



HARMONY
A C A D E M Y

Parent Handbook

2023-2024

Lake Oswego, OR 97034

2507 Christie Drive
503-496-3929

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Harmony Academy Mission Statement

The mission of Harmony Academy is to provide a safe, sober and supportive education for youth in recovery, where they can develop the skills and strengths needed for personal, academic, vocational and community success.



Harmony Academy Community Understanding

Harmony Academy is an intentional recovery community.

Your student has chosen a school that provides a safe, sober community for recovering students committed to academic progress and personal growth. They choose to be part of this program based on the following understanding:

My intention is to be substance free.

I agree to develop and actively participate in my recovery plan.

Caring for my mental health is essential for recovery.

I will participate honestly in drug testing.

I will hold my peers accountable to community agreements.

If I have a recurrence of use or return to use, I will talk about it.

I will attend school and participate in my classes to the best of my ability.

I commit to making academic progress.

Harmony is a nicotine-, substance- and weapon-free campus.

Safety is essential to a recovering community. Verbal or physical aggression will not be ignored.

We recover in community.

Student Printed Name: _____

Student Signature: _____ Date: _____

Harmony Academy Contact Information

Physical address: 2507 Christie Drive, Lake Oswego, OR 97034

Mailing address: PO Box 22, Marylhurst, OR 97036

Website: harmonyacademyrhs.org

Phone: (503) 496-3929

Fax: (503) 496-3920

Email: office@harmony.k12.or.us

A Message from your Principal

Welcome to Harmony Academy, the first and only recovery high school in Oregon!

We opened this school in 2019 so that young people like you could have a community to call your own, friends to identify with, and a supportive staff who are 100% behind you as you figure out how to live free from substances and reach your personal & educational goals. Many of our staff, including your principal, are also in recovery.

Since we opened, many students have found a loving recovery community and have achieved their goal of graduation from high school through Harmony.

We know how hard early recovery can be, but we are sure you can do this if you show up for yourself and put forth the effort. You've already taken huge steps on this journey and shown courage, strength and a refusal to give up on yourself. Now what is needed is honesty, open-mindedness, and willingness.

The community here at Harmony will support you with love as you find new skills. We ask a few things from you. We ask that you have the intention to stay free from drugs and alcohol. We ask that you show up, be yourself and be a part of what happens here. What happens here is important. We're learning to live in new ways, with new freedom and new hope.

At Harmony, you are welcome, wanted and needed.

With love and respect,
Principal Sharon

Student Testimonials

“Harmony to me means building yourself from the ground up, long lasting friendships, a sense of gratitude for your past self, and a hell of a lot of love.”

--Emily, 2022 Graduate

“Harmony meant everything to me. There was trust with staff and accountability all around us that gave us the support we really needed during this time in our lives and after.”

–Clayton, 2021 Graduate

“I was putting myself and my life at risk every day and not caring. At Harmony, I learned to take more accountability and responsibility for all of my actions. I learned how to be in a healthy community.”

~ Madison, 2020 Graduate

“Harmony is a place where I got sober and I know a lot of other people have gotten sober. I needed Harmony because I couldn’t get sober by myself.”

~Jackson, 2021 Graduate

Staff

Administration: Responsible for enrollment, hiring, staff supervision and evaluation, PBIS and student issues, financial and legal matters, instructional and recovery program oversight, policies, initiatives, and strategic planning.

- Principal
- Assistant Principal

Instructional Team: Teachers are the backbone of the academic program, offering core academic and elective subjects to Harmony students to support them in fulfilling their graduation requirements, engaging critically in learning, and developing creative and practical skills.

- Classroom Teachers
- Special Education Teacher

Recovery Team: The recovery team engages students in the process of recovery, helping them improve their health and wellness, live a self-directed life, and strive to reach their personal goals.

- Recovery Services Coordinator
- Certified Recovery Mentors

Student Support Team: This team supports both the instructional and recovery teams, and works with individual students on their specific path through a recovery high school program. Some responsibilities include individual therapy, afterschool programming, transcripts and graduation requirements, post-secondary planning, jobs and internships, problem-solving, social and

emotional learning and support, and connection to outside resources. The student support team also collects programmatic data to help with grant reporting and continuous improvement.

