Student/Parent Handbook

Accredited by the Association of Educational Service Districts

2026-2027

Dear CAM Academy Students & Parents,

This new school year marks the 31st year of families choosing CAM for the education of their children. Since its opening in 1996, with a freshman class that started CAM High School, to its present configuration of grades three through twelve, our focus on excellence has never wavered. We are excited about another new school year and the opportunity to partner with families committed to their students' education.

A close partnership between school and families provides the support students require to be successful in their academic pursuits and personal growth. As a team, we will work together to develop our students' talents and strengths and provide opportunities to share their gifts with others. Improving the ability to set goals and meet challenges with confidence and determination builds character and develops the social, physical and academic skills needed for each step of this journey. Please take advantage of the expertise and experience of the staff to make the most of your time at CAM Academy.

This school handbook is designed to be a companion document to the Battle Ground Public Schools Student/Parent Handbook. The information found in both handbooks will support you and our school community in providing a safe and productive learning environment. Information that pertains to all three of our programs – Primary, Middle, and High - is provided first and then information specific to each level follows. Please take the time to read and review the information and policies. Teachers will go over some of the areas with students the first few days of school.

If you have any questions regarding the information and policies in this handbook please call us at the school. Welcome and best wishes for a successful 2026-2027 school year.

Ryan Cowl, Principal

The mission of CAM Academy is to support and promote the academic success, positive character development, and acquisition of marketplace skills for all students enrolled in our school by building strong partnerships with families.

Core Values = **Respect** for all members of our school community.

Relationship:	Developing a positive rapport among students, parents, and staff.
Education:	Learning is a lifelong experience of discovery.
Service:	Serving to meet needs, build community and encourage dreams.
Partnership:	Intentionally sharing the responsibility of educating children.
Excellence:	Developing a commitment to personal best.
Character:	Developing the inward motivation to do what is right even when no one is looking.
Trust:	Earning the trust of others by demonstrating integrity in all we say and do.

Main Office	**360 885-6803**
Registrar	**360 885-6804**
Student Services	**360 885-6827**
Absence reporting	**360 885-6800**
FAX	**360 885-6808**
Email	**stacy.lainie@battlegroundps.org**

GO PANTHERS

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GENERAL INFORMATION

*CALENDAR DATES OF INTEREST: SUBJECT TO REVISION AND ADDITIONS

All School Meet & Greet Ice Cream Social	Aug. 27
First Day of Classes	Sept. 1
Labor Day	Sept. 7*
Picture Day	Sept. 17
State In-service Day	Oct. 9*
Conference Week/ Early Release	Oct. 26-30
Picture Retakes	Oct. 29
Veteran's Day	Nov. 11*
Thanksgiving Feast (Families invited)	Nov. 24
Thanksgiving Break	Nov. 25-27*
Winter Break	Dec. 21 – Jan. 1*
School Resumes	Jan. 4
Martin Luther King Day	Jan. 18*
End of Semester/ Early Release	Jan. 28-29
President's Day	Feb. 15*
Snow Make-up Day (if needed)**	Mar. 26**
Spring Break	April 5-9*
Open House (grades 3-8)	May 26
All School BBQ (Families invited)	May 28
Memorial Day	May 31*
High School Graduation	June 8
8th Grade Recognition	June 14
Early Release	June 14-15
Last Day of School:	June 15
Snow Make-up Day(s) as needed **	Last day of school would be extended

Early Release is at 11:10.

***Indicates non-student attendance days.**

****If a snow make-up day is needed, students attend school. If additional snow make-up days are required, they will be added to the end of the school year and the last day of school will be extended.**

***Complete CAM Calendar posted separately.**

STAFF CONTACT INFORMATION: For Phone Extensions dial 885-6803

Administration:

Principal	Ryan Cowl	885-6801	cowl.ryan@battlegroundps.org

Office:

Head Secretary	Lainie Stacy	885-6803	stacy.lainie@battlegroundps.org
Registrar	Jewel Sholer	885-6804	sholer.jewel@battlegroundps.org
Assistant Secretary	Cheryl Garris	885-6827	garris.cheryl@battlegroundps.org
Counselor	Amanda McCann	885-6829	mccann.amanda@battlegroundps.org
Nurse	Lindsay Ross	885-6827	ross.lindsay@battlegroundps.org
Health Room Assistant	Cindy Summerton	885-6806	summerton.cindy@battlegroundps.org
Counseling Secretary	Marianne Gunderson	885-4440	gunderson.marianne@battlegroundps.org
Support Staff	Marianne Gunderson	885-4440	gunderson.marianne@battlegroundps.org
	Sarah Lightfoot		lightfoot.sarah@battlegroundps.org
	Carly Overholser		overholser.carly@battlegroundps.org
	Samantha Sherer		sherer.samantha@battlegroundps.org

Primary:

Grade 3	Michelle Anderson	Ext. 4435	anderson.michelle@battlegroundps.org
	Nick Wallen	Ext. 6828	wallen.nicholas@battlegroundps.org
Grade 4	Andie Noye	Ext. 4405	noye.andie@battlegroundps.org
	Lisa Whitten	Ext. 4406	whitten.lisa@battlegroundps.org

Middle:

Grade 5	Lucinda Bancroft	Ext. 4438	bancroft.lucinda@battlegroundps.org
	Kaytlyn Walsh	Ext. 4437	walsh.kaytlyn@battlegroundps.org
Grade 6	Kara Wooley	Ext. 4404	wooley.kara@battlegroundps.org
	Brad Zon	Ext. 4407	zon.brad@battlegroundps.org
Grade 7/8	Anna Cheredayko (math)	Ext. 4423	cheredayko.anna@battlegroundps.org
	Brodie Gray (SS)	Ext. 4424	gray.brodie@battlegroundps.org
	Andrea Smith (Science)	Ext. 4421	smith.andrea@battlegroundps.org
	Chris Wauters (ELA)	Ext. 4426	wauters.chris@battlegroundps.org

High School: Content indicates main area of teaching

Counselor	Amanda McCann	885-6829	mccann.amanda@battlegroundps.org
Social Studies	Eric Albers	Ext. 4409	albers.eric@battlegroundps.org
Spanish/Yearbook	Sarah Dyer	Ext. 4428	dyer.sarah@battlegroundps.org
Math	Larry Carlton	Ext. 4420	carlton.larry@battlegroundps.org
Science	Eric Harpe	Ext. 4429	harpe.eric@battlegroundps.org
English	Diane Harpe	Ext. 4422	harpe.diane@battlegroundps.org
Science/Math	TBD	Ext. 4427	TBD@battlegroundps.org

THE SCHOOL WEEK, DAY

Student attendance days are Monday, Tuesday, Thursday, and Friday, with the understanding that Wednesday is reserved for contract learning and extension of the classroom learning at home. Classes for grades 3-12 begin at **8:00 a.m.** Students should arrive in time to be in the classroom and **in their seats ready to begin at the start of class time**. The regular school day ends at **2:00 p.m.** Students need to be picked-up or off campus promptly at the end of their last class or activity. Students in **grades 3-6**, who are not in an after school activity and are **not picked up by 2:30** need to **report to the office**. Late pick-up should be the exception and not the regular routine. Students are not allowed to ride Battle Ground Public School buses to get to and from school.

WHAT MAKES CAM ACADEMY DISTINCT?

CAM is an acronym that stands for **C**haracter, **A**cademics for the **M**arketplace. It is a community-based school that depends on a strong partnership of parents, students, teachers and support staff in order to create a culture committed to educational excellence. Our school emphasizes respect for others and a professional atmosphere dedicated to thoughtful study and academic preparation. Performance learning allows students to apply and communicate the skills and knowledge they have learned. Students who challenge themselves can experience success, improved self-esteem and confidence.

Character

CAM Academy is committed to encouraging positive behavior and developing student character based upon our historical and cultural ethic as stated by RCW 28A.405.030 (Revised Code of Washington).

It shall be the duty of teachers to endeavor to impress on the minds of their pupils the principles of morality, truth, justice, temperance, humanity, and patriotism; to teach them to avoid idleness, profanity and falsehood; to instruct them in the principles of free government, and to train them up to the true comprehension of the rights, duty, and dignity of American citizenship.

Each month, the school emphasizes a different character trait.

Academics

While students at CAM Academy come from a variety of educational backgrounds - public, private or home schooling - they have in common parents who are highly committed to educational excellence. The teaching staff at CAM understands this commitment and works with parents to nurture students to meet and exceed the state standards and graduation requirements.

Marketplace

Academic instruction at CAM is designed to prepare students to leave the K-12 journey ready to compete in the marketplace. CAM is intentional in assuring that all students are academically prepared for the next grade level, graduation and their post high school plans by developing an entrepreneurial spirit and the skills necessary to excel at post high school institutions of higher learning, in the marketplace or in public service.

At-home learning time

Students in all grade levels complete a portion of their required studies outside of the classroom setting. The guidance for this learning is done by developing a written plan detailing the goals, activities, and manner of assessing completion and success. A teacher, parent and student are part of the planning process and parents take a significant role in supporting the completion of these plans. **Weekly documentation of progress** towards learning goals is required and examined by the course advisor.

ATTENDANCE: (See District Student Handbook for additional information)

We strongly urge parents **not** to remove their child from school for reasons of family convenience (baby-sitting, shopping, transportation problems, etc.) which are unexcused absences according to the state of Washington. We encourage families to minimize the impact on student attendance as much as possible by scheduling family vacations during non-student attendance days. While teachers can issue textbook assignments, the richness of the associated classroom learning experiences, discussions and direct instruction cannot be replicated. If you deem such absences necessary, it will be considered the parent-partner's responsibility to provide the accompanying guidance, instruction and/or enrichment resources to enable your student to complete his/her work satisfactorily and with a clear understanding, as the concepts will be foundational components of further learning. Students must be up-to-date with all of their assignments upon their return to be ready to engage productively in the current learning experience. In addition, students should check Google Classroom each day for assignments when absent.

