



Parent/Student Handbook

2024/2025 School Year

Our Values

- Empower learner autonomy
- Engage students' hearts and minds
- Excite learning
- Emotional integrity
- Excellence in all we do

Our Mission

Together with families and communities, we create a nurturing, inquiry-based, sensory-focused, student-centered model of education for both neurodiverse and neurotypical students to learn and grow both emotionally and academically so they can lead fulfilling lives and build a better world.

ILA is a non-profit 501 (c)(3) and is governed by a board consisting of three members.

Integrative Learning Academy admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally made available to students and the school. It does not discriminate based on race, color, national and ethnic origin in administration of its educational policies, admission policies, tuition assistance programs, or other school administered programs.

Enrollment Process

STEP ONE: Contact Miss Rachel to schedule a phone interview.

STEP TWO: Schedule a shadow day at Integrative Learning Academy to ensure that it's a proper fit for everyone.

STEP THREE: Formal decision by Integrative Learning Academy.

STEP FOUR: Submit an online application and registration fee.

Tuition

- Integrative Learning Academy is a tuition-based microschool. Base tuition starts at \$6,950/year for typical learners and adjusts based on needs and services for neurodiverse learners requiring additional services. Please contact us for more information about our a la cart add on services.
- Tuition is paid quarterly (see the chart below).
- Non-refundable registration, materials and curriculum fee is \$350 per year and due upon registration to secure a spot.
- Students will receive a chromebook or ipad to use for the duration of the school year.
- We accept ESA funds and STO's through T.O.P.S. and Arizona State Tax Credit

Tuition Payment Dates

Tuition will be billed on the following dates and will be considered late if not received by the 15th of that month. Parents are responsible for ensuring that their ClassWallet submission has been approved and completed by the invoice due date. ClassWallet often takes up to 36 days to approve payments so keep this in mind when submitting your invoices.

Funding Period	Funding Dates	Invoice Sent	Invoice Due Date
Quarter 1	July 15-30	August 1st	August 15th
Quarter 2	October 15-30	November 1st	November 15th
Quarter 3	Jan 15-30	February 1st	February 15th
Quarter 4	April 15-30	May 1st	May 15th

Important Enrollment Information

- Acceptance of enrollment constitutes an agreement to pay the full academic year's tuition.
- The student and the student's family agree to comply with and are subject to Integrative Learning Academy's rules and policies as set forth in the Integrative Learning Academy contract, as amended from time to time.
- Tuition is not reduced for time away from school. The full month of tuition is due regardless of days a student has missed due to illness or vacation, spring break, Christmas break and other school holidays.
- Integrative Learning Academy reserves the right to terminate enrollment at any time if it is determined that: Integrative Learning Academy cannot effectively meet the needs of your child; your child is a danger to himself/herself or to others; your child damages or steals property; or your child disturbs or disrupts other students or staff.

