his or her parents before the Academic Standards Committee to discuss his or her program and how we can work together to make his or her stay at MHA more rewarding.

Acceleration

The high school program is designed for a student to complete in four years. In some instances a student of exceptional abilities and maturity may benefit from completing the program in three years. Students and parents who desire to make application to accelerate must do so before the end of the sophomore year. Specific criteria have been set by the Mid-America Union Conference of Seventh-day Adventists for such cases, and only students who meet these criteria will be considered for such a program. Students who accelerate must meet the College Prep Diploma requirements.

Attendance Diploma

Occasionally there are circumstances where a student may not be able to meet the regular academic requirements for graduation yet the family wants their child in a Seventh-day Adventist school environment. The

following policy has been developed to meet these special needs. It is understood that the Attendance Diploma is not the equivalent of a high school diploma and does not meet college entrance requirements.

A. Criteria for acceptance into Attendance Diploma program:

- A written request from the parents (guardian) for admission into the program
- Documented learning disability
- Signed statement of understanding by parent/guardian and student

B. Requirements for continuing in the program:

- The student must demonstrate progress commensurate with his/her ability.
- Faithful class attendance is required.

C. Requirements for receiving the Attendance Diploma:

- The student must be enrolled in a high school program for a minimum of 4 years.
- The student must attempt courses totaling 24 credits including all specific requirements for graduation under the regular high school program. Course attendance requirements may be met by either enrollment in classes or by assignment to special tutorial sessions.

Class Membership

Membership in class organizations will only be granted to students making satisfactory progress toward graduation. Each year, one fourth (¼) of the total minimum graduation requirements must be met. The following minimum number of credits must be earned before the start of each year.

Freshman	0
Sophomore	66
Junior	132
Senior	198

Correspondence/Summer School Work

It is the policy of MHA to encourage all students to enroll in classes they desire or need during the regular school session while they are in residence. Students who desire to retake a class they have already taken at MHA, or take an elective or other class not offered at MHA, for credit by correspondence or summer school must request permission to do so from the Academic Standards Committee in ADVANCE. No more than 50 credits of correspondence may be applied toward graduation. Correspondence credit must be completed by April 15 of the senior year.

Dual Credit

Dual credit will be granted to a Junior or Senior student for course work at an accredited college. A request must be made to the Academic Standards Committee. A total of 5 credits per semester course will be given for a dual credit class. Contact the Registrar for additional information and policy.

Grade Reports

Trimester (every 12 weeks) grade reports will be mailed to the parents for grades 9-12. Report cards should be examined carefully by the parent(s)/guardian(s), both for academic achievement and conduct. There will be one formally scheduled conference with the teacher during the school year (required for grades 9-12) with a second conference available upon request. However, teachers are more than happy to discuss your child's achievements or conduct at any time. The end-of-the-year report card will be mailed when financial clearance has been made. Students in 9-12 will have the trimester grades on their transcript. All other grades will not be used as a permanent record.. All students in grades 9-12 and their parents will have access to see their current grades on-line through RenWeb. Grades will be updated weekly.

Grade System

Grades at Mile High Academy are assigned using a letter grade system as follows:

- A = Mastery of the course objectives
- B = Accomplishment in the course objectives
- C = Competence in the course objectives
- D = Progression in the course objectives without reaching overall competence
- F = Student did not meet course objectives and will receive no credit
- AU = Audited
- I = Incomplete
- P = Pass (no grade points)
- WF = Withdraw Failing
- WP = Withdraw Passing

Grade Point Average (GPA) is a system used to evaluate students' overall achievement in all of their courses to date. GPA is used at Mile High to determine sports and touring eligibility; and membership in the National Honors Society; placement on the Honor Roll, Principal's List, and Academic Intervention status; and to determine Senior Recognition cords including valedictorian and salutatorian. Grades and GPA are calculated using the following scale: Honors, AP, and Dual Credit courses are weighted to reflect the increased difficulty of the courses. However, students must earn a minimum of a B in order to receive the weighted grade points. Some colleges use a weighted grading scale to determine acceptance and calculate scholarships, while other colleges use the unweighted grading scale. Students are responsible for checking with the college of their choice to determine specific policies related to GPA.

Letter Grade	Percentage	Unweighted GPA	Weighted GPA (Honors, AP, Dual Credit)
A+	98-100	4.00	5.00
A	93-97	4.00	5.00
A-	90-92	3.67	4.67
B+	87-89	3.33	4.33
B	83-86	3.00	4.00
B-	80-82	2.67	2.67 (No weighting)
C+	77-79	2.33	2.33 (No weighting)
C	73-76	2.00	2.00 (No weighting)
C-	70-72	1.67	1.67 (No weighting)
D+	67-69	1.33	1.33 (No weighting)
D	63-66	1.00	1.00 (No weighting)
D-	60-62	0.67	0.67 (No weighting)
F	59 and below	0.00	0.00 (No weighting)

Graduation Requirements

The graduation requirements are outlined below. Any student who enters Mile High Academy after grade nine must provide his or her official transcripts from the previous school.

