

All Resource Link Charter School students are required to follow the Coos Bay School District policies, as provided in the Coos Bay School District handbook.

This policy manual is specific to Resource Link Public Charter School. It is intended as an addendum to the aforementioned Coos Bay School District Policy and in addition to the Resource Link Public Charter School Charter.

Governance

Board Vacancies

- Interested parties shall provide written request to the Resource Link Board Chair at any time during the school year
- The board shall present letters of interest to the board at the next regularly scheduled board meeting
- A quorum of three votes shall be required for any voting decisions
- A rough draft of board minutes will be provided to board members within one week of board meeting for review.

Testing

- All students enrolled in Resource Link shall participate in entrance and exit assessment testing, as well as state testing.

Academic Progress

- In order to ensure students reach their potential, all students are expected to make academic progress. In the case of high school students, approximately 3.5 credits is needed per semester to graduate in four years. Students may earn 2.5 credits per semester to graduate in five years. Any less than that, students would be at risk of not graduating.
 - If a student does make the minimum academic requirement stated above, the student and his/her family will be required to meet with the teacher team to discuss strategies for success and to determine if Resource Link is the best placement for the student.
- Students in grades K-8 are also required to make academic progress to ensure their success. If a student is not progressing, a family meeting is required with teaching staff and/or other stakeholders to discuss if this placement is best for the student.

Attendance

- All students must meet attendance requirements as mandated by Oregon Law.

Re-admission Policy

- If a student takes a leave of absence and at the time of un-enrollment was in good academic and attendance standing, s/he will receive priority on the waiting list for up to one year.

Credit Recovery

- Online or other courseware used for credit recovery and to fill in for any necessary coursework we cannot offer are available to our students under the following parameters:
 - Student must be enrolled in Resource Link for at least one semester;
 - If a student is using the online courseware to augment their current curriculum, Resource Link will pay for the course(s.) If student doesn't finish or fails, the student's family will be required to reimburse Resource Link for these costs.
 - If student is behind in their courses, the family is responsible for payment.

SWOCC Tuition

- Budget permitting, students who are in good academic and attendance standing, and have been attending Resource Link for at least one semester, have the option to apply for tuition reimbursement for up to two classes per term, classes at or above the 100 level. Compass testing, or the equivalent, will be required before a student may enroll. Resource will pay tuition. Families are responsible for texts and other fees. Reimbursement occurs once students submit passing scores for classes. Should a student fail a course, the family is responsible for the tuition and fees.

Textbooks

- A refundable book deposit is required upon entering Resource Link. This deposit will be refunded when a student exits, assuming all books are returned in good quality. The book deposit is as follows:
 - \$25.00 is for students in grades K-8.
 - \$50.00 book for students in grades 9-12.
- Students will be billed for books and/or equipment not returned upon exiting.
- Office staff will provide an accounting of the above twice per year.

Classroom Time

- While our charter states that students are required to attend an hourly meeting no less than once every 10 days, in order to assure students are successful, families need to recognize that more time will be needed in the classroom for assessments which include: state testing, district testing, work samples, common and formative assessments.

Funding and Purchasing

- Resource Link teachers have purchasing discretion up to \$2,500.00. Purchase orders will be provided to the Lead Teacher for approval and submission to the district office. Purchases beyond \$2,500 require Resource Link Board approval.