



# Adventures at Home

## *Parent Handbook*

### **MISSION STATEMENT**

Canyon Grove is an *inspired community* of learners, parents, and educators who find *fulfillment and joy* in pursuing *excellence in learning, self-accountability*, and in meeting *unique individual* needs in order to prepare students for the *life-long pursuit of knowledge* to attain their *full potential*.

Dear Parents and Students,

Welcome to Canyon Grove Academy! We are a very unique publicly funded school. We love our families and the opportunity we have to work together in a partnership that serves the needs of our students. Your family is enrolled in our Adventures-at-Home program. This program includes your choice of Epic days. We call this day your Epic location.

Your family will have an Educational Specialist. She will work closely with you to provide the support and resources needed to ensure that your children receive a meaningful educational experience while enrolled at CGA.

We hope you find the Parent Handbook a useful navigational tool. It has been designed to ensure that you have a good understanding of what CGA entails. It is important you read the handbook in its entirety, as it contains essential information you need to know. Please be aware that these handbooks do not include all of our policies and procedures. The [Policy](#) manual can be found on the website. If you have additional questions please talk to your Educational Specialist.

We are excited that you have chosen us as the best educational option for your children. We believe, as stated in our mission statement, we can be an inspired community of learners, parents, and educators who find fulfillment and joy in pursuing excellence in learning, self-accountability, and in meeting unique individual needs in order to prepare students for the life-long pursuit of knowledge to attain their full potential.

Sincerely,  
Kim Goates  
Canyon Grove Academy

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# *Canyon Grove Academy*

## Philosophy

Canyon Grove Academy strives to uphold parent's rights and choice in education. Through choice of curriculum, and program options, parents can monitor materials that affect their children's attitudes, values, and beliefs.

The educators and participants of CGA believe that the best learning occurs when:

- The parent is directly involved in the teaching/learning process
- One-on-one teaching is the primary arrangement
- Real life "context-based" learning is emphasized
- There is enrichment through a variety of experiences, and individualized curriculum
- We meet the needs of the whole child
- The entire community serves as the school campus

## What We Offer

The goal of Canyon Grove Academy is to provide parents with the resources they need to ensure that their child receives an effective, efficient and fun educational experience. We provide parents with six types of resources.

1. **Guidance** from professional, certified teachers, called Educational Specialists.
2. In person **instruction** through Epic, Discovery and Innovations programs .
3. Small group instruction in person and online for **additional** educational support.
4. A wide variety of **curriculum, learning materials and technology**.
5. A **competency** based education model with tracking software so you can see what your student knows.
6. A **network** of other families pursuing similar goals as yours.

## Enrollment

Any child physically residing in the State of Utah who is of school age may request enrollment.

## Our Commitment to You

- Our mission is to support the student and parent. Each family has an Educational Specialist who is the primary support and source of information about the school.
- The Educational Specialist will answer any questions that may come up during office hours (8am-5pm). If he/she is unable to answer the question, he/she will research the answer and get back to the parent in a timely manner.
- As per our Learner Validated Policy (found on the website) we are able to use many sources to provide evidence of student learning or attendance for your student. The easiest way is to have your student login via Ally (our learning software) for all your online learning tools. We mark attendance on the days the student is with us. You can also talk to your ES about additional ways you can communicate with them and show attendance.
- We provide all Utah mandated tests. Testing is a great way to see what things your child already knows along with the things they are ready to learn. These assessments show their academic progress and check off power standards (essential skills) in our tracking software. All assessment data is available to the parent through Ally. Assessments are typically conducted in the Fall and Spring. Talk to your ES if you have concerns about testing.
- The Educational Specialist, Ally, the school website and weekly Family Newsletters will keep families informed of news and upcoming events.
- We are competency based. That means you get to check off learning when it happens. We also check off learning through assessments or time spent with your student during Epic.
- We provide quality in person instruction at Epic, Discovery and Innovations.

# *Responsibilities of Parents and Students*

**Read the Handbook:** Parents are required to read the Parent Handbook.

**Daily Instruction:** The parent or legal guardian will work in partnership with the certified Educational Specialist throughout the year. Parents are required to communicate with their Educational Specialist and provide evidence of learning.

**Educational Specialist:** Educational Specialists and parents are partners in the education of each child. It is critical to communicate with your Educational Specialist regularly during the school year. Build a relationship with your ES so you

can work together to support the needs of your child. Please be respectful of staff work hours, which are Monday - Friday from 8 am -5 pm. If you have questions or concerns for your Educational Specialist, please email them and they will get back to you within 24 hours.

## Communication

CGA will be sending out weekly emails with important information. We also provide information on our [website](#) and through Ally. Our goal is to be great communicators. Please watch for our communication, then read and respond as required. We try to reach a happy place of not too many emails, but just enough for you to feel informed.

