



**Rising Aviation High School (RAHS)
Hybrid Model Handbook
2025-2026**

WELCOME!

As an educator, it is an absolute honor and pleasure to lead Rising Aviation High School into the 2025-2026 school year. Our one-of-a-kind, innovative program is truly geared towards those desiring an immersive aviation experience, all while earning a quality high school diploma.

This *Student and Parent Handbook* serves as the cornerstone of our success by providing clear communication and expectations for our daily journey.

To achieve success, no matter one's definition, it takes several personal attributes commonly shared amongst all airmen and airwomen, from pilots, to mechanics, and drone pilots, to name a few. These positive attributes will be instilled in our students daily and will be the foundation of what drives the success of our students, and ultimately our program. At Rising Aviation High School, we like to consider the below attributes our **"Pillars of Success"**:

- **Desire to Learn** -We all have the ability to shape our future and nothing is more powerful in this process than education. Invest in yourself by always striving to learn. Look for ways to constantly grow and become as well-rounded as possible. In the end, EVERYTHING you learn connects and impacts who you are and what you can offer.
- **Self-Confidence** -From passing a final exam in Algebra, to passing an FAA check ride, believe in yourself and trust in your abilities. If you have properly prepared, you will have the confidence to achieve your goals. Nothing boosts confidence better than rising to challenges.
- **Discipline** -Achieving personal goals, or anything worthwhile, takes perseverance, sacrifice, and dedication. Take ownership of your learning and do not confuse a lack of effort with a lack of understanding. If you did not already know, the world of aviation is all about compliance with rules and regulations. Have the discipline to follow the standards and do what is right, ALWAYS.
- **Respect** - Respect for oneself, for others, and for the learning environment fosters a culture of responsibility, professionalism, and mutual understanding. Demonstrate respectful behavior in all interactions—whether with peers, teachers, staff, or guests—as it reflects integrity, builds trust, and supports a positive school community.

It is these pillars that each student at Rising Aviation High School will exemplify to prepare students for success both in school and in their future careers. Regardless of a future career in aviation, these attributes will serve our students well now, and wherever their final destination may be.

Looking forward to a wonderful and inspiring school year ahead!

Respectfully,

Kassandra Dena
Kassandra Dena, M.Ed.,
Principal

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Mission

Rising Aviation High School's mission is to educate students who have aspirations in aviation and aerospace, who wish to expand their aviation industry skill set, or simply want a challenging **STEAM** (Science, Technology, Engineering, Aviation, Math) educational experience that will provide a solid foundation for virtually any future academic or career pursuit. Individuals who desire an accelerated educational schedule and an immersive learning experience, will be provided a personalized educational plan that is designed for their success with a future in aviation.

Equal Opportunity and Non-Discrimination Clause

Rising Aviation High School does not discriminate on the basis of race, color, national origin, sex, handicap, or age.

Personal Items

The school is not responsible for money or personal items which are lost or stolen, including personal electronic devices such as cellular phones, tablets, and gaming devices.

Medications

Students shall not have ANY medications in their possession during the school day, to include over-the-counter (OTC) and prescription medications. Medication is not to be shared amongst any student, at any time.

Students requiring over-the-counter medications during the school day, such as aspirin, Tylenol, Advil, etc., shall turn in the medication to the school office immediately upon entry to the campus with a note from the parent/guardian briefly explaining the purpose of the medication and dosage requirements.

Prescription medications shall be turned in immediately to the school office in the original container, prescribed to the student, and will be stored, secured, and dispersed

to the student by the school office. No more than one week of medications are to be held in the school office for students.

Any student found in possession of medications without approval, prescribed and/or over-the-counter, will face disciplinary consequences, including expulsion from Rising Aviation High School.

Note: RAHS provides OTC medications for mild headaches and minor pain discomfort (tylenol and ibuprofen), bandaids, ice packs, and thermometer to check for fever.

Any questions regarding medications shall be directed to campus administration.

Sexual Harassment

Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when that conduct, or communication has the purpose or effect of substantially or unreasonably interfering with an individual's education, or creating an intimidating, hostile or offensive employment or educational environment. Sexual harassment or sexual abuse will result in disciplinary action and possible police notification.

Student Records

Parents and students 18 years of age or older, have the following rights in connection with educational records:

- To inspect and review the student's educational records.
- To request amendment of the student's educational records to ensure that the records are not inaccurate, misleading or in violation of student rights.
- To consent to disclosure of personally identifiable information contained in the student's educational record, except that information deemed "directory information" may be disclosed without consent unless the parent/eligible student directs in writing that this information not be made public without prior consent.

Vehicles on Campus

In order to ensure safe and orderly use of the school parking lot, the following procedures will be observed:

- Students are to park only in the areas designated for student parking
- Students are not to park in the designated visitor and staff areas
- Loitering in the parking lot during the school day is not permitted
- The parking lot is a facility provided by the school. Students use it at their own risk. The school is not responsible for theft or damage. Students are encouraged to lock their cars at all times
- Driving in a manner that is deemed unsafe or hazardous by the staff is grounds for immediate revocation of all campus driving/parking privileges.
- Vehicles parked in the school parking lot fall under the jurisdiction of the school and are subject to search by campus administration in the event of reasonable suspicion of prohibited items and suspicious behavior

Students who will be parking on campus will be required to pay an annual parking fee of \$10.00, display the school issued parking permit, register the vehicle with the school, and must show proof of driver's license and insurance.

Drug and Alcohol Policy

Alcohol or drug violations on or within 1,000 feet of school property, at school events, or at any time, the student will be subject to disciplinary action by school officials, notification of parents, and possible involvement of police.

Tobacco and Vapor Products

Possession of tobacco products of any kind on school grounds, building, parking lots, playing fields and vehicles and at off-campus school sponsored events is prohibited. 'Tobacco products' includes smoking tobacco (e.g. cigarettes of any kind, cigars), smokeless tobacco, (e.g. snuff, twist) and cigarette papers. All electronic smoking devices, paraphernalia and/or accessories are prohibited.

Possession of Weapons, Knives, etc.

