



Student and Family Handbook

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4951 W 77th St, Suite 16 | Edina | MN 55435 | 763-900-5151 | 0797-775658

Email: info@skylinkacademy.org

Website: www.skylinkacademy.org



Student and Family Handbook

1. Welcome Letter

Welcome to Skylink Academy! As a Minnesota-based private online school serving students in grades K-12, we are committed to providing an engaging and innovative learning environment. Our goal is to partner with families to ensure every student thrives academically, socially, and emotionally.

2. Mission, Vision & Core Values

Mission: To empower every learner through a flexible, rigorous, and inclusive online education tailored to individual needs and future aspirations.

Vision: To be a global leader in virtual education that inspires students to become curious, ethical, and responsible citizens.

Core Values: Responsibility, Integrity, Curiosity, Excellence, Equity, Digital Citizenship.

3. Educational Philosophy

Skylink Academy follows a whole-child approach by incorporating academic excellence, emotional wellness, and digital citizenship into its K-12 online curriculum. Our educators use evidence-based practices aligned with Minnesota K-12 Academic Standards.

4. Policies and Procedures Overview

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Skylink Academy complies with all applicable Minnesota laws, including those required for private and nonpublic schools. Our school policies are derived from the Minnesota Department of Education and the Minnesota School Boards Association (MSBA).

5. Attendance and Engagement

Students are expected to attend virtual sessions daily and complete all assigned tasks. Per MN Compulsory Instruction Law (Minn. Stat. 120A.22), consistent attendance is mandatory. Parents/guardians must report absences through the school portal or via email.

6. Technology Use Policy

Students must sign a Digital Citizenship and Acceptable Use Policy (AUP) before accessing school platforms. Devices must be used for academic purposes only. Any breach may result in disciplinary action.

7. Behavior and Discipline

All students are expected to demonstrate respect and responsibility. Violations are addressed in accordance with our tiered discipline policy. Repeat offenses may result in temporary suspension from the virtual classroom.

8. Bullying & Cyberbullying Policy

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MN Statute 121A.031: Safe and Supportive Schools Act

Skylink Academy prohibits bullying and cyberbullying in any form. Definitions and prohibited conduct are aligned with Minnesota law. Reports are investigated promptly by the Dean of Students or Principal.

Cyberbullying includes using digital platforms to harass, intimidate, or harm others. Disciplinary actions may range from parent meetings to expulsion, in severe cases.

9. Student Responsibilities by Grade Band

K-5: Elementary School

- Attend daily virtual meetings.
- Submit weekly assignments.
- Participate in age-appropriate digital learning and discussions.

6-8: Middle School

- Manage daily assignments and deadlines.
- Practice respectful online communication.
- Engage in independent and group learning activities.

9-12: High School

- Maintain academic integrity.

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- Follow course schedules and prepare for college/career readiness.
 - Contribute meaningfully to virtual discussions and assessments.
-

10. Academic Integrity

All submitted work must reflect the student's original thoughts. Plagiarism, cheating, or misrepresentation of work is a serious violation and will be addressed by the Academic Review Committee.

11. Communication with Families

We use email, online portals, and virtual conferences to maintain open communication with families. Skylink encourages all families to engage regularly with teachers and support staff.

12. Health & Wellness Policy

Though Skylink is online, we promote healthy routines. Students are encouraged to take movement breaks, maintain proper nutrition, and engage in mindfulness practices. We also offer mental health resources for students and families.

13. Student Support Services

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Our Student Success Team (SST) includes licensed educators, counselors, and technical support staff. Services include:

- Academic interventions
 - Counseling & guidance
 - Special education support (if applicable)
-

14. Parental Involvement

We believe parents are our partners. Families are invited to attend virtual open houses, contribute to advisory groups, and support student learning from home.

15. Acknowledgment Form

Parent/Guardian and Student Handbook Acknowledgment

I acknowledge that I have received, read, and understood the Skylink Academy Student and Family Handbook.

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Student Name: _____

Grade Level: _____

Parent/Guardian Name: _____

Signature: _____

Date: _____

Please return this form to your homeroom teacher via the online parent portal.

For questions, please contact:

Skylink Academy

Email: info@skylinkacademy.org

Phone: See website for live chat and support options.

End of Handbook

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