## Student Education Plans

Individual Student Education Plans are developed in partnership with the certified Educational Specialist. The education plan includes courses the student will be taking and curriculum choices made by the family. The Plan will include the four core subjects: Math, Language Arts, Science and Social Studies.. If your child is attending Epic all Science and Social Studies standards will be completed. You are welcome to supplement at home if you like.

### **Creating the Education Plan:**

- Your Educational Specialist will assist you in selecting the curriculum your child will be using during the upcoming year.
- Please review the website to see the curriculum we have available for both Math and Language Arts.
- You are also welcome to choose supplemental resources from the resource library and via our online subscriptions.
- We also have Chromebooks available for your students.

**Testing:** Students will participate in all assessments required by the State as well as school-wide benchmark assessments. Parents will be notified of testing required for your child. Parents are responsible for ensuring their students attend the required testing.

Tests include:

- School wide Assessments – K-8 Fall & Spring
- RISE - 3-8
- Acadience K-3
- Kindergarten

## Attendance

Attendance records are maintained and reviewed by your Educational Specialist every Friday. Attendance is taken every time your student logs into Ally or attends in person. Students log in through Ally for any online learning classes or resources.

The parent is responsible for submitting attendance in Ally for EACH enrolled student.

**Absences:** If a student has ten consecutive unexcused absences, that student will receive a Truancy notice and must be dropped from our rolls.

**Excused Absences:** Please notify your Educational Specialist if you will be absent for Epic or if you plan on taking a family vacation. You can excuse absences via Ally or by notifying your Educational Specialist

## Submissions

We are a competency based school. The students show that they are competent through testing as well as through curriculum submissions. We use what we call power standards as a way to show competency. In order to pass off the grade level Power Standards, parents submit the assignments using the "add submission" link in Ally.

## My Curriculum

	Curriculum	View Current Lesson	Add Submission	Subject	Learning Goal	Participation Goal
⊞	Family Literacy and Skills 2- Middle Ages/Renaissance	<a href="#">View Week 08-20-2023 Lesson</a>	<a href="#">Add Submission</a>	Language Arts		
⊞	Family Math	<a href="#">View Week 08-20-2023 Lesson</a>	<a href="#">Add Submission</a>	Math		
⊞	Family Epic (Dive Deeper) Yr 2 Middle Ages	<a href="#">View Week 08-20-2023 Lesson</a>	<a href="#">Add Submission</a>	Social Studies		

The CGA Family Math and Family Literacy and Skills lessons will tell the parents when to add a submission and what that submission will be.

## *Ally - Student Information System*

Ally is our student information system. This is where you will find links to online subscriptions, CGA Family Math and CGA Family Literacy and Skills. It is also where you will submit family attendance and your student learning evidence. Power standards are listed for each of your students so you can clearly see what they have completed in each subject area. Your student's assessments will also be found in Ally.

You will receive an invitation to your Ally family account through a platform called Quickbase. This will allow the parent to see all of their children's dashboards in one place. You can see your student's progress, celebrate their learning in real time, and send notes to your teacher. Email [registrar@canyongrove.com](mailto:registrar@canyongrove.com) if you don't see the invite.

Once you have responded to the invitation you can access Ally from the front page of the website.

### CANYON GROVE ACADEMY ALLY

Ally is our Learning Management System. We provide a family account where you will manage all your students' online subscriptions, google classrooms and everything else CGA in one place. You are going to LOVE it! Through this account you can track your child's progress, communicate with your teacher and so much more.

Ally

You will find lots of user guides in Ally. These should answer most of your questions, but please talk to your Educational Specialist if you have further questions.



Navigation bar with tabs: My Apps, Education Manager, Ally. Below are icons for Home, Users, User Guides (circled in red), Profiles, Campus, Locations, Classes, Schedule, Services, Service Access, Standards.

**User Guides > List All User Guides (Staff)**  
 ▶ Reports & Charts

Various guides to help users throughout the application. Use the filters or search to find a specific guide, and click the eyeball on the left of the guide to vie... [Show more](#)

Search records [input] [filter icon] ID | Training Course ID | Workflow Category Published Access Level

Guide Title	Subtitle	Category
Activate Subscription Requests	Activating requests to show on dashboards	Resource Library
Adding Evidences from Submissions	How Teachers can add evidences to a Student's Submission	
Adding Excused Absences	Adding an Excused Absence when a student is sick or unable to attend	Attendance

You will find your curriculum in Ally. It will look like this:

**My Curriculum**

Curriculum	View Current Lesson	Add Submission	Subject	Learning Goal	Participation Goal
Family Literacy and Skills 2-Middle Ages/Renaissance	<a href="#">View Week 08-13-2023 Lesson</a>	<a href="#">Add Submission</a>	Language Arts		
Family Math	<a href="#">View Week 08-13-2023 Lesson</a>	<a href="#">Add Submission</a>	Math		
Family Epic (Dive Deeper) Yr 2 Middle Ages	<a href="#">View Week 08-13-2023 Lesson</a>	<a href="#">Add Submission</a>	Social Studies		

# Curriculum

Epic covers all that is required for Stem, Social Studies, Science, Art and Literature for the week. You don't need to do these subjects at home, but there are many items in our resource library that you can choose from to supplement any of these topics.

