



NORTHLINE SECONDARY

**INDIVIDUAL CAMPUS
SUPPLEMENT**

2021-2022

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CAMPUS ACADEMICS

Academic Support

At YES Prep Northline, we achieve with excellence and are committed to supporting all students in meeting their academic goals. Sixth and seventh graders with significant reading and math gaps will be placed in reading and math intervention classes, respectively. We have a pull-out ELL program to support our beginner and intermediate language learners. We also have a pull-out 504 program to provide small group remediation and skill building with our 504 students. Teachers will track classroom data weekly on objective mastery and provide whole class/small group remediation as needed.

Students who are at risk for not passing STAAR/EOC or AP exams will be placed in mandatory tutorials. Students who fail 1 class will be placed in mandatory tutorials for that class. Students who fail 2 or more classes will be placed in mandatory lunch or afterschool tutorials, as well as additional interventions from the following list: biweekly check-ins with staff member, grade/assignment completion tracker, strategic seating, and/or frequent in-class teacher CFUs or check-ins. After every 9-week grading cycle, there will be family conferences for students who are failing 2 or more classes. There will be family communication after each progress report and report card for students who fail that grading cycle as well.

Homework Completion

We believe that homework is a component of teaching our students skills and stamina that will prepare them for college and the workforce. Homework is an opportunity for students to have additional opportunities to practice skills learned during the school day. As such, it is the expectation that students complete homework that is assigned to them as part of their growth as students.

Any student who is caught cheating or plagiarizing a homework assignment will receive an automatic lunch detention. This automatic detention includes both students who may be directly cheating or copying, as well as students who willingly share their work and ask another student for work. Examples of academic dishonesty with homework include, but are not limited to, allowing another student to copy an assignment or sharing answers to a homework assignment. Additional information on YES Prep's Academic Dishonesty policy is included in the YES Prep Student Handbook.

CAMPUS CULTURE

Campus Core Values

Located in the heart of the Northline community, YES Prep Northline is the 17th YES Prep campus. Represented by a rising Phoenix, our campus mascot is the Revolutionary. We believe that small changes made by passionate and dedicated people can change the world. We aim to teach our students the value of working together, asking questions, and speaking up. Our campus vision is that our graduates will become empowered citizens who lead and serve their communities.

At YES Prep Northline, we believe strong culture and community are essential to student achievement. We create systems, structures, and routines to encourage success for students and staff. It is critical that we create a high-quality culture, so students develop the character and academic skills needed to graduate from college prepared to lead. Through our core values and culture, we work to create school pride and safety, academic excellence, and relationships that based on respect and kindness. This will ultimately lead to achievement and success at YES Prep Northline and beyond.

YES Prep Northline Revolutionaries will graduate empowered, equity-driven citizens who lead and serve their community.			
			
Lead with Integrity	Serve with Compassion	Achieve with Excellence	Persist with Courage
We show up as our authentic selves, led by our community values.	We act with empathy, driven by the pursuit of equity and justice.	We strive, both individually and collectively, for continuous growth.	We are relentless and fearless in the face of challenges.

Our campus Core Values and definitions are listed below:

- Lead with Integrity
- Serve with Compassion
- Achieve with Excellence
- Persist with Courage

Positive Incentives

We are always looking for ways to celebrate Revolutionaries who are living out our core values and going above and beyond. Students can be recognized for their hard work and actions by receiving positive points and Sparks.

- Shout Outs – a public, verbal recognition of students who are living out our core values, usually accompanied with two claps.
- SPARK Events – grade level events held once a semester to recognize who are displaying our core values every day; events include movie day, dances, teacher vs student games, etc.
- HERO Point Prizes – students will be able to use HERO points, which are earned for displaying our core values, to redeem prizes every quarter
- REV of the Week – one student who exemplify what it means to be a Revolutionary will be recognized by their grade level teachers every other week at Family Gathering
- End of the Semester Academic Awards – these awards are given to the top Revolutionaries in a grade level per academic subject area.