When a student is absent, please:

- Notify us through Family Access or
- Email the attendance office at camattendance@battlegroundps.org
- Leave a message on the absence line (360) 885-6800
- And notify your child's teacher

This should be done within **72 hours** (3 days) of the student's return. **Notification on the day of the absence is preferred**. The state defines an **excusable absence** as one due to the following: illness, emergency medical appointments, bereavement, family emergencies or court appearances. All others are considered **"unexcused"** unless approval is given from the principal or his designee. The school is required to take certain steps if a student has excessive unexcused absences. If a student has on-going excused absences, a conference is usually requested as well.

Pre-arranged absences: When a known absence is scheduled for one or more days, students are responsible for making arrangements with teachers for make-up work/tests. Students need to complete a **pre-arranged absence form,** available in the main office, and take it around to their teachers to list the assignments they will be missing and sign the form. If possible, **this form should be presented to the teachers within one week prior to the planned absence and returned to Student Services before the day of the absence.** If four or more days will be missed, the principal's signature is also required. Students retain a copy for their records. In most cases, the assignments that the teachers send with the student will be due the day he or she returns. Attendance issues will impact grades.

Late/Make-up work: In order for daily progress in learning to take place, students are expected to come prepared to participate, which means assignments need to be completed on their due dates. If there is a legitimate reason that prevents a student from completing an assignment, parents may email the teacher explaining the situation, and the teacher will determine accommodations. For an excused absence, the student is given one day for each day absent to make up assignments missed. Should a student be out for an extended period of time for illness and unable to do assignments while ill, this time line can be modified with teacher approval. If a student has an unexcused absence a zero is given for the assignment, test or quiz for the day of absence. Each teacher will provide the students with the process for getting missed work. Students are responsible for arranging to get anticipated assignments for the time they are gone. See above for Pre-arranged Absences.

Excused Tardies: Parents signed an agreement to have their children to school on time. CAM Academy believes that punctuality is a component of respect. Students are expected to be in their seats and ready to begin class at 8:00. That means they should arrive in the classroom no later than 7:55. If students arrive to the classroom after 8:00, they are to first sign in at the main office. We acknowledge that there will be times when unforeseen circumstances arise or when students have medical appointments that may not be possible to schedule at another time.

Unexcused Tardies: Repeated tardies that are not excused by a parent for a valid reason will result in a phone call home and/or a conference with the family.

LEAVING CAMPUS during school hours- CAM is a closed campus:

1. If the parent knows in advance that their student needs to leave early, they should call the office. The parent/guardian must come into the main office and sign the student out. For a student who has driven to school, they may sign themselves out provided their parent has called the school to provide authorization.

2. High school students who have been issued an off-campus lunch pass must sign out in the main office.

3. High school students leaving to attend classes elsewhere must sign out.

4. Any assignments that are due for the classes that will be missed at the high school or middle school levels need to be turned in to the student's teacher. (Assignments not turned in will be considered late.)

CHEATING/FORGERY/PLAGIARISM: (See District Student Handbook for additional information)

Cheating: Using notes or devices not allowed during a test or copying another student's work and turning it in as one's own are examples of cheating. This also includes the use of Artificial Intelligence (AI).
Forgery: Signing another person's name to a document is an example.
Plagiarism: To pass off as one's own the ideas or words of another

Students found participating in any of these activities are not demonstrating good character. They will receive appropriate discipline, which may impact their course grade, and if on-going, can jeopardize their enrollment in CAM Academy.

BEHAVIOR EXPECTATIONS

CAM Academy follows a corrective actions policy based on the District's guidelines, state laws and the age of a student. Every effort is made to support a student in changing his or her behavior to allow for continued success. Parents are an important partner in this effort. Teachers encourage positive behavior and recognize students with PAWS incentives for **P**racticing kindness and respect, **A**cting responsibly, **W**orking safely, and **S**triving for excellence.

DRESS CODE

CAM Academy encourages students to wear clothing that is appropriate in an educational setting. A picture of the guidelines for the appropriate wear zone is included on the next page of the student family handbook. A student who is in violation of the dress code will be asked first to make an adjustment if possible, or the parent will be notified to bring something for the student to change into to be in compliance. Repeated violations will be subject to corrective actions.

HATS

Teachers will indicate if students can wear hats in their classroom based on their course syllabus.

OVERT AFFECTION

Public displays of romantic affection by students do not contribute to a positive learning environment. Students shall refrain from displays of romantic affection while at school or participating in school activities. **For District policies and state laws on this issue, please refer to the District Handbook.**

ELECTRONIC DEVICES – CELL PHONES

Students using any electronic device (cell phone, I-pad, Smart Watches, etc.) before and after school need to be aware of their surrounding environment, such as traffic and other people.