Parents choose from our selection of Math and Language Arts for home use. After years of experience with our families and their unique needs we have designed our own Math and Language arts curriculum. Our emphasis is on providing a curriculum that is effective, efficient and fun. We love both our CGA Family Math and CGA Family Literacy and Skills and hope you will too. If these resources aren't exactly what you are looking for we have other options available.

We provide a Canyon Grove gmail account for your student, every student will need this account. An email with login information for your student's Canyon Grove gmail account will be sent to the account you chose when you registered your student. Please open a new browser and then login to their student Gmail. Remember to keep your password somewhere safe.

Your student will access all their online subscriptions, google classrooms, and google meets through Ally so that attendance is automatically taken.

## Math

Family Math lessons are for the entire family. They are designed to strengthen family ties while learning together. These activities help your child to see math as more than just a worksheet by using a growth mindset and incorporates the importance of play and exploration. Engaging questions and open-ended tasks will get your child excited about mathematics. Family Math activities will promote deeper understanding, number sense, problem-solving, logic, and reasoning. Based upon Jo Boaler’s work in Mathematical Mindsets, our Family Math activities help you realize you (and your whole family) CAN understand and enjoy mathematics.



Open, creative, and visual math tasks have been shown to improve student test scores, but more importantly, they can change a student’s relationship with mathematics so they start believing in their own potential. The tasks in CGA Family Math reflect the lessons from Mindset Mathematics.

Brain Science shows us the following:

- Mistakes, struggles, and challenges are the most important times for brain growth.
- Speed is unimportant in math.
- Mathematics is a visual and beautiful subject, and our brains want to think visually about math.
- There is no such thing as a math person - anyone can learn math to high levels.

Family Math, combined with an additional paper/pencil or online curriculum and fluency practice, creates a comprehensive math plan. This develops individual progression in skills at your student’s ability level while encouraging depth of knowledge with a user-friendly math experience your family can enjoy together.

Families can access each week’s pacing guide, evidence submissions, fluency practice information, and the Mathematical Mindset activities in the CGA Family Math linked in Ally.

Back to Family Math 	Daily Math - Kindergarten		
Day 1	Day 2	Day 3	Day 4
Count to 3 10 minutes of <a href="#">Zearn</a>	Count to 5 10 minutes of <a href="#">Zearn</a>	Count to 10 10 minutes of <a href="#">Zearn</a>  <div style="border: 1px solid black; width: 150px; height: 30px; margin: 0 auto;"></div>	Take 5 toys or something else you like and line them up. Make sure you can count each one!

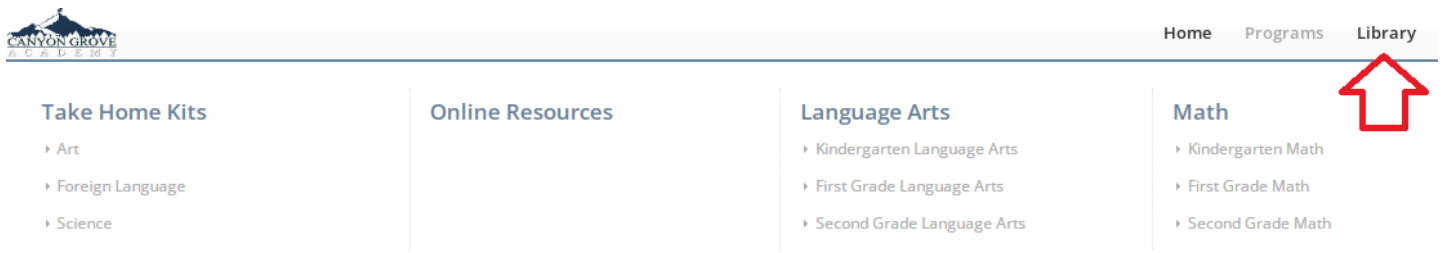
### Pacing Guides

Curriculum	Lessons	Evidence - Upload to Ally	Power Standard
Zearn K	<a href="#">Mission 1 Lessons 1-4</a>		
Saxon K	Lessons 1-2		
Math U See Primer	Lesson 1	<a href="#">Workbook p. 5 &amp; 11</a>	1
Singapore Math K	Textbook p. 1-12; Workbook p. 1-6		
The Good & The Beautiful K	Lessons 1-3		
Right Start A	Lessons 1-2		



To complete your students math needs Family Math is combined with a math curriculum of your choice. Zearn, listed below, is our top recommendation. Other choices are listed on the website.