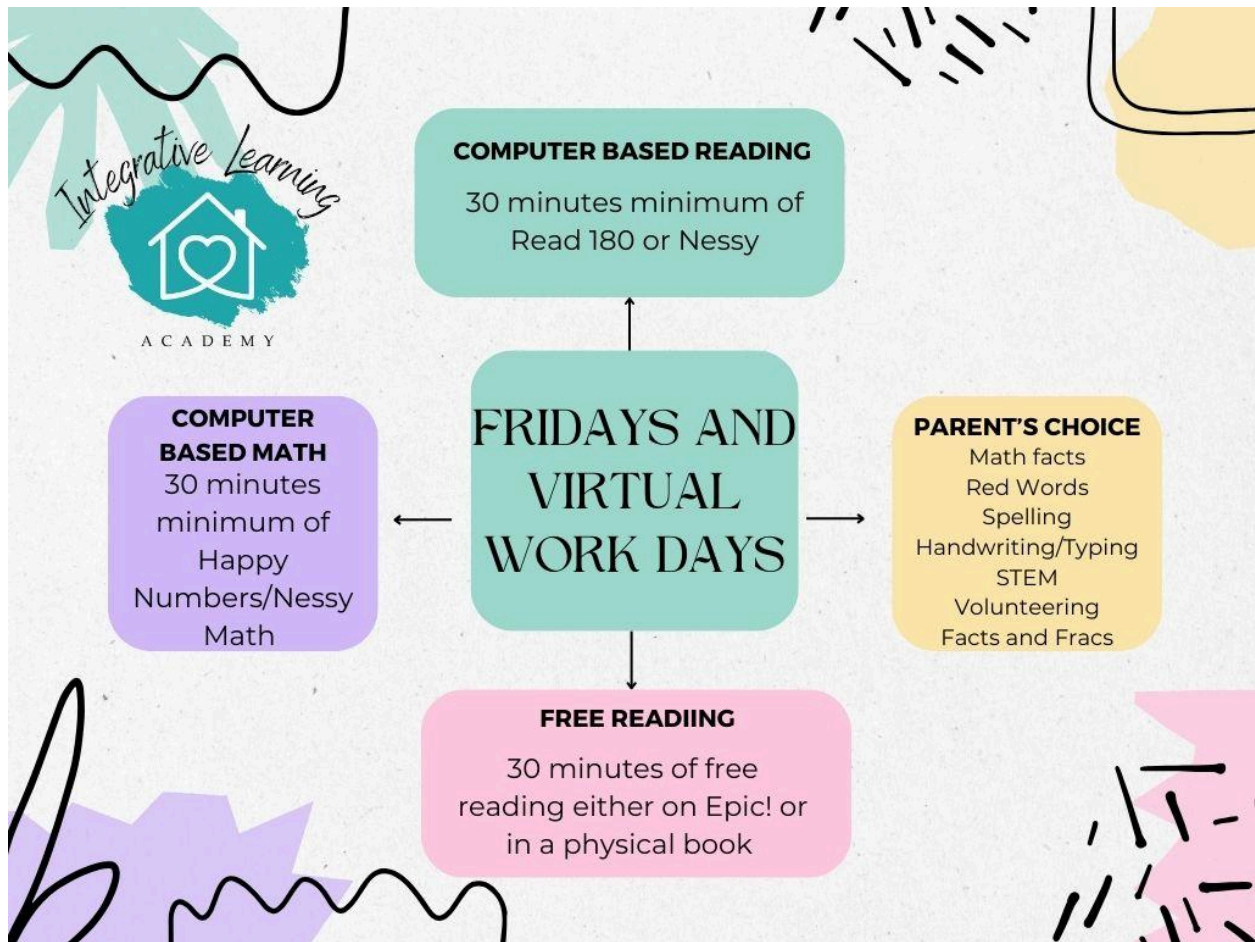
School Hours

Our school day is from 8:30am-2pm Monday through Thursday. It is the parents' responsibility to ensure that children are NOT dropped off before 8:25 a.m. and are picked up by 2 p.m. unless prior arrangements have been made with Miss Rachel.

Virtual Work Days

Every Friday and a few days throughout the school year, students at Integrative Learning Academy continue their learning at home for virtual work days. Parents will be responsible to assist their children in logging into their online learning platforms and ensuring that all the required work is completed. This is a mandatory part of enrollment at ILA and if there is a consistent and habitual pattern of a student not completing

their virtual work days, ILA reserves the right to terminate enrollment of the student.



Attendance

Attendance is a vital part of student success. To that end, parents agree to ensure their student miss no more than 14 school days each year, regardless if it's due to illness or vacation. If a child misses more than 14 academic days, ILA reserves the right to terminate enrollment.

Inclusive Model

The value of an inclusive model of education where neurodivergent students (autism, ADHD, dyslexia) learn alongside typical peers is at the heart of ILA.