Grades 3-6: Cell phones may be used outside before and after school. Cell phones should be turned off and put into backpacks during the school day. No usage at lunch.

Grades 7-8: Cell phones may be used outside before and after school. No cell phone use during the school day unless in the classroom with teacher permission. Phones may be used outside during the lunch break.

Grades 9-12: Cell phones may be used outside before and after school. With teacher permission, may be used in the classroom for school assignments. Special permission may be granted by the teacher to answer texts from parents. May be used at lunch and during passing times - only in the High School hallway, in the commons, and outside.

FIELD TRIPS/BUS BEHAVIOR: (See District Student Handbook for additional information.)

Students must have shown responsible behavior at school in order to attend with their peers.
If financial assistance is needed, please let your child's teacher know.
CAM Academy students are not allowed to ride with parent chaperones in a private vehicle. They must ride on the bus to and from the activity. Only students enrolled at CAM Academy may ride the bus.

Bus Behavior: Field trips will often involve travel by school bus. On the bus, **the bus driver is in control**. Students are to follow the directions of the bus driver, the adult chaperones and the posted rules. Teachers will provide additional information to students prior to the departure time.

FOOD SERVICES – Breakfast and Lunch:

Students are to bring their own lunch from home or may access hot lunch food service through Chartwell. See Chartwells link in the CAM dailies for more details. A cold breakfast option is also offered from 7:30-7:55 in The Commons. **This year, CAM does not qualify for free lunch at the school. Students who have filled out free and reduced lunch applications and are eligible will continue to get free breakfast and/or lunch**.

HALLWAYS & PASSING

Hallways are for movement from place to place. Students are expected to move efficiently from class to class.. Students should stay to the right when traveling, with hands and feet to themselves. **Food or beverages are not to be consumed in the hallways.** Students should converse in a normal tone of voice on their way to and from classes, and in some areas need to refrain from talking so as not disrupt classrooms in session. In the 200 Building (Grades 7-12), students are to transition north during passing time.

LUNCH: See Food Services

LUNCHROOM BEHAVIOR
Self-Control: Monitor your noise and behavior.
Responsibility: Clean up after yourself.
Respect: When an adult asks for your attention, please give it to them.
Eating and consuming drinks is to remain in the Commons or outdoors.

MEDICATION: (For District policies and state laws on health services, refer to the District Handbook.
Students may not possess or use prescription or over-the-counter medications without the parent completing a medication form. Forms are available at the Student Services desk. Some medications are required by law to be locked in the office/health room. Parents are required to deliver the medication to school unless the student's physician specifies that the student must carry the medication.

OUTSIDE BEHAVIOR
The following expected behaviors are to help ensure safe activities for all students. If behavior expectations are not met corrective actions will occur. General outside behavior expectations:

1. Treat all people with courtesy.
2. Keep hands and feet to yourself.
3. Use equipment appropriately.
4. Students may be in the courtyard or covered area and may access the field between CAM and Chief Umtuch with permission from recess supervisors or with staff supervision.
5. Follow the directions and requests of the outside monitors.

PARENT/STUDENT/TEACHER CONFERENCES
Parent/Student/Teacher conferences for all grade levels are held each school year in the fall. Please consult the current school year calendar for specific dates. In addition to these regular parent/student/teacher conferences, parents are encouraged to confer with teachers at any time. Call or email a teacher to request an appointment.

PERSONAL INFORMATION UPDATES

Before the start of each year, parents are required to complete the Online Student Update to confirm their student's registration for the year, complete annual forms, and update personal information (such as address, phone number, email address, emergency contacts, directory/photo preferences).

It is the parents' responsibility to notify the Registrar immediately and enter any changes through Skyward Family Access. If you move outside of the Battle Ground School District boundary, a choice transfer boundary exception form needs to be completed.

PERSONAL ITEMS/VALUABLES

Students should only bring those personal items to school that **are necessary for the completion of schoolwork.** Items brought to school should be clearly marked with the student's name. The school is not responsible for personal items brought to school which become lost, damaged or stolen.

SATISFACTORY PROGRESS

State law requires that students enrolled in an alternative learning experience program make monthly satisfactory progress. The following criteria are used for determining monthly satisfactory progress at each program level:

Primary:

Students are evaluated in three areas for monthly satisfactory progress:

- ✓ Consistent progress towards meeting the learning goals at the monthly progress review;
- ✓ Weekly evidence of making progress towards meeting the learning goals of the Learning Contracts for Health & Fitness and Visual & Performing Arts;
- ✓ Typically demonstrates the *Habits of Learners*.

Students are considered to be making *satisfactory progress* if they are satisfactory in two (2) of the three (3) areas and have not had two (2) consecutive months of receiving an unsatisfactory review (U) in any combination of the three areas of evaluation.