- Student Success Specialist
- School Therapist
- School Counselor
- Milieu Coordinator

Office Staff: The office staff is responsible for facilities, transportation, nutrition, supplies, attendance, health, communications, student registration, technology, calendars, field trips, records, and general daily operations.

- Office Manager
- Office Assistants

Recovery High Schools

Recovery high schools like Harmony Academy support adolescents recovering from substance use disorders by providing an alternative environment to support their recovery, usually after treatment. For students returning to their previous high schools, old peer groups and environments that previously facilitated their substance use present serious obstacles to sustained sobriety.

What is a recovery high school?

- According to the Association of Recovery Schools, founded in 2002, the primary purpose of a recovery high school is **to educate students in recovery from substance use or co-occurring disorders**. The intention of a recovery high school is for students enrolled to **be in recovery and working a program of recovery from substance use or co-occurring disorders** as determined by the student and the School. Each school **meets state requirements for awarding a secondary school diploma**. Recovery high schools are also **available to any student in recovery who meets state or district eligibility requirements for attendance**, which means students do not have to go through a particular treatment program to enroll, and the schools are not simply the academic component of a primary or extended-care treatment facility or therapeutic boarding school.

How many Recovery High Schools are there in the U.S.?

- There are currently 44 recovery high schools in 21 states, with at least two more expected to open soon.

What does the evidence say about Recovery High Schools?

- Promising evidence is emerging that shows, compared to students in non-recovery high schools who have received substance use treatment, *students in recovery high schools*:
 - (a) have higher **graduation rates**;
 - (b) report significantly lower **absenteeism**;
 - (c) are more likely to **abstain** from using substances; and
 - (d) have significantly **fewer days using** marijuana and other drugs.
- A recent study from Finch, Tanner-Smith, Hennessy, & Moberg (2017)¹ demonstrated the effectiveness of Recovery High School (RHS) attendance in improving student outcomes. Results from this provide strong evidence of a positive effect of RHSs for adolescents who have received treatment for SUDs.
 - This article emerges from an **NIH-funded study of recovery high schools (RHS)**. This study followed students for six months to examine the effects of RHS attendance compared to statistically similar recovering students who attend school in other settings.
 - A cost-benefit analysis indicated that the **high school graduation rate** for recovery high school (RHS) students is at least 20 percentage points higher than the graduation rate for similar students who have had SUD treatment but did not participate in a RHS for at least 30 days.

¹ This work was supported by Grant Number R01DA029785 from the National Institute on Drug Abuse. This project has benefited from the Clinical and Translational Science Award (CTSA) program, through the NIH National Center for Advancing Translational Sciences (NCATS) grant UL1TR000427. Funding was also provided by the U.S. Department of Edu

- Students who attended RHSs had **significantly lower odds of dropping out** of high school compared to students attending non-RHSs. The predicted probability of high school dropout was 10% for RHS students and 27% for non-RHS students.
- Students who attended RHSs reported **significantly less overall absenteeism**. RHS attendance was thus associated with over one-half a standard deviation improvement in absenteeism—an effect equivalent to 5 fewer absences from school over the past 90 days.
- Recovery high school students were significantly more likely to report being completely **abstinent from alcohol, marijuana, and other drugs** at the 6-month and 12-month follow-ups. At 6-month follow-up, RHS students were twice as likely (59% versus 30%) to report complete abstinence from alcohol, marijuana, and other drugs.
- Over the 12-month follow-up period of the study, adolescents who attended RHSs had **significantly greater declines in alcohol, marijuana, and other drug use**, compared to students attending non-RHSs.

Harmony's Larger Community

Harmony is a member of the Association of Recovery Schools, a national organization uniting high schools serving students in recovery. Principal Sharon is on the board of directors of the national ARS.

As a public charter, we are sponsored by the Lake Oswego School District (LOSD). However, we have our own employees and our own board. LOSD provides oversight, support and special education services.

