



2019-2020 Home School

*Frontier's parent-directed program
Serving full-time homeschooling families*

About Frontier Charter School Page.....	3
Program Requirements.....	4
Enrollment Policy.....	7
Withdrawal Policy.....	8
Sports Eligibility.....	9
Core Course Requirements.....	9
UA Scholar Nomination Policy.....	10
Calendar.....	12

www.frontiercs.org

Revised 8-28-19





STAFF DIRECTORY

For general questions, help with enrollment, or to inquire about our school, contact Registrar Margie Mitchell at (907) 742-1181 or Principal Jerry Finkler at (907) 742-1182.

For help entering requisitions or reimbursements, questions about ordering curriculum, teaching supplies, correspondence courses and UAA classes, contact Administrative Assistant LaNore Smith (907) 742-1189.

For questions about ordering services, contact Business Manager Scott Grant (907) 742-1184.

For educational support,
contact Frontier Academic Advisors:

Barbara Brown (907) 742-1196
Carrie Christenson (907) 742-2942
Kristin Leahy (907) 742-1190

TWO LOCATIONS TO SERVE YOU

Anchorage: 400 W. Northern Lights Boulevard, Suite 6, Anchorage, Alaska 99503
Eagle River: 16707 Coronado Road, Eagle River, Alaska 99577



Graduates earn a High School Diploma from the Anchorage School District.
Frontier Charter School is accredited by Advanc-Ed.

About Us

Parents are the primary instructors at Frontier Charter School. Frontier's program supports the homeschool philosophy that one of the primary reasons parents choose to homeschool their children is their belief that they can help each of their children achieve academic excellence. This belief stems from the fact that they are willing and able to give education top priority and that they can build an individualized learning plan that meets the needs of each child.

Homeschool “The Frontier Way”

- We provide resources in support of *your* educational values and goals.
- We offer the greatest level of freedom to choose the curriculum that you want.
- Need an instructional vendor? At Frontier, you choose the vendor that *you* want.
- Academic advising: as much as you want; as little as you need.
- Access to Anchorage School District (ASD) schools and programs, sports and activities.
- Earn an ASD high school diploma.
- NCAA approved curriculum available.

Are you a high school student behind in credit trying to catch up? We offer:

- Weekly learning lab where middle and high school students can complete coursework and discuss progress.
- Personalized tutoring.

- 12-month school year.
- Credit recovery assistance.

Options for Middle School and High School Students

- ✓ Do you require a program that can flex around your schedule?
- ✓ Are you pursuing advanced studies?
- ✓ If so, our team is focused on increasing academic opportunities for you which include:
 - A learning plan customized to your career path and interests.
 - Dual Enrollment: Continue taking a few classes at your neighborhood school.
 - A flexible program that makes it possible to learn from almost anywhere.
 - The option to use online curriculum and virtual classroom learning.
 - Get a jump start on college! Take courses that earn both high school and college credits simultaneously.

PROGRAM REQUIREMENTS

Student participation in the Frontier High School Independent Study Program requires the parent/guardian to be aware of the program requirements, and to agree to all requirements, and accept responsibility for ensuring that the student is aware of them.

Overarching Responsibilities:

At least one parent or guardian must take an active role implementing the Frontier program. The parent/guardian fulfills the role as their child's teacher at Frontier Charter School. This responsibility includes:

- Preparing individual learning plans (ILPs) for each student.
- Ensuring a successful home school routine.
- Providing students with instruction based on high standards.
- Assessing student progress.
- Implementing teacher planning and record keeping requirements.
- Managing the student budget.

ILP Requirements:

- The parent and academic advisor jointly develop an Individual Learning Plan (ILP) for each subject.
- ILPs must be completed and ready for advisor approval within the first 10 days of enrollment.
- ILPS need to be approved by the advisor before the class begins.

- Changes can be made to the ILP with advisor consent. There is a fall semester deadline to amend ILPs: 10/18/19; the spring semester ILP amendment deadline is 3/6/20.
- All textbooks and other curriculum materials must be aligned with state standards, comply with regulatory requirements, and be reviewed by a certified teacher.