Grades 5-12 (Middle & High School).

Students are evaluated in three areas for monthly satisfactory progress:

- ✓ A C- (70%) or better in classroom-based courses, (Language Arts, History, Math, Science)
- ✓ Weekly evidence of making progress towards meeting the learning goals of the Learning Contracts; (Health, Physical Education, or Digital Photography)
- ✓ Consistently demonstrates the *Habits of Learners*.

Students are considered to be making *satisfactory progress* if they are satisfactory in two (2) of the three (3) areas and have not had two (2) consecutive months of receiving an unsatisfactory review (U) in any combination of the three areas of evaluation.

Students who do not demonstrate progress will be placed on an intervention plan in accordance with WAC 392-550-025.

SCHOOL ACTIVITIES

Any activity that occurs outside of the school day and is school related shall be treated with the same policies/procedures and rules/regulations as the school day.

SCHOOL CLOSURE
When Battle Ground Public Schools announce a late start, or closure, CAM Academy follows the North Schools schedule. Closures will be announced through phone and e-mail messages from the Battle Ground School District at approximately 6:00 AM in the morning of the closure. You can check the Battle Ground School District website for closures. If in doubt, please call the Battle Ground Public Schools information line at (360) 885-5343 or go to the district website at http://www.battlegroundps.org.

SIGNS AND POSTERS
An administrator or designated staff member must approve signs and posters before they are posted. They must be placed only in designated areas and secured in a manner not damaging to the building. **Sponsoring individuals are responsible for their removal once the activity is passed.**

SKATES/SKATEBOARDS/SCOOTERS/BICYCLES
Students may use the above items to travel to school, as long as they do not use them during the school day. Students should walk once they have reached the proximity of the school building. If brought to school, skates, skateboards and scooters need to be stored, for the day, in the homeroom classroom; bicycles are left at the bicycle rack and best if locked.

SOLICITING OR BORROWING
Students are not permitted to buy or sell personal or non-school fundraiser items at school.

STANDARDIZED TESTING
CAM Academy students participate in all required state and district assessments. High school students are also encouraged to participate in the PSAT, SAT and/or ACT.

TRAFFIC FLOW: Speed limit 10 MPH

For the safety of our students please observe the following procedures:

READ BOTH AM AND PM PROCEDURES AS THEY ARE DIFFERENT

AM Drop Off: Vehicles will enter on 5th Avenue by the post office and stay to the right by the sidewalk as they pull up to the Lewisville campus. Please do not block the bus lane entrance to Battle Ground High School. Cars should pull up to the gym area sidewalk to drop off students in one line by pulling up to the gym. Students can then stay on the sidewalk when walking to their classes. Vehicles will then exit out of the parking lot by pulling forward and exiting back out the same way they came in on 5th Avenue. Please stop when you see adults and/or students are crossing the crosswalk in front of the school.

N**ever leave** your vehicle unattended unless you are parked in a designated parking space.

PM Pick-up: This year on the Lewisville Campus cars that come into the pick-up line will go around the front of the school past the gym and continue all the way to the end of the road that will enter back onto 5th Avenue. Signs will be posted so parents know where to pull forward to when starting a line. However, it is critical that the pick-up line, if it is backed up to the post office, not block either of the two driveways going into Battle Ground High School. **CAM Academy students will be dismissed at 2:00 PM**. Students should stay on the sidewalk, use the crosswalk, or stay on the grass around the outside of the pick-up loop when walking to meet their ride. Cars that have all of their students can pull into the left lane (second lane) and drive around the front of the school, continuing around the loop and back into 5th Avenue.

Traffic Flow Continued….

Follow directions of the CAM Staff when entering the campus. Once a vehicle is in the pick-up line please be sure that if you exit the line you pull into the left lane (second lane) and drive around the loop back out onto 5th Avenue. Never make a U-turn as other cars may be pulling out and this could lead to a head on collision.

Students are to be picked up on the right-hand side of the drive-way only. When entering the campus loop for pick-up, students will be on the sidewalk or grassy area and be getting into the car from the passenger side so they do not have to cut in front of traffic. Please be sure to emphasize this with your child as there will be many cars picking up students at the end of the day.

If parent(s)/guardian(s) feel more comfortable they can park at the Lewisville Campus and come pick up their child in the front of the school. However, when leaving a parking spot please exit to the South back into the lane where traffic is leaving the school.

Third graders will be waiting with their teachers for pick-up in front of the Lewisville school near the gym area. You may also park and meet them, but please let a teacher know you are picking the student up. They keep a very close head count.

N**ever leave** your vehicle unattended unless you are parked in a designated parking space.

An alternative option for pick-up is to have students walk on the path north of the school over to Chief Umtuch to get picked up by 2:15 PM. We have a partnership agreement that we can use their pick-up area from 2:00-2:15. This helps to reduce the amount of traffic on the Lewisville Campus and provides a way to avoid the city of Battle Ground traffic. We will have someone monitoring the transition from our campus over to the Chief Umtuch campus.