- Honor Roll Recognition – Students who earn honor roll will be recognized each nine weeks and receive an honor roll certificate as well as celebration.
- Attendance – students with perfect attendance during specific periods of time will be eligible to be entered into a raffle for prizes

Before and After School Expectations and Procedures

YES Prep Northline dismisses at 4:00 PM on Monday-Friday.

For the safety of your child, students need to be picked up on time. You must pick up your child within 30 minutes of dismissal from school, or any other school-sponsored event (athletics, field trips, etc.). Failure to pick up your child within 30 minutes will result in a staff member walking your child to a Late Pick-up Room in the front office where they will work on homework. Guardians are expected to park upfront of the school and either contact their student's cell phone or walk to the library to pick up student(s). The following interventions will also be in place:

- 3 late pick-ups: warning
- 6 late pick-ups: guardian phone call
- 9 late pick-ups: guardian conference

Students are only allowed to stay on campus after school if they have STAFF supervision or are staying for a school-sponsored activity.

If a student leaves campus on their own at dismissal, they are not allowed to return to campus. If students are found on campus without supervision or a pass after dismissal, they will be issued a consequence including, but not limited to, a demerit, and they will be escorted to the office to be picked up by a guardian.

Guardians are given a 30-minute grace period to pick up their student. For those guardians who continually pick up their child late from school, YES Prep Public Schools may report them to local authorities and/or Child Protective Services.

The YES Prep Public Schools Code of Conduct applies to students at any time while on campus, including after school activities and events. YES Prep Northline students are subject to all campus discipline policies before and after school, and students can earn consequences including, but not limited to, demerits and detention during after school activities.

After School Programming

At YES Prep Northline, after school activities are a key component of our programming. After-school programming includes, but is not limited to, SPARK Events, Tutorials, Clubs, and Detention. Any time that there is a school-sponsored activity such as tutorials, a club, etc., guardians will always receive notification for the activity. Once a schedule is finalized for such activities, they will typically run from 4:05 PM – 5:00 PM.

YES Prep Northline will ensure that there is an administrator on duty each afternoon to ensure that there is a point-of-contact for teachers, students, and guardians after school.

If there are evening performances, dances, or celebrations, student must leave campus and return for the event. YES Prep Northline will not provide a holding room or space for students to stay after school.

Students who are participating in after-school programming and events are still held accountable to the YES Prep Public Schools Code of Conduct and YES Prep Northline behavior expectations.

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Detention

Lunch Detention – YES Prep Northline will hold lunch detention on Monday, Wednesday, and Friday during a student's grade level lunch. Students receive lunch detention after earning 6 demerits in one category – Safety, Academic Focus, or Kind Word and Actions. Students can also earn an automatic lunch detention for using their cell phone, being out of dress code, or engaging in homework dishonesty. Students will serve their detention the next available day after the behavior is exhibited and logged.

Saturday Detention – YES Prep Northline will hold Saturday detention two to three times each nine weeks. Students may receive Saturday detention for any of the following reasons: refusing to give up cell phone to admin, skipping two lunch detention, walking out of class without permission, skipping class for less than 20 minutes, and admin discretion based on repeated offenses.

Skipped Detention

Detention is expected to be served the day after the detention is assigned. In some cases, a campus administrator may reschedule a detention for a student. Only campus administrators may reschedule detentions to limit confusion and miscommunications around an assigned detention.

If a student skips an assigned detention, the detention monitor will mark the student “not complied”, and the student will be assigned to serve detention the following day. If the student does not attend two or more detentions for the same behavior, they will receive an escalated consequence including, but not limited to, an in-school suspension or a Saturday detention.

Positive Incentives – HERO Points

YES Prep Northline Revolutionaries will have the opportunity to earn positive incentives, HERO points, by demonstrating behaviors aligned to our campus core values. The students will be able to earn SPARK events using these points and redeem prizes.