1 Corinthians 12:12-27

For just as the body is one and has many members, and all the members of the body, though many, are one body, so it is with Christ. For in one Spirit we were all baptized into one body—Jews or Greeks, slaves or free—and all were made to drink of one Spirit. For the body does not consist of one member but of many. If the foot should say, “Because I am not a hand, I do not belong to the body,” that would not make it any less a part of the body. And if the ear should say, “Because I am not an eye, I do not belong to the body,” that would not make it any less a part of the body.

The opportunity for typical peers to develop empathy, compassion and understanding is equally important as the social skills, feeling of belonging, and friendships for our neurodivergent students. We foster the inclusive environment and developing skill-sets for all students that will allow them to flourish in our greater community and world.

Cell Phone/Smart Watch Agreement

Cell phones are not allowed on campus. If an emergency arises that requires contacting a parent/guardian, one of the teachers at ILA will contact the parents/guardians or will allow the student to use their phone.

Smart Watches may be worn as long as the texting/calling feature is disabled during school hours. No games are allowed to be played during the school day. If any issues arise with the use of a smart watch the student will be asked to keep the watch in their backpack the remainder of the day. If it continues to be a problem, the student will be asked to not bring the watch to school.

Grades

As a non-traditional school, we don't rely on letter grades to show learning. Rather, we use mastery-based learning and in-depth evaluations to show growth. This means that despite what level your child comes into ILA with, we monitor their growth based on their own learning trajectory.

Three times a year we administer I-Ready, a math and comprehensive reading exam.

Dress Code

Clothing must be neat, modest and comfortable. Shorts must be as long enough to appropriately cover the student during all activities throughout the school day. Low-cut tops, crop-tops, shirts, tank tops with shoulder straps less than two inches wide may not be worn.

It is recommended that students wear tennis shoes each day, however it is required for P.E. This ensures safe participation in all activities.

Foods at School

- **Lunch**: Student need to bring a sack lunch each day. Please ensure that your child has a well-balanced lunch each day in order to help them maintain their energy. ILA has one microwave that students are able to use. Please limit foods requiring the microwave to two days a week to avoid students spending their lunch time waiting in line.
- **Water**: Students need a water bottle each day. No juice drinks or anything other than water are permitted.
- **Snacks**: Students will need to bring a healthy snack each day.
- **Birthdays**: Birthdays are a very special day for a child. The following guidelines will help in planning for their special day:
 - 1. Treats must be organic and dye free.
 - 2. Treats must be accompanied by a gluten-free and vegan options. (great options are outshine popsicles, GF and regular oreos, vegan and regular cupcakes with no dyes, as well as non-food items such as stickers, pencils etc.)
 - 3. Arrangements must be made with the teachers as to the best time for treats to be brought into the classroom.

Field Trips

Multiple times throughout the year ILA will have field trips. It is the expectation that parents attend with their child unless they have made other arrangements with Miss Rachel. These days count towards student

learning/contact days and will be considered an absence if missed. Siblings and other family members are always welcome! Park lunches accompany most field trips and are highly encouraged as a way to build school community.

Therapies


Integrative Learning Academy partners with Therapy Builders, LLC to provide speech, feeding and occupational therapy, as well as Harmony Behavioral Health to provide behavioral services. Students who would like to utilize these services can pay as an add-on to their tuition or directly with the providing companies through their medical insurance. In the case that a session needs to be canceled all attempts will be made to hold a make up session. Services are held during the school day unless other arrangements have been made with Miss Rachel. We carefully plan student therapies to be as minimally intrusive to instruction time as possible.

Our Statement of Faith

ILA is Bible based and non-denominational. Although curriculum is mostly secular, we view the world through the Christian lense.