TRANSPORTATION

Providing transportation for students at CAM Academy is the responsibility of parents. Our students are not allowed to ride Battle Ground Public School buses to or from school. It is important that parents take this into consideration when selecting CAM Academy, as students must be able to arrive and be picked up on time. Carpooling is a common experience for CAM families so this is another option for families to consider.

VISITORS

Students **may not** invite friends or school age relatives to visit during school hours, this includes having friends drop off food purchased in the community. Parents/guardians need to check in at the office and receive an identification badge when visiting the school. **Students may bring a guest** to school activities that take place during non-school hours. A **student guest form** must be completed and turned in to the school office by the required deadline for the event. **Since the form requires many adult signatures, plan ahead!**

VOLUNTEERS

CAM Academy has different opportunities for volunteering in the school including field trips and other events on campus. In order to volunteer and help out at school a person needs to fill out a Battle Ground School District Volunteer form. This can be found on the Battle Ground School District Website at https://www.battlegroundps.org/volunteer/ Volunteers will need to provide the school office with a copy of their driver's license as part of the background check. It generally takes 7-10 business days to process volunteer forms. Volunteers must renew their volunteering status every two years. A person can check with the school office if they want to see if they are cleared or not.

WITHDRAWAL FROM CAM ACADEMY

To withdraw your student, fill out the withdrawal form found on the CAM Academy website.

On the student's last day they need to:

1. Return textbooks to the main office
2. Take with them all their personal items and supplies (any left behind will be donated)
3. Return their Chromebook to the CAM office if they are transferring to a school NOT in the Battle Ground School District. In-district transfers retain their Chromebook and take it with them. The paperwork will be forwarded to the new school.

A fine will be assessed for any unreturned or damaged items. Students who are absent for 20 consecutive days will be withdrawn from the school unless there are extenuating circumstances that require administrative approval.

PRIMARY SCHOOL INFORMATION (3-4)

PURPOSE

The Primary School Program focuses on building strong literacy skills in reading, written and oral communication, language arts, and math, in a safe and caring learning environment, so students are prepared for success in their middle and high school journeys. Students apply these literacy skills to learning about social studies and science. They also participate in the arts and health and fitness.

ABSENCES- see ATTENDANCE

GRADING

There are no letter grades at this level. The student report card consists of identifying where the student is performing on a given set of grade level standards in the content, study skills, and character trait areas. Parents will be provided additional information at the parent orientation meeting before school begins.

MIDDLE SCHOOL INFORMATION (5-8)

PURPOSE

The Middle School Program provides a safe environment in which students are challenged to take ownership of the development of their character and learning in order to become responsible citizens in their home, school and community.

ABSENCES – see ATTENDANCE

ACADEMICS

The core curriculum delivered in CAM classrooms focuses on four areas for all four years of attendance: English, history, science, and mathematics. Within the context of the core curriculum, all students receive specific instruction in computer technology. Independent contracts developed in partnership with parents and students will cover state requirements for health & fitness and visual and performing arts.

GRADING

Letter grades, which indicate student achievement in a given subject, are intended to provide information on academic growth and to create a record of academic achievement.

A letter grade is based on the teacher's professional evaluation of student achievement in the following areas: completion of assignments, examination scores, mastery of pertinent skills, handling abstractions, and application of knowledge. Each teacher will provide students with feedback, as well as keep grades current in Skyward (QMLATIV).

Passing:
- A Superior
- B Above Average
- C Average
- D Below Average
- P Meets a C or better equivalent

Grade Point Average - GPA

Grade Point Average is used to determine student eligibility for the academic honor roll.

%	Grade	GPA	%	Grade	GPA	%	Grade	GPA
100-93	A	4.00	82-80	B-	2.70	69-67	D+	1.30
92-90	A-	3.70	79-77	C+	2.30	66-60	D	1.00
89-87	B+	3.30	76-73	C	2.00	59-0	F	0.00
86-83	B	3.00	72-70	C-	1.70			

Honor Roll

Students are recognized at three levels for Honor Roll at the end of each semester: 3.0-3.49, 3.5-3.99 and 4.0.

HIGH SCHOOL COURSES IN MIDDLE SCHOOL

Effective school year 2020 and beyond, high school course work (such as Algebra I in 8th grade) is automatically added to the high school transcript and receives a .5 credit per semester. Students who received a grade lower than an "A" have the option of requesting the grade be removed from the transcript (and thus the credit) or be converted to a Pass. A Pass does not affect the GPA, but maintains the credit. The request must be made prior to the end of the student's junior year. See the counselor for more information.

LATE WORK and MAKE-UP POLICY: see ATTENDANCE

HIGH SCHOOL INFORMATION (9-12)

PURPOSE

The High School Program works to provide a safe environment in which students are challenged to take ownership of the development of their character and learning in order to become responsible and productive citizens in their homes, school and community.