If you hover over the library tab, it will show a drop down menu of our main curriculum options available. This is sorted by grade level for Language Arts and Math



Regardless of which Math Curriculum Program works for you and your students, every student should be getting at least 4 math lessons a week plus their Epic Day.

**Zearn** is our top recommended Math program:

- The online portion of Zearn has 4 parts to it: Math Chat (AKA Math Lesson), Number Gym, Sprint or Timed Activity and then ends with the Tower of Power.
- All of these walk them through a full and complete lesson. Students can't move on to the next lesson until they complete all parts of the previous lesson.
- Zearn can be done as your main curriculum and would include a workbook to make notes in, fill out exit tickets and also provide you with the paper/pencil practice for math.
- Zearn can also be done as a supplement, you wouldn't need the workbook if you are only using Zearn as a supplement.
- Lessons can also be bookmarked by their teacher if there is a particular topic they would need extra assistance on. The teacher can also move your student to the exact level they need to be on for their individual learning.
- Because we do promote Zearn usage to all students, we provide monthly prizes at the first Epic Day of each month to all students who meet at least 16 lessons the previous month.

## Language Arts

We developed Family Literacy and Skills because we struggled to find a curriculum that met all the needs in one complete package. We researched, and utilized different programs to create one complete curriculum. Matching skill instruction with high quality literature lessons will provide a balanced and beautiful literacy education for our students. Our [Family Literacy and Skills Curriculum Program](#) provides activities families can do together in addition to specific grade-level appropriate material that cover all the academic needs. This program is the easiest to follow because of the weekly scope and sequences. Additionally, the power standards checkpoints are provided throughout the year to help gauge your students skill levels for the end of the year.

**For Language Arts**, the key is to cover the following 6 strands (as shown by the FL&S kindergarten curriculum map):

Phonics/ Phonemic Awareness (Speaking)	Reading and Fluency	Literature/ Listening	Spelling/ Vocabulary (Viewing)	Writing	Grammar Usage and Mechanics (Viewing)
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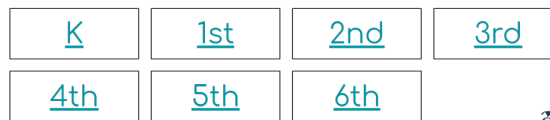
Whether you choose one curriculum or a combination of curriculum, you will want to cover all 6 strands in order to meet the requirements for your child's Language Arts learning.

The [curriculum map](#) provides examples of what our school has hand selected to use in the Family Literacy and Skills program by grade level. This program is the best choice to start learning your hybrid learning routine.

**With Family Literacy and Skills** you can see a [Sample Week Lesson Plan](#) on the website. The first splash page is designed to be completed together, as a family, throughout the week. The Weekly Overview is found at the top of the page and provides weekly updates and expectations. The Welcome Letter (provided in Week 1) gives a bit more detail and should be the first read for anyone starting the Family Literacy and Skills Curriculum. Additionally, the 1st week will provide instructions for all grade level programs.

<h2>Family Literacy &amp; Skills- Week 1</h2> <p style="text-align: center;"><a href="#">Welcome Letter</a></p>	
<p><a href="#">Reading</a></p> <p>Daily Read Aloud (Choose One)</p> <p><a href="#">Wrinkle in Time</a>; <a href="#">Charlie and the Chocolate Factory</a>; <a href="#">Daddy Long Legs</a>; <a href="#">Heidi</a></p>	<p><a href="#">Literature and Grammar</a></p> <p>Family Literacy Project:</p> <p><a href="#">Oh, the Places You'll Go</a> <a href="#">Online Read Aloud Link</a></p>

Then the bottom portion is the grade level selection for all the tasks each day. This is shown in the boxes below.



To begin your week, click on the grade, you will be directed to Day 1, Day 2 and Day 3 of the curriculum. This program is designed to work directly with our Epic Days.

Here is an example of how the week can work including your Epic Days:

- Monday - Day 1 of curriculum and the start of the Family Literacy Projects
- Tuesday - Innovations / Discovery (Plus Extra Math Work)
- Wednesday - Epic Day
- Thursday - Day 2 of curriculum and continuing of the Family Projects
- Friday - Day 3 of curriculum and finishing of the Family Projects

If the Family Literacy Program doesn't sound like something you wish to do, scroll through some of the other options we have available to offer and fill in the strands.