Food and Drink Expectations

Food and drink are permitted in the cafeteria only. Food is not permitted in other areas (including the hallways) unless approved by a staff member.

Water, in a clear bottle, is the only drink permitted outside of the cafeteria. Caffeinated drinks such as Monster, Red Bull, and coffee are not permitted in hallways or classrooms, and they are strongly discouraged during lunch and breakfast. Due to safety concerns, students may not bring any beverage in a glass bottle on campus.

Any food that students bring must be sized for an individual person – students may not bring “family size” chips as students are not allowed to share food with each other. We discourage students to bring candy or other items as their meals, and we encourage them to eat meals on campus. All YES Prep students have the opportunity to eat free breakfast each morning and access to free lunch during the school day.

Drinks in the Classroom

Students may only consume water in the classroom unless granted special permission for a medical or health reason accompanied by a doctor's note. Other liquids, when spilled, can cause stickiness. We prefer that students use a clear water bottle, but we understand that it may not always be available to a student. If a teacher asks to see the liquid and it is not water, the bottle may be confiscated, or the student may be asked to dump the contents out and refill it with water from the fountain.

Sharing Food

Students should eat only the food they are given by their own guardians or purchase food through Preferred Meals. When food is shared between students, there is a risk of food allergies, and guardians should feel confident that they know everything their students are eating at school. Students are not permitted to share food with other students, and guardians are not permitted to give food to other students than their own children. Students who are observed sharing food may have to forfeit the food they were sharing and may be subject to disciplinary action.

Gum Expectations

YES Prep Northline is a gum free campus for adults and children. Students are prohibited from chewing gum at any time on campus. Students who are chewing gum will be asked to throw it away and receive a demerit. Excessive demerits for gum chewing will result in detention. YES Prep Northline reserves the right to set expectations for not chewing gum on any school-sponsored trip, event or activity.

Dress Code

YES Prep Dress Code Philosophy

YES Prep Public Schools believes in the power of community and school pride while also deeply valuing a student's right to express their individuality without the fear of unnecessary discipline, body shaming, or the confines of gender norms. Students have the right to be treated equitably and dress code enforcement at YES Prep Public Schools will not create disparities, reinforce or increase the marginalization of any group, nor will it be unfairly enforced more strictly against a student because of racial identity, ethnicity, gender expression, sexual orientation, cultural or religious identity, household income, body size or type, or body maturity.

Campus Dress Code Policy

YES Prep Public Schools' dress code policy is centered around values of equity and school pride. The YES Prep dress code allows for individuality building and allows for community building through optional campus-specific shirts and outerwear. The dress code should be met each school day and should meet the expectations of district and campus guidelines. Like all YES Prep policies, if a student's dress or accessory choice poses a concern for student physical or emotional safety, a campus administrator has the discretion to disallow the dress item.

If a student is not meeting dress code expectations, any of the following may occur based on the severity level: demerit, lunch detention, or family member may be called to bring a change of clothes.

A campus-based YES Prep Polo or YES Prep-based Spirit Shirt is sold by YES Prep Public Schools, containing the current school and official YES Prep logo and is distributed by the student's school or Athletic Department.

YES Prep Public Schools also has sweatshirts and cardigans for sale to provide multiple options for outerwear. While a student can choose to wear their own outerwear, YES Prep or campus outerwear allows for additional school-pride building opportunities. If a student chooses to wear YES Prep outerwear, it may only be provided by YES Prep or the campus Athletics Department.

The following is the dress code expectations throughout the week.