TARDIES/ABSENCES

Tardies	Consequences
3 tardies in 1st Month	E-mail home requiring parent response
4 tardies in 1st Month	½ hour detention after school for 4th and each tardy thereafter
3 tardies in 2nd Month	E-mail home requiring parent response.
4 tardies in 2nd Month	Detention and parent/student/faculty/admin conference face-to-face
3 tardies in 3rd Month	E-mail home notifying of possible removal from program, requiring a Parent response.
4 tardies in 3rd Month	Conference and face to face meeting with parent to discuss removal from Program.

Pre-Arranged Absences: More than two days need approval from staff and submitted one week before absence begins. Students are expected to work ahead on what they can and complete missed work in a timely manner upon return.

Other: Students who fall behind in their work due to any absences will be required to stay after school and/or on Wednesdays until caught up.

ACADEMIC INFORMATION

The Curriculum

The core curriculum of the high school is designed for students whose post high school plans or academic strengths would benefit from four years of math, science, English and social studies. The application of technology to learning and business preparation are also components of the CAM curriculum. In addition to the core curriculum, students must meet the graduation requirements of the Battle Ground Public Schools and complete a CAM senior research project. (See table on following page.) Course contents are designed as yearlong classes and both 1st and 2nd semesters are required (some course titles change during 2nd semester). Students who complete the Four-by-Four program at CAM receive a Four-by-Four Medal in addition to their diploma.

In addition to the core subjects, CAM offers Spanish, Food Science, and Personal Finance. Credit for the other required classes are acquired through personalized student contracts that are created and monitored by the student's academic advisor, the parents and the student. Students must keep track of their hours and activities on a **weekly basis** and be ready to provide evidence of meeting the goals of the contract.

CAM offers an extensive number of AP courses that students can access to earn college credit. Students participating in these classes will need to register for the tests by the end of October if they plan to take the exams for college credit in May.

When students enter their junior and senior years, they have additional educational opportunities such as the Clark College Running Start and the Cascadia Tech Academy Skills Center programs. Because CAM is a small school, the schedule has a minimal amount of flexibility.

The staff makes every effort to accommodate students who choose these other options, but it is not always possible, and may require students to register at another high school to finish their high school plans.

Academic Advisor

Students are assigned an academic advisor who will assist the student in developing and maintaining a written student learning plan(WSLP) pursuant to Washington State code WAC 392-121-182(2) and 392-550-025.

Dropping a Class

A student who wishes to drop a class needs to meet with the counselor. The parent may be called to discuss the details and the possible implications of the request. The request then goes before the high school team. A request does not necessarily result in an approval. In order for a student to avoid receiving a "W" or possible failing grade for the class, **the request must be made within the first two (2) weeks of the class**.

Schedule Change Request: Students need to meet with the counselor to initiate a schedule change request.

World Language Credits - Opting out of Spanish

Spanish is a full year course at CAM Academy. To use World Language test credits in place of freshman Spanish I, those credits must already be recorded on the high school transcript prior to the student beginning their freshman year. To have credits added to the transcript, submit a copy of the test score results letter to the registrar. If the World Language test is taken during the freshman year, the student must continue in the Spanish class through to the end of the year and can then elect not to take the second year of Spanish as a sophomore.

CAM Graduation Requirements – 4X4 Model

When the course work has been completed with a passing grade, one-half credit is earned in each class each semester. A total of twenty-four credits within the required categories are necessary for graduation.

	BGSD District Graduation Requirements	CAM 4x4 College Prep Model Graduation Requirements	Minimum WA State College*
English	4.0 credits	**4.0 credits**	4.0 credits
Science	3.0 credits (2 lab)	**4.0 credits**	2.0 credits
Social Studies	3.0 credits	**4.0 credits**	3.0 credits
Mathematics	3.0 credits*	**4.0 credits**	3.0 credits
Health & Fitness	2.0 credits	**2.0 credits**	
World Languages	2.0 credits	**2.0 credits**	2-3 credits
Visual\Performing Arts	2.0 credits (1.0 credits if student is on a Personal pathway approved by counselor)	**2.0 credits**	1.0 credit
Occupational Education**	1.0 credit	**1.0 credit**	
Electives	4.0 credits	**1.0 credit**	
Research Project		**Required - On-site**	
High School & Beyond Plan	1.0 credits-Required for graduation	**Required for graduation**	
WA State History	Required – no credit covered in 7thth grade	**Required – no credit covered in 7th grade**	
State Assessments	Based on State requirements	**Based on State requirements**	Scores on State assessments can impact access to college courses
Total needed to graduate	**24.0 credits**	**24.0 Credits**	***Check individual college for requirements**

***Math:** Only Algebra I and above meet the state math requirements for graduation.

****Occupational Education** can also be referred to as CTE (Career and Technical Education) Courses.

CAM 4x4 Medallion

Students who have completed all four years of the approved core classes during their high school years **at CAM** in English, Math, Science, and Social Studies will be awarded the CAM 4X4 Medallion upon graduation.