Family Literacy and Skills Lesson Plans are already loaded in their Ally account.

More information about Family Literacy and Skills is available in this [welcome letter](#).

**Lexia** is recommended for all students regardless of your choice to use the Family Literacy Program or not.

- On average 1 unit takes about 5 minutes to complete.
- When your student first logs into Lexia they will be provided with a **placement test** - this will place your student on a level unique to their knowledge.
- Lexia will move your student up automatically as they pass through levels.
- Your students minute/unit goal is based on how much work they need to complete in order to finish grade level material by the end of your current grade.
- If your student is under grade level, their weekly goal might be higher but no more than 80 minutes.
- If your student has passed grade level material, they might have a low goal minutes.

- Goals are refreshed at the beginning of each month and are based on the previous month's usage and how much material is needed to finish on grade level materials by the end of the school year.
- Because we **do** promote Lexia usage to all students, we provide weekly prizes each Epic Day to all students who met the previous week's **UNIT** goal (not minute goal, but unit goal)

*Note to parents - Lexia will count the minutes of usage regardless of whether or not the student is actually working through the unit. It starts counting the moment you log in, if you want to ensure your student is learning, make sure they are meeting their weekly Unit goal.*

## Dive Deeper

You will see "Dive Deeper" listed under your students curriculum list in Ally. Dive Deeper is designed to be extra fun learning activities that correspond with what was taught in Epic that week for Leadership, History and Science. These activities are provided for the families that would like extra, but they aren't required.

## Ordering Curriculum

Ordering Initial Curriculum for Math and Language Arts:

- In order to request any online subscriptions or check any items out from the library, you must fill out the [Third Party Apps and Websites Agreement 24/25](#) as sent via the initial onboarding #1 email.
- Top Recommended Programs for all students:
  - Language Arts: Family Literacy and Skills
  - Language Arts: Lexia (regardless of your curriculum of choice)
  - Math: Family Math + Zearn Online + Zearn Workbook
- Canyon Grove provides many secular options to choose from for curriculum.
  - *Parents can choose to use their own non-secular options, but Canyon Grove cannot provide those options. We do have several families who choose to use The Good and the Beautiful. We do have some of the non-secular manipulatives or reader books available as we have so many families using this curriculum. But we can not provide the Teacher Manual / Lesson Plans. They can check out the Alexandria App to see which items we have available for the GATB)*
- Items can be requested and will be placed in the appropriate bins for each epic day. We will pass these out when they are available at the end of the day to your student to bring home. With the exception of:
  - Big Technology Items (i..e. Telescope, microscopes,chromebooks, etc.) - These items have to be picked up directly from the resource library as they don't want it to exchange too many hands. (same for returns - these items need to be returned directly to the resource library and not at your regular epic day).
  - Chromebooks can be checked out to each student - these do not need to be on the request list, parents can just show up to the resource library to pick one of these up.

# Resources & Technology

Additional resources and technology are available for checkout through our resource library. You can either come in to shop the library in person or browse our catalog online. We have hands-on kits, games, and tools to make your teaching easier, explore a topic more deeply, or connect more completely to any subject (Math, Language Arts, History, Foreign Language, Science, Art, and Music).

**To check out materials remotely:** You will need to access our library catalog and place a hold request on an item. Once you have requested that item, our librarian will pull the item, check it out to your student, and have it delivered to your epic day location. (Chromebooks must be picked up and returned in person). To use the online catalog please read the tutorial found on the [Library page of the Canyon Grove Academy Website.](#)

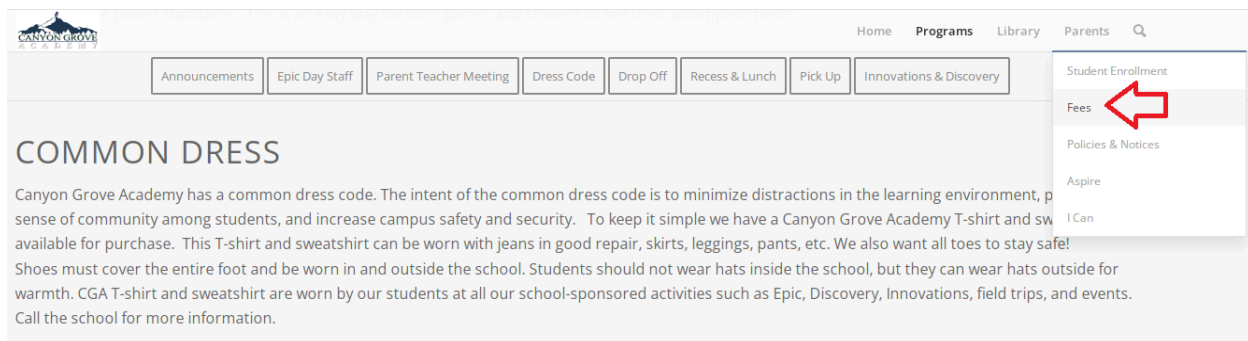
**To check out materials in person:** Our library hours for the 2024-2025 school year are **Monday - Friday from 9:00 am to 1:00 pm and 3:00 pm to 4:00 pm**. We will be closed between the hours of 1:00 to 3:00 every day to hold classes and provide the librarians time to prepare materials for you. Please check in at the front office before coming upstairs. You are welcome to browse the resource buckets on your own or ask our staff for assistance in locating just the right materials for your student. Unlike curriculum which has a year long check out, most resources may be checked out for one month. You may check out up to five resources per student (this limit includes regular library books as well). Once you have your selection of materials ready to check out, simply make your way to the circulation desk where our librarian will check everything out to you.