Rising Aviation High School prohibits any person from possessing, storing, or using weapons, knives, firearms, explosive devices, and/or other dangerous instruments on school premises, including any school building, grounds, recreational area, athletic field, vehicle or any other property that the Rising Aviation High School owns, uses, or operates.

Visitors

Rising Aviation High School is a **closed campus**. No student may have a guest on campus DURING THE SCHOOL DAY. A parental visitor's pass must be approved and obtained from campus administration before the parent visits classrooms and or other secured areas of the campus. Parents are requested to notify the school prior to classroom visitation and approval is at the sole-discretion of campus administration.

Lunch Policy

Rising Aviation High School does not have a cafeteria; therefore, students are required to bring their own lunch each day. Microwaves are available on campus for student use during the designated lunch period. Students should place their name on any lunch bag or lunch container for identification. Lunch containers left on-campus for more than 2 days will be thrown away.

In the event a student forgets to bring lunch, a limited selection of food items—such as Hot Pockets, frozen pizza, and ramen noodles—may be available for purchase, subject to availability. **These items are intended for occasional, emergency use only** and should **not be relied upon as a regular meal option**. Students are expected to bring lunch from home each day.

Food delivery services—including, but not limited to, DoorDash, Uber Eats, and Grubhub—**are prohibited for students during lunch hours**. Deliveries will not be accepted or distributed by school staff.

Exception: Off campus lunch is limited to Juniors and Seniors only; however, they **must return to campus on time and be present in class when the lunch period ends**. Students who return late **will lose the privilege of off-campus lunch**.

*Please see Mrs. Meehan for parent permission form.

Due to health precautions and other reasons, students should not share food and drinks with others.

Tuition

Rising Aviation High School does not require any contracts regarding a student's annual tuition. Tuition can be paid monthly, or the entire annual tuition can be paid in full at the beginning of the school year. The tuition balance can be paid in full at any time during the school year. All tuition payments are to be paid through the **FACTS Tuition Management System**.

Parents are required to sign up with **FACTS Tuition Management System** at the time of their student(s) enrollment. Instructions are provided at the time of your student's enrollment.

DELINQUENT TUITION

Rising Aviation High School realizes that unfortunate financial circumstances may arise during the school year. The school will make every effort to work with the parent(s) or responsible party as long as the parent(s) or responsible party contacts the Director of Administration, Melissa Meehan, where a solution can be agreed upon.

Please be aware that if the full monthly payment is not made at the time your payment is processed **FACTS Tuition Management System** charges a late fee. Every 15 days **FTMS** will process the monthly charge if payment is denied. Additional late fees will be added. Late fees within this tuition system are not **Rising Aviation High School** fees and are collected by **FTMS**. (See **FTMS** late fee rates or contact a representative).

If a resolution cannot be made with **Rising Aviation High School** regarding non-payment(s), a parent has 30 days from the initial due date or before the next month's tuition is charged to resolve the balance due. If the past due payment(s) is not made a student will not be allowed access to the campus and their online coursework account until the account is current.

Electronic Device Policy

To ensure that students are fully engaged in their academic work and school activities while they are on campus, cell phones are not permitted to be used during school hours, including during class, lunch, and passing periods.

Policy Guidelines:

Cell Phones must be turned off and stored in the lock box during school hours.

Consequences for Violation: If a student is caught using a cell phone during school hours without permission, the phone will be confiscated and can be retrieved by a parent or guardian at the end of the school day. Repeated violations may lead to further disciplinary action.

We ask for the cooperation of both parents and students in following this policy to maintain a respectful and distraction-free learning environment. Additionally, if parents need to reach their child, they are requested to contact the campus front office at 469-206-3048.

A telecommunication device includes, but is not limited to, a cellular phone, gaming device, tablet, smart watch, or any device that emits an audible signal, vibrates, displays a message, or otherwise summons or delivers a communication to the possessor. The school is not responsible for personal items which are lost or stolen.

Student Code of Conduct

TEACHER/STAFF AUTHORITY

Teachers and staff have the responsibility and authority to correct the behavior of any student, especially if it is of such nature as to bring discredit to the individual, the school or the student body. Disrespect directed at staff will not be tolerated.

SEARCH AND SEIZURE

Rising Aviation High School's number one concern is maintaining a safe, positive learning environment for our students and staff. There are occasions when the student receives information that this may be jeopardized in some fashion and a search must

be conducted. School officials need only reasonable suspicion to initiate a search. Reasonable Suspicion is based on information received from students or teachers that is considered reliable. It may also be prompted by the behavior or effect of the student. Consequently, certified school officials may search if reasonable suspicion is established as the primary basis for the search. Searches may include, and are not limited to the student's person, desks, backpacks, automobiles, purses, cell phones, wallets, etc.

STUDENT VIOLENCE/HARASSMENT/INTIMIDATION/BULLYING

Rising Aviation High School believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. Rising Aviation High School believes a school environment inclusive of these traits maximizes student achievement, fosters student personal growth, and helps students build a sense of community that promotes positive participation as members of society.

FIGHTING VS. ROUGH OR INAPPROPRIATE PLAY

Fighting, defined as physical contact with another person intended to cause harm, is never appropriate on a school campus. This is distinguished from the type of play - especially that of younger students - in which participants may exceed the bounds of good judgment without intending to injure one another. Response to inappropriate play must be measured by the age of students and type of endangerment that results.

DISCIPLINARY CONSEQUENCES

Students found in violation of the **Student Code of Conduct** will be assigned disciplinary consequences depending on the severity of the offense.

MAJOR OFFENSE	
Example of Offenses	Major offenses include, but are not limited to fighting, possession of drugs/alcohol/tobacco, possession of weapons, profanity or threats of violence towards any staff member or student, vandalism of property, stealing/theft, lewd conduct, persistent misbehavior, plagiarism, academic dishonesty, etc.
Examples of Consequences	Expulsion or suspension, in addition to future loss of privileges to include field trips, flight training, maintenance program, and other extracurricular activities.