Our neighbors are very important to us and we are grateful for our building and the land we are on. We lease our property from Youth Villages and we are on land owned by the Sisters of the Holy Names. The sisters dedicated the land to help youth at risk. Our school was actually an orphanage, back in 1908, and some even say it is haunted! We are neighbors with Mary's Woods. Our relationship with Youth Villages, the sisters and Mary's Woods is of utmost importance to us. They care about Harmony's mission and out of respect, we keep the property clean, peaceful and nicotine-free.

Attendance Policy

Email office@hamony.k12.or.us if your student is going to be absent.

- If you will be checking your student out during the school day, a parent or guardian needs to inform the office ahead of time by phone or email, as soon as possible, preferably at least 24 hours ahead of time.
- If your student plans on transporting themselves, you must notify the main office before their departure.
- If you are checking your student out of school during the school day, you must come to the office physically to sign you out.
- Students are welcome to leave campus during lunchtime without checking out, as long as they return on time (unsupervised lunch).

Attendance affects credit. Students may not earn full credits for classes if they do not attend regularly.

Tardiness

Tardiness is a habit that has a negative impact on the whole community and the individual who is tardy. If your student is tardy, it may impact their grades, how much credit they earn, and their access to leadership roles, activities, and campus privileges. Chronic tardiness may result in community service.

Students who arrive at class 15 minutes late or more will be marked absent.

Skipping Class

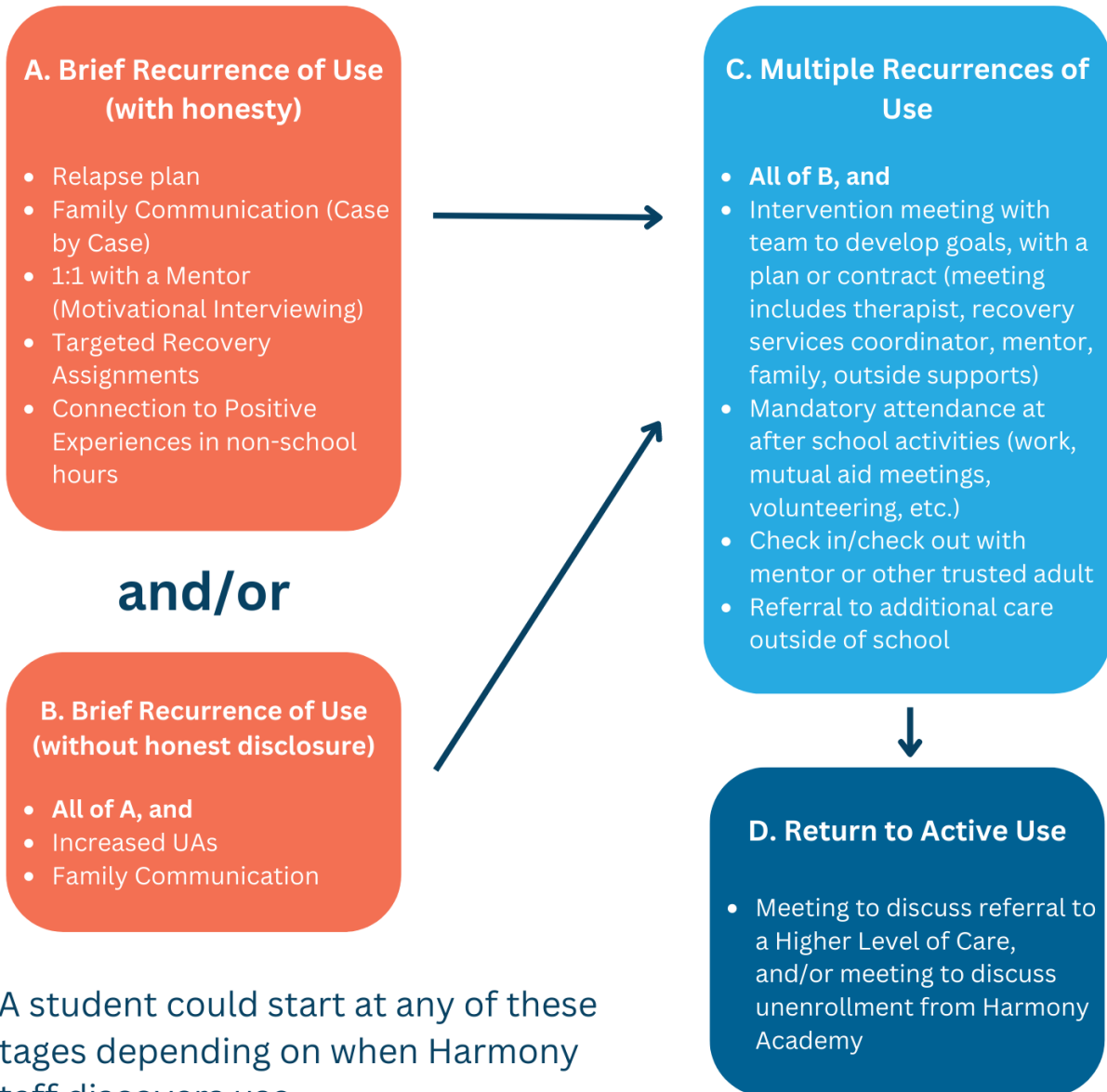
Skipping is a more severe behavior than tardiness. Staff is responsible for knowing where students are at all times during school hours (other than lunch). Staff worry when they don't know where a student is, especially if that student has been struggling with harmful behaviors, and it is highly disruptive to the community and school operations. We often call home, and this can cause stress on families and students. Examples of skipping include:

- Showing up for school and then not going to first period
- Taking an extra-long lunch
- Leaving before last period
- Disappearing during one of your scheduled classes
- Spending time roaming the hallway or in any space without permission

Skipping may carry far more severe consequences than tardiness and may result in additional loss of privileges until you can agree to follow basic school rules around safety. Chronic skipping, especially with peers, may result in a family meeting to discuss your continued enrollment at Harmony.

Individual Use

All use impacts the recovery high school community



*A student could start at any of these stages depending on when Harmony staff discovers use.

**Students who continue to be honest about their use and are not stopping use will elevate from step A to step C.



Use with Harmony Students and/or at Harmony Activities

A. Use or Intoxication on Campus or at Harmony Activities

- Immediate removal from the community and placement in an area of isolation until safe transport home (or emergency transport) can be arranged.
- Search of student property, including car.
- Student will remain out of school until a re-entry meeting can be held and re-entry agreements are established.
- Restorative practices to mend relationships.
- Limited freedoms while on campus.
- Possible suspension of one or more Harmony activities.

and/or

B. Possession of Substances on Campus or at Harmony Activities

- All of A, and
- Student may not be allowed to return.
- If student is allowed to return, access to Harmony activities will be suspended.

C. Supplying Drugs to or Using Drugs with Other Harmony Students

- All of B for all students involved, and
- Harmony reserves the right to expel the student.

D. Selling Drugs to Other Harmony Students

- Harmony reserves the right to use all punitive measures, including involvement of law enforcement.



Other Harmony Policies

Adult Students

Parents/guardians retain all educational rights for students above the age of 18, with the exception of Individualized Education Plans and Release of Information forms.

Behavior and Discipline

Students are expected to follow our Community Understanding. For specific questions about behaviors, please refer to the Student Conduct section of the Harmony Handbook.

Disciplinary actions and appeals:

Suspensions, detention, reparations, restorative or appeals for behaviors that violate school policies will be up to the discretion of the principal and will be handled on a case by case basis.

Harassment policy:

Students are encouraged to talk to a trusted adult on campus if they experience harassment. Our Community Understanding states “Safety is essential to a recovering community. Verbal or physical aggression will not be ignored.”

It's important that in a recovery community, we learn to express our feelings in healthy, effective ways.

Bystanders are urged to step forward to a trusted adult to keep the environment safe if they encounter harassment.

Justice, Equity, Diversity and Inclusion

Harmony Academy is committed to maintaining a just, equitable, diverse and inclusive school and recovery community.

We acknowledge that racism is deeply rooted in structures, systems, organizations, and individuals, and we unequivocally condemn all forms of racism and commit to effecting change.

With the association of Recovery Schools, we have adopted the Addressing Anti-Black Racism in Recovery North Star document to hold ourselves accountable.

Nicotine

ORS 581-021-0110, Tobacco Free Schools, states:

No student is permitted to “smoke, inhale, dip, or chew or sell tobacco” at any time, including non-school hours, in any charter school building, facility, or vehicle or on school grounds or parking lots. No student is permitted to possess a tobacco product in any public charter school building, facility or vehicle; or on school grounds or parking lots.

As a public school, Harmony obeys all state statutes governing schools. Failing to obey laws, including those around nicotine use, jeopardizes our lease, our charter, our ethics as educators, and our professional licenses.

Nicotine and nicotine products will not be used on campus or in any place plainly visible from campus. If staff see nicotine products and/or paraphernalia, or obvious evidence of their use, they will be confiscated and will not be returned to the student. This includes products that a student accidentally reveals. Students will be subjected to search if they are seen smoking, vaping, or otherwise using nicotine on campus or in plain view of campus and do not willingly surrender their contraband. Students who refuse search will be sent home pending resolution.

Students refusing to surrender nicotine products or those who repeatedly break the no-nicotine rule will be subject to discipline.

If a parent or guardian chooses to retrieve nicotine or paraphernalia confiscated from their student, that parent or guardian must call the office and set up a time to come in and retrieve the contraband. The school will not facilitate this process in any way on behalf of the student.

Cellphones

Cell phone use can be highly addictive and detrimental to the community. Cell phones need to be off or in airplane mode and checked into the hanging pockets in classrooms/community room at the start of class and groups. Checking in cell phones is a requirement to participate in the program. We have found through experience that cell phones take away from our goals of building community, learning, and making academic progress. We will begin the 2023-24 school year allowing students to bring their phones with them from class to class. However, we reserve the right to change to a more severe policy if students are not successful with the more lenient policy currently in effect.

If students need to make business or treatment-related calls during the school day, they need to schedule these calls with the office ahead of time.

Families and supervisors are not to contact students on their cell phones during the school day. Students may be reached by calling the main office at 503-496-3929.

Students are not allowed to take cell phones with them to the bathroom during class and group time.

If the phone policy is not followed by the student, their phone is then placed in the office for the remainder of the day.

Academic Integrity

Acting with honesty is necessary for recovery and includes practicing honesty in the classroom. Cheating and plagiarism are the two most common examples of intellectual dishonesty. Plagiarism is a type of cheating defined as “the practice of taking someone else's work or ideas and passing them off as one's own.” A first instance of cheating or plagiarism shall earn an F on the assignment with one opportunity to redo the assignment. Multiple further instances in the same term shall result in a meeting with Harmony’s academic review board and may be grounds to earn an F or an incomplete on your transcript. To help prevent unintentional plagiarism, Harmony teachers will provide lessons on proper citations, paraphrasing, and common pitfalls. We want you to succeed, and to succeed honestly.

AI and Chat GBT have become a tool in plagiarism and families are encouraged to remind their students that this is still a form of plagiarism and will fall under the Academic Integrity guidelines.

Dress Code

Students will dress decently, covering, at minimum, their chest and pubic/upper thigh area. They will not wear clothing or accessories that glorify substance use, including nicotine endorsements. They will not wear clothing that is derogatory towards any protected class or that may be disruptive to the community. Students will not wear clothing intended to express gang affiliation. Students will also not wear clothing with threatening messaging or aggressive connotations. Students may be asked to turn a shirt inside out or to wear school-provided alternatives to inappropriate or offensive clothing choices.

Computer Use

Please refer to the Computer Use Agreement at the end of the handbook. School computers are to be used for schoolwork only.

Drug Policy

As Harmony Academy is committed to recovery, we cannot have drugs on campus. Alcohol is a drug. Marijuana is a drug. Any prescribed medications need to be checked in at the office. Any medications that are not checked in are prohibited.

Nicotine use is also prohibited everywhere on school grounds.

Drug Testing

Harmony Academy uses a private company to complete urinalysis of students. Tests are typically done twice monthly. Recovery mentors intermittently conduct additional drug tests which may be urinary or mouth swabs. Breathalyzer testing may also be used to test Blood Alcohol Content (BAC).

Families seeking additional drug testing for their youth may contact recovery mentors for information about and referral to outside testing.

Extracurriculars

Charter school students are allowed to play sports or participate in other extracurricular activities at their home district. Students may be dismissed early to get to practice on time.

Hallways

It is important that students stay in their classrooms and participate with their community. If students need a break, they may use the designated break area in the hallway for five minutes. It's important not to use this area to avoid classwork. Isolation and avoidance are closely associated with substance use disorder, and practicing being with the community, even when frustrated, is healthy and healing.

Inclement Weather

School opening may be delayed when weather conditions are uncertain. Harmony Academy follows Lake Oswego's decision on closure. However, students coming from other districts should follow the directive of that district.

For example:

- If that district is open and Lake Oswego is closed, school will still not be open.
- If your district is closed and Lake Oswego is open, your student does not have to attend school.

Mandatory Reporting

Please understand that all school staff members are mandatory reporters. By law, staff are required to report alleged abuse of students.

Parking

Students must register their vehicle with the front office in order to drive to campus. Students must park only in the front parking lot and only in the designated Harmony spaces that are not reserved for staff.

Vehicles

Cars are not to be accessed during instructional and group time. All school rules are extended to the parking lot, vehicles, and school grounds.

Maintaining a drug free campus is of utmost importance at Harmony. Students who choose to drive to campus may have their vehicles searched by staff in alignment with Harmony's Search and Seizure policy, without additional permission from the student or their family, regardless of who owns the car.

Please see the Student Driver/Vehicle Registration form for more information.

Property Damage

We lease our property from The Sisters and share our campus with other organizations. Any property damage committed by a student will result in disciplinary action and students involved may be subject to pay for damages and/or assist in clean up and repairs.

Speakers and Guests

Behavioral expectations are very high for these events—students are expected to represent Harmony in a positive light when people take the time to visit our school. It is critical for the success of the school that everyone feels respected and welcome.

Search and Seizure

- a. Public charter school officials may search the student, their personal property and property assigned by the public charter school for the student's use at any time on public charter school property or when the student is under the jurisdiction of the school. Such searches will be conducted only when there is reasonable suspicion based upon specific and articulated facts to believe that the student personally poses or is in possession of some item that poses an immediate risk or serious harm to the student, school officials and/or others at the school.
- b. Searches shall be "reasonable in scope", that is, the measures used are reasonably related to the objectives of the search, the unique features of the official's responsibilities and the area(s) which could contain the item(s) sought and will not be excessively intrusive in light of the age, sex, maturity of the student and nature of the infraction. Strip searches are prohibited by the public charter school.
- c. Public charter school officials may seize any item which is evidence of a violation of law, Board policy, administrative regulation or school rule, or which the possession or use of is prohibited by such law, policy, regulation or rule.
- d. Public charter school officials may also search when they have reasonable information that emergency/dangerous circumstances exist.
- e. Public charter school-owned storage areas assigned for student use, such as lockers and desks, may be routinely inspected at any time. Students have no expectation of privacy regarding these items/areas. Such inspections may be conducted to ensure maintenance of proper sanitation, to check mechanical conditions and safety, and to reclaim overdue library books, texts or other instructional materials, property or equipment belonging to the public charter school. The student will generally be permitted to be present during the inspection.
- f. Dangerous and illegal items will not be returned.

Theft

Stealing is a crime. It hurts our community. If you believe your student has become a victim of a theft, please have them report immediately to a trusted adult on campus.

Academic Information

Harmony Grading Scale

A+	99 & >	B+	89.9-87	C+	79.9-77	D+	69.9-67
A	98.9-93	B	86.9-83	C	76.9-73	D	66.9-63
A-	92.9-90	B-	82.9-80	C-	72.9-70	D-	62.9-60

*Failing grades are all 59.9 and below.

School Daily Schedule

<u>Monday, Tuesday, Thursday and Friday</u>		<u>Wednesday</u>	
First Period	9:00-9:47	First Period	9:00-9:32
Second Period	9:50-10:37	Second Period	9:35-10:07
Third Period	10:40-11:27	Third Period	10:10-10:42
Fourth Period	11:30-12:17	Fourth Period	10:45-11:17
Lunch	12:17-1:00	Lunch	11:17-12:00
Fifth Period	1:00-1:47	Fifth Period	12:00-12:32
Sixth Period	1:50-2:37	Sixth Period	12:35-1:07
Seventh Period	2:40-3:27	Seventh Period	1:10-1:42

Acknowledgment of Handbook Receipt

I have received a copy of the Student Handbook. I have read the handbook and understand all the rules and expectations. I agree to be responsible for following all of the rules and agreements of the school and understand the consequences for failing to follow the requirements.

I understand that this handbook may be amended during the year without notice. This handbook in the latest version will be available on the Harmony Website (harmonyacademyrhs.org) and is applicable to all students upon the implementation of any change. The administration will notify all students of any changes to the handbook as soon as is practical.

Sign Name

Print Name

Date

Computer Usage/Network Agreement

It is the responsibility of the school administration to control access to data stored in the District's computer-based systems to maintain confidentiality where necessary, maintain integrity over the data and protect all computers and peripheral devices against unauthorized use. Only "authorized users" are given access to the district's computer-based systems.

By acknowledging this document, you will be designated as an authorized student user and agree to adhere to the following guidelines:

- Use computers for official class instruction directed by staff.
- Never download any material onto a school computer without the direct consent of a staff member.
- The changing of any computer "settings" is strictly prohibited.
- Instant messaging and non-educational games are prohibited.
- You will not retrieve or send unethical, illegal, immoral, or simply inappropriate or unacceptable information of any type. If you have questions, please ask.
- You will follow network etiquette rules, including the use of appropriate language and polite responses.
- You will adhere to all guidelines for any assignment that may be either stored on a local campus server, district server or linked from a district page.
- You will not share home addresses, phone numbers, pictures or last names with another online user for any purpose.
- You understand that information obtained online is the intellectual property of its author unless otherwise specified.
- You will adhere to copyright laws and guidelines and will not plagiarize information obtained in any form.
- You will not logon to the school network with another person's account, and you will not share passwords with any other person.
- You will not attempt to bypass the security built into the system and recognize that doing so will result in immediate cancellation of privileges and possible disciplinary action.
- You will not interfere with or disrupt network users, services, or equipment. Disruptions include, but are not limited to:
 - Distribution of unsolicited advertising, propagation of computer viruses
 - Using the network to make unauthorized entry to any other machine accessible via a network
 - Misuse may result in criminal prosecution
- You will not connect personal technology to school equipment without permission from staff
- You will print only to the appropriate classroom printer.
- You will not use technology access provided by the school for illegal purposes of any kind or for financial gain.
- You will not use technology access to transmit threatening, obscene, or harassing materials.
- You will understand and agree that Lake Oswego School District, Clackamas Education Service District, and Harmony Academy will not be held responsible for participation in such activities.

- You understand that information received online is not private property and is subject to the scrutiny of school administrators.

Any student who suspects that computer security has been compromised is to report immediately such information to your teacher, school administrator, or any other person in authority. Intellectual misuse of data and/or computers can result in disciplinary action.

This agreement applies to:

- Computer data created or maintained within the mainframe computer systems.
- Computer data created or maintained within a school-wide or district-wide mini computer system.
- Data stored on file servers and workstations within the school and district.
- School and district data stored outside data processing services.

Your signature acknowledges that you have received a copy of this notice, that you understand the responsibilities of authorized users, and further understand that intentional misuse of data and/or computers can result in disciplinary action up to and including expulsion.

Student Signature

Date