Pre-K- 12 Monday through Friday Dress Code

Expectations	
All Days	<p>Clothing should meet the following criteria:</p> <ul style="list-style-type: none"> T-shirts are acceptable, however all clothing and accessories must be school appropriate: YES Prep prohibits pictures, emblems, or writings on T-shirts that are lewd, offensive, vulgar or obscene or that advertise or depict tobacco products, alcoholic beverages, drugs, or any other substance, show gang affiliation, or depict violence in any way. No tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student. No bare midriffs (half shirts) allowed for any student. No open-toed shoes. All pants, shorts, and skirts must meet the criteria established in the "Bottoms" for pants/shorts/skirts. <p><i>YES Prep polos will still be available for purchase if a student/family chooses to wear the polo as one of their daily shirt options.</i></p>

Tops Expectations	
All Days Varies	<p>Students may wear tops of the following:</p> <ul style="list-style-type: none"> T-shirts or other shirts (any color) Long sleeved shirts (any color) Polos (any color) <p>Students <u>may not wear</u></p> <ul style="list-style-type: none"> Tank tops, halter tops, tube tops, net or sheer tops, shirts with spaghetti straps, or strapless tops for any student. Crop tops or tees Any tops with inappropriate content <p>All students should own at least 1 campus spirit shirt. Additional spirit shirts are available for purchase.</p>

Bottoms Expectations	
All Days	<p>Students may wear pants, skirts, or shorts of the following:</p> <ul style="list-style-type: none"> Khakis (any color) Jeans (any color)

	<ul style="list-style-type: none"> Joggers (any color, must be jean or khaki material- may not be sweat pant material) <p>Students <u>may not wear</u></p> <ul style="list-style-type: none"> Leggings, jeggings, athletic or mesh shorts, workout bottoms, or pajama pants. Pants made of sweat pant material Pants with holes or rips Pants with holes (no holes are allowed above or below the knee) Shorts and skirts no shorter than mid-thigh. Bottoms below the waist.
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Outerwear Expectations	
All Days	<p>Students may wear any outerwear as long as it is appropriate. However, students may also have the option of purchasing the following from YES Prep or Athletic Departments to build school-pride and community:</p> <ul style="list-style-type: none"> YES Prep sweatshirt (purchased through YES Prep) YES Prep cardigan (purchased through YES Prep) Campus athletics department outerwear (purchased through campus Athletics Department) Campus-issued grade level or spirit sweatshirts etc. (purchased through campus as applicable) <p><i>*Note: Students may not wear hoods that cover their heads/faces on campus in order to meet safety expectations.</i></p>

Shoe Expectations	
All Days	<p>For safety purposes, all shoes must meet the following criteria:</p> <ul style="list-style-type: none"> Closed-toed Must have backs (i.e. no slides, no croc sandals) Must have hard soles (i.e. no slippers or crocs) Any color shoe is permitted.

Student ID Badge Expectations	
All Days	ID Badges must be worn by all students on lanyards and must be visible at all times.

PE Uniform Expectations	
All Days	<p>Students may wear their own athletic wear for PE classes. YES Prep will not offer PE uniforms to be purchased through YES Prep. Clothing for PE class must...</p> <ul style="list-style-type: none"> Have school appropriate messaging Meet criteria in other sections Meet criteria in the "Free Dress Days" category Bottoms may not be higher than mid-thigh

Accessory Expectations	
Monday – Friday	<p>Students may:</p> <ul style="list-style-type: none"> • Have a variety hairstyles and colors. Head shaving designs are permitted if images are school-appropriate. • Have visible piercings and tattoos if messaging and images are school-appropriate. • Wear religious head-coverings. • Not wear accessory items that are spiked (bracelets, belts, collars) due to safety reasons. • Not wear hats, hoods, and sunglasses for safety purposes.

CAMPUS OPERATIONS

Common Area Expectations

At YES Prep Northline, we have a number of common areas on campus, and it is the expectations that all Revolutionaries treat these spaces with respect and leave them better than the found them. Common areas include, but are not limited to, hallways, restrooms, courtyards, the Cafeteria, the Gym, parking lot, field, and Front office. Any intentional littering, defacing, damaging of space/property will be subject to our campus disciplinary process. Students should only be in common areas during designated times and/or under the supervision of a staff member. Should a student be in a common area during class time without a hall pass, the student will receive a consequence including, but not limited to, a no hall pass demerit. Failure to adhere to campus expectations in common areas can results in referral to the Director of Student Support and/or Principal.