MINOR OFFENSE	
Example of Offenses	Minor offenses include, but are not limited to, disruptive behavior in the classroom, persistent redirection of student behavior, off-task behavior, profanity, disrespect towards other students and staff, tardiness, possession of personal electronic devices, browsing of unapproved websites, etc.
Examples of Consequences	Detention and/or loss of privileges, to include field trips, flight training, and other extracurricular activities.

Students will be given a **“Airman Deviation”** for their infraction from any teacher or administrator.

Depending on the level of severity, students will be assigned a detention that will take place between 3:10-4:00 p.m., or when campus administration deems appropriate.

During detention, students will extensively reflect on their behavior and follow a reflective model incorporated by a major aerospace company. This process allows individuals to look at current issues and problem solve towards finding solutions and corrective actions to the problem at stake. This learning experience is intended to prevent future reoccurrences from happening.

Persistent misbehavior will be considered a MAJOR offense and will result in greater disciplinary actions, such as suspension or permanent removal from Rising Aviation High School and its associated programs.

Final Notes

- All students are expected to familiarize themselves with proper citation methods and academic expectations.
- In hybrid learning, additional scrutiny will be applied to online-submitted work using plagiarism detection software.
- RAHS supports integrity over shortcuts – learning is a journey, not a copy-paste race.

Tardy and Late Arrivals

Punctual attendance is important for student success. Students are to be in the classroom, ready to go no later than 9:00 a.m. for the morning session, and 12:30 p.m. for the afternoon session. Tardies will be enforced for late arrivals. Students who are not present by the start of the session, will be required to report directly to the front office to receive a Tardy Slip. Being prompt ensures that we can start the lessons smoothly and make the most of our time together. It also shows respect for your peers and teachers. The following consequences will be enforced, starting over at each semester:

- A student will receive a Tardy Slip and marked as a **WARNING** for their first tardy (late arrival).
- The second and third tardy (late arrival) will result in a **\$10 fee for each Tardy Slip**.
- All Tardy's after the third will result in an increase of \$25 fee for each Tardy slip received. (late arrival) will result in a \$25 fee for each **Tardy Slip**.
- If a student accumulates more than three unexcused tardies in a semester without a formal excuse, a parent conference will be required to review further disciplinary actions.

Fees that are not paid will result in the withholding of Report Cards/Academic Transcripts, as well as possible disciplinary consequences, to include revocation of enrollment from Rising Aviation High School due to excessive tardies.

AFTER SCHOOL PICK-UP

Students staying for "Flex Period" between 3:30-4:00 p.m. are required to be in a classroom, engaged in school work, or the enrichment activity they are participating in. Students are not allowed to loiter on campus. Students not staying for "Flex Period" who are not picked up by 3:10 p.m. will be required to be in a classroom working and a parent/guardian must come to the front office to check their student out. For students staying for "Flex Period" dismissal at 4:00 p.m. Students are required to be picked up no later than 4:00 p.m.

Excused Absences & Absence Procedures

Students may be excused for temporary absence resulting from any cause acceptable to school administration. The absences will require a note from the parent/guardian explaining the absence. **A maximum of 8 parent notes will be allowed during the school year.**

Communicate the absence with the school office as soon as possible and no later than 4:00 p.m. the day of the absence. All absences must include:

- a note, or phone call, from the parent/guardian documenting the absence, within one day of the students return to school (Maximum of 8 parent notes/phone calls per school year).
- a doctor's note, if absence is for medical reasons.

Absences not communicated by parents within 24 hours of the student's return to school, OR absences that an administrator has confirmed as unexcused OR absences that are for other than illness or family emergency may be not excused. If an appeal conference is requested, student, parent, teacher, and administration shall confer to determine future action.

ATTENTION: Attendance on the two required in-person days is extremely important. These days are dedicated to essential aviation instruction and enrichment activities that cannot be replicated remotely. Absences on these days will not be taken lightly, as they directly impact student progress and engagement. We ask that families prioritize these days and schedule appointments or other commitments around them.

If a student fails to attend in - person classes for more than two consecutive days, a parent conference will be required, followed by potential removal from the school.

Dress Code

Rising Aviation High School's campus dress code is designed to provide a positive, safe environment conducive to learning. With the school's focus on the aviation industry, the dress code mirrors closely the vast majority of aviation employer's expectations of employees while on the job. As we prepare our own students for current and future opportunities, this is especially important for our campus as we work alongside our industry partners.

Student attire should be clean, neat, and conservative in nature. Students are expected to adhere to the campus dress code throughout the entire school day and after-school events, and are to be properly groomed at all times as detailed in the Standardized Dress Guidelines as shown below.

UNIFORM OVERVIEW

STANDARDIZED DRESS GUIDELINES:

- **Shirt** –Solid navy RAHS polo shirt that must be purchased from our approved vendors; Classroom Apparel or Lands End (tucked in)
- **Pants or Shorts** -Solid navy or khaki (no jeans) that can be purchased through Classroom Apparel or any store of your choice (i.e., chinos, dress slacks)
- **Belts** -Solid neutral color (conservative buckle)
- **Socks** - Solid neutral color or aviation theme socks
- **Shoes** – Closed-toed, with no striking designs and/or logos (i.e., dress shoe, casual loafer, plain-styled tennis shoe)
- **Outerwear** – Must be purchased through our approved vendor, Classroom Apparel. Official RAHS outerwear (jacket/coat) or solid neutral colored jackets are required.
- **Hair** – Neat, clean, and conservative in style and length, not past the collar. Subject to administrative discretion.

Students will be able to purchase school-approved apparel through the following vendors:

- https://risingaviationuniforms.com/rising_aviation_uniforms/shop/home
(ClassroomApparel.com)
- [Landsend.com](https://www.landsend.com) (click "School", "Shop By School" and search for Rising Aviation High School)
- RAHS on campus store (limited selection, while supplies last)

**On specific announced days, students will be permitted to wear jeans, RAHS/Aviation T-shirts, and other RAHS apparel (including RAHS apparel purchased from previous school years). These dates will be announced at the start of the school year by campus administration, with further details provided at that time.*

PROHIBITED ATTIRE:

- **Hats/Hoodies/Beanies/Visors/Sunglasses and other Accessories** –These items may not be worn in the school building and school hours at any time. The wearing of any of these items during times such as field trips, flight training, after-school events, etc. is at the discretion of the RAHS staff.
- **Jewelry** –Spiked jewelry, wallet chains, chain belts or extremely long belts are not allowed.
- **Piercings** –Any visible piercings, other than conservative ear piercings for females.
- **Nails** - For safety reasons, nails must be kept short and neat. Not longer than a quarter inch past the fingertips.
- **Tattoos** –No visible tattoos.

