

Mountain View Preparatory
Student & Family Handbook

Preparing Students for College, Careers, and Life

2026–2027

Welcome

Welcome to the 2026–2027 school year at Mountain View Preparatory!

Whether you are joining our school community for the first time or returning for another exciting year, we are honored that you have chosen Mountain View Preparatory. Our mission is to provide every student with an educational experience that prepares them for success in college, careers, and life.

At MVP, we believe learning extends beyond the classroom. Students are challenged through rigorous academics, Career and Technical Education (CTE) pathways, Dual Enrollment opportunities, athletics, clubs, leadership experiences, and meaningful relationships with caring adults. We are committed to creating an environment where students feel safe, supported, challenged, and inspired to reach their full potential.

This Student & Family Handbook serves as your guide to the school year. Inside you will find information about academics, attendance, student expectations, technology, athletics, communication, and the many opportunities available to our students.

One of our greatest strengths is the partnership we share with our families. When students, parents, and educators work together with common expectations, students thrive. We encourage you to stay engaged, communicate often, and take advantage of the many resources available through ParentSquare, PowerSchool, and our school website.

Thank you for entrusting us with your child's education. We are excited about another outstanding school year and look forward to partnering with you as we continue preparing students for college, careers, and life.

Matt Talley
Principal

About Mountain View Preparatory

Our Mission
Mountain View Preparatory empowers students to achieve academic excellence, develop strong character, and graduate prepared for success in college, careers, and life.

Our Vision
Mountain View Preparatory strives to be a premier public charter school where every student graduates with the knowledge, skills, confidence, and character to positively impact their community and pursue the future of their choice.

Our Core Values

Academic Excellence
We challenge every student to think critically, work diligently, and strive for excellence in all academic pursuits.

Integrity
We demonstrate honesty, accountability, responsibility, and ethical decision-making.

Respect
We cultivate a school culture where every individual is valued, supported, and treated with dignity.

Growth
Learning is a lifelong journey. We encourage perseverance, curiosity, reflection, and continuous improvement.

Community
Strong partnerships among students, families, staff, and our community are essential to student success.

The MVP Difference

Mountain View Preparatory offers more than a traditional middle and high school experience. Our students graduate with the academic knowledge, career skills, and confidence needed to succeed after high school.

Everything we do is built around four commitments:

1. **Academic Excellence**
   Students participate in rigorous coursework that prepares them for success in advanced academics and postsecondary education.
2. **College & Career Readiness**
   Students explore career pathways, participate in Career and Technical Education (CTE), earn college credit through Dual Enrollment, and graduate with a clear plan for their future.
3. **Relationships Matter**
   We believe students achieve their greatest success when they are known, supported, challenged, and encouraged by caring adults.
4. **Responsibility**
   Students are expected to demonstrate integrity, accountability, perseverance, and respect while contributing positively to our school community.

Portrait of an MVP Graduate

An MVP graduate is:

- Academically prepared
- College and career ready
- A critical thinker and problem solver
- An effective communicator
- A responsible digital citizen
- A collaborative leader
- A person of integrity
- A lifelong learner

Why Families Choose MVP

Our Commitment	What It Means for Students
Honors-Level Academics	Challenging coursework that prepares students for college and future careers.
Career & Technical Education	Hands-on learning experiences connected to real-world careers.
Dual Enrollment	Eligible students earn college credit while completing high school.
Small School Environment	Students are known personally and supported by dedicated educators.
Athletics & Student Activities	Opportunities to compete, lead, serve, and grow outside the classroom.
College & Career Focus	Every student graduates with a personalized plan for life after high school.

The MVP Student Journey

One of the things that makes Mountain View Preparatory unique is that we intentionally prepare students over six years - from middle school through graduation.

Grade Level	Student Experience
Grades 7–8	Build strong academic foundations, develop organizational skills, explore interests, and establish positive habits for success.
Grade 9	Begin high school coursework while exploring future college and career opportunities.
Grade 10	Continue Career & Technical Education pathways and become eligible for on-campus Dual Enrollment opportunities.
Grades 11–12	Earn college credit, participate in advanced coursework, develop leadership skills, and graduate prepared for college, careers, military service, or the workforce

School Leadership

Principal
Matt Talley

Assistant Principal - Instruction
Tee Farr

Assistant Principal - Athletics, School Testing & Instructional Technology
Frankie Keller

Assistant Principal - Student Services, 504 Services & Accountability
Kurt Owings

School Counselor
Tinsley Fain

Student Services Coordinator (Special Education)
Megan Edwards

School Information

Address
895 Springfield Road
Spartanburg, SC 29303

Phone
(864) 641-0604

Website
www.mvpstars.org

Stay Connected

Mountain View Preparatory believes communication between home and school is essential to student success.

ParentSquare *(Official School Communication Platform)*

ParentSquare is the official communication platform for Mountain View Preparatory. Families should expect to receive:

- School announcements
- Emergency notifications
- Attendance messages
- Teacher communication
- Athletic updates
- Event reminders
- Weekly newsletters
- School closures and schedule changes

Parents and guardians are expected to maintain current phone numbers and email addresses to ensure timely communication.

PowerSchool Parent Portal

Families should regularly monitor grades, attendance, schedules, and academic progress through the PowerSchool Parent Portal.

School Website

The MVP website serves as the school's central information hub and includes:

- School calendar
- Student & Family Handbook
- Athletic information
- School news
- Forms and resources
- Enrollment information
- Contact information

Our Partnership with Families

At Mountain View Preparatory, student success is a shared responsibility. We encourage families to:

- Read ParentSquare announcements regularly.
- Monitor grades and attendance through PowerSchool.
- Encourage regular attendance and punctuality.
- Support positive study habits and responsible technology use.
- Attend conferences, family events, and school activities.
- Communicate promptly with teachers and school staff when questions or concerns arise.

Together, we can ensure every student is challenged, supported, and prepared for success.

Frequently Asked Questions

How will I receive school announcements?
All official school communication is sent through ParentSquare.

Where can I check my student's grades?
Grades, attendance, and schedules are available in the PowerSchool Parent Portal.

Where can I find athletic schedules and school forms?
Visit the Mountain View Preparatory website.

Who should I contact if I have a question?
Start with your child's teacher or the appropriate school office listed in the contact directory

School Information & Daily Operations

School Hours
Our Expectation
A successful school day begins before the first bell. Arriving on time, prepared, and ready to learn allows students to start each day with confidence while minimizing disruptions to instruction.

Daily Schedule

	Middle School	High School
Campus Opens	7:15 AM	7:15 AM
Instruction Begins	7:45 AM	8:30 AM
Dismissal	2:20 PM	2:20 PM

Students should arrive with enough time to report to class before instruction begins.

Morning Arrival

Our Expectation
Morning arrival sets the tone for the entire school day. We expect students to enter the building ready to learn, demonstrate respect for others, and begin each day with purpose.

What Families Need to Know
- School doors open each morning at **7:15 a.m.**
- Students should **not arrive before 7:15 a.m.** unless participating in a school-sponsored activity supervised by a staff member.
- Upon arrival, students should enter the building promptly.
- Students should report directly to their designated morning location.
- Students should have all materials needed for the day, including a fully charged Chromebook.
- Once students arrive on campus, they are expected to remain inside the building unless directed otherwise by school personnel.

Dismissal

Our Expectation
The end of the school day should be as safe and organized as the beginning. Students are expected to leave campus promptly unless participating in an approved school activity.

What Families Need to Know
Students may remain on campus after dismissal only if they are:

- Participating in athletics
- Attending an approved club or organization
- Receiving academic assistance
- Participating in another school-sponsored activity
- Under the supervision of a school employee

Students who are not participating in a supervised activity should leave campus promptly following dismissal.

Visitors

Our Expectation
Maintaining a safe campus is everyone's responsibility. We welcome families and visitors while ensuring a secure learning environment for students and staff.

What Families Need to Know
All visitors must:

- Enter through the Main Office.
- Present a government-issued photo ID when requested.
- Sign in using the school's visitor management system.
- Wear a visitor badge while on campus.
- Sign out before leaving campus.

Visitors should not enter classrooms or other instructional areas without approval from school administration.

School Closures & Emergency Notifications

Our Expectation
The safety of our students and staff is always our highest priority.
When severe weather or another emergency affects school operations, Mountain View Preparatory will make decisions based on the best available information while working closely with local emergency management officials.

What Families Need to Know
When school schedules change, families will be notified through:

- ParentSquare
- The Mountain View Preparatory website
- Local media outlets when appropriate

Whenever possible, weather-related decisions will be communicated the evening before or by early morning on the day of the event.

Student Drivers

Our Expectation
Driving to school is a privilege that requires responsibility and good judgment. Student drivers are expected to help maintain a safe campus by following all parking and traffic procedures.

What Families Need to Know
Students wishing to drive to school must:

- Complete a Student Driver Registration Form.
- Provide a valid driver's license.
- Provide proof of insurance.
- Purchase a parking permit.
- Park only in designated student parking areas.

Students may not return to their vehicles during the school day without permission from school administration. Student vehicles parked on campus are subject to search as permitted by law when necessary to maintain a safe school environment.

School Safety

Our Expectation
Every student deserves to learn in an environment where they feel safe, respected, and supported.

Mountain View Preparatory regularly practices emergency procedures so students and staff know how to respond during unexpected situations.

What Families Need to Know
Throughout the school year, students will participate in emergency drills that may include:

- Fire drills
- Severe weather drills
- Lockdown drills
- Evacuation procedures

Students are expected to follow staff directions immediately during all drills and emergency situations.

Academics & Student Success

Our Expectation
Learning at Mountain View Preparatory is active, challenging, and meaningful. We believe students learn best when they are engaged in rigorous coursework, encouraged to think critically, collaborate with others, and apply their learning to real-world situations.

Our teachers are committed to building strong relationships with students while maintaining high academic expectations. We encourage students to take ownership of their learning, persevere through challenges, and strive for continuous improvement.

Success is measured not only by grades but also by growth, responsibility, character, and preparation for life after high school.

Student Promotion & Retention

Our Expectation
Mountain View Preparatory is committed to helping every student progress successfully toward graduation. Promotion and retention decisions are based on a student's academic performance, course completion, attendance, demonstrated mastery of required standards, and progress toward meeting grade-level or graduation requirements.

What Families Need to Know

- Students are expected to successfully complete the coursework and requirements associated with their grade level.
- High school students must earn the required credits and meet South Carolina graduation requirements to progress toward graduation.
- Attendance requirements must also be met for students to receive course credit.
- When a student is at risk of not meeting promotion or graduation requirements, the school will communicate with the student and family and provide appropriate interventions and support whenever possible.
- Promotion or retention decisions are made by school administration in accordance with applicable South Carolina law, state regulations, and Mountain View Preparatory policy.
- Retention is considered carefully and is not based on a single grade, assessment, or incident.

Our Commitment
Our goal is to identify academic concerns early, provide meaningful intervention, and keep students on track for successful progression and graduation. Families are encouraged to communicate with teachers, counselors, and administrators whenever they have concerns about a student's academic progress.

South Carolina Grading Scale

Mountain View Preparatory follows the South Carolina Uniform Grading Policy for courses carrying high school credit. The current 10-point grading scale is:

Letter Grade	Numerical Grade
A	90–100
B	80–89
C	70–79
D	60–69
F	0–59

The South Carolina Uniform Grading Policy also establishes the calculation of grade-point values and applies to courses carrying high school units of credit, including qualifying high school courses taken at the middle school level.

Preparing Students for College, Careers, and Life

Everything we do is centered around preparing students for success beyond graduation.

Students are encouraged to:

- Challenge themselves academically.
- Develop strong study and organizational skills.
- Explore future career opportunities.
- Build leadership and communication skills.
- Demonstrate responsibility and integrity.
- Take advantage of opportunities that prepare them for college, careers, military service, and life.

Our goal is for every graduate to leave Mountain View Preparatory with a clear plan and the confidence to pursue it.

Proficiency-Based Learning

Our Expectation

Learning is a process. Students learn at different rates and often require opportunities to receive feedback, reflect on their progress, and demonstrate growth over time.

Mountain View Preparatory uses a **Proficiency-Based Learning** model that emphasizes mastery of academic standards while encouraging continuous improvement.

Students are expected to actively participate in class, complete assignments on time, seek assistance when needed, and demonstrate proficiency through a variety of assessments. Teachers provide timely feedback to help students understand both their strengths and areas for growth.

Grading Philosophy

Grades should accurately reflect what students know and are able to do.
Mountain View Preparatory uses a balanced grading system that values both learning throughout the instructional process and demonstration of mastery.

Grade Categories

Category	Percentage
Summative Assessments	**70%**
Formative Assessments	**30%**

Summative assessments measure a student's mastery of learning standards and may include major projects, unit assessments, essays, presentations, performances, and exams.

Formative assessments provide opportunities for practice and feedback and may include classwork, quizzes, discussions, homework, and other instructional activities.

Learning Through Feedback

Our Expectation
Mistakes are an important part of learning. Students are encouraged to use teacher feedback to improve their understanding and strengthen future performance. Learning does not end when an assessment is graded. Students are expected to ask questions, seek additional support, and continue working toward mastery.

Reassessment Opportunities
Mountain View Preparatory believes students should have opportunities to demonstrate improved learning.

Students may be eligible to reassess selected summative assessments after:

- Completing required reteaching or remediation activities.
- Demonstrating evidence of additional learning.
- Meeting teacher-established expectations and timelines.

Reassessment procedures are designed to encourage growth while maintaining high academic standards.

Honors Expectations

Honors courses are designed to provide additional academic challenges and prepare students for advanced coursework and college-level expectations.
Students enrolled in honors courses should expect:

- Increased rigor
- Independent learning
- Critical thinking
- Research-based assignments
- Higher expectations for writing and communication
- Collaborative learning experiences

Students are encouraged to seek assistance whenever needed while embracing the challenge that honors coursework provides.

Career & Technical Education (CTE)

Mountain View Preparatory believes students benefit from connecting classroom learning to future careers.
Through Career & Technical Education pathways, students have opportunities to develop technical skills, explore career interests, and gain real-world experiences that prepare them for success after graduation.
Our CTE programs emphasize:

- Career exploration
- Technical skill development
- Problem-solving
- Collaboration
- Professional communication
- Workplace readiness

Dual Enrollment

Eligible students have the opportunity to earn college credit while completing high school graduation requirements through our partnership with Spartanburg Community College.
Participation in Dual Enrollment allows students to:

- Experience college-level coursework.
- Earn transferable college credit.
- Reduce future college costs.
- Explore career interests.
- Prepare for postsecondary success.

Participation requirements, eligibility criteria, and application procedures are communicated annually through the School Counseling Office.

Academic Support

Mountain View Preparatory is committed to helping every student succeed.
Academic support opportunities may include:

- Teacher office hours
- Academic assistance after school
- Intervention programs
- Attendance Recovery (when applicable)
- School counseling services
- Student support services
- Special education and 504 accommodations

Students are encouraged to seek assistance early whenever they experience academic difficulty.

Academic Integrity

Our Expectation
Integrity is one of Mountain View Preparatory's core values. Students are expected to complete their own work honestly while giving proper credit to the ideas and work of others. Academic dishonesty undermines learning and damages trust within our school community.

Examples of academic dishonesty include, but are not limited to:

- Cheating on assignments or assessments
- Plagiarism
- Unauthorized collaboration
- Copying another student's work
- Sharing answers during assessments
- Falsifying academic information
- Misusing technology or artificial intelligence

Students who violate academic integrity expectations may receive academic and/or disciplinary consequences as outlined elsewhere in this handbook.

Artificial Intelligence (AI)

Artificial intelligence tools are becoming an important part of education and the workplace. Mountain View Preparatory believes students should learn to use these tools responsibly, ethically, and transparently.

Students may use AI tools **only when authorized by their teacher** and must always:

- Follow teacher directions.
- Cite AI assistance when required.
- Submit work that reflects their own thinking and understanding.
- Never use AI to complete assignments independently when prohibited.

Using AI in violation of teacher expectations may be considered academic dishonesty.

Attendance & Student Success

Our Expectation
At Mountain View Preparatory, we believe students learn best when they are present, engaged, and actively participating in class. Every lesson, discussion, lab, project, presentation, and collaborative learning experience contributes to student growth.

While we understand that illnesses and other unavoidable circumstances occur, consistent attendance is one of the strongest predictors of academic success. Families play an essential role in helping students develop the habits of responsibility and commitment that will serve them well in college, careers, and life.

Our goal is to partner with families to ensure every student has the opportunity to succeed.

Attendance Requirements for Course Credit

Our Expectation
Mountain View Preparatory is committed to helping every student master academic standards through meaningful learning experiences. While academic proficiency is central to our instructional model, South Carolina law also requires students to meet minimum attendance (seat time) requirements in order to receive course credit.

Students must satisfy **both academic expectations and attendance requirements** to earn credit for a course.

What Families Need to Know
South Carolina requires students to receive sufficient instructional time to earn high school credit.

For Mountain View Preparatory's block schedule, students must attend:

Course	Minimum Attendance Required
Semester (90-Day) Course	**85 instructional days**
Yearlong (180-Day) Course	**170 instructional days**

Students who exceed allowable absences may be required to participate in **Attendance Recovery** and satisfy additional school requirements in accordance with South Carolina law and Mountain View Preparatory policy.

Excused & Unexcused Absences

Our Expectation
We understand that illness, emergencies, and other circumstances occasionally prevent students from attending school. When absences occur, prompt communication between families and the school helps ensure accurate attendance records and supports a smooth return to learning.

Excused Absences
Examples include:

- Student illness
- Medical appointments
- Death in the immediate family
- Religious observances
- School-approved activities
- Other circumstances permitted under South Carolina law
- Documentation may be required to verify an absence.

Unexcused Absences
Absences that do not meet state guidelines or are not properly documented will be recorded as unexcused.

Additional information regarding lawful and unlawful absences is available through the Attendance Office.

Reporting an Absence

What Families Need to Know
If your child is absent:

- Notify the school as soon as possible.
- Submit written documentation within **three (3) school days** of your student's return.
- Medical documentation should be provided whenever applicable.
- Keep the school informed regarding extended illnesses or unusual circumstances.

Prompt communication helps ensure accurate attendance records and allows teachers to better support students returning to class.

Make-Up Work

Our Expectation
Learning continues even when a student is absent. Students are responsible for making up missed assignments, assessments, and instructional activities in a timely manner. Teachers are committed to helping students get back on track while maintaining high academic expectations.

What Families Need to Know

- Students are responsible for contacting their teachers regarding missed assignments upon returning to school.
- **Unless otherwise communicated by the teacher, students have five (5) school days after returning to school to complete and submit make-up work.**
- Teachers may establish alternative deadlines based on the length of the absence, the nature of the assignment, or instructional needs. Any adjusted timeline will be communicated directly to the student.
- It is the student's responsibility to complete all missed work within the established timeframe.

Students who anticipate an extended absence are encouraged to communicate with their teachers before the absence whenever possible to develop a plan for completing coursework.

Tardiness

Our Expectation
Being on time demonstrates responsibility and respect for classmates and teachers. Arriving to class on time helps students maximize learning while minimizing disruptions to the classroom.
What Families Need to Know
Students arriving after the instructional day has begun must report to the Main Office to receive a tardy pass before reporting to class.
Students are also expected to arrive on time to each class throughout the school day.
Students who accumulate **three (3) tardies** may recover those tardies by attending one **45-minute Academic Assistance session** within one week of receiving the third tardy.
Successfully completing the session will clear the accumulated tardies. Additional tardies may result in progressive disciplinary interventions.

Early Dismissals

Our Expectation
Whenever possible, students should remain at school for the entire instructional day. We encourage families to schedule appointments outside of school hours whenever practical.

What Families Need to Know
Students leaving school before dismissal must:

- Present written parent/guardian documentation when required.
- Be signed out through the Main Office.
- Be picked up by an approved adult unless otherwise authorized by school administration.

Telephone requests for early dismissal are not accepted except in emergency situations determined by school administration.

Attendance Recovery

Our Expectation
Attendance Recovery provides students with an opportunity to recover instructional time while remaining eligible to earn course credit.

What Families Need to Know
Students who exceed allowable absences may be required to participate in Attendance Recovery.

Attendance Recovery opportunities include:

- **Academic Assistance**
  - Monday–Thursday
  - **2:45 p.m.–4:00 p.m.**
- **Finish Strong Friday**
  - Held monthly
  - **12:00 p.m.–3:00 p.m.**

Students receive one block of attendance recovery credit for every **45 minutes** of approved participation.

Chronic Absenteeism & Truancy

Our Expectation
Our goal is always to work collaboratively with students and families before attendance concerns become barriers to academic success.

When attendance concerns arise, school staff will communicate with families, identify barriers, and develop an attendance improvement plan.

If attendance concerns continue, the school will implement interventions required by South Carolina law, which may include attendance conferences, intervention plans, and referrals to appropriate agencies.

Student Life at MVP

Our Expectation
A well-rounded education includes more than academic success. Participation in athletics, clubs, leadership opportunities, and school events helps students develop confidence, responsibility, teamwork, and a sense of belonging.

We encourage every student to become involved in the life of our school and take advantage of the opportunities available beyond the classroom.

Athletics

Our Expectation
Athletics are an extension of the educational experience at Mountain View Preparatory. Participation provides students with opportunities to develop leadership, teamwork, discipline, perseverance, and sportsmanship while representing our school and community.

Participation in athletics is a privilege. Student-athletes are expected to demonstrate good citizenship, maintain academic eligibility, meet attendance expectations, and conduct themselves in a manner that reflects positively on Mountain View Preparatory at all times.

What Families Need to Know
To participate in athletics, students must:

- Meet all eligibility requirements established by the South Carolina High School League (SCHSL), the South Carolina Public Charter School District, and Mountain View Preparatory.
- Maintain academic eligibility throughout the athletic season.
- Meet attendance expectations and attend school on the day of a practice or competition unless the absence has been approved by school administration.
- Have a current athletic physical and all required participation forms completed before participating.
- Follow all school and team expectations throughout the season.

Students who are assigned Out-of-School Suspension (OSS) or are otherwise deemed academically or behaviorally ineligible may not participate in practices, competitions, or other extracurricular activities during the period of ineligibility.

Athletic Participation Fees
Athletic participation fees help offset the costs associated with equipment, officials, transportation, uniforms, facility maintenance, and other expenses necessary to operate quality athletic programs.

2026–2027 Athletic Participation Fees

Participation	Fee
First Sport	**$80**
Second Sport	**$75**

Participation fees are due prior to the beginning of each athletic season unless other arrangements have been approved by school administration.

Student Organizations & Clubs

Our Expectation
Student organizations and clubs provide opportunities for students to explore interests, develop leadership skills, serve others, and build lasting friendships.
Club offerings vary from year to year based on student interest and faculty sponsorship.

Students are encouraged to become involved in at least one extracurricular activity during their time at Mountain View Preparatory.

School Events

Mountain View Preparatory offers a variety of school-sponsored events throughout the year that promote school spirit, celebrate student achievement, and strengthen our school community.

These events may include:
- Homecoming
- Spirit Week
- Prom
- Academic Awards Programs
- Athletic Events
- Graduation
- College & Career Events
- Family Engagement Activities
- Other school-sponsored programs and celebrations

Students are expected to conduct themselves appropriately at all school-sponsored events, whether held on or off campus.

Academic Eligibility

Our Expectation
Academic success remains the highest priority for every student.

Participation in athletics and extracurricular activities is designed to enhance the educational experience, not replace the student's commitment to learning.
Students participating in extracurricular activities are expected to:

- Attend school regularly.
- Arrive on time.
- Complete assignments.
- Maintain passing grades and academic eligibility.
- Demonstrate positive behavior.
- Meet all eligibility requirements established by the school and governing organizations.

Students experiencing academic difficulty are encouraged to seek assistance early through their teachers, Academic Assistance, and other school support services.

Technology & Digital Learning

Our Expectation
Technology enhances learning when it is used with purpose. At Mountain View Preparatory, students use technology to research, collaborate, create, communicate, and demonstrate learning. We believe technology should support instruction—not distract from it.

Our goal is to help students become responsible digital citizens who understand that technology is a tool for learning, problem-solving, and innovation.
Students are expected to use all technology responsibly while demonstrating integrity, respect, and accountability.

Chromebook Program

Our Expectation
Every student is issued a Chromebook to support daily instruction. Students are responsible for the care, security, and appropriate use of their assigned device.

What Families Need to Know
Students should arrive at school each day with:

- Their assigned Chromebook.
- A fully charged battery.
- Their charger when requested by a teacher.
- Any additional instructional materials needed for class.

Chromebooks are school property and are provided to support learning. Students are expected to care for their device and use it responsibly throughout the school year.

Students may be held financially responsible for damage resulting from negligence, misuse, or intentional vandalism.

Free to Focus
Learn More. Connect More. Achieve More.

At Mountain View Preparatory, we believe students learn best when they are fully engaged in learning, collaborating with classmates, and building meaningful relationships with their teachers.

Our **Free to Focus** expectations are designed to minimize distractions and maximize learning by ensuring that technology supports instruction rather than competes with it.

- **Focus on Learning**
  Students are actively engaged in instruction, discussions, problem-solving, and collaborative learning without unnecessary distractions from personal devices.
- **Focus on Relationships**
  Students build stronger connections with classmates and teachers through face-to-face interaction, communication, and collaboration.
- **Focus on Success**
  Students develop the focus, responsibility, self-discipline, and work habits that prepare them for success in college, careers, and life.

Our Expectation
Personal electronic devices are welcome on campus; however, during the instructional day our expectation is simple: **When it's time to learn, it's time to focus.**

What Families Need to Know
Personal electronic devices include, but are not limited to:

- Cell phones
- Smart watches
- Earbuds and headphones
- Tablets
- Gaming devices
- Other personal communication devices

Unless specifically authorized by a teacher or school administrator for an instructional purpose, personal electronic devices must remain:

- **Powered off**
- **Stored away**
- **Out of sight during the instructional day**

Unauthorized use of personal electronic devices may result in confiscation and disciplinary consequences as outlined in the Student Code of Conduct.

Our goal is not simply to limit device use—it is to create classrooms where every student has the opportunity to learn without distraction.

Digital Citizenship

Our Expectation
Responsible technology use extends beyond the classroom. Students are expected to demonstrate good digital citizenship by using technology safely, respectfully, responsibly, and ethically.

Students should:
- Treat others respectfully online.
- Protect personal information.
- Respect copyright and intellectual property.
- Report inappropriate online behavior.
- Use technology to support learning.
- Follow all school technology expectations.

Digital citizenship applies whenever students use school technology or participate in school-related digital activities.

Internet & Network Use

Mountain View Preparatory provides internet and network access to support teaching and learning.

Students are expected to:
- Use school technology for educational purposes.
- Protect passwords and login credentials.
- Respect school network security.
- Avoid accessing inappropriate or prohibited content.
- Never attempt to bypass internet filters or security systems.
- Follow all applicable federal, state, and school technology policies.

School-owned devices, school accounts, and school networks may be monitored to help maintain a safe and secure learning environment. Students should have **no expectation of privacy** when using school-owned technology or school-managed accounts.

Responsible Digital Communication
Technology should strengthen communication—not create conflict.
Students are expected to communicate respectfully and professionally when using school technology and digital platforms.

This includes:
- Email
- Google Classroom
- Shared documents

- Discussion boards
- Other school-approved digital tools

Cyberbullying, harassment, threatening communication, or misuse of technology that substantially disrupts the educational environment may result in school disciplinary action.

The MVP Honor Code

Our Expectation
Being a member of the Mountain View Preparatory community is both an opportunity and a responsibility. Students are expected to demonstrate honesty, integrity, respect, and accountability in every aspect of school life while contributing to a safe, welcoming, and academically focused learning environment.

Every MVP student is expected to:

- Demonstrate honesty in academics and personal conduct.
- Treat others with dignity and respect.
- Accept responsibility for personal choices and actions.
- Respect school property and the property of others.
- Contribute positively to the learning environment.
- Represent Mountain View Preparatory with pride both on and off campus.

Our Honor Code serves as the foundation for every policy and expectation outlined in this handbook.

Community Expectations

Our Expectation
A positive school culture is built through shared responsibility.
Every member of the Mountain View Preparatory community is expected to contribute to an environment where students feel safe, respected, supported, and challenged to achieve their best.

Be Respectful	**Be Responsible**	**Be Ready to Learn**
• Treat others with kindness and courtesy. • Use appropriate language. • Respect differences of opinion. • Follow directions from faculty and staff.	• Arrive on time. • Come prepared to learn. • Complete assignments. • Care for school property. • Accept responsibility for personal actions.	• Participate actively. • Ask questions. • Persevere through challenges. • Support classmates. • Maintain a positive attitude toward learning.

Dress Code

Our Expectation
Student attire should contribute to a safe, respectful, and distraction-free learning environment. Students are expected to arrive at school dressed appropriately and remain in dress code throughout the school day and during all school-sponsored activities unless otherwise approved by school administration.

General Expectations
Students' clothing should:

- Be clean, neat, and appropriately fitted.
- Cover undergarments at all times.
- Not expose the midriff, bare shoulders, or excessive skin.
- Be free of excessive rips, tears, holes, or stains above the knee.
- Be appropriate for a school environment and not disrupt the learning process.

Clothing Guidelines

- Shorts, skirts, and dresses must be **mid-thigh length or longer**.
- Tank tops are permitted only if shoulder straps are **at least two (2) inches wide**.
- Clothing that is see-through, including fishnet tops, is not permitted.
- Leggings must be worn with a shirt, skirt, shorts, or dress that extends to **mid-thigh or longer**.
- Fishnets, stockings, and tights may not have rips, holes, or tears.
- Students may not wear pajamas, slippers, blankets, pillows, or stuffed animals during the school day.
- Hats, hoods, bandanas, and sunglasses must be removed upon entering the building unless approved for a school activity or medical/religious purpose.
- Athletic attire must continue to meet all dress code expectations during the school day.

Clothing & Accessories Not Permitted
Students may not wear clothing or accessories that:

- Display profanity, obscene language, or inappropriate images.
- Promote or advertise alcohol, tobacco, vaping products, illegal drugs, weapons, or illegal activities.
- Are sexually suggestive or contain inappropriate sexual references.
- Promote violence, hate, discrimination, or demean others based on race, religion, gender, sexual orientation, ethnicity, or other protected characteristics.
- Are costume-like or otherwise inappropriate for the school setting.

Dress Code Violations
Students who are not in compliance with the dress code may be required to change into appropriate attire or have appropriate clothing brought to school by a parent or guardian before returning to class.

Repeated dress code violations or refusal to comply may result in progressive disciplinary action in accordance with the Student Code of Conduct.

Administrative Authority
School administrators reserve the right to make final determinations regarding the appropriateness of student attire and to address clothing or accessories not specifically identified in this policy when they interfere with the safety, order, or educational environment of the school.

Bullying, Harassment & Intimidation

Our Expectation
Mountain View Preparatory is committed to maintaining a school environment free from bullying, harassment, intimidation, hazing, and discrimination.
Bullying in any form—verbal, physical, social, written, or electronic—is not acceptable.

Students who experience or witness bullying are encouraged to immediately report the concern to a teacher, counselor, administrator, or other trusted adult. All reports will be investigated promptly and addressed in accordance with school policy.

Progressive Discipline

Our Expectation
Mountain View Preparatory believes discipline should be **fair, consistent, and focused on maintaining a safe, respectful learning environment.**

Whenever appropriate, discipline is progressive and designed to help students learn from poor choices while maintaining accountability for their actions.
However, behaviors that threaten the safety of students, staff, or the orderly operation of the school will result in significant disciplinary consequences.

The discipline levels below provide general guidance for students, families, teachers, and administrators. Every situation is unique, and school administrators will consider:

- The severity of the behavior.
- The student's age and maturity.
- Intent.
- Prior disciplinary history.
- Safety concerns.
- The impact on the learning environment.
- Mitigating or aggravating circumstances.

School administration reserves the right to assign consequences outside the suggested ranges when circumstances warrant.

Discipline Levels

Level I – Minor Misconduct
Minor behaviors that interfere with learning but can typically be corrected through classroom interventions and progressive discipline.

Examples
- Classroom disruption
- Off-task behavior
- Failure to follow classroom procedures
- Dress code violations
- Minor disrespect
- Horseplay
- Tardiness
- Unauthorized personal electronic device use
- Minor technology misuse

Typical Administrative Response

Occurrence	Typical Response
First Offense	Teacher Conference, Parent Contact, or Restorative Conversation
Repeated Behavior	**After-School Detention**
Continued Pattern	**1 Day ISS**

Level II – Repeated or Moderate Misconduct
Behaviors requiring administrative intervention due to their seriousness or repeated occurrence.

Examples
- Continued insubordination
- Academic dishonesty
- Repeated Level I offenses
- Leaving class without permission
- Profanity directed toward others
- Inappropriate social media use that disrupts school
- First vaping offense
- Minor physical altercation without injury

Typical Administrative Response
- **1–3 Days ISS**
- **Up to 1 Day OSS**, when appropriate

Additional interventions may include:
- Parent Conference
- Behavior Contract
- Restitution

- Loss of extracurricular privileges
- After-School Detention (when appropriate)

Level III – Major Misconduct
Major misconduct includes behaviors that significantly disrupt the educational environment, threaten the safety of others, or undermine the orderly operation of the school.

Examples
- Fighting or physical altercations
- Bullying
- Harassment
- Threats or intimidation
- Theft
- Vandalism
- Possession or use of alcohol
- Possession or use of illegal drugs
- Repeated vaping offenses
- Major disruption of school operations

Typical Administrative Response
Up to ten (10) days of Out-of-School Suspension (OSS) depending on the severity of the offense, the student's disciplinary history, and the circumstances surrounding the incident.

Additional administrative actions may include:
- Parent Conference
- Restitution for damaged property
- Behavior Intervention Plan
- Loss of extracurricular privileges
- Law Enforcement Notification, when appropriate
- Recommendation for alternative disciplinary action as permitted by school policy

Mountain View Preparatory does not tolerate fighting or physical aggression. Students who engage in fighting or intentionally initiate physical contact with another student should expect significant disciplinary consequences, including **up to ten (10) days of Out-of-School Suspension**. Each incident will be thoroughly investigated, and administrators will consider the facts of the situation when determining appropriate disciplinary action.

Level IV – Dangerous or Criminal Conduct
Behaviors that present a serious threat to the safety of students, staff, or the school community.

Examples
- Possession of a weapon
- Distribution of illegal drugs
- Physical assault on a staff member

- Serious assault resulting in injury
- Sexual misconduct
- Arson
- Bomb threats
- Criminal conduct occurring on school property or at a school-sponsored event

Typical Administrative Response
- **5–10 Days OSS**
- **Recommendation for Expulsion**
- **Referral to Law Enforcement**, when appropriate.

Student Support Services

Our Expectation
Every student learns differently. Mountain View Preparatory is committed to identifying and removing barriers to learning while partnering with families to provide appropriate support and services.

Students and families are encouraged to seek assistance whenever academic, social, emotional, or personal challenges begin to affect school success.

School Counseling
The School Counseling Department provides services that support students' academic, career, and personal development.
Services include:
- Academic planning
- Graduation requirements
- College and career planning
- Dual Enrollment advising
- Social and emotional support
- Community resource referrals
- Crisis response

Students or parents wishing to meet with the school counselor should contact the Counseling Office.

Academic Support
Mountain View Preparatory provides academic support through a variety of interventions designed to help students succeed.

Support may include:
- Academic Assistance
- Teacher office hours

- Progress monitoring
- Intervention plans
- Attendance Recovery
- Individual academic conferences

Students are encouraged to seek help early whenever concerns arise.

Special Education Services

Mountain View Preparatory provides special education services for eligible students in accordance with the Individuals with Disabilities Education Act (IDEA) and applicable South Carolina regulations.

Eligible students receive services through an Individualized Education Program (IEP) developed by the IEP team.

Families with questions regarding special education services should contact the Student Services Department.

Section 504 Services

Students who qualify under Section 504 of the Rehabilitation Act may receive accommodations designed to provide equal access to educational opportunities.
Families seeking information regarding Section 504 eligibility or accommodations should contact the school's 504 Coordinator.

Child Find Notice

Mountain View Preparatory participates in **Child Find**, an ongoing process to identify, locate, and evaluate children who may have disabilities and who may be eligible for special education or related services under the Individuals with Disabilities Education Act (IDEA).

Child Find applies to children and students with suspected disabilities, regardless of the severity of the disability.

Parents, guardians, teachers, or community members who believe a child may have a disability that affects educational performance are encouraged to contact the school's Student Services Department to discuss available supports and the referral process.

All referrals are reviewed in accordance with federal and state laws governing the identification and evaluation of students with disabilities.

English Learner (EL) Services

Mountain View Preparatory provides language support services for eligible English Learners in accordance with federal and state requirements.
Families who believe their child may qualify for English Learner services should contact the school.

McKinney-Vento (Students Experiencing Homelessness)
Students experiencing homelessness have rights and protections under the McKinney-Vento Homeless Assistance Act.

Families experiencing housing instability should contact the school for assistance with enrollment, transportation, and access to educational services.

The school's McKinney-Vento Liaison can provide information regarding available resources and support.

Foster Care
Mountain View Preparatory works collaboratively with child welfare agencies to support students placed in foster care.

Families and agencies should notify the school whenever foster care placement occurs so appropriate educational supports may be coordinated.

Medication at School

Our Expectation
The health and safety of all students is a shared responsibility. To ensure medications are administered safely and appropriately, all prescription and over-the-counter medications must be managed through the school's medication procedures.

What Families Need to Know

- All medications brought to school should be delivered by a parent, guardian, or authorized adult unless otherwise permitted by school policy.
- Prescription medications must be in the original pharmacy-labeled container.
- Over-the-counter medications must be in their original container.
- Required medication authorization forms must be completed and on file before medication may be administered at school.
- Students may only possess or self-administer medication when authorized by a physician and approved by the school (such as approved inhalers, epinephrine auto-injectors, or other emergency medications).

Students found in possession of prescription or over-the-counter medication without the required authorization forms or without the knowledge and approval of the school nurse or school administration may be subject to disciplinary action in accordance with the Student Code of Conduct.

Student Records, Privacy & Family Rights

Family Educational Rights & Privacy Act (FERPA)

Our Commitment
Mountain View Preparatory complies with the **Family Educational Rights and Privacy Act (FERPA)**, which protects the privacy of student education records and provides parents and eligible students with certain rights regarding those records.

Parent & Student Rights
Parents (and eligible students once they reach 18 years of age) have the right to:

- Inspect and review the student's educational records.
- Request the correction of inaccurate or misleading information.
- Consent to most disclosures of personally identifiable information contained in education records.
- File a complaint with the U.S. Department of Education concerning alleged failures to comply with FERPA.

Requests to inspect or review educational records should be submitted to the school administration.

Directory Information
Mountain View Preparatory may designate certain student information as **Directory Information** in accordance with FERPA.

Directory Information may include:
- Student name
- Grade level
- Participation in officially recognized activities and sports
- Honors and awards received
- Photographs
- Dates of attendance

Parents or eligible students who do not wish Directory Information to be released should notify the school in writing within the timeline established each school year.

Student Records

Our Commitment
Student records are maintained securely and confidentially. Educational records are shared only as permitted by law or with appropriate parental consent.

Parents are encouraged to notify the school promptly if there are changes to:
- Address
- Telephone number
- Emergency contacts
- Custody arrangements
- Medical information

Keeping student records current helps ensure effective communication and student safety.

Custody & Guardianship
When custody or guardianship arrangements affect a student's educational rights, families should provide the school with current court documentation.
Unless otherwise directed by a valid court order, both parents generally retain access to educational records as provided by law.
It is the responsibility of the parent or guardian to provide updated legal documentation whenever custody arrangements change.

Media Release & Student Recognition
Mountain View Preparatory enjoys celebrating the accomplishments of our students.

Student photographs, videos, names, or examples of student work may be used in:
- School publications
- The school website

- ParentSquare communications
- Social media
- News releases
- Promotional materials

Families who do not wish for their student's image or information to be used should notify the school in writing according to the annual media release procedures.

Military Recruiter & Postsecondary Institution Access
Federal law requires public schools to provide military recruiters and institutions of higher education with access to certain student directory information unless a parent or eligible student submits a written request to opt out.

Information regarding this annual notification and opt-out process will be provided each school year.

Student Surveys
From time to time, students may participate in surveys or questionnaires that support school improvement efforts or educational programs.

When required by law, parents will be notified and provided opportunities to review materials or opt out of participation.

Annual Notifications
Throughout the school year, Mountain View Preparatory provides annual notices regarding federal and state requirements, including but not limited to:

- FERPA
- Protection of Pupil Rights Amendment (PPRA)
- Directory Information
- Child Find
- Title IX
- McKinney-Vento Homeless Assistance Act
- Asbestos Management Plan (if applicable)
- Integrated Pest Management notifications (if applicable)

These notices may be distributed electronically through ParentSquare and made available on the school's website.

Electronic Communication & Digital Records
Mountain View Preparatory primarily communicates with families electronically through **ParentSquare** and other approved school platforms.

Parents and guardians are responsible for maintaining current email addresses, phone numbers, and emergency contact information to ensure they receive important school communications and notifications.