Our primary method of communication is email:

The parent/legal guardian's responsibility includes checking and responding to email messages from Frontier and providing Frontier with changes to guardian email and or mailing address.

Monthly Contact:

- Monthly communication with the Frontier academic advisor is required by state statute.
- The primary aim of this communication is to review student progress.
- If no contact is made in any given month, enrollment status may be affected.

Student Assessment and Grades:

- A grade, or other determination that the student has met the standards for a course, will be determined and assigned by the certificated teacher who is responsible for the course; the ILP plan may provide for review and consideration of any recommendations submitted by the student or the student's parents.
- Documentation (daily work, tests, logs, computer-based assessments, and other student work) is necessary to assess student learning.
- A quarterly review of the student's progress with the parent/student is required.
- Frontier assesses students' reading and math skills three times each year using MAP. The Performance Evaluation for Alaska's Schools (PEAKS) is administered each spring.
- Courses that are not completed by the grading deadline are reported as N's (Grades K-3) and as F's (Grades 4-12). Upon completion, the final grade will be submitted to the Frontier advisor and a change of grade will be made to the student's transcript. Final course grades are reported in the semester in which the course has been completed.
- If a secondary student withdraws from a course with permission after ten days of the course, he or she will have a withdraw/fail (W/F) or a

withdraw/passing (W/P) recorded on their transcript. W/Fs are included in the calculation of the student's grade point average.

Policy Handbooks:

- It is the responsibility of the parent/legal guardian and student to understand ASD and Frontier Charter School policies and requirements.
- All policy handbooks are available at the front office of the school and online at <http://www.frontiercs.org>.

High School Requirements:

- Students must complete the required 22.5 credits to be awarded a high school diploma through the Anchorage School District.
- A typical high school semester 1/2 credit course requires an average of *90 hours* per semester of work and *quality* content in each subject.
- High school grades will be determined through logs, work samples, tests, other documentation, and academic advisor review to show course completion.
- It is the responsibility of the high school parent and student to attend to and maintain documentation for:
 - (1) College applications including admittance requirement deadlines.
 - (2) Vocational and/or military applications including admittance requirement deadlines.

(3) Scholarship opportunities and financial aid deadlines (including filing FAFSA).

(4) College/Vocational/Military admission test requirements and deadlines.

(5) 'Other' post-graduation endeavors.

(6) NCAA — parents/guardians are responsible to abide by all NCAA requirements and verify directly through NCAA that a course is NCAA approved prior to enrolling their student in a course.

ENROLLMENT PROCESS

1. Apply today. Complete and return the Frontier application / zone exemption form.
2. RSVP to attend a New Parent Orientation meeting at the FCS office. Contact Margie at 907-742-1181 or mitchell_margie@asdk12.org. Dates are published on our website calendar at www.frontiercs.org
3. Complete and return the enrollment packet to the Frontier office along with immunization records and a copy of the student's birth certificate (needed for grades K-8). Immunization records that meet state requirements or an acceptable immunization exemption must be on file for each student.
4. Schedule a meeting with an Academic Advisor. The student, parent, and academic advisor develop a learning plan together. Students will be considered enrolled when their enrollment package is complete and the student learning plan is approved by their Academic Advisor.

Special Education: IEP Team Meeting

5. Parents or guardians that apply to Frontier Charter School with children having an Individual Education Plan (IEP) will be asked to bring to Frontier a copy of their child's IEP. Frontier Charter School will need a copy of the current IEP or 504 prior to enrollment.

Frontier staff member will review the IEP or 504 and discuss enrollment. You may be asked to participate in a meeting at your student's neighborhood school to ensure that our program can adequately support your student's special education needs. The option of receiving special education services at the neighborhood school is also discussed.

ENROLLMENT ELIGIBILITY

1. Any student who resides within the Municipality of Anchorage who is five years old on or before September 1st of the current school year may be eligible to enroll at Frontier Charter School.
2. In order for a child to be enrolled in the Frontier Parent-Directed Program (for homeschool) a designated parent or guardian must be able to meet the responsibilities that are required of the home school parent.
3. The Anchorage School District (ASD) accepts enrollment from students who are under 20 years old before the start of the school year.