Regular dress code checks will be conducted daily. Campus administration and staff will enforce the dress code consistently and fairly. Any student in violation of the dress code will need to make the necessary corrections to comply, including being sent home to change, resulting in an unexcused absence for the day. Students who fail to comply, including persistent violations, will face disciplinary actions, including removal from Rising Aviation High School. Campus administration has the final discretion in terms of student compliance to the campus dress code.

Hybrid Model Overview

At RAHS, the Hybrid Model is designed to give students the freedom to complete their core classes from home while still receiving the academic support they need to succeed.

How it Works:

- **Core Classes Online with Edgenuity:** Students will use **Edgenuity**, the online learning platform RAHS uses to complete their core classes. The platform offers built-in tutoring and a variety of learning tools that help students stay on track. Students have access to On-Demand Tutoring during the following hours:
 - Monday – Friday: 8 am – 10 pm ET
 - Saturday: 9 am – 4 pm ET
 - Sunday: 6 pm – 10 pm ET
- **Quiz, Tests, Exam Checks Online:** The Learning Lab Facilitator will be available via the **Remind app** or **email during school hours (9:00 AM - 3:00 PM)** to check any of the required items (quizzes, tests, and exams.)
- **Monitoring Student Progress:** We will track and monitor students' progress through tools like **Google Classroom**, **Securly**, and **Edgenuity**. These tools allow us to stay updated on how students are doing both on and off-campus. If a student does not show that they have logged into Edgenuity **two consecutive days** without communicating with the office, they will be locked out.
- **Personal vs. Provisioned Chromebooks:** During school hours (9:00 AM – 3:00 PM), students are required to use their school-issued (provisioned) Chromebooks. These devices allow staff to monitor student activity both at school and at home through Chromebook tracking and Edgenuity. Failure to use the provisioned Chromebook during school hours **WILL** result in the student being marked absent.
- If a Chromebook is lost, there will be a charge of **\$300** (prices are subject to change). A lost charger will result in a charge of **\$20**.

RAHS Hybrid Learning Expectations & Login Policy

Students enrolled at Rising Aviation High School (RAHS) under the hybrid learning model are **REQUIRED** to log in to Edgenuity daily. While students are not required to remain logged in continuously from 9:00 a.m. to 3:00 p.m., they are expected to actively work on their assignments during those hours to mirror a traditional school day.

All RAHS staff will regularly monitor student activity. If a student fails to log in and actively participate for **more than two consecutive days**, they will be locked out of their courses and will be required to report in person to campus to complete their coursework.

Please Note:

The hybrid model is not designed for students to work at inappropriate or unrealistic hours (e.g., starting coursework after 11:00 p.m. and working until 2:00 a.m.). This behavior is not in alignment with healthy academic routines or RAHS expectations.

Hybrid learning is a privilege, not a right. Students are expected to approach their studies with the same level of commitment and structure as they would on campus.

Parents/Guardians: We appreciate your support in ensuring that students maintain a consistent schedule at home and arrive on time when required to attend in person.

Academic Standards and Attendance Policy for Hybrid Model

To ensure that every student remains successful in the Hybrid Model, we have set clear academic and attendance expectations.

Credit or a final grade may not be given for a class unless the student is in attendance for at least 90 percent of the days the class is offered. In efforts to avoid this, after a student's **third unexcused absence**, RAHS shall issue a warning letter stating that the student's enrollment may be revoked for the remainder of the school year if the person has more than **five unexcused absences in a semester**.

Grade Requirements:

- **85% or higher:** Students are required to maintain an academic average of 85% or higher in all subjects, including electives, to remain in good standing.
- **Intervention for Low Grades:** If a student's grade drops below **80%** in any course, they will be required to attend school **every day** (in-person) until their grade improves to **85% or higher**. This is designed to ensure that students who need additional support get the help they need.
- **Interventions for lack of progress:** For students who are NOT successfully staying "on track" or "ahead" for more than two consecutive days, the student will be

“locked out”, meaning they can not work on Edgenuity courses. If a student has fallen behind in their courses for more than two days, the hybrid model is no longer an option, meaning that students will have to attend campus from 9:00 a.m. – 3:30 p.m. until they are caught up on their course work.

RAHS School Days and Pathways

As students transition into their Junior and Senior years at RAHS, they will choose a specialized pathway that aligns with their career goals:

- Pathway Options: Aviation, Maintenance, or Drones (coming soon).

Aviation Program

Each grade level will meet in-person with the Aviation Instructor on their designated day from 9am-3pm as listed below:

Mondays: 12th Grade Practicum in Transportation

Tuesdays: 11th Grade Aviation Ground School

Wednesdays: 10th Grade Introduction to Flight

Thursdays: 9th Grade Introduction to Aerospace and Aviation

The aviation pathway is for students seeking to learn more about becoming a pilot. This class teaches the ground knowledge associated with flying airplanes and prepares your student to take the private pilot written exam their junior year. They'll also learn about soft skills, scholarships, career prep, and various types of jobs pilots can have in the industry and how to obtain those licenses. We don't guarantee or administer any FAA training credit, we will guide them in following that pathway with our partner flight school if they so choose.

Since each class will only meet once weekly it is vital that students prioritize attendance in my class. This class utilizes Google Classroom for most lessons, but not all. Slideshow presentations and assignments will be posted online but they will be heavily limited in how much they learn if they don't attend face-to-face instruction. In the event of an absence, it is the **student's** responsibility to get with the Aviation Instructor and figure out what work they missed and schedule tutorials if needed. For each day absent, they will

essentially miss 5 days of instruction. Late work will be due the following week before the class day begins. For each **class** day that it is late, 30 points will be deducted.