**We strongly encourage you to review all of the Library Rules and Procedures** which are also listed on the [Library page of the Canyon Grove Academy Website](#). Scroll past the tutorial to locate this information. Of special note are details on what needs to be returned (consumables vs. non-consumables), what fines will be assessed, and what our chromebook policy is. You will be held accountable for the materials that you check out as outlined in this policy.

## *In Person Programs*

Epic, Innovations, and Discovery are our in-person-programs for our Adventures at Home students. For all programs we have a **common dress** policy. That means that all our students wear a CGA T-shirt along with a CGA sweater (when it is cooler) to ALL activities. You can wear any outer layer for outside activities. CGA Common Dress items can be purchased at the main office or you can order via the website: Select the Parents tab → Fees and you will be directed to a separate webpage for purchasing.

On campus locations, you can pick up your shirt order in the main office. Off campus locations can send the purchase confirmation to [office@canyongrove.com](mailto:office@canyongrove.com) and they can make sure to get your shirts to you.



The screenshot shows the Canyon Grove Academy website. The navigation menu includes: Home, Programs, Library, Parents, and a search icon. Below the navigation menu, there are several buttons: Announcements, Epic Day Staff, Parent Teacher Meeting, Dress Code, Drop Off, Recess & Lunch, Pick Up, and Innovations & Discovery. The 'Parents' dropdown menu is open, showing options: Student Enrollment, Fees (highlighted with a red arrow), Policies & Notices, Aspire, and I Can. The main content area is titled 'COMMON DRESS' and contains text about the school's dress code policy.

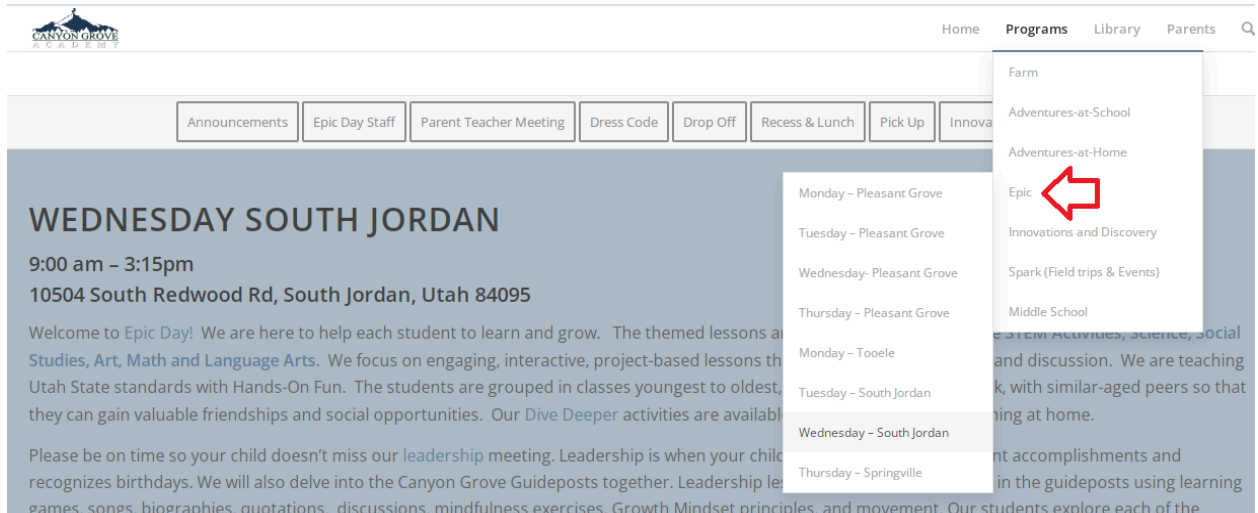
## *Epic Day*

Epic consists of multi-aged classes where students are grouped youngest to oldest with similar-aged peers. The classes are called Aspen, Birch, Cedar and Oak. Topics covered are Leadership, Math, Language Arts, Science and History-based themed lessons which include Stem, Social Studies, Art, Literature studies. We focus on project-based, interactive and engaging lessons that promote critical thinking and discussion

Bring a backpack, sack lunch and a water bottle to Epic. Canyon Grove will provide all additional supplies.