Lunch Time Expectations

Students at YES Prep Northline will eat lunch in the cafeteria or another location designated by an administrator. Students are expected to remain in the designated lunch location for the duration of lunch, and they should not loiter in the hallways, bathrooms, or in empty classrooms.

We do not allow students/guardians to eat lunch with students, unless the guardian is present for a guardian shadow.

Family members may drop off lunch for students, but the student must already be aware so they can pick it up from the Front Office on the way to lunch. Students will not be paged by the Front Office to pick up their lunch, nor will they be released from the café after arriving there.

Food will not be accepted from non-guardian deliveries (e.g. Uber Eats, Dominos), and students/guardians are not allowed to order food for delivery as deliveries will be turned away.

Students who are caught sharing food with other students will receive a demerit. Additionally, students may not remove food from the cafeteria following lunch.

Traffic Procedures

Our number one priority is to ensure safety for the students and staff at YES Prep Northline. Please be mindful of traffic patterns, school bus drop off and loading, and pedestrians while in the parking lot. Exits from all gates are right turn only.

Approximately 75% of our students are car riders, and we work as efficiently as possible to keep this line moving. We run a staggered dismissal from the building, starting with bus riders, followed by car riders. Once car rider dismissal starts, we will not allow students to cross as walkers until 4:20 pm. Walkers are then dismissed at 4:20 pm.

All families will receive car tag with a code for the students they are picking up. As they enter the gate, a staff member will enter the code in our car tracker, which tells the staff member holding the student to release them. It is crucial that anyone picking up a student has this car tag. Families may request additional tags if they have additional family members picking up students.

Our dismissal procedure is as follows: Once the front line is full, staff members blow a whistle which indicates for students to get in their car. Once all cars have moved forward, and the line is full, we will blow the whistle again. Students are only permitted to enter cars with the whistle. We do not allow students to be picked up by car right outside the gate; cars must enter the car line. We also strongly discourage guardians from parking in neighboring lots, which can disrupt their business.

Front Office Hours of Operation

The YES Prep Northline Front Office is the primary point of contact for guardians, visitors, and our school community. The YES Prep Northline Front Office will open 30 minutes before the first bell and remain open 15 minutes after the dismissal bell.

Monday-Friday – 8:00 AM to 4:15 PM

On early dismissal days (1:00pm), our Front Office hours will be 8:00 AM to 1:15 PM.

Campus Communication to Families

YES Prep Northline is a family-oriented school, and we believe in frequent communication with our families. YES Prep Northline will communicate with families in a number of ways throughout the school year, and we also encourage families to communicate openly with our teachers and leaders.

Many of our communication technologies at YES Prep rely on accurate phone numbers and email address for guardians and guardians. Please ensure that the YES Prep Northline Front Office has the most up-to-date phone numbers and email address at all times.

- School Messenger is our mass communication system, and you will receive automated texts and phone calls about important school-wide information.
- Family Portal is a new tool we have for teachers to communicate directly with families regarding important information about their course and the student's performance in that course.
- Hero is our student discipline application, and families can access important information about their student's discipline, including demerits and detentions, by creating an account through the Hero website. <https://access.heropowered.com>
- YES Prep Northline maintains a campus Facebook page where we will post important updates, information about upcoming events, and celebrate the hard work of our students. Make sure to follow our Facebook page at www.facebook.com/YPNorthline.

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- YES Prep Northline also keep a campus page on the YES Prep website (www.yesprep.org) that will be updated with important information, including staff contact information, throughout the school year.
- Weekly Family Communication – YES Prep Northline will send a weekly news update to families to share important information.
- Schoology is our Learning Management System, and you will be able to view your student's assignments and classwork through your own unique log in.
- Skyward is our Student Information System, and you will be able to view your student's grades, registration forms, and schedule. You can review your student's grades and attendance through the Skyward Family Access. You will also use Skyward Family Access to complete registration documents and other paperwork electronically.