Parents and students have the ability and responsibility to track the daily progress of core-courses through the Imagine Learning Edgenuity platform. A progress report is provided daily through the platform via email to the provided parent email address. This progress report will provide the overall average and course progress, including if the student is behind, on track, or ahead on their progress. It is highly encouraged that parents and students view progress at home and allow for extra time outside of regular school hours when falling behind. The actions of falling behind in coursework can lead to academic repercussions.

AVIATION ELECTIVE COURSES

Grades for Aviation Elective courses are weighted as follows:

GRADE TYPE	WEIGHT
Major (Exams and Projects)	60%
Minor (Daily Work and Notes)	40%
TOTAL	100%

For students taking aviation elective courses, parents and students will be able to track student progress through the **FACTS Student Management System**. Details on how to access the Parent Portal on FACTS will be provided to the students and parents at the beginning of the school year. If you have any difficulties accessing the FACTS Parent Portal, please contact the school office.

Maintenance Program

The Maintenance class will meet on its designated days. The classroom portion will meet from 9am-1:30pm, followed by the RV-12 build project from 1:30 p.m. until 3:00 p.m.

Over the course of two school years, this pathway will prepare your student to take the General FAA written exam. We do not administer that exam, but after your student completes this program, they may go on to a Part 147 A&P school where they can be

evaluated and administered the General exam, and they can go on to receive the appropriate education for the Airframe and the Powerplant licenses.

Due to the nature and structure of this pathway, students must make **every effort** to attend school on class days. None of the maintenance material is online in any form; this is face-to-face instruction. Good notes are expected to be taken.

Homework is to be completed and turned in on time. Tests for each subject will primarily consist of actual FAA questions.

The textbook for the class, FAA-H-8083-30B, will be provided for each student. This book will be theirs to keep, since it will contain study material they will need after they leave Rising Aviation. However, the student is required to keep this book in serviceable condition. If they lose it, they will be responsible to replace the book in a timely manner.

The following subjects are covered during the two-year program:

Ground Operations and Servicing: Students will learn the important safety policies and procedures for ground operations of and servicing of aircraft. They will learn safety procedures in the areas of the shop, flight line, and fire protection, as well as proper tiedown procedures for multiple types of aircraft. Ground movement of aircraft, such as engine starting and towing/taxiing, is also reviewed. Finally, they will learn about servicing the various systems in an aircraft such as air, oil, fluids, and fuel.

Hand Tools and Measuring Devices: Upon completion of this course, students will understand the various tools and measuring devices used daily by aviation technicians during routine and special maintenance tasks. Students will learn about the tools and their care and maintenance, how they should be used, and the situation or task best suited for each tool. Students will gain a basic understanding of the different measurement and marking tools for performing fabrication, maintenance, and installation accurately and without causing collateral damage.

Weight and Balance: The weight of an aircraft and its balance are extremely important for operating an aircraft in a safe and efficient manner. When a manufacturer designs an aircraft and the FAA certifies it, the specifications identify the aircraft's maximum weight and the limits within which it must balance. An aircraft that does not have good balance can exhibit poor maneuverability and controllability, making it difficult or

impossible to fly. Safety is the primary reason for concern about an aircraft's weight and balance.

Mathematics: This course will assist students in reviewing basic mathematics concepts such as whole numbers, ratios, and percentages which maintenance technicians routinely use in their work. Students will also revise their understanding of algebra, geometry and trigonometry, the basics of which technicians need to properly maintain an aircraft.

Physics for Aviation: Physics deals with the combination of matter and energy and this course will assist students in reviewing and learning physics concepts including mechanics, states of matter, and sound and light waves. These ideas are important for maintenance technicians to master because they support the design of virtually everything in an aircraft that enables it to maintain flight. Learning will center on classical mechanics rather than advanced physics theory because this is what maintenance technicians will routinely use in their work. Students will also gain an understanding of fluid mechanics and aerodynamics because of their application to the theory of flight, a working knowledge of which technicians need to properly maintain an aircraft.

Maintenance and Inspection Regulations: Upon completion of this course, students will understand the FAA regulations that govern the aviation maintenance industry. Students will learn about the privileges and limitations afforded to an FAA certificated airframe and powerplant mechanic, required maintenance and inspection actions, how to use required maintenance publications and documentation, and how the regulations are applied to all aviation products and parts. The student will also learn about human factors that introduce safety risks and ways to mitigate those risks.

Aircraft Drawings: This course will help students understand how detailed and complex information is communicated visually through the use of documents such as drawings, schematics, diagrams, flowcharts, charts, graphs, and images. Furthermore, they will learn how to recognize the meaning of the types of lines, symbols, and tables of data that may be present on these documents. Lastly, they will be introduced to the different methods of creating, storing, and accessing drawings, diagrams, and schematics. Drawings and imagery serve a critical role in the manufacturing, maintenance, and repair of aircraft.

Fluid Lines and Fittings: Upon completion of this course, the student will understand the common materials, applications, preparations, installations and repairs of rigid and flexible fluid lines used in various pressurized fluid systems. Students will learn the proper material and fitting selection as well as preparation methods for fabrication and repair of rigid fluid lines. Learners will also gain an understanding of the various aspects of proper rigid and flexible hose assembly installation.

Materials, Hardware, and Processes: Upon completion of this course, students will identify different materials and hardware used in the fabrication and maintenance of aircraft. They will become proficient in identifying acceptable hardware, control cable components as well as their installation and security. Students will identify satisfactory solder and weld joints and demonstrate an understanding of various non-destructive inspection processes, as well as properly use and interpret measurement tools.

Cleaning and Corrosion Control: Upon completion of this course, students will understand what corrosion is and how it occurs. Students will learn the main types of corrosion, the various forms it commonly takes, and the areas of aircraft that are particularly susceptible. For each metal used in aircraft structures, the student will learn about removal of, and treatment for, corrosion. Since regular and comprehensive cleaning is critical to controlling corrosion, the methods and tools of interior and exterior aircraft cleaning are explored.