4. Secondary students entering Frontier Charter School failing one or more classes in the current school year and/or behind in credits may be placed on a probationary schedule requiring them to work a number of hours per week at FCS for tutorial assistance.
5. For ASD students that are under suspension, the suspension time must be completed before we can enroll a student at Frontier. Students that have been expelled are not eligible for enrollment.
6. Leaving the State: A student with an official address outside of Alaska is not eligible for school funding under Alaska law. Students moving from Anchorage must notify the academic advisor as soon as possible. Under special circumstances, such as military, medical or student athletic travel, limited extended leave periods may be pre-approved as long as the student maintains residency in Anchorage, maintains the monthly contact and reporting schedule, and has completed required forms. Students must also be present during state mandated testing periods.

WITHDRAWAL POLICY

Please take into account the following when considering withdrawal from Frontier:

1. Frontier will receive withdrawal grades based on work completed and records submitted.
2. Withdrawing mid-semester may result in starting the class over again.
3. Resources purchased with Frontier funds (from the student allotment), are the property of Frontier and the Anchorage School District and must be returned when exiting the program. In some cases, materials or equipment that are assigned to a withdrawing or graduating student may be retained for use by a sibling currently enrolled in the program, if the enrolled sibling's ILP documents the need. Parents will be provided a list of non-consumable materials purchased with allotment funds (including reimbursed and requisitioned goods).
4. The parent/guardian will be financially liable for requested materials and/or equipment that are missing or damaged.
5. The student must be actively enrolled at Frontier Charter School at the end of each semester to qualify for a computer purchase reimbursement.
6. Purchase requests dated on or after the withdrawal date are not permitted.
7. Students withdrawing from Frontier prior to the end of the State of Alaska student count period (4th week of October of the current school year) are responsible for reimbursing the program for the portion of the educational allotment they have used.

CORE COURSE REQUIREMENTS

A student must take at least 50 percent of the student's coursework in core courses. Core course work performed outside the student's correspondence study program may not count towards this requirement. In this section, "core course" means a course of study in English; mathematics; social studies; science; technology; world languages; or a course required by a student's IEP if the student is receiving special education and related services under [4 AAC 52](#).

Frontier will waive the requirement of this section under the following circumstances:

1. If the student is a senior and needs less than 50 percent of the student's curriculum in core courses to qualify for high school graduation.
2. If the student obtained achievement levels that met standards in English language arts and mathematics as set out in [4 AAC 06.739](#) , during the previous academic year.

SPORTS ELIGIBILITY

Frontier Charter School students who participate in the athletic programs at other ASD schools must follow the Alaska School Activities Association (ASAA) guidelines for Sports Eligibility.

1. Student must be enrolled in at least 5 classes (4 for seniors) with a minimum of a 2.0 GPA.
2. Student must be making adequate progress and have a grade of 60% or better in each class. For example, in a semester course, they must be through half of the class at mid-semester.
3. It is the responsibility of the parent/guardian to submit quarterly grades in a timely manner to their Academic Advisor so athletic eligibility can be determined. The registrar/coach/activities personnel from the neighborhood school will not accept eligibility grades from parents; grades must be submitted to the Frontier Academic Advisor on a Frontier grade form. Please note: If a student is participating in a course from an institution that the Frontier academic advisor cannot directly monitor progress in (such as an APU, UAA, K12 classes) the parent will need to submit a progress report from the institution showing the grade to date.
4. Be sure to budget in enough time to allow Frontier staff at least two days to submit the grades to the neighborhood school to meet the following deadlines:

1st Quarter: **October 18, 2019**; 2nd Quarter: **December 20, 2019**;

3rd Quarter: **March 6, 2020**; 4th Quarter: **May 21, 2020**

UA SCHOLAR NOMINATIONS POLICY

Refer to the UA Scholars Program webpage and program information booklet for information about the overall scholar program: <http://www.alaska.edu/scholars/>.