1. We believe in one God who eternally exists in three Persons: Father, Son, and Holy Spirit.
2. We believe the Bible to be the inspired, infallible, authoritative Word of God.
3. We believe that man was created in God's image, but is separated from God by sin.
4. We believe in the incarnation and virgin birth of our Lord and Savior Jesus Christ, that He is the only begotten Son of God.
5. We believe Jesus died on the cross to pay for our sins, was buried, and rose from the dead.
6. We believe that we are redeemed by grace through faith in Jesus's atoning death on the cross and that whoever believes in Him shall not perish, but have eternal life.
7. We believe salvation is not by good works but is by the grace of God through faith in Jesus Christ alone.
8. We believe God wonderfully and immutably creates each person male or female, reflecting in these two distinct genders the image and nature of God (Gen. 1:26-27).
9. We believe that the Holy Scriptures teach that God, in creating the world, gave marriage to be the lifelong union of one man and one woman (Genesis 2:24), a gift to be held in honor and kept pure (Heb. 13:4; 1 Thess. 4:2-5).
10. We believe Jesus ascended into heaven and will return again.
11. We believe that the gift of eternal life is available to all, that those who receive Christ by faith are regenerated by the Holy Spirit and thereby become children of God.

The ILA Statement of Faith does not exhaust the extent of our faith. The Bible is the inspired and infallible Word of God that speaks with final authority concerning truth, morality, and the proper conduct of mankind. It is the sole and final source of all we believe. For purposes of school doctrine, practice, policy, and discipline, our ILA Board of Directors is the school's final interpretive authority on the Bible's meaning and application.



Portrait of a Student

EMPOWERED	ENGAGED	EXCITED ABOUT LEARNING	EMOTIONAL INTEGRITY	EXCELLENCE
<ul style="list-style-type: none"> • Self confident • Has strong critical thinking, problem solving, and communication skills • Harnesses information, technology, and other resources to achieve goals • Values diversity and is able to work effectively across differences • Is resilient and learns from his or her mistakes 	<ul style="list-style-type: none"> • Builds community • Exhibits leadership and values collaboration • Is adept at listening and articulate in self-expression • Creates lasting, meaningful relationships • Commits to making positive contributions in all spheres of influence: family, profession, community, and world 	<ul style="list-style-type: none"> • Shows passion in a multitude of extra curricular activities • Is intellectually curious • Seeks to understand the world beyond his or her own experience • Realistically assesses his or her own abilities and seeks to learn and grow 	<ul style="list-style-type: none"> • Has a desire to serve, fueled by empathy, respect, and humility • Acts with integrity • Connects with others on a deep and meaningful level • Manifests kindness, gratitude, and generosity 	<ul style="list-style-type: none"> • Has the courage to take considered risks • Believes that he or she has the power to make a positive difference • Recognizes needs and displays initiative, creativity, and agility in developing solutions • Displays perseverance and a strong work ethic

Parents as Partners

We welcome parents into our classroom at anytime, even unannounced. We love volunteers and welcome any help you might want to provide. Please contact Miss Rachel to schedule.

Our microschool environment is unlike the traditional educational model and therefore functions much differently. We depend on parents to provide a well-rounded, authentic, rich, learning experience. With this approach, parents are able to take the lead deciding how much outside work their students will be required to complete. Our teachers will provide you with the data and recommendations for your child's learning path. It's up to each family to set the pace and expectations for their child's weekly work. From there, families can decide if their students will continue on an accelerated path to exceed grade level expectations, closing gaps to reach grade level proficiency, or maintaining current learning to continue learning on grade level.

All students are required to complete Friday virtual work. Because we don't have in-person learning on this day we expect all families to complete the at-home work.

Due to the nature of having shortened work days and work weeks, we are not able to cover all grade level standards for social studies and science. As parent partners in your child's education we count on parents to supplement any learning they might feel hasn't been covered thoroughly.

From time-to-time a student requires more intense interventions than what we are able to provide during the school day to achieve growth. When this happens we will work together with families to find a tutor to help fill in the learning gaps.

Field trips are a fun way to partner in your child's education and support their learning outside of the classroom. We value your time in participating in these excursions along side us and modeling appropriate behavior within our community!