4 X 4 Approved Core Classes			
English	**Math**	**Science**	**Social Studies**
Honors English I	Algebra I	Integrated Physical Science	AP Human Geography
Honors English II	Honors Algebra I	AP Biology	AP Modern World History
AP English Lang & Comp	Honors Geometry	Honors Chemistry	AP US History
AP English Lit & Comp	Algebra II	Physics	AP US Gov & Pol
AP Seminar: English	Honors Algebra II	AP Environmental Science	
AP English and Research	Honors Pre-Calculus		
	Honors Statistics		
	AP Statistics		
	Calculus		

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Grading

Letter grades, which indicate student achievement in a given subject, are intended to provide information on academic growth and to create a record of academic achievement. Classroom participation may be part of the grading criteria as outlined in the teacher's syllabus. A student's absence can negatively impact this portion of the grade.

A letter grade is based on the teacher's professional evaluation of student achievement in the following areas: completion of assignments, examination scores, mastery of pertinent skills, handling abstractions, and application of knowledge. Each teacher will provide each student with a written explanation of the expectations and the grading system for the course of study.

Passing:

- A Superior
- B Above Average
- C Average
- D Below Average
- P Meets a C or better equivalent

Grade Point Average (GPA) and class rank may become important to you. The GPA is on your permanent record and becomes a part of your permanent transcript that is sent to colleges and employers upon your request. Some colleges have a minimum GPA as an entrance requirement.

AP Grading

Students receiving a grade of B- or lower for an AP course but receive a level 3, 4 or 5 on the Advanced Placement test may have their grade changed for that selected course on the high school transcript. A score of 3 will translate to a "B" letter grade. A score of 4 or 5 will translate to an "A" letter grade. This also applies to students that only take the AP exam without sitting in the course (Challenge Exam). Students must provide a copy of their AP Test score to the counselor.

GPA Values

%	Grade	GPA	%	Grade	GPA	%	Grade	GPA
100-93	A	4.00	82-80	B-	2.70	69-67	D+	1.30
92-90	A-	3.70	79-77	C+	2.30	66-60	D	1.00
89-87	B+	3.30	76-73	C	2.00	59-0	F	0.00
86-83	B	3.00	72-70	C-	1.70			

If you have any questions about how GPA is computed, check with your advisor or the school counselor.

Late Work & Absent Make-up – See ATTENDANCE

Commencement Exercises

In order to participate in high school commencement exercises, students must have earned the minimum credits required by Battle Ground Public Schools, completed their High School and Beyond Plan, met the state assessment requirements, and be in good standing (no fines). **Running Start** students who are taking classes the last quarter of the school year, that are required to graduate, will have their diplomas held until grades are received from the college to assure the graduation requirements have been met. Although the staff works regularly with students to review progress towards graduation, the final responsibility for completing the graduation requirements rests with the student and parent. The administration, school counselor and advisors are ready to assist students or parents at any time they have questions regarding the status toward meeting these requirements.

Transcripts

Students may request copies of their transcript by submitting the Transcript Request Form located on the CAM Academy website.

COUNSELING SERVICES

CAM High School has a counselor on campus who meets with students to discuss their high school academic and post high school plans. The counselor is also available for non-academic counseling and guidance.

PARKING

Students who wish to park at school need to **sign a parking lot agreement** form. The parking lot is a part of the school campus; therefore, behavior in the parking lot is subject to the same rules, regulations and discipline as within the building. Speed should be kept at **10 MPH** on school grounds**.** It is encouraged for students to park in the gravel lot just before entering the Lewisville Campus. Seniors may park in the back row on the Lewisville Campus by the baseball field. Students are not to go out to their cars during the school day without teacher or administration permission. Exceptions are to leave campus for classes elsewhere or with permission from a parent/guardian to leave school early. A search of a motor vehicle may be made based on reasonable suspicion when related to a possible school violation. Students are expected to obey all Washington State driving regulations. *Reference School Board Policy #3243, RCW 180.40.210*

RUNNING START

Students interested in attending a community college to earn both high school and college credit for the same course work may do so through Running Start at Clark College or Lower Columbia College. There are age, grade level status and college assessment requirements for acceptance and admission. Tuition for Running Start is paid from the student's state education allocation for up to 19 credits per quarter. Families are responsible for the cost of books, class fees and transportation. Students who wish to combine classes at the college and CAM may find scheduling difficult. Students who participate in Running Start are not able to do contract courses at CAM.

A student who enrolls in Running Start may only be on the CAM campus during regular school hours for the purposes of attending a class, doing business in the offices or with the counselor, having lunch with classmates, or attending special school activities such as an assembly.

SENIOR SKIP DAY

CAM does not plan or endorse any form of school skipping. Students who participate in skipping school are subject to the consequences in accordance with the District policy on truancy.