Frontier Charter School has established the following criteria for our determination of UA Scholars:

Frontier UA Scholars will be determined after the final GPA and rank have been completed for the second semester of a student's junior year of high school at Frontier. For high school junior year coursework to be considered for this scholarship determination, the classes must be registered on the student's ASD transcript by the second Friday of June each year.

To determine rank, a student's weighted cumulative GPA (grade point average) will be combined with the number of high school advanced placement (AP) classes and college classes passed by the student for a final determination of class rank. Based on this ranking, the top 10% of the students in the FCS Junior class will be nominated for the UA Scholars Program. A detailed description of the ranking process follows.

Ranking criteria for Frontier Charter School Juniors

1. Weighted GPA
2. Classes

- a. Defined as a combination of the following:

College Classes

Student achieves a grade of "C" or better.

Advanced Placement (AP) Classes

Must achieve a 3, 4 or 5 on the AP test or take the AP class from an accredited institution.

- b. Limited to a combined sum of 4 college and/or AP classes per year beginning in ninth grade. The maximum number of classes for a junior would therefore never exceed twelve. Explanation: College classes are limited for the following reason: High school student allotments are \$3,000 per year at Frontier Charter School. This allotment can provide sufficient funding for a student to pay for up to 4 classes per year.

Step 1: Select all students with a weighted GPA of 3.5 or higher.

Step 2: Divide weighted GPA by 5 and multiply by 100 = GPA in Percentage.
Weighted GPA/5 x 100= Percent.

Step 3: Calculate the number of classes as follows: Determine the number of college and AP classes taken by each student. Only count a maximum of four classes per year per student. Add these classes together to find the sum total of classes for each student for all four years of high school.

Step 4: Compare the number of classes taken by each student to the highest number of classes taken by a student that year. To do so, find the ratio of the *classes taken by each student (a)* to the *maximum classes taken by any student in that grade (b)*, multiplied by 100 to get the percent of classes: $a/b \times 100 = \% \text{ of classes}$.

Step 5: Add the two percentages and divide by 2. This gives equal weight to both categories.

Step 6: Arrange in order from highest to lowest. That is the ranking order for the UAA Scholarship.

Example:

Student	GPA	Number of Classes	Rank
Student Five	3.8889	9	0.889
Student Twelve	3.5217	7	0.741
Student Two	4	6	0.733
Student Six	3.88	6	0.721
Student Eight	3.68	6	0.701
Student Seven	3.8333	5	0.661
Student Three	3.92	4	0.614
Student One	4.3	3	0.597
Student Ten	3.56	4	0.578
Student Four	3.8966	2	0.501
Student Eleven	3.5556	2	0.467
Student Nine	3.5833	1	0.414



DATES YOU NEED TO KNOW 2019-2020

SEPTEMBER

- 2 Office Closed for Labor Day
- 17-20 MAP Testing Window

OCTOBER

- 16 PSAT
- 18 End of First Quarter
- 24 Student Clubs Begin
- 25 Staff In-service Training

NOVEMBER

- 28-29 Office Closed for Thanksgiving

DECEMBER

- 6 Grades Due
- 10-13 MAP Testing Window
- 19 Reimbursement Request Deadline
- 20 End of Second Quarter
- 23-31 Office Closed for Winter Break

JANUARY

- 1-3 Office Closed for Winter Break
- 20 Office Closed Martin Luther King Day

FEBRUARY

- 17 Office Closed for Presidents Day

MARCH

- 1 Due date for final reimbursement requests and requisitions for curriculum & teaching supplies.
- 6 End of Third Quarter
- 9-13 Office Closed for Spring Break
- 30-31 Performance evaluation for Alaska's Schools (PEAKS) Testing Window

APRIL

- 1-3 Performance evaluation for Alaska's Schools (PEAKS) Testing Window

MAY

- 1 Final grades due for graduating seniors
- 5-8 MAP Testing Window
- 8 Grades Due
- 14 Graduation Ceremony