## Location

When you enroll in our Adventures at Home program you will choose a “location”. This is your choice and allows you to pick the day you will attend Epic. You can also, from the website, click on Programs then Epic to read more about your specific location. This includes information about your teachers, drop off and pick up procedures and times.



The screenshot shows the Canyon Grove website interface. At the top, there is a navigation bar with links for Home, Programs, Library, and Parents. Below this is a horizontal menu with buttons for Announcements, Epic Day Staff, Parent Teacher Meeting, Dress Code, Drop Off, Recess & Lunch, Pick Up, and Innovations. The main content area features a large blue banner for "WEDNESDAY SOUTH JORDAN" with details: "9:00 am – 3:15pm" and "10504 South Redwood Rd, South Jordan, Utah 84095". A sidebar on the right contains a list of locations: Monday - Pleasant Grove, Tuesday - Pleasant Grove, Wednesday - Pleasant Grove, Thursday - Pleasant Grove, Monday - Tooele, Tuesday - South Jordan, Wednesday - South Jordan, and Thursday - Springville. A dropdown menu is open from the "Programs" link, showing options: Farm, Adventures-at-School, Adventures-at-Home, Epic (highlighted with a red arrow), Innovations and Discovery, Spark (Field trips & Events), and Middle School. The main text on the banner describes the Epic Day program, mentioning themed lessons in Studies, Art, Math, and Language Arts, and the "Dive Deeper" activities.

## *Innovations/Discovery*

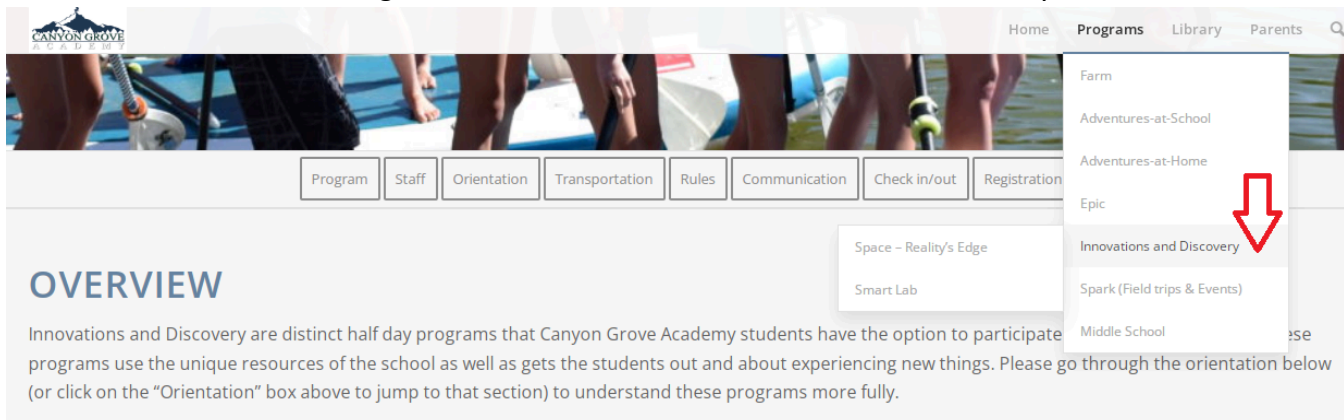
Information regarding your location’s Innovations/Discovery schedule can be found on your Epic location page (instructions for finding that page is on the Epic section above) This is where you will find your locations’s registration dates, dates of activity, time, and bus transportation location (if there is a bus option for your location). There is also a separate Innovations and Discovery webpage (instructions for finding this page are below). This is where the year’s registration dates, session overviews, program details, rules and parent orientation are posted. These programs are optional and must be signed up for at specific times throughout the school year. During a full school year, each student will get the opportunity to sign up for two 8-week sessions of Innovations and four 4-week sessions of Discovery.

Innovations utilizes the resources we have available on campus (Space Center, farm, SmartLab etc.) Discovery activities are all about trying new things and are both on and off campus. In the past activities have included things like Paddle Boarding, Ice Skating, Impact Ninja Gym, and Drumming.