Projects will be showcased at the end of each unit, or a minimum of twice a year. It will be held at the end of the school day from 1:30-2pm. As partners, we are excited to show parents all of the learning that took place during our unit. As a non-traditional school, we don't have letter grades, therefore, project showcase is an important showcase of student learning.

Three times a year ILA will hold conferences on a drop in, open house style. Parents are welcome to come anytime between 9-12 to talk about their child's progress. Although we do not provide parents with a typical report card, each child will have in-depth data for their reading and math levels based on our beginning of the year assessments. We encourage parents to check in consistently about their child's progress, let's toss the idea that 'no news is good news'. We love talking about your kids-we're so invested in them!

Park/Open Space Consent

Integrative Learning Academy will be utilizing the park across the street (on West Bent Tree Drive) and the green belt (off 92nd ln) around the corner from the Frevert house from time-to-time as recess/movement breaks. We will be walking as a group and they will have Miss Rachel Frevert and/or the co-teachers, observing and monitoring them at all times.

ACKNOWLEDGEMENT OF PERSONAL LIABILITY AND WAIVER

I also understand that this park and green belt may expose my child to some risks and I assume any such risk that may arise there from. I accept full responsibility for all medical expenses for any injuries that might occur to my child by reason of his/her participation. By signing this form, however, I hereby release Integrative Learning Academy, its Board, its Board members, administrators, directors, officers, teachers, guides, employees, agents, assigns, and volunteers (“released parties”) from and against any and all claims, demands, actions, complaints, suits or other forms of liability that any of them may sustain (a) arising out of my child’s failure to comply with local, state, and federal laws and school policies, procedures, and the Code of Conduct; (b) arising out of any damage or injury caused by my child. I also agree to indemnify and hold harmless the released parties from the released claims, including any and all related costs, attorney fees, liabilities, settlements, and/or judgments.

I confirm that I have carefully read this CONSENT AND RELEASE and agree to its terms knowingly and voluntarily. I also confirm that I am the parent or legal guardian of the child. I have signed this CONSENT AND RELEASE this:

This consent and release has been read and is understood by me.

Parent/Guardian Signature

Date

Photo/Video/Social Media Agreements

Integrative Learning Academy shares our accomplishments and learning on Facebook, Instagram, and via texts to parents with children attending Integrative Learning Academy.

- I give permission for my child to have his/her picture and/or video taken.
- I DO NOT give permission for my child to have his/her picture and/or video taken.

Parent/Guardian Signature Date

Medication Consent

I give my permission for Integrative Learning Academy to administer the following over-the-counter medications based on the dosages indicated on the labels. After any dosages given parents will be informed via text and it will be documented in a log. In case of a true emergency, 911 will be called and parents and/or emergency contact will be informed immediately.

- Dye-Free Children's Tylenol
- Dye-Free Children's Advil
- Dye-Free Children's Zyrtec
- Dye-Free Children's Benadryl
- Digest Zen
- Ricola Dye Free cough drops
- I DO NOT give my consent for ANY medications to be given
- Other _____

Microschool Chromebook/Ipad Responsible Use Agreement

I understand that:

- My device is a tool to help me learn. I control it; it does not control me.
- Not everything on the internet is good for my mind and heart. I will only look at things that help me become my best self.
- My device is owned by Integrative Learning Academy and is not my personal property.
- My device is ONLY for academic activities and not for social media or gaming.
- If used for social media or gaming during school, my device will be removed temporarily and I will be provided with an alternative learning method of my Guide's choice.
- My browsing history may be evaluated by my teacher at any time and without my permission.
- My device should only be used in a group setting and should never be used in private.
- Alternate internet-enabled devices (i.e. smart phones) must remain OFF during school hours and while on school premises.
- I will not take my device home unless I have permission from my teacher and parent. If my computer is damaged while at home or due to misuse while at school, I will pay a \$100 fee. Damaged computers remain the property of Integrative Learning Academy. If my computer is lost, a replacement fee of \$250 will be incurred for each school-provided device.

Student Signature

Date