YES Prep Northline staff members can be contacted through their YES Prep phone numbers and email addresses. Should you contact a YES Prep Northline staff member, please allow 24-48 hours before receiving a response. Up-to-date staff contact information can be found on the YES Prep Northline website.

Campus Athletics

Students in middle and high school can try out and participate in the following sports: cross country, volleyball, basketball, soccer, dance, and track. Student athletes are required to maintain a passing grade of 70 or higher every nine weeks at report card and attend school for at least 4 hours each game day to maintain eligibility. Student athletes are held to the same behavioral expectations during school hours and outside school hours. Students who receive a detention will not be permitted to participate in part of the athletic contest or all the athletic contest depending on their team sport. Students who receive suspensions will not be permitted to participate in upcoming games. The number of games will depend on the number of suspension days. For further information please see the athletics handbook.

All students, staff, and families in good standing are invited to observe games. Security will be present at games with 200 or more expected spectators. The gym must be cleared out and all student, staff, and families must be picked up or off campus within 30 minutes after the game is finished.

Each spectator must pay proper admissions and agree to the behavioral expectations to enter the game. All family members, students, and staff are held to these expectations in the following ways.

1st Offense – Verbal warning from the athletic director during event. Spectator will be allowed to remain at the event if they continue to demonstrate appropriate, positive behavior and this will be documented.

2nd Offense – Second offense may occur during the same event as the 1st offense or at the subsequent event. After a second offense, the spectator will be removed from the event and this will be documented.

3rd Offense – Following the second offense and removal from the event, if a spectator continues to not meet the expectations at the subsequent event, they will no longer be allowed to attend any school athletic events. If spectator refuses to comply, their child will be removed from their athletic program.

Personal Items on Campus

To eliminate distraction from learning, we highly recommend that students limit the personal belongings brought to school with them to what is required for an academically successful day. Bringing personal items to school is “at your own risk,” and YES Prep Northline will not be held liable for loss, theft, or damage to a student’s personal property.

We highly recommend that any personal items brought to campus are locked securely in a locker that only your student knows the code to and locks after each usage. Distracting (e.g. stuffed animals) or inappropriate objects will be confiscated and may be returned at the end of the school day, if deemed appropriate by a campus administrator.

Skateboards, rollerblades, and scooters should not be used while on Northline property. If a student needs them as a means of transportation to and from school, they should be kept in their locker during the school day.

Toys such as yo-yos, Rubik’s cubes, fidget spinners, etc. may also be confiscated if it is deemed a distraction during class. Additionally, students are not allowed to be in possession of Sharpies or other permanent-marker style writing utensils. If a student is found in possession of a Sharpie, the Sharpie will be confiscated.

Students do not need to bring a cell phone to school to be successful in their learning. All our students can use the front office phone if needed. We recognize parents use cell phones to ensure their students are safe, and we ask for your support in appropriate use of cell phones during the school day. During school hours, all student cell phones must be turned off to maximize student learning and focus. If a student’s cell phone is out, in use, or heard, the student may receive a consequence up to and including an administrator collecting the phone. If a phone is collected, a parent/guardian will be notified, and the phone can be picked up at the end of the day from the office. Please discuss this expectation with your student.

Former Student Visits

Students who have been expelled or who are currently placed at DAEP are prohibited from being in non-THRIVE designated area on campus or attending school-sponsored or school-related activities. If the student has a sibling at YES Prep Northline and there is a significant event at which the guardian wants to have the expelled/placed student, the guardian must first contact the School Principal to request a one-time approval to attend the event with the family.

Students who have withdrawn from YES Prep Northline will not be permitted to visit staff members or students while school is in session.