Parents need to review the “Parent Orientation” posted on the Innovations and Discovery webpage. You will be held responsible for knowing all the rules and expectations posted there. The orientation will also explain how to register. Once you go through the parent orientation all questions, comments or concerns about Innovations and Discovery should be directed to Jana Stout [jana.stout@canyongrove.com](mailto:jana.stout@canyongrove.com)

Please do not send your students with a backpack for these programs. They rotate through classrooms as well as outdoors and the backpacks become problematic to deal with.

**How to Access:** From the Programs tab → Click on the Innovations and Discovery



The screenshot shows the Canyon Grove Academy website. At the top left is the school logo. The main navigation bar includes 'Home', 'Programs', 'Library', and 'Parents'. Below this is a horizontal menu with buttons for 'Program', 'Staff', 'Orientation', 'Transportation', 'Rules', 'Communication', 'Check in/out', and 'Registration'. A dropdown menu is open under 'Programs', listing 'Farm', 'Adventures-at-School', 'Adventures-at-Home', 'Epic', 'Innovations and Discovery' (highlighted with a red arrow), 'Spark (Field trips & Events)', and 'Middle School'. Below the navigation is an 'OVERVIEW' section with text: 'Innovations and Discovery are distinct half day programs that Canyon Grove Academy students have the option to participate in. These programs use the unique resources of the school as well as gets the students out and about experiencing new things. Please go through the orientation below (or click on the "Orientation" box above to jump to that section) to understand these programs more fully.'

## *Identifying Students with Special Needs*

### ***What is Special Education (SPED)?***

Special education means specially designed instruction, at no cost to the parents, to meet the unique needs of a child with a disability.

### ***What is an IEP?***

An Individualized Education Plan (or Program) is also known as an IEP. This is a plan or program developed to ensure that a child with an identified disability who is attending an elementary or secondary educational institution receives specialized instruction and related services.

### ***Do I need to be using a certain curriculum to receive SPED services?***

Yes! Since special education is federally funded, your student has to be using a state approved curriculum in order to qualify for services. If you have questions as to what the state approved curriculum is, please contact [sheri.berard@canyongrove.com](mailto:sheri.berard@canyongrove.com)

### ***How does a student qualify for an IEP?***

The first thing that we look for is that the student is not performing academically at grade level. If they are not, then the special education director will reach out to you. If it is something that you notice, then please let our Special Education director know. From there you will work together to see what the cause of the delay could be. This could include psychological testing from the school psychologist where they will assess academic and cognitive abilities. Your student will also be given tier 2 and 3 interventions to see if that helps close the academic gap first. If the interventions have not worked, then a team (including you, the parent) will meet to determine if your student is eligible for an IEP.

### ***Where are services given?***

All of our special education services are provided at the main campus in Pleasant Grove.

### ***My child had an IEP at their old school, what should I do?***

If you have a copy that you can send, that will help services not to be interrupted while we wait for your students' previous IEP to be transferred to us. If not, that is ok, we will request their file when you enroll with us. Your students current IEP and services will be honored while the school determines if it needs to be amended, redone, or accepted as it is.

# *Withdrawal Procedures*

**Withdrawal** – Notify the registrar and your Educational Specialist of plans to withdraw as soon as possible. It is imperative this be done before enrolling in any other school.

## ***Returning School Materials***

- If a student withdraws from CGA, return of school property must be completed within 15 days.
- The Office will email the family a list of items that must be returned. Families will be invoiced for repair or replacement of lost or damaged school property.
- If the equipment and materials are not returned or invoices are not paid after three attempts to contact, including one certified letter, the matter will be turned over to a collection agency. Once an account has been turned over to collections, the family is responsible to pay the collection agency. Materials can no longer be returned to CGA.

# *Frequently Asked Questions*

**Emergency** - If there is ever an emergency or a snow day we will send a text notification to the cell phone number you have listed in Ally.

**Birthdays** - We love to celebrate birthdays for your child. If you choose to send in a birthday surprise for your child's class, please make sure it is a NON- FOOD item such as pencils, erasers, bubbles, etc.

**Invitations**- If you would like to have your child pass out birthday invitations at school, the procedure is to make sure the entire class is invited. If you are inviting just a few kiddos (this is more typical), please plan for a parent to be a carpool at the end of day to hand personally to the student's parents directly.

**Classroom visits:** We are a learning community that works together to bring education alive for your child. With that in mind, parents are encouraged NOT to attend a child's class as it can be disruptive for other students in the classroom.

**Pickup** - Please follow the carpool procedure sent out annually at the start of each school year.

**Water Bottles**- We encourage your child to bring a water bottle to their school day. No sugary drinks in the classroom please, water only.

**Sharing food** - Due to allergies, students are asked to not share any food from their lunches with each other.

**Library** -Students are allowed to check out books from the library during regular library hours.