Basic Electricity (DC and AC): Students will learn the concepts surrounding direct and alternating current circuits, series/parallel circuit arrangements, understand the relationship of voltage, current, resistance, and power, calculating/measuring these values, and learn the operation of the multimeter and troubleshooting. They will use these concepts to learn how to read wiring diagrams and troubleshoot electrical systems.

Grades for Maintenance Elective courses are weighted as follows:

GRADE TYPE	WEIGHT
Major (Exams)	60%
Minor (Assignments, Notes, Build)	40%
TOTAL	100%

Drones

Coming Soon!

On-Campus Requirements

- Designated School Days per Week: Students will be **required** to attend campus for two designated days per week based on the published schedule for that pathway.
- Fridays: Fridays are **MANDATORY** for all students. On Fridays, students are required to bring their Chromebooks and chargers to school. The day will be dedicated to STEM and aviation-related activities, including:
 - Field trips and excursions
 - Extracurricular events (Frontiers of Flight Museum, Minecraft, RAHS Media, Part 107, etc.)
 - Guest speakers

Fridays will offer an exciting chance for hands-on learning and real-world experiences in the field of aviation. Students may also work on Edgenuity during this time (during the allotted times of 1:30 p.m.-3:00 p.m.), and should speak to the Learning Lab Facilitator with any questions or concerns.

On-Campus Support: The Learning Lab

Students are welcome to attend either the morning or afternoon session, or they can choose to stay on campus all day if they prefer. This is a great option for those who want to engage in face-to-face learning and receive personalized support from the learning lab facilitator. The Learning Lab hours are the following:

Morning Session: 9:00 a.m. – 11:45 p.m. (arrive on time)

Lunch: 11:45 a.m. – 12:30 p.m.

Afternoon Session: 12:30 p.m. – 3:30 p.m. (arrive on time)

On-Campus Student Responsibilities

The Students shall be responsible for:

- It is essential that students arrive on time, actively engage in classes and activities, and adhere to the dress code.
- Having all supplies/materials readily available upon arrival, ready to learn, and actively participating.
- Turning off and turning in electronic devices (cell phone/smart watch) upon arrival to school, if in their possession.
- Maintaining personal appearance daily, to include attention to personal hygiene, as detailed in the Campus Dress Code.
- Maintaining adequate course progress and academic performance, and communicating any educational concern in a timely manner with their teacher.
- Have all absences excused by parent/guardian no later than one day upon returning to school.
 - Ninety percent (90%) attendance does not imply that a class will be automatically passed. Students must attain a passing grade to receive credit.
- Abiding by any and all other areas of the Student Code of Conduct.
- Students are responsible for Chromebooks, chargers, as well as other items if applicable. (Ex: Maintenance Handbook).

School Responsibilities

The school shall be responsible for:

- Maintaining accurate attendance records .
- Making reasonable effort to inform students and parents/guardians of the attendance policy and procedures.
- Making reasonable effort to communicate with parents regarding excessive absences and behavioral conduct.
- Meeting with parents upon request in a reasonable time frame.

- Notifying students and parents of their student's attendance, course progress and academic performance in a reasonable time frame.

Grading Policy

For students to receive credit for an academic course, students must earn an overall average of 85% or greater in the respective course.

IMAGINE LEARNING EDGENUITY COURSES

Grades for courses in *Imagine Learning Edgenuity* are weighted as follows:

GRADE TYPE	WEIGHT
Quiz	20%
Test	30%
Exam	20%
Assignment	20%
Project	10%
TOTAL	100%

Parents and students have the ability and responsibility to track the daily progress of core-courses through the Imagine Learning Edgenuity platform. **A progress report is provided daily** through the platform via email to the provided parent email address. This progress report will provide the overall average and course progress, including if the student is behind, on track, or ahead on their progress. It is highly encouraged that parents and students view progress at home and allow for extra time outside of regular school hours when falling behind. The actions of falling behind in coursework can lead to academic repercussions.

RAHS Plagiarism & Academic Integrity Policy

Purpose

To uphold the highest standards of academic honesty and integrity in both virtual and in-person classes. This policy applies to all students enrolled in hybrid learning at RAHS.

ACADEMIC INTEGRITY

It is the practice of Rising Aviation High School to facilitate honesty and integrity among the student body. Students must work to be successful in the classroom with each student's success based upon his/her own merit. To this end, academic misconduct of any kind is unacceptable. Examples which violate academic integrity are:

- Cheating – giving, using, or attempting to see unauthorized materials, information, notes, study aids, or other devices in any academic exercise including unauthorized communication of information.
- Fabrication and Falsification – unauthorized alteration or invention of any information or citation in an academic exercise.
- Plagiarism – presenting the work of another as one's own (i.e., without proper acknowledgement of the source). This includes the use of internet sources. The sole exception to the requirement of acknowledging sources is when the ideas or information is common knowledge.
- Facilitating Academic Misconduct – giving or attempting to help another commit an act of academic misconduct.
- Tampering with Materials, Grades, or Records – interfering with, altering, or attempting to alter school records, grades or other documents without authorization from an appropriate school official for the purpose of changing, falsifying, or removing the original information found in such records.
- Copyright Laws – all applicable copyright laws will be in effect as related to both computer software and printed books and materials.

What Constitutes Plagiarism?

- Copying or paraphrasing another person's work (including from the internet or AI tools) without proper citation.
- Submitting work done by someone else as your own.
- Failing to credit sources or ideas used in essays, assignments, or projects.
- Using unauthorized collaboration on individual assessments.

THREE STRIKES POLICY - ESCALATING CONSEQUENCES

1st Offense: Education & Warning

- The student will receive a zero on the plagiarized assignment, and will not be able to make revisions.

- A mandatory meeting with the teacher and administrator will be scheduled.
- The student will complete a plagiarism awareness module (online or in-person).
- A formal written warning will be placed in the student's academic record.

2nd Offense: Academic Penalty & Probation

- The student receives zeros on all assignments in that unit or topic.
- A parent/guardian meeting will be required.
- The student will be placed on Academic Integrity Probation for one full academic term.
- Loss of eligibility for certain honors, extracurriculars, or leadership roles during the probation period.

