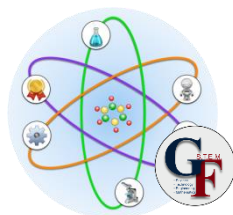


Gus Franklin, Jr. STEM Academy 2020-2021

A Project Lead the Way School!



FAMILY INFORMATION PACKET

GFS STEM Vision Statement

STEM vision is to ignite the spark of American ingenuity, creativity and imagination within all our students.

GFJ Vision Statement

All students will have an understanding of world events alongside STEM initiatives. Students will work collaboratively to work towards mastery in all core subject areas by fifth grade.

GFJ Mission Statement

As a professional learning community all stakeholders will be involved in guiding students to think deeply about world concepts and work towards mastery of integrating reading, writing and speaking in all academic areas.

GFJ School Moto (Positive Behavior Intervention Support)

We S.O.A.R to the top; we conduct ourselves in a safe, respectable and responsible manner to ensure life-long academic and social success.

Safety First, **O**utstanding Conduct, **A**ccountability, and **R**espect

Mrs. Mina J. Blazy, Principal & Mrs. Niccole Petersen, AAIAC
13125 Hopland St., Victorville, Ca 92394
(760) 530-7640

2020-2021

Dear Gus Franklin STEM Academy Parents, Guardians, Students and Community,

Welcome to the 2020-2021 school year. I am so excited about the coming school year. Can you believe it? This is our seventh year since we opened in August of 2014; I still remember seeing many of you waiting in your cars overnight just to register. A few of you were kind enough to bring food and water to others waiting in line. I knew immediately that this was the start of the Gus Franklin Family.

As a science, technology, engineering and mathematics (STEM) school our goal is to give students the ability to solve real world problems. When students leave GFS we want them to have the necessary skills to think critically by using the 6 Cs which are communication, critical thinking, character, collaboration creativity and citizenship. Additionally, students will be able to problem solve with the 5 E strategy (explain, explore, engage, evaluate and elaborate).

Our STEM curriculum is Project Lead the Way (PLTW) which is aligned to the Next Generation Science Standards (NGSS). Each grade level from Kindergarten to fifth grade experiences four modules of learning. It is our goal to give students access to STEM education that will allow all children to enhance their knowledge of 21st century life skills.

I want to personally thank you our community for making GFS one of the top performing schools in the Adelanto School District. Each year we grow in our own knowledge. We are honored to have you and your family as part of our learning community. Please remember that you are welcome to email me or contact the school at your convenience.

Sincerely,

Mina J. Blazy

Gus Franklin, Jr. STEM Academy

TEACHING STAFF

Kindergarten	Melanie Caven – 101 Luanne Bourque – 202	Pamela Green – 102 Amparo Castillo – 204	
First Grade	Monica Cooper – 203 Mariah Esquer – 205	Sherri Marcum – 206 Maria Hernandez -208	
Second Grade	Deidra Coleman –308 Erin Sheriden - 309	Lisa Sandberg – 306 Regina Cole – 307	
Third Grade	Laura Davila – 303 Yesenia Hernandez – 302	Armida Ramirez – 305 Julie Renfrow - 304	
Fourth Grade	Lisa Munoz – 405	Lauren Bingenheimer - 403	Mona Sena – 401
Fifth Grade	Johanna De La Torre – 404	David Eberhardt – 407	Kathy Murphy – 406
K-5 Special Education	Elizabeth Orrell – 310	Valerie Moreno – 402	Samson Lamech – 210
Carol Thomas – 409	Speech – PL-	Psychologist – Doralina Blandon	OT –
<u>Principal</u>	<u>Assistant Administrator</u>	<u>Secretary</u>	<u>Clerk</u>
Mina J. Blazy	Niccole Petersen	Vanessa Padilla	Sonja Hernandez
		<u>Library</u>	<u>LVN - Nurse</u>
<u>Para Professionals</u>		Madisson Klemish	Sonya Perkins – LVN TBD – SPH LVN
Christine Evans			
Angelica Culebro	<u>Proctors</u>	<u>Cafeteria</u>	<u>Maintenance</u>
Michelle George	Raquel Aguirre	Jennifer Hendrix FSW II	Andre Holloway - Lead
Nicholle Harrison	Anna Padilla	Cashier	Marisela Flores
Dezerie Nava	Cinthia Bernal	FSW I	Aaron Alcaraz
Martha Nava	Elizabeth Martinez	Janet Macias FSW I	
Sonia Ramirez	Maria Miller	Tina Parma FSW I	
Cynthia Rodriguez			
Martias Rangel			
<u>Presence Learning Para Professional –</u> Janet Hill Virginia Rubacula			
		<u>ICES– Raquel Addeman</u>	

COVID-19 and Distance Learning

COVID-19

How to Protect Yourself and Others

<https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/prevention.html>

Wash your hands often

- Wash your hands often with soap and water for at least 20 seconds especially after you have been in a public place, or after blowing your nose, coughing, or sneezing.
- It's especially important to wash:
 - Before eating or preparing food
 - Before touching your face
 - After using the restroom
 - After leaving a public place
 - After blowing your nose, coughing, or sneezing
 - After handling your cloth face covering
 - After changing a diaper
 - After caring for someone sick
 - After touching animals or pets
- If soap and water are not readily available, use a hand sanitizer that contains at least 60% alcohol. Cover all surfaces of your hands and rub them together until they feel dry.
- Avoid touching your eyes, nose, and mouth with unwashed hands.

Avoid Close Contact

- Inside your home: Avoid close contact with people who are sick. If possible, maintain 6 feet between the person who is sick and other household members.
- Outside your home: Put 6 feet distance between yourself and people who don't live in your household. Remember that some people without symptoms may be able to spread the virus. Stay at least 6 feet (about 2 arms' length) from other people. Keeping distance from others is especially important for people who are at higher risk of getting very sick.