Mile High Academy reserves the right to have students take courses similar to those that may have been taken elsewhere if deemed necessary or desirable for fulfilling our requirements. The academic vice principal will determine which courses taken at previous schools will satisfy the Mile High Academy graduation requirements.

Graduation is a function of Mile High Academy. The conferring of diplomas by the academy signifies the successful completion of at least 220 credits and the fulfillment of all other graduation requirements. Only students who have achieved this standard or have been granted permission by the Academic Standards Committee may participate in graduation exercises.

College Prep Diploma

Subject

Service

Bible

Career & Technical Education

English

Health

History & Social Studies

Math

Physical Education

Science

Speech

Visual & Performing Arts

World Languages

Requirement

30 hours required for each year in attendance

40 Credits (3.33 credits for each trimester in attendance)

20 Credits

40 Credits

5 Credits

30 Credits

40 Credits (40 credits taken in Upper School-Algebra II Required)

20 Credits (one PE class or sport must be taken each year)

30 Credits

5 Credits

10 Credits

20 Credits

Additional Electives to Comprise 265 Credits

College Prep Diploma requires a cumulative GPA of 2.75 or higher. Students are encouraged to check with the college they plan to attend to determine if any additional classes are required

General Diploma

Subject

Service

Bible

Career & Technical Education

English

Health

History & Social Studies

Math

Physical Education

Science

Speech

Visual & Performing Arts

Requirement

30 hours required for each year in attendance

40 Credits (3.33 credits for each trimester in attendance)

20 Credits

40 Credits

5 Credits

30 Credits

20 Credits

20 Credits (one PE class or sport must be taken each year)

20 Credits

5 Credits

10 Credits

Additional Electives to Comprise 220 Credits

It is not within the practice of MHA to give out a general diploma. If a family feels it is necessary to seek a general diploma a written request by the parents and student must be submitted to Academic Standards for consideration.

A minimum of 5 courses per trimester is required for grades 9-12

Honor Roll/Principal's List

Using the above averages as a numerical index, an Honor Roll is formulated for those students who have a 3.5 overall grade point average with no Ds or Fs. Students with a 3.90 grade point average and all As and Bs will be part of the Principal's List. Students who are successful in maintaining honor roll or principal's list status for the first two trimesters in the school year will be designated as having earned that status for the current year.

Incompletes

Students who receive an incomplete because of extended illnesses or other reasons must make arrangements with the teachers to make up missed work within a period of three weeks. The student has the option of petitioning for additional time to the Faculty Committee. Failure to complete this work in the specified time will result in changing an "I" to an "F".

National Honor Society (Grades 11-12)

This organization is for students who are in the Honors Program and show qualities of high academic achievement, leadership, service, and character. Students must have a cumulative GPA of 3.75. National Honor Society guidelines are available from administration. Students in grades 11-12 who meet the requirements for membership outlined by MHA's chapter are eligible to be invited to submit an application for membership. Membership qualifications are based on the following:

- **Scholarship**
Students must have a cumulative GPA of 3.75.
- **Service**
This involves voluntary contributions made by a student to the school or community, done without compensation.
- **Leadership**
Student leaders are those who are resourceful, good problem solvers, and idea contributors. Leadership experiences can be drawn from school or community activities while working with or for others.
- **Character**
The student of good character is cooperative; demonstrates high standards of honesty and reliability; shows courtesy, concern, and respect for others; and generally, maintains a clean disciplinary record.

Program Changes

New classes may not be added to a student's schedule after the second week of each trimester. Permission to drop a class requires the signature of the parent/guardian, teacher(s), and principal. Add/Drop vouchers for these purposes may be obtained from the academy office. If a class is dropped prior to the fourth week of the trimester, the student may receive a Withdrawal Passing. If a class is dropped after the 4th week of a trimester, the student will receive a Withdrawal Failing (WF).

Repeating Classes

Students wishing to repeat a class to improve a previously-received grade may do so under the following conditions: The previous grades will not be removed from the student's transcript and credits will not be given for both classes. Grades will be noted on the student's transcript and the new grade will be reflected in the student's cumulative GPA.

Senior Recognition (Grade 12)

Seniors graduating with honors, high honors, valedictorian and salutatorian will be recognized based on the cumulative GPA of their first eleven trimesters of grades 9-12.

Cum Laude	GPA of 3.0 – 3.49;
Magna Cum laude	GPA of 3.5 – 3.75;
Summa cum laude	GPA of 3.9 and above
Valedictorian	Highest GPA
Salutatorian	Second highest GPA.

Student Class Load

Students are encouraged to broaden their experiences by taking elective classes. The Academic Standards Committee routinely reviews each student's program and may recommend that a student adjust his/her class load in order to facilitate optimum achievement. All students must enroll in a minimum of five classes each trimester.

Student Leadership Qualifications

A large variety of organizations function with student leadership and faculty sponsorship. Students are encouraged to become involved in these organizations and broaden their experiences. Students who hold major offices* must have and maintain a current quarterly G.P.A. of 2.50 or above and must be in good and regular standing. Other offices require a current quarterly G.P.A. of 2.00 or above. Note: When determining the GPA of a candidate for major and minor offices, the current or cumulative GPA may be used with no incompletes or F's. Students may hold only one major office at a time. Students will lose their office if they are suspended or if major discipline is administered.

**Major offices include class and Student Association (S.A.) Presidents and Vice-Presidents.*

COURSES

BIBLE

Philosophy of Bible Department

We believe in a loving and compassionate God. Our goal is to better help our students understand and appreciate God and how He works in our lives. The primary way we do this is through studying His Word in a deep and thoughtful way, placing a special emphasis on the Seventh-day Adventist worldview on which our school is based. We ask tough questions in an effort to help students build their faith and grow a relationship with our Heavenly Father. We also study history, philosophy, science, worldviews, and moral and ethical dilemmas in an effort to understand our Creator and the world in which we exist. Part of understanding our world is developing sense of responsibility to own community by engaging in a variety of service projects. God loves us; He wants us to know him; and He wants us to share that love with others. We guide our students to do just that.

Graduation Requirements

College Prep Diploma – 40 credits or 3.33 credits per trimester in attendance

General Diploma – 40 credits or 3.33 credits per trimester in attendance

BIBLE COURSE DESCRIPTIONS

Bible History I: Jesus, Creator and King

Full Year Course.....10 Credits

Prerequisites: None

Bible I seeks to answer the question, "Who is God?" To answer this, students go on a journey through the book of Genesis, as well as other key Old Testament scriptures, to explore God as our Creator, Father, and Author of our Faith. That journey then moves to the life of Jesus Christ and examines Him as God on earth, the Author of Salvation, Lord of the Sabbath, and as our advocate and brother. Finally, the year wraps up with a look at how understanding who God is affects us as we seek to understand our own identity and place in this world.

Bible History II: Jesus, Controller of All History

Full Year Course.....10 Credits

Prerequisites: None

Is the Bible trustworthy? Religion II seeks to answer this question with an overview of how we received this amazing book. We will look at the history of the Bible, the teachings it espouses, the churches that developed from its ideas, and ultimately the legacy found in its main character, Jesus Christ. Students will then dive into a study of two important, and sometimes misunderstood, books in Daniel and Revelation during the second trimester. Third trimester will focus on the history of the Christian church, with special emphasis given to the development of the Seventh-day Adventist Church.

Bible III: Doctrines - Jesus, Benefactor for All Mankind

Full Year Course.....10 Credits

Prerequisites: None

This course gives students the opportunity to formulate their own belief system as they study the 28 Fundamental Beliefs of the Seventh-day Adventist Church. The main goal will be for them to see Jesus in all aspects of Biblical truth and understand how this worldview is meaningful in their daily lives. In combination with this deep Biblical

study, we will explore Daniel and Revelation to see how important prophecy has been and is for an understanding of and communication with God. However, an understanding of the Fundamental Beliefs and prophecy is incomplete if the doctrine of salvation, arguably the most important one of them all, is misunderstood. As we seek to narrow this important topic, we will study the book of Romans, which is one of the most complete expositions of salvation in the whole Bible. Finally, we will see that these doctrines provide guiding principles to help us navigate our relationships with friends, family, and peers.

Bible IV: Biblical Lifestyle Skills

Full Year Course.....**10 Credits**

Prerequisites: None

Seniors spend the first semester of this course studying various worldviews and religions as well as a variety of moral and ethical issues that we find in our world today. In doing so, students will better understand the world we live in and see what makes the Christian worldview unique and special. Second trimester will address the issues and realities of lifestyle philosophies and strategies concerning marriage and family, with special focus on applying Christian values to life’s moral and spiritual choices. The third trimester will culminate in a deep analysis of two of the most important books of the Bible in shaping our Christian worldview: John and Hebrews. As seniors, students will also be highly involved in group leadership and mentoring of other students.

CAREER & TECHNICAL EDUCATION

Philosophy of the Career & Technical Education Department

We believe that technology is shaping the world in which we live including the educational system, global economy, communication, and culture. Therefore, every student who graduates from Mile High Academy must be equipped to be full participants in this technological revolution. To do this we integrate technology across the curriculum, provide each student with a laptop, and instruct students in both foundational and advanced technology curriculum.

Graduation Requirements

College Prep Diploma - 20 credits (College & Career required)

General Diploma - 20 credits (College & Career required)

Honors, Advancement Placement & Dual Credit Courses

AP Computer Science A

CAREER & TECHNICAL EDUCATION COURSE DESCRIPTIONS

College & Career

One Trimester Course**5 credits**

Prerequisites: None

This course is designed to prepare students to transition from high school to college. Students use several online tools to discover their learning styles, personality types, aptitudes, and grit scores. Using this information, students explore potential college and career paths. Additional topics include SAT & ACT preparation, FAFSA and scholarship application, college application, and career and income demographics.

Computer Applications

One Trimester Course**5 credits**

Prerequisites: None (Proficiency Test Available)

This course focuses on developing a practical knowledge of Microsoft Office 2013 Professional applications including word processing (Word), presentations (PowerPoint), desktop publishing (Publisher), spreadsheets (Excel) and databases (Access). The student that completes this class will have an excellent start at further mastery of these popular programs.

Computer Media I
One Trimester Course5 credits

Prerequisites: Computer Applications or the equivalent

This course focuses on basic graphic design including image editing and manipulation (Adobe Photoshop), vector-based illustration (Adobe Illustrator), desktop publishing (Adobe InDesign), and professional video editing (Adobe Premiere Pro).

Computer Media II
One Trimester Course5 credits

Prerequisites: Computer Applications or the equivalent

This course builds on the basic graphic design skills learned in Computer Media I, utilizing more advanced tools within the same software – Adobe Photoshop, Adobe Illustrator, Adobe InDesign, and Adobe Premiere Pro – to create more complex projects.

Introduction to Computer Science
One Trimester Course5 credits

Prerequisites: None

This course provides an introduction to computer programming, networking, architecture and game design. Students learn the basics of HTML, CSS, and structured programming, including variables, functions, and objects. The networking portion of the class involves TCP/IP networking, routing, and encryption. Architecture topics include servers, cloud computing, mobile devices, and virtual machines. Finally, students study game design, in particular narrative, game theory, and AI.

AP Computer Science A
Two Trimester Course5 credits

Prerequisites: Introduction to Computer Science

This course is designed to prepare students to take the AP Computer Science A exam. The key concepts covered include object-oriented program design, program implementation, program analysis, standard data structures, standard algorithms, and computing in context.

My Future Now 9 (MFN 9)
One Trimester Course.....1 credits

Prerequisites: None

This is a freshman level course designed to begin preparing students to transition from high school to college. The course content includes activities related to the following topics: goal setting, self-discovery, career planning, success skills, college planning, and financial planning.

My Future Now 10 (MFN 10)
One Trimester Course.....1 credits

Prerequisites: None

This is a sophomore level course designed to build on the MFN 9 course and continue to prepare students to transition from high school to college. The course content includes activities related to the following topics: goal setting, self-discovery, career planning, success skills, college planning, and financial planning.

Robotics
Two Trimester Course.....5 credits

Prerequisites: None

Using the Lego Mindstorms curriculum, students tackle open-ended problem-solving activities by designing, creating, and programming robots. The activities require math and science skills, as well as soft skills, such as creative thinking, problem solving, teamwork and communication skills.

Publications (Yearbook)
Full Year Course5 credits

Prerequisites: Computer Media I (or currently taking)

Student's focus on creating the annual MHA yearbook, Columbine, using learned skills in photography, photo editing, layout, formatting, and writing. Students expand upon the Adobe Photoshop and InDesign skills they developed in Computer Media, while also becoming familiar with the basics of digital layout through company specific software.

ENGLISH

Philosophy of English Department

We believe in the immense power of words to inspire, transform, influence, educate, change, heal, awaken, and empower. Thus, we take our role very seriously. It is our desire to spur growth in our students by providing them with challenging texts that require close reading in order to spur critical thinking and the formulation of personal beliefs on a variety of subjects. We also afford our students with opportunities to develop their unique voices through formal and informal speech and writing tasks. In doing so, we give our students the tools necessary to become the future leaders of our church and society.

Graduation Requirements

College Prep Diploma – 40 credits & Speech (10 credits AP/Dual Credit required senior year)

General Diploma – 40 credits & Speech

Honors, Advancement Placement & Dual Credit Courses

AP English Literature and Composition

AP English Language and Composition

ENGL 101 – English Composition I

ENGL 102 – English Composition II

ENGLISH COURSE DESCRIPTIONS

English I – Foundations of Literature and Writing

Two Trimester Course10 credits

Prerequisites: None

This course is a general introduction to the literary genres—poetry, drama, novel, short story and nonfiction—and the literary devices and techniques used in their creation. Various forms of essay writing are taught with an emphasis on the conventions of writing, including usage and punctuation. Research techniques based on the Modern Language Association (MLA) are introduced.

English II – American Literature

Two Trimester Course.....10 credits

Prerequisites: Foundations of Literature and Writing

This course surveys American literature, exposing students to the various periods in American thought and the major authors who contributed to each. Students write in response to literature, analyzing such elements as the speaker, occasion, audience, purpose, subject and tone in order to create valid literary interpretations. Students also continue to develop research skills and work towards mastery of writing conventions.

English III & IV – Introduction to Literature and Composition

Full Year Course.....10 credits

Prerequisites: Foundations of Literature and Writing

This course is an alternate to AP English Language and Composition for students who are not yet ready for college level reading and/or writing. Therefore, there is an emphasis on basic college readiness skills including close reading, essay writing, and basic research skills. Reading skills are built through a survey of American literature, including key literary periods and the major authors who contributed to each. The literature also serves as a catalyst for frequent writing assignments of various forms with an emphasis on the writing process and conventions.

English III & IV – British Literature

Full Year Course.....10 credits

Prerequisites: Foundations of Literature and Writing

This course is an alternate to AP English Literature and Composition for students who are not yet ready for college level reading and/or writing. Therefore, there is an emphasis on basic college readiness skills including close reading, essay writing, and basic research skills. Reading skills are built through a survey of British literature, including key literary periods and the major authors who contributed to each. The literature also serves as a catalyst for frequent writing assignments of various forms with an emphasis on the writing process and conventions.

English III & IV – AP English Literature & Composition

Full Year Course10 credits

Prerequisites: American Literature & minimum of B average in English

This course is designed to prepare students for the Advanced Placement English Literature and Composition exam. It engages students in the close reading and critical analysis of British literature, exposing students to the various periods in the development of English thought and culture. To interpret the works, students consider structure, style, theme, historical context, and rhetorical elements such as figurative language, imagery, symbolism, and tone. Informal writing activities allow students to develop their own thoughts and unique voice. Formal writing activities center on analytical and argumentative essays in which students draw upon textual details to interpret and make judgments about the works.

English III & IV – AP English Language & Composition

Full Year Course10 credits

Prerequisites: American Literature & minimum of B average in English

This course is designed to prepare students for the Advanced Placement English Language and Composition exam. It engages students in the close reading of non-fiction including essays, journalism, political writing, science writing, autobiographies/biographies, history and criticism. The writing portion of the course is modeled after introductory writing courses at the college level. Students write various forms of essays (e.g., description, example, comparison and contrast, process analysis, cause and effect, and argumentation) on pertinent subjects like current events, public policy, and societal trends. In addition, a major researched argument paper is required using American Psychological Association (APA) guidelines.

Speech & Academic Success

One Trimester Course5 credits

Prerequisites: None

This course is designed to give students the skills they need to achieve academic and personal success in school and in the workplace. First students learn about learning styles, goal setting, organization, note taking, and research skills. Students then apply these skills to verbal communication in the form of formal and informal speech formats including interviews, discussion, debate, informative speeches, persuasive speeches, and performing arts. Special emphasis is placed on poise, voice, nonverbal messages, and presentation style.

HEALTH

Graduation Requirements

College Prep Diploma – 5 credits

General Diploma – 5 credits

Health

One Trimester Course.5 credits

Prerequisites: None

This course is an introductory wellness class and seeks to help students develop knowledge, understanding, attitudes, and lifestyle practices that enhance personal and community health. A&P may be counted as a substitute for Health for transfer students who are unable to take this class due to schedule conflicts.

HISTORY & SOCIAL STUDIES

Philosophy of History & Social Studies Department

To live a full and well-rounded life, we believe students need to understand the world around them.

Furthermore, all students have the responsibility to understand the history of our nation so that they can grasp what it means to be an American today. By studying American and global culture, religion, politics, conflicts, resolutions, and economics, students can better appreciate the world God has created and become the people He has called us to be.

Graduation Requirements

College Prep Diploma – 30 credits

General Diploma – 30 credits

Honors, Advancement Placement & Dual Credit Courses

Honors World History
Honors United States History
AP United States Government and Politics

HISTORY & SOCIAL STUDIES COURSE DESCRIPTIONS

World History

Two Trimester Course10 credits

Prerequisites: None

This is a comprehensive survey of the world. From ancient civilizations to modern times, this course examines the major events and issues that have shaped society. Students will also examine a variety of components of the culture of important civilizations of each era.

United States History

Two Trimester Course10 credits

Prerequisites: None

This course gives a basic overview of the settlement, growth, and functioning of our United States. It provides an in-depth analysis of the major factors, issues, incidents, and peoples that have significantly affected our nation, its people, and its government. It also covers the internal struggles and triumphs that have made us a nation, world power, and functioning democracy.

Current Events & Economics

One Trimester Course5 credits

Prerequisites: None

This course's primary objective is intended to give students a broad overview of micro and macroeconomics. Concepts such as scarcity, productivity, economic institutions and incentives will be introduced. Students will apply basic reasoning skills to explore the relations between economics, real life, and government policies.

AP United States Government and Politics

One Trimester Course5 credits

Prerequisites: None

This course's primary objective is to help the students develop an understanding of the structure of our federal and state governments; how government relates to our daily lives; and how to become informed, concerned, and voting citizens.

MATHEMATICS

Philosophy of Mathematics Department

We believe that the study of mathematics provides students with the foundational tools to be successful in all of the STEM fields while also giving students a chance to glimpse our Creator God through the perfect order of His creation. The study of mathematics at MHA will create individuals that are capable of thinking logically and are able to apply the principles of mathematics to all facets of life. Whether students study Algebra, Geometry, Statistics, or Calculus, their study will help them better understand the world in which they live and allow them the opportunity develop the skills they need for the future.

Graduation Requirements

College Prep Diploma – 40 credits in Upper School
General Diploma – 20 credits

Honors, Advancement Placement & Dual Credit Courses

Honors Pre-calculus
AP Calculus AB
AP Statistics

MATH COURSE DESCRIPTIONS

Algebra I

Full Year Course10 credits

Prerequisites: None

Thinking skills are woven into the whole fabric of algebra. These skills are key in the study of algebra: recall and transfer, applying concepts, analysis, interpreting, reasoning, spatial perception, synthesis, and a strong grasp of basic math (i.e. multiplication tables, division, fractions, etc.). This class is an abstract study of the way numbers behave and interrelate. Emphasis is on providing a foundation in the basic concepts and skills of algebra with special attention to signed numbers, positive and negative exponents, linear equations and word problems. Factoring plays a large role, and later topics include functions and quadratic equations. Eighth graders who pass a math readiness test will be allowed to take Algebra 1 for high school credit. They will be on probation during their first trimester and may be asked to withdraw from the class if their grade is below a B for the 1st trimester.

Geometry

Full Year Course10 credits

Prerequisites: Algebra I

Geometry lends itself well to the goal of emphasizing cultural diversity at MHAA. Because geometry has important applications for so many aspects of our lives—art, architecture, astronomy and map-making—many cultures have helped further its development. By studying the contributions of these cultures, students gain a better understanding and appreciation for the importance of geometry to society. The topics covered include:

- Principles of logical reasoning
- Deductive reasoning skills
- Real life applications
- Algebra
- Synthetic, coordinate and transformational geometry
- Construction & Loci
- Areas and volumes
- Similar Polygons
- Congruency Proofs

Algebra II & Trigonometry

Full Year Course10 credits

Prerequisites: Algebra I & Geometry

Algebra II is designed to build on algebraic and geometric concepts. The focus of the class is to develop advanced algebra skills such as systems of equations, advanced polynomials, imaginary and complex numbers, quadratics, and trigonometric functions and their inverses. In addition, matrices and statistical analysis will also be briefly considered. Algebra II is designed to prepare students for success in college math classes such as College Algebra.

Pre-Calculus

Full Year Course10 credits

Prerequisites: Algebra II

Pre-Calculus is the bridge to the mathematics of change. The class is designed to help students develop the necessary skills to succeed in Calculus or Statistics.

The following goals guide the development of this class:

- Provide a strong foundation of pre-calculus concepts, techniques, and applications to prepare students for more advanced work.
- Place appropriate emphasis on discrete mathematics and data analysis.
- Show how technology can be used as a tool to facilitate learning and doing mathematics.
- Develop students' quantitative reasoning and problem-solving skills.
- Develop students' abilities to understand and communicate mathematical ideas effectively.
- Use sequences and series.
- Use trigonometry to solve real world problems and use trigonometric identities to derive new identities.

AP Calculus AB

Full Year Course10 credits

Prerequisites: Pre-Calculus

AP Calculus AB will introduce the calculus concepts that are tested on the AP Calculus AB test. The course is intended to prepare students to take the AP test at the end of the year with a goal of receiving score that earns college credit. According to College Board the goals of the course are to:

- Work with functions represented in a variety of ways.
- Understand the meaning of the derivative in terms of a rate of change and local linear approximation, and use derivatives to solve a variety of problems.
- Understand the meaning of the definite integral both as a limit of Riemann sums and as the net accumulation of change, and should be able to use integrals to solve a variety of problems.
- Understand the relationship between the derivative and the definite integral as expressed in both parts of the Fundamental Theorem of Calculus.
- Communicate mathematical solutions to problems both verbally and in written sentences.
- Model a written description of a physical situation with a function, a differential equation, or an integral.
- Use technology to help solve problems, experiment, interpret results, and support conclusions.
- Determine the reasonableness of solutions.
- Appreciate calculus as a coherent body of knowledge and as a human accomplishment.

AP Statistics

Full Year Course10 credits

Prerequisites: Algebra II

The purpose of the AP course in statistics is to introduce students to the major concepts and tools for collecting, analyzing and drawing conclusions from data. Students are exposed to four broad conceptual themes:

- Exploring Data: Describing patterns and departures from patterns
- Sampling and Experimentation: Planning and conducting a study
- Anticipating Patterns: Exploring random phenomena using probability and simulation
- Statistical Inference: Estimating population parameters and testing hypotheses

Students who successfully complete the course and exam may receive credit, advanced placement or both for a one-semester introductory college statistics course.

PHYSICAL EDUCATION

Philosophy of Physical Education Department

We believe that the body is the temple of God (1 Cor. 6:19). God created the wondrous complexity of the human body including the mind, which allows people to connect to God spiritually and achieve His purpose in their lives. In order to keep the mind and body healthy, one must care for it through proper diet and exercise. In addition, we recognize that sports provide an opportunity to create relationships, take on leadership, and witness to others through good sportsmanship.

Graduation Requirements

College Prep Diploma – 20 credits & Health

General Diploma – 20 credits & Health

Students must take at least one PE/Sport every year they are enrolled at MHA.

PHYSICAL EDUCATION COURSE DESCRIPTIONS

Fitness for Life

One Trimester Course5 credits

Prerequisites: None

This class is designed to help the student develop healthy habits to be incorporated into adult life. The emphasis is on personal recreational pursuits.

Physical Education – Team Sports

One Trimester Course5 credits

Prerequisites: None

This class is designed to give the student a new look at the Christian's involvement in sports and fitness. Students are coached in the fundamentals of basketball, floor hockey, football, soccer, softball, track, and volleyball.

Hiking and Biking

One Trimester Course5 credits

Prerequisites: Students must provide their own bicycles for this class.

Students will learn the basics of bike maintenance, proper riding and safety of riding. Students will also gain a better understanding of how hiking can be a great activity by exploring nearby trails that Colorado has to offer.

Weight Lifting & Personal Training

One Trimester Course5 credits

Prerequisites: None

This class is designed to help students reach their personal fitness goals through the creation and implementation of personal fitness plans that incorporate cardiovascular/aerobic exercise, resistance training, and proper stretching.

Varsity and JV Sports

By sports season.....Credits based on sport

Prerequisites: None

JV or Varsity sports based on the amount of practice/game time scheduled per sport:

- JV & Varsity Soccer — 2.5 credits
- Volleyball — 2.5 credits
- JV Basketball — 2.5 credits
- Varsity Basketball — 5 credits
- Varsity Baseball – 2.5 credits

*Any player placed on ineligibility for two or more grade checks will receive a WF (Withdraw Failing) on his/her report card.

REAL WORLD LEARNING

One Trimester Course5 credits

Real World Learning is the concept and philosophy that students learn best when they are challenged to solve real world problems, through creativity, communication, critical thinking and collaboration. This will bring different content areas together to solve problems, challenge the status quo, serve the community in needed and creative ways, and bring awareness to students and our community through projects. Students are encouraged to question their surroundings, test their preconceptions, take risks and evolve both academically, socially and spiritually. Our teachers encourage students to ask challenging questions without fear of failure — an integral part of learning within a project. Real World Learning is a required course for every trimester in attendance at Mile High Academy. Students will receive credits based on class content area, i.e., technology, art, science.

SCIENCE

Philosophy of the Science Department

God, as the creator and restorer of life, forms the foundation of study in all content areas of the sciences. The objectives of science education are to provide students with a knowledge and understanding of the basic principles of science and to motivate students to apply that knowledge to their daily living. Science is a continual process of discovery and one of the most exciting aspects of teaching science is allowing students to engage in discovery for themselves. Discovery includes the application of the scientific method in the areas of life science, earth science, and physical science. It is dependent upon, and influenced by, the interaction of these disciplines within the context of the individual's cultural and ethnic background, values, lifestyle, and physical and mental makeup.

Graduation Requirements

College Prep Diploma — 30 credits
General Diploma — 20 credits

Honors, Advancement Placement & Dual Credit Courses

Honors Biology
Honors Chemistry
Honors Anatomy & Physiology
Honors Physics
AP Environmental Science
AP Psychology

SCIENCE COURSE DESCRIPTIONS

Biology

Two Trimester Course10 credits

Prerequisites: None

In this course, an emphasis will be made to show the common characteristics and needs of organisms in order to point out the consistency of design in nature. Topics of study will range from molecular organization to community organization. Laboratory experience by the student will be the special emphasis.

Chemistry

Two Trimester Course10 credits

Prerequisites: Algebra 1; Students should be in Geometry or taking Algebra 2 preferred

The topics presented in this course range from the fundamental aspects of chemistry to the applications of chemistry in society. Some of the topics included are matter and its classification, its states, and other properties; and atomic symbols, molecular formulas and their derivation. In addition, students learn to balance chemical equations, perform mass to mass calculations, understand the mole concept, understand atomic structure and the periodicity of the elements, learn bonding processes and results, and learn to balance oxidation-reduction equations.

Physics

Two Trimester Course10 credits

Prerequisites: Algebra II and Chemistry (or currently taking)

This course is an introductory study of energy and the changes it undergoes. Practical application of physical laws is stressed along with actual laboratory experience. This is an elective class designed to challenge the science-oriented student with a greater depth of study than can be offered in a general science class.

Anatomy & Physiology

Two Trimester Course10 credits

Prerequisites: Biology

This course involves the study of the human body, the eleven body systems and how they function. The course will begin with an introduction and review of cell biology & histology and will then take a detailed investigation of the body systems. The dissection of the cat will be expected of all students. Prerequisite is Biology. A special project is required each semester.

Introduction to Engineering

Two Trimester Course10 credits

Prerequisites: Pre-Calculus (or currently taking)

Introduction to the profession of engineering, computer based engineering calculation tools, analysis of team dynamics, teamwork and engineering communications.

AP Environmental Science

Two Trimester Course10 credits

The goal of the AP Environmental Science course is to provide students with the scientific principles, concepts, and methodologies required to understand the interrelationships of the natural world, to identify and analyze environmental problems both natural and human-made, to evaluate the relative risks associated with these problems, and to examine alternative solutions for resolving or preventing them. Environmental science is interdisciplinary; it embraces a wide variety of topics from different areas of study. Yet there are several major unifying constructs, or themes, that cut across the many topics included in the study of environmental science.

AP Psychology

Two Trimester Course10 credits

This course introduces students to the systematic and scientific study of human behavior and mental processes. While considering the psychologists and studies that have shaped the field, students explore and apply psychological theories, key concepts, and phenomena associated with such topics as the biological bases of behavior, sensation and perception, learning and cognition, motivation, developmental psychology, testing and individual differences, treatment of abnormal behavior, and social psychology. Throughout the course, students employ psychological research methods, including ethical considerations, as they use the scientific method, analyze bias, evaluate claims and evidence, and effectively communicate ideas.

VISUAL & PERFORMING ARTS

Philosophy of the Visual & Performing Arts Department

We believe that art provides an opportunity to develop as a whole person while sharing God-given talents as a form of service and worship. Artistry, whether it be through music, drama, or drawing, requires self-discipline and attention to detail. Music and drama also call for teamwork. These life skills pay off in a variety of ways in educational, family, and work settings. Most of all, though, we believe that we have a responsibility to develop future church leaders who will continue to share God's love with their communities.

Graduation Requirements

College Prep Diploma – 10 credits

General Diploma – 10 credits

Honors, Advancement Placement & Dual Credit Courses

Honors Select Choir

VISUAL AND PERFORMING ARTS COURSE DESCRIPTIONS

Drama

Full Year Course2 credits per Trimester

Drama explores many aspects of theater including acting skills, improvisation, script writing and memorizing and the place of technology in the dramatic arts. Classwork focuses on characterization, blocking, creative dramatics and scene work with occasional projects delving further into acting for film and on stage. Students will develop teamwork, self-assessment skills, leadership and communication all while learning a new appreciation for the dramatic arts.

Drawing I

One Trimester Course2 credits

This is a course giving students introductory experience in a variety of art forms including drawing, painting, sculpture, and pottery. The course also gives students a basic knowledge of the principles and elements of art.

Band

Full Year Course6 credits (2 per Trimester)

Concert Band is our instrumental organization of brass, woodwinds, and percussion instruments. Several periods and styles of music will be explored. Based on availability, public performances and tours will be scheduled throughout the year. Grades are based on attendance, participation, and the amount of practice.

Academy Choir

Full Year Course6 credits (2 per Trimester)

Academy Choir is an organization of mixed voices. This is an open admission ensemble and is offered to anyone with musical interests. Based on availability, public performances and tours will be scheduled throughout the year.

Private Music Lessons

Full Year Course6 credits (2 per Trimester)

Instrumental lessons are available by arrangement with the Music Department.

Select Choral Group

Full Year Course6 credits (2 per Trimester)

This is an organization of select mixed voices that will be performing off campus extensively. Entrance to class is by audition only.

Survey of Music

One Trimester Course6 credits

This is a music appreciation course that will help the student understand the value of all kinds of styles and periods of music.

WORLD LANGUAGES

Philosophy of the World Languages Department

We believe that we are living in a global society where people from across the world interact on a regular basis. As such, it is important to understand not only basic world language skills, but also the cultures of the people those languages represent. Having a global worldview is becoming increasingly desirable in the workplace and continues to be an important part of the Seventh-day Adventist focus on mission work.

Graduation Requirements

College Prep Diploma – 20 credits

General Diploma – None

WORLD LANGUAGE COURSE DESCRIPTIONS

Spanish I

Full Year Course10 credits

In Spanish I, students learn basic Spanish grammar such as verb conjugation and adjective agreement and practice the basic skills of speaking, listening, reading and writing in the present tense with an emphasis upon correct oral and written expression and aural comprehension. Students are also introduced to various aspects of Hispanic culture in Latin American countries and in Spain as illustrated in the text and through videos and presentations, which may include historical, social, and cultural topics.

Spanish II

Full Year Course10 credits

Prerequisites: Spanish I

Spanish II builds on the grammar and skills acquired in Spanish I. Students learn about complex grammatical forms such as object pronouns and practice the basic skills of speaking, listening, reading and writing with an emphasis upon correct oral and written expression and aural comprehension, particularly in the past tense. Students also examine aspects of Hispanic culture in Latin American countries and in Spain as illustrated in the text and through videos and presentations, which may include historical, social and cultural topics.