3rd Offense: Dismissal from RAHS

- The student will face permanent removal from RAHS.
- Academic records will reflect the reason for dismissal.
- A final meeting with administration will take place to formalize the process.

Appeal Process

Students may appeal any plagiarism determination in writing within 2 school days of notification. An academic integrity panel will review the case.

Accessing Student Grades

Student grades at Rising Aviation High School are found in TWO separate locations:

1. Core course: (non-aviation) grades are found within the [Imagine Learning Portal](#) (Edgenuity). Through this portal, a parent can track their student's core course grades and progress daily.

2. Aviation elective course: grades are found through the [FACTS Family Portal](#). Through this portal, a parent can track their student's grades for all aviation assignments as they are inputted by their aviation teacher into the electronic gradebook.

Through these two portals, (1) **Imagine Learning Portal** and (2) **FACTS Family Portal**, parents have a complete overview of their student's academic progress and standing.

To gain access to these two portals, see the following:

1. Imagine Learning Portal: To access, visit (1) **portal.imaginelearning.com**, (2) underneath "Imagine Edgenuity", click **Families**, and (3) login using your account information, or click **Activate Account**. If you are needing the unique "**activation code**", please contact the RAHS office.

2. FACTS Family Portal Access: To access, visit (1) **factsmgt.com**, (2) click **Family Login**, and (3) FACTS Family Portal and login using your account information, or create a new account (**District Access code is RAHS-TX**).

The RAHS Student and Parent Handbook provides specific grading period dates, as well as the grading policy. Do not hesitate to reach out to your student's respective teacher with any academic questions or concerns. If you continue to experience difficulties accessing either of the two portals, please contact the RAHS Office for support.

Technology Agreement

STUDENT GUIDELINES FOR APPROPRIATE USE OF TECHNOLOGY RESOURCES

ACCEPTABLE USE OF – ELECTRONIC INFORMATION

Acceptable use of the electronic information services requires that the use of these resources be in accordance with the following guidelines and support the educational goals of Rising Aviation High School.

Summary

Students will be held responsible for their actions. Students' actions may be monitored and tracked while using school computing devices or the school network. Students

should not download inappropriate or copyrighted material, nor disclose personal information about themselves and their family. Students should notify the teacher immediately if they receive a communication or access a website that they feel is inappropriate.

The student must:

- Take reasonable measures to protect any school issued technology and will be responsible for any damage that occurs.
- Should not personalize any school issued device.
- Use the electronic information system for educational or district business purposes only.
- Agree not to submit, publish, display, or retrieve/download any inappropriate material, including material that is defamatory, abusive, obscene, profane, sexually oriented, threatening, racially offensive, illegal, or deliberately inaccurate material; nor shall students provide direct links to such materials or encourage the use of controlled substances.
- Agree not to download, archive, distribute or share any software or digital file(s) (such as movies, music, or text) that would constitute a violation of copyright laws, including any trademark and/or license restrictions.
- Agree not to attempt to harm, modify system files or data belonging to other users.
- Agree not to attempt to gain unauthorized access to district systems or data, destroy software, or interfere with system operation or security.
- Keep password private.
- Notify a teacher if a password is lost or stolen, or if there is reason to believe that someone has obtained unauthorized access to the system.
- Agree not to use the network in a way that would disrupt the use of the network by others.
- Understand that any use of the school's network, including e-mail, may be monitored, and tracked.
- Agree not to reveal anyone else's personal information without the proper permission or authority.

- Agree not to use the system to make any unauthorized purchases or to conduct any non-approved business.
- Follow all school policies and student handbooks as written.

Student use of information systems is acknowledged to be a privilege, not a right. Students must adhere to strict district guidelines. Administrator(s) will deem what is appropriate and inappropriate use of information systems. Any action by a student determined to constitute an inappropriate use subjects the student to disciplinary action. Depending on the seriousness of the user's offense, consequences will be administered as stipulated in the Student and Parent Handbook. Students will also be subject to all applicable state and federal laws.

Students and parents/guardians of students must understand that their student may have access to the Internet. Through the use of filtering software and supervision, Rising Aviation High School limits access to inappropriate materials on the Internet. When accessing and /or viewing the Internet at school on personal devices, students must only use the provided Wifi so they are unable to access sites that are otherwise blocked to students at school.

Students and parents should be aware that no filtering system is completely effective in preventing access to all inappropriate materials, and it is the student's responsibility to follow the above regulations and the directions of staff.

The parental/guardian responsibility will be to address with their children any additional boundaries of what is considered acceptable use by members of their family.

Each user will be required to sign an ACCEPTABLE USE AGREEMENT. A user who violates the provisions of the agreement may be denied access to the Electronic Information Services and may be subject to disciplinary action. A canceled account will not retain its mail or files. The district does not assume liability for any information lost, damaged, or unavailable due to technical and/or other difficulties; nor does the district assume liability for a user's inappropriate use of the district Electronic Information Services. Details of the user agreement shall have been discussed with each potential user of school computers and the network system. When the signed agreement is returned to the school, the user may be permitted use of computers and electronic resources through the District Information Services and equipment.

Frequently Asked Questions (FAQs)

1. How does the Hybrid Model work for my child?

In the Hybrid Model, students will complete their core classes through Edgenuity from home. They will receive support from the Learning Lab Facilitator and can attend the morning or afternoon Learning Lab sessions from 9:00 a.m.- 11:45 a.m., 12:30 p.m. - 3:30 p.m, or the whole day from 9:00 a.m. - 3:30 p.m. for additional help if needed. Progress will be monitored through Google Classroom, Securly, and Edgenuity.

2. What happens if my child's grade drops below 80%?

If your child's grade falls below 80% in any subject, they will be required to attend school every day until their grade is raised to 85% or higher. The school is committed to helping students succeed, and this policy ensures they get the support they need.

3. Can my child attend the Learning Lab all day?

Yes! If your child prefers to attend school daily, they can choose to attend the full day, from 9:00 a.m. to 3:30 p.m., or they can attend just one of the two available sessions (morning session: 9:00 a.m. -11:45 a.m., or afternoon session: 12:30 p.m. - 3:30 p.m.)

4. What is the attendance policy for Fridays?

Fridays are **MANDATORY** for all students, regardless of their pathway. These days will focus on STEM and aviation-related activities, including guest speakers, field trips, and extracurricular events. Students might work on Edgenuity if needed.

5. Do students need to attend school for a specific pathway?

Yes, as students progress into their Junior and Senior years, they will select a pathway (aviation, maintenance, or drones) and will be required to attend school for one designated day each week related to their pathway.

6. Can students still get support if they're working from home?

Yes! Students can reach out to the Learning Lab Facilitator for help through the Remind app or via email. Additionally, built-in tutoring through Edgenuity is available to assist students while they are working remotely.

7. How will my child's progress be tracked?

We will monitor students' progress using Edgenuity, Google Classroom, and Securly. These tools help us keep track of assignments, grades, and overall performance, ensuring that students are meeting the required standards.

8. What happens if my child does not attend their designated in-person day?

Regular attendance is expected for all students. If a student misses their designated in-person day for **more than two consecutive times**, it may impact their ability to stay on track with their coursework, to include **remaining in the program**. It's important that students attend regularly, especially as they progress through their pathway courses. **Failure to comply with school expectations will lead to termination at RAHS.**

Conclusion

We are excited to offer this Hybrid Model to provide flexibility while maintaining high academic standards. By combining the best of online learning with on-campus support, we aim to help every student succeed. If you have any further questions or concerns, feel free to reach out to **Ms. Cassandra Dena**, Principal or **Mrs. Melissa Meehan**, Director of Administration for any additional information.



STUDENT & PARENT HANDBOOK ACKNOWLEDGEMENT

Enrollment at Rising Aviation High School requires that each student becomes familiar with **ALL** information contained in the student handbook.

****THIS FORM MUST BE TURNED IN PRIOR TO THE START OF THE HYBRID MODEL SCHEDULE***

My signature acknowledges that I have reviewed and will abide by the contents of the Handbook.

Print Student Name: _____

Student Signature: _____

Print Parent/Guardian Name: _____

Parent Signature: _____

Date: _____

Parent/Guardian:

On occasion, representatives from and/or employees of Rising Aviation High School wish to photograph, videotape, and/or interview individuals in connection with school programs, projects, or events. In order to release photographs, video footage, and/or comments, and/or post on district websites/publications, we need written permission. To give consent, please complete below.

_____ I give permission.

_____ I do NOT give permission.

Parent/Guardian Signature: _____

Date: _____



PARTICIPATION WAIVER AND RELEASE OF LIABILITY

(Aviation, Maintenance, Drones and 3D Printing Activities)

Rising Aviation High School is committed to providing students with hands-on, experiential learning opportunities in fields such as aviation, aircraft maintenance, and 3D printing. While these programs offer valuable educational experiences, they also involve certain inherent risks.

Enrichment Activities and Excursions

I understand that participation in aviation enrichment programs and activities is expected as a student attending Rising Aviation High School. By signing this form, I give permission to attend and/or leave campus for each event. An email will be sent for each excursion prior to the event providing details of time, place, and cost (if any).

Acknowledgment of Risk and Assumption of Responsibility

I, the undersigned, understand that participation in aviation, aircraft maintenance, drones and 3D printing activities involves **inherent risks**, including but not limited to: mechanical failure, misuse of tools or equipment, chemical exposure, sharp instruments, moving parts, fire hazards, airborne particles, bodily injury, or property damage. I acknowledge that Rising Aviation High School, its staff, instructors, affiliates, and partner organizations will provide safety instruction and training, but **cannot eliminate all risks associated with these activities**.

I voluntarily choose to allow myself and/or a minor child under my guardianship (collectively referred to as "Participant") to participate with full knowledge of these risks.

Release of Liability

In consideration for being allowed to participate in any school-sponsored or affiliated aviation, maintenance, drones or 3D printing activity, I agree to the following:

- I **voluntarily assume all risks** associated with these activities, including injury, illness, or damage.
- I agree to **release and hold harmless** Rising Aviation High School, its staff, board members, volunteers, affiliates, contractors, and any associated parties from any and all claims, demands, liabilities, or causes of action of any kind, whether known or unknown, resulting from participation.
- This release applies whether such risks are caused by negligence, accident, equipment failure, or otherwise.

Safety and Conduct

I understand that:

- The Participant must follow all **safety guidelines and instructions** issued by school personnel.
- Proper **protective equipment** will be provided and should be worn at all times during hands-on activities.
- Unsafe behavior, misuse of equipment, or failure to follow protocols may result in removal from the activity and disciplinary action.

The Participant is expected to promptly report any unsafe conditions, injuries, or incidents to a supervising staff member.

Indemnification

I agree to **indemnify and defend** Rising Aviation High School and its affiliates against any and all claims, damages, or liabilities, including attorney's fees, arising out of or relating to the Participant's involvement in these activities, including those resulting from negligence, to the fullest extent permitted by law.

Severability and Governing Law

If any portion of this agreement is held invalid, the remaining provisions shall continue in full legal force and effect. This agreement shall be governed by the laws of the **State of Texas**.

HAVING READ AND UNDERSTOOD THIS AGREEMENT, I certify that I am voluntarily signing this waiver and release, and that I understand it is a **binding legal document**. I acknowledge that I have had the opportunity to ask questions before signing.

Print Student Name: _____

Student Signature: _____

Print Parent/Guardian Name: _____

Parent Signature: _____

Date: _____



TECHNOLOGY ACCEPTABLE USE AGREEMENT 2025-2026

I, _____, have reviewed the provisions of the Rising Aviation High School Technology Acceptable Use Agreement. Details of the user agreement have been discussed with me, the use of school computers and the network system.

I am aware that a user who violates the provisions of the agreement may be denied access to the Electronic Information Services and may be subject to disciplinary action as specified in the Student and Parent Handbook.

STUDENT PRINTED NAME

STUDENT SIGNATURE

DATE