Cover your mouth and nose with a cloth face cover when around others

- You could spread COVID-19 to others even if you do not feel sick.
- The cloth face cover is meant to protect other people in case you are infected.
- Everyone should wear a cloth face cover in public settings and when around people who don't live in your household, especially when other social distancing measures are difficult to maintain.
- Cloth face coverings should not be placed on young children under the age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the mask without assistance.
- Do Not use a facemask meant for a healthcare worker. Currently, surgical masks and N95 respirators are critical supplies that should be reserved for healthcare workers and other first responders.
- Continue to keep about 6 feet between yourself and others. The cloth face cover is not a substitute for social distancing.

Cover Coughs and sneezes

- Always cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow and do not spit.
- Throw used tissues in the trash.
- Immediately wash your hands with soap for at least 20 seconds. If soap and water are not readily available, clean your hands with a hand sanitizer that contains at least 60% alcohol.

Clean and disinfect

- Clean and disinfect frequently touched surfaces daily. This includes table, doorknobs, light switches, countertops, handles, desks, phones, keyboards, toilets, faucets, and sinks.
- If surfaces are dirty, clean them. Use detergent or soap and water prior to disinfection.
- Then, use a household disinfectant. Most common EPA-registered household disinfectants will work.

Monitor your health daily

- Be alert for symptoms. Watch for fever, cough, shortness of breath, or other symptoms of COVID-19. Especially important if you are running essential errands, going into the office or workplace, and in settings where it may be difficult to keep a physical distance of 6 feet.
- Take your temperature if symptoms develop. Don't take your temperature within 30 minutes of exercising or after medications that could lower your temperature, like acetaminophen.
- Follow CDC guidance if symptoms develop. <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

Keep Children Healthy during the COVID-19 Outbreak

Based on available evidence, most children do not appear to be at higher risk for COVID-19 than adults. While some children and infants have been sick with COVID-19, adults make up most of the known cases to date.

Watch your child for any signs of COVID-19 illness

- COVID-19 can look different in different people. For many people, being sick with COVID-19 would be a little bit like having the flu. People can get a fever, cough, or have a hard time taking deep breaths. Most people who have gotten COVID-19 have not gotten very sick. Only a small group of people who get it have had more serious problems.
- CDC and partners are investigating cases of multisystem inflammatory syndrome in children (MIS-C) associated with COVID-19. Learn more about COVID-19 and multisystem inflammatory syndrome in children (MIS-C).

Keep children healthy

Teach and reinforce everyday preventive actions

- Parents and caretakers play an important role in teaching children to wash their hands. Explain that hand washing can keep them healthy and stop the virus from spreading to others.
- Be a good role model—if you wash your hands often, they're more likely to do the same.
- Make handwashing a family activity. Learn more about what you can do to protect children.

Help your child stay active

- Encourage your child to play outdoors—it's great for physical and mental health. Take a walk with your child or go on a bike ride.
- Use indoor activity breaks (like stretch breaks or dance breaks) throughout the day to help your child stay healthy and focused.

Help your child stay socially connected

- Reach out to friends and family via phone or video chats.
- Write cards or letters to family members they may not be able to visit.
- Some schools and non-profits, such as the Collaborative for Academic, Social, and Emotional Learning and The Yale Center for Emotional Intelligence , have resources for social and emotional learning. Check to see if your school has tips and guidelines to help support social and emotional needs of your child.

Ask about school meal services

Check with your school on plans to continue meal services during the school dismissal. Many schools are keeping school facilities open to allow families to pick up meals or are providing grab-and-go meals at a central location.

Help your child cope with stress

- Watch for signs of stress or behavior changes
- Not all children and teens respond to stress in the same way. Some common changes to watch for include:
 - Excessive worry or sadness
 - Unhealthy eating habits
 - Unhealthy sleeping habits
 - Difficulty with attention and concentration

Support your child

- Parents can find more information about supporting their children during a COVID-19 outbreak on CDC's Helping Children Cope page.
- Talk with your child or teen about the COVID-19 outbreak. Answer questions and share facts about COVID-19 in a way that your child or teen can understand.
- Learn more about common reactions that children may have and how you can help children cope with emergencies

Distance Learning

In today's world, we can learn and receive instruction in a variety of different ways! Distance learning is not as foreign to us anymore, but it is still something we are unsure of. This school year we must be prepared for full-time distance learning and part-time distance learning in a hybrid model. The good news is learning will happen in whatever setting we are in! By: Michelle Hawe, Education Specialist, Contact: teachcraftlife@gmail.com

Terms to know about distance learning:

- Distance Learning: Student is enrolled in a class and attached to a teacher (your regular class) however there is no in-person contact.
- Synchronous: everyone is online at the same time interacting. Teachers and enrolled students in the course will interact live on a given platform.
- Asynchronous: everyone is able to work at their own pace online. The teacher is available through office hours and or scheduling meetings.
- Fixed Online Class: Students are required to log in at a specific time for a specific duration of time. Example: 8 am-9:30 am Period 1, 9:45-11:00 am Period 2, Lunch Break 12:30 pm- 1:45 pm Period 3, 2:00- 3:15 pm Period 4. Student must be present in all classes.
- Office Hours: Teachers will be available to virtually meet and support students. This is a great time to ask questions and get help on assignments.

Are there standards/expectations for distance learning by the state?

The short answer: YES! California AB 77 and SB 98.

The main points:

- Daily interaction required.
- Taking attendance.
- Minimum instructional time.
- Serving student needs.
- Checