



ROCKET ONLINE SCHOOLS

STUDENT HANDBOOK

In Partnership With

Eminence R-1



Rocket Online Schools
2025-2026 Student Handbook

**www.ROCS.org
(888) 303-7077**

WELCOME TO ROCS



Our Promise

Our mission is to provide a flexible and individualized education to a diverse range of students. Allowing students to work at their own pace to maximize the benefits of a world-class education.

Our Vision

By providing a flexible education with a highly valuable curriculum, our students will have the educational foundation necessary to pursue their dreams.



Welcome to ROCS!

We're extremely excited to have you as a ROCS student this year, and we look forward to working closely with you and your family. This welcome packet includes information to get your year off to a great start. You will be receiving a call very soon from your advisor where they'll introduce themselves and begin to build a personalized relationship with you and your family. Your advisor will be your first point of contact whenever you need anything, so please feel free to reach out to them.

Please call or email your advisor whenever you need anything. If you can't get a hold of your advisor, you can also contact the ROCS office at (888) 303-7077 or email support@rocs.org.

Sincerely,

Kenneth Cook

Kenneth Cook, Executive Director
Rocket Online Schools (ROCS)
kenneth.cook@rocs.org
(888) 303-7077

About ROCS

ROCS is a fully accredited, free online public school offering students in grades K-12 the flexibility to learn from anywhere, at any time, with a curriculum exceeding state and national standards. Through a combination of licensed teachers, award winning curriculum, distinctive electives, free technology tools and creative community experiences, ROCS offers an online solution for families seeking an individualized approach to their children's education.

Asynchronous Learning

Asynchronous classes run on a more relaxed schedule, with students accessing class materials during different hours and from different locations. Students have the flexibility to learn from anywhere at any time.

This Handbook is provided to inform parents/guardians and students of general policies, procedures, and guidelines for Rocket Online Schools (ROCS).

If you have specific questions, please contact your advisor.



2025-2026 School Calendar

EMINENCE R-I SCHOOL DISTRICT

PO BOX 730

EMINENCE, MO 65466

573-226-3252 (FAX) 573-226-3250

Aug 12-14	Teacher In-Service
Aug 18	First Day of School
Oct 9	End of First Quarter
Oct 16	Parent Teacher Conferences
Nov 17-20	No School-Deer Season Break
Nov 26-27	No School-Thanksgiving Break
Dec 23	End of Second Quarter/1st Semester
Dec 24-Jan 2	No School-Christmas Break
Mar 5	End of Third Quarter
Mar 10-13	Beta Convention-Branson, MO
Apr 17	Prom
May 8	High School Graduation
May 14	Last Day of School-Dismiss at Noon

8th Grade & Kindergarten Graduations - TBD in the Spring of 2026

148 full days & 1 partial day

January 2026

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026

S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28

March 2026

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026

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26	27	28	29	30		

May 2026

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24	25	26	27	28	29	30
31						

June 2026

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28	29	30				

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27	28	29	30	31		

August 2025

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24	25	26	27	28	29	30
31						

September 2025

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28	29	30				

October 2025

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19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Notes

 School Closed
 Professional Development Day (No School)
 Board Meeting
 Important Events

 First & Last Day of School

Attendance Requirements

Each student is required to complete 30 hours of schoolwork in ROCS curriculum, and related offline activities, for each full week of school. Holiday weeks, as indicated on the academic calendar, will be prorated. A school week is defined as Sunday through Saturday. Students may do schoolwork at any hour of the day, and any day of the week, as long as the total hours for the week are not less than 30 hours. The 30-hour school week will be the total amount of time spent working in the online course program and offline activities. A parent/guardian must electronically sign an Academic Activity Log to verify student's offline activities. School begins on August 18, 2025.

Regular and consistent attendance is expected to promote individual student progression through courses.

- Contact your child's teacher/advisor for an expected absence. Students should, whenever possible, work ahead before a planned absence. Even with the flexibility of online learning, there are student absences that cannot be foreseen. Communicate with teacher/advisors in all circumstances in which students may have difficulty in making progress in their classes.
- Families will work weekly with their teachers/advisors to create and obtain their individualized academic goals.
- Parents/Guardians are responsible for monitoring and ensuring that progress is maintained.
- Teachers/advisors will communicate with the student and parent/guardian whenever there is an attendance concern. If attendance does not improve, a Truancy Warning Letter will be sent to the parents/guardians. If attendance still does not improve and a student does not login for 10 consecutive school days, the student will be dropped from school.
- An unexcused absence occurs when a student is not active and does not communicate the reason for the absence.
- Excessive Absences - In the case where a student has excessive absences, the executive director may require parents or guardians to submit a doctor's verification of student illness that would prevent the student from participating in the online course.

Discipline

Rocket Online Schools (ROCS) teachers handle most discipline. When it is necessary for the administration to become involved, consequences will be determined by the executive director.

At all levels, ROCS' staff will exercise the option to implement a behavioral contract.

Students of Rocket Online School MO (ROCS) will be expected to follow school rules, demonstrate respect and courtesy to others, and behave appropriately at all times.

Staff/administration of Rocket Online School MO (ROCS) will provide a positive learning environment that focuses on each individual student's unique strengths and areas of need. Appropriate consequences will be applied for misconduct.

Bullying

Bullying is prohibited in any form in a virtual environment or at a school sponsored activity or event. Students, staff and/or parents who bully others in violation of this policy may be subject to disciplinary action, up to and including suspension and expulsion. If appropriate, students, staff and/or parents who violate the bullying prohibition shall be reported to local law enforcement. Students, staff or parents are to report any incident of bullying immediately to your advisor and the executive director.

Health Curriculum

The safety and health of our students is a top priority at Rocket Online School MO (ROCS). During this school year, your child will be studying appropriate health and safety topics. Parents should contact your child's teacher/advisor with additional questions regarding the health & safety curriculum.

Legal Restrictions

If a child has legal information pertaining to parental rights, a copy of the most recent court documents must be shared with the virtual school executive director. Restrictions in the court documents will be followed accordingly.

Special Education Services

Rocket Online School MO (ROCS) is committed to providing a free and appropriate education that meets the needs of each student. For some students, supportive educational assistance is needed through special education programs and services.

Rocket Online School MO (ROCS) provides a comprehensive special education program, which adheres to the Federal Regulations, included within the Individuals with Disabilities Education Act (IDEA) and the Missouri State Plan for Special Education. The need for these services is determined with parents of Rocket Online School MO (ROCS) students, and the executive director or his/her designee who supervises those services. If you believe your child may be in need of special education services, you may initiate a referral by contacting the virtual school executive director.

For further information about referrals for special education services, contact your teacher/advisor or the executive director.

Participation In School Sports and Activities

Participation in school sports and activities is governed by the Missouri State High School Activities Association (MSHSAA). Senate Bill 63, 2025, allows students who are enrolled full-time in virtual public schools to participate in school activities sanctioned under MSHSAA in the district of residence as long as the student is eligible under all other eligibility standards. Furthermore, where a student is participating in an activity that has a course associated with it, for instance band, the student may be required to enroll in band in the local school district where the student physically resides. If this is the case, the credit for the class will transfer to ROCS and the student will receive credit toward graduation.

Academic Eligibility Standards Include:

Grades 9-12

- Only a Full-Time Virtual School Student is eligible.
- Students promoted to grade 9 for the first time are eligible.
- For the preceding semester, students must have earned a minimum of three units of credit or have earned credit in 80% of maximum allowable credits earned at your school, whichever is greater.

- For the current semester, students must be enrolled in and regularly attending courses that offer a minimum of five units of credit.

Grades 6-8

- Students must be enrolled in a normal course load for your grade.
- Students are ineligible if they failed more than one class the previous grading period.
- Students must have been promoted to a higher grade prior to the first day of classes for the new school year.
- Students promoted to the 6th or 7th grade are considered academically eligible for the first grading period after promotion.

In addition to the above academic standards, students must be eligible under the other essential rules and regulations which can be found at <https://www.mshsaa.org/Activities/Eligibility/EligibilityStandards.aspx>.

Students must be enrolled in Rocket Online Schools within the first 11 days of the semester which begins on August 18, 2025.

Students enrolling in Rocket Online Schools and lives in a K-8 district can participate in any high school that students from that K-8 district would normally attend.

For further information about participation in extracurricular activities sanctioned by MSHSAA, please contact the Rocket Online Schools director.

Computer Usage

Students shall have no expectation of privacy when using a ROCS computer. Email messages shall be used only for approved educational purposes. Students must use appropriate language in all messages. Students are expected to use the system following guidelines approved by teachers or the administration. Any email or computer application or information in ROCS' computer systems is subject to monitoring by the staff and/or administration. Rocket Online School (ROCS) retains the right to duplicate any information created by students in a computer system or on any individual computer. Students who violate these rules, or any other rules relating to computer use are subject to disciplinary action.

Family Educational Rights and Privacy Act

Under the provisions of the Family Educational Rights and Privacy Act (FERPA), parents of students and eligible students (those who are 18 or older) are afforded various rights with regard to educational records which are kept and maintained by Rocket Online School MO (ROCS). In accordance with FERPA, you are required to be notified of those rights which include:

1. The right to review and inspect all of your educational records except those which are specifically exempt. Records will be available within 45 days of the day the school receives a request for access. Requests to inspect records are to be made at the school of attendance.
2. The right to prevent disclosure of personally identifiable information contained in your educational records to other persons with certain limited expectations. Disclosure of information from your educational records to other persons will occur only if:
 - a. the school has your prior written consent for disclosure;
 - b. the information is considered “directory information” and you have not objected to the release of such information; or
 - c. disclosure without your prior consent is permitted by law. Including:
 - i. The school may disclose, without your consent, personally identifiable information to school officials with a legitimate educational interest.
 - ii. The school may disclose, without your consent, education records to officials of another district in which a student seeks to enroll or intends to enroll.
3. The right to request that your educational records be amended if you believe the records are misleading, inaccurate, or otherwise in violation of your rights. This includes the right to request a hearing at which you may present evidence to show why the record should be changed if your request for an amendment to your records is denied in the first instance.
4. The right to file a complaint with the Family Policy Compliance Office at the U.S. Department of Education if you believe that Rocket Online School MO (ROCS) has failed to comply with FERPA’s requirements. The address of this office is 400 Maryland Avenue SW, Washington, D.C. 20202-4605.
5. The right to obtain a copy of Rocket Online School MO (ROCS) policies for complying with FERPA. A copy may be obtained from the executive director.

Directory Information

For purposes of the Family Educational Rights and Privacy Act, Eminence R-1 School District and ROCS MO designates the following information contained in educational records as directory information,

which may be disclosed for any purpose without your prior consent. This information would not generally be considered harmful or an invasion of privacy if disclosed.

The following information is considered directory information: name, address, telephone number, electronic mail address, photograph (including video and the internet), date and place of birth, major field of study, dates of attendance, grade level enrollment status (e.g. undergraduate or graduate; full-time or part-time), participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and class designation. In addition, the district and/or any of its employees or agents may use the student's likeness, or voice, or all to be recorded and exhibited as still photographs, transparencies, motion pictures, television, videotape recordings or other similar media, including internet applications.

The custodian of records shall make student recruiting information (name, address and telephone listing) available to military recruiters and postsecondary institutions unless parents or eligible students request the information not be released without written consent.

You have a right to refuse to permit the designation of any or all of the above information as directory information, video and still photograph information, or student recruiting information. If you refuse, please notify your advisor in writing. If a written refusal is not received, Rocket Online School KS (ROCS) assumes you have no objection to the release of the directory information or recruiting information designated.

Civil Rights Notification for Rocket Online School MO (ROCS) does not discriminate on the basis of race, color, national origin, sex, age, religion or handicap/disability as to treatment of students in programs and as to employment. Persons having inquiries concerning the school's compliance with Title VI, Title IX, Section 504, Americans with Disability Act, and the Age Discrimination Act may contact the school's ADA and Section 504 coordinator, Executive Director, at info@rocs.org or (888) 303-7077. Title VI, Title IX and Section 504 ADA complaints may also be filed with the Regional Office for Civil Rights. Address correspondence to: U.S. Department of Education, Region VII, Office for Civil Rights, 10220 North Executive Hills Boulevard, Kansas City, MO 64153.

Children's Internet Protection Act

Rocket Online School (ROCS) plans to comply with the Children's Internet Protection Act (CIPA) is as follows: ROCS shall obtain a commercially available Internet filtering program designed to block access to pornography and other obscene information on all ROCS computers with access to the Internet. The school may monitor Internet use to determine compliance with this policy. All students and employees using any school computer shall comply with the school's Acceptable Use Policy for Internet and Computer Access. ROCS is providing access for students and staff to the world-wide-web. ROCS is committed to providing student safety on the Internet, and will take all available precautions, including but not limited to enforcing the

use of filters that block access to obscenity, child pornography and other inappropriate sites. On a global network, it is difficult to control all materials; therefore, ROCS will not condone antisocial behavior at any time. All staff members are responsible to educate students about appropriate online behavior and safety, including interactions with other individuals on social networking sites/chat rooms, and cyber bullying awareness and response. It is also the responsibility of all staff members to monitor students' online activity for appropriate behavior. Copies of this policy and acceptable use policy shall be available upon request. The executive director shall ensure compliance with CIPA and direct staff to monitor computer system use as needed.

Report Cards and Progress Reports

Course progress and current grades may be checked on the online course software. Students are expected to monitor their progress and grades on the online course software. Teachers/advisors will communicate each week with students on their progress. Please refer to the goal percentage schedule to maintain and monitor progress.

Change of Address or Phone Number

In order to handle emergencies, maintain communication, and keep our records current, please notify your advisor of address or telephone number changes, including emergency numbers, as soon as they occur. If you and your child/children move out of the State of Missouri, they will no longer be considered a resident student and will be unenrolled from ROCS MO.

Parent Portal

Each parent should be signed up for the courseware parent portal and the parent portal on Teacher Ease to actively monitor their child's progress, performance, and effort. Please contact your child's teacher/advisor to confirm you are set up.

ROCS Parent/Guardian - Student - School Contract

2025 - 2026

Each student should be supported to reach their potential for intellectual, emotional, and physical growth. To achieve this, the home and school must work together by recognizing and agreeing upon the responsibilities of each party in the learning process.

This contract is an academic agreement between Rocket Online Schools (ROCS) ,

_____, and _____.
(parent/guardian) (student)

WHAT IS EXPECTED FROM THE STUDENT:

Student Responsibility

- Work hard and accept responsibility for your own learning.
- Communicate with and respond to advisors within 24 hours with any necessary information.
- Check ROCS email on a daily basis and respond as needed, as this is our primary communication tool.
- **Work at least 30 hours in a combination of courseware and offline activities each week.**
- Ask for help from instructors as needed.
- Retain an accurate schedule of commitments (i.e. classes, work, study, meals, exercise, etc).
- Take part in the Missouri Assessment Program and End of Course Exams in the spring, if applicable to your grade level.
- Maintain a good standing and demonstrate continual progress in all classes. EFFORT = SUCCESS. Progress through grade levels successfully and earn a high school diploma.
-

WHAT IS EXPECTED FROM THE PARENT(S):

- Meet the child's need for "on site" support in supervision, basic content related questions, emotional support, and overall progress of content. For students in lower grades, the parent plays an active role to guide student learning. As students move into the upper and middle grades, ideally, they take on more responsibility for their own learning.
- Provide a place with accessible internet for your child.
- Create a quiet and productive work environment for student success.
- Help design a learning schedule and uphold academic expectations for the student.
- Contact your child's advisor for an expected absence of 3 or more days. Students should, whenever possible, work ahead before a planned absence. With the flexibility of online learning, there are student absences that cannot be foreseen. Communicate with advisors in all circumstances in which students may have difficulty in making progress in their classes.
- Communicate with your child's advisor/teacher via email, phone call, or text. Respond to your child's advisor/teacher communication within 24 hours.
- If your child takes state assessments "in-person", arrange the necessary transportation.
- Actively monitor your child's grades and progress using the parent portal in courseware and Teacher Ease.

WHAT IS EXPECTED of ROCS:

- Follow all state guidelines and mandates for social emotional learning, individual plans of study, state assessments/state practice exams, and any other requirements as deemed necessary.
- Provide individualized support to students, parents and families on a continual basis.
- Communicate with students and families at least once per week either by email, phone call, text or live meeting.
- Build strong positive relationships with students and parents/guardians in an environment of supportive trust.
- Support students in completing 30 hours per week in courseware and other learning activities.
- Have each appropriate grade level take part in the Missouri state assessments in the spring.
-
- We have read and agree to the above statements.

Parent/Guardian _____ Signature Date _____

Student _____ Signature Date _____

Missouri Department of Elementary and Secondary Education
Every Student Succeeds Act of 2015 (ESSA)

COMPLAINT PROCEDURES

This guide explains how to file a complaint about any of the programs¹ that are administered by the Missouri Department of Elementary and Secondary Education (the Department) under the Every Student Succeeds Act of 2015 (ESSA)².

Missouri Department of Elementary and Secondary Education Complaint Procedures for ESSA Programs Table of Contents	
General Information 1. What is a complaint under ESSA? 2. Who may file a complaint? 3. How can a complaint be filed?	
Complaints filed with LEA 4. How will a complaint filed with the LEA be investigated? 5. What happens if a complaint is not resolved at the local level (LEA)?	Complaints filed with the Department 6. How can a complaint be filed with the Department? 7. How will a complaint filed with the Department be investigated? 8. How are complaints related to equitable services to nonpublic school children handled differently?
Appeals 9. How will appeals to the Department be investigated? 10. What happens if the complaint is not resolved at the state level (the Department)?	

1. What is a complaint?

For these purposes, a complaint is a written allegation that a local education agency (LEA) or the Missouri Department of Elementary and Secondary Education (the Department) has violated a federal statute or regulation that applies to a program under ESSA.

2. Who may file a complaint?

Any individual or organization may file a complaint.

3. How can a complaint be filed?

Complaints can be filed with the LEA or with the Department.

4. How will a complaint filed with the LEA be investigated?

Complaints filed with the LEA are to be investigated and attempted to be resolved according to the locally developed and adopted procedures.

5. What happens if a complaint is not resolved at the local level (LEA)?

A complaint not resolved at the local level may be appealed to the Department.

¹ Programs include Title I, A, B, C, D, Title II, Title III, Title IV.A, Title V

Revised 4/17

² In compliance with ESSA Title VIII- Part C. Sec. 8304(a)(3)(C)

Local education agencies are required to disseminate, free of charge, this information regarding ESSA complaint procedures to parents of students and appropriate private school officials or representatives.

6. How can a complaint be filed with the Department?

A complaint filed with the Department must be a written, signed statement that includes:

1. A statement that a requirement that applies to an ESSA program has been violated by the LEA or the Department, and
2. The facts on which the statement is based and the specific requirement allegedly violated.

7. How will a complaint filed with the Department be investigated?

The investigation and complaint resolution proceedings will be completed within a time limit of forty-five calendar days. That time limit can be extended by the agreement of all parties.

The following activities will occur in the investigation:

1. **Record.** A written record of the investigation will be kept.
2. **Notification of LEA.** The LEA will be notified of the complaint within five days of the complaint being filed.
3. **Resolution at LEA.** The LEA will then initiate its local complaint procedures in an effort to first resolve the complaint at the local level.
4. **Report by LEA.** Within thirty-five days of the complaint being filed, the LEA will submit a written summary of the LEA investigation and complaint resolution. This report is considered public record and may be made available to parents, teachers, and other members of the general public.
5. **Verification.** Within five days of receiving the written summary of a complaint resolution, the Department will verify the resolution of the complaint through an on-site visit, letter, or telephone call(s).
6. **Appeal.** The complainant or the LEA may appeal the decision of the Department to the U.S. Department of Education.

8. How are complaints related to equitable services to nonpublic school children handled differently?

In addition to the procedures listed in number 7 above, complaints related to equitable services will also be filed with the U.S. Department of Education, and they will receive all information related to the investigation

and resolution of the complaint. Also, appeals to the United States Department of Education must be filed no longer than thirty days following the Department's resolution of the complaint (or its failure to resolve the complaint).

9. How will appeals to the Department be investigated?

The Department will initiate an investigation within ten days, which will be concluded within thirty days from the day of the appeal. This investigation may be continued beyond the thirty day limit at the discretion of the Department. At the conclusion of the investigation, the Department will communicate the decision and reasons for the decision to the complainant and the LEA. Recommendations and details of the decision are to be implemented within fifteen days of the decision being delivered to the LEA.

10. What happens if a complaint is not resolved at the state level (the Department)?

The complainant or the LEA may appeal the decision of the Department to the United States Department of Education.

WE APPRECIATE YOU!



LEARN FROM
ANYWHERE
WITH ROCS



ROCKET ONLINE SCHOOLS

CONTACT ROCS



(888) 303-7077



support@rocs.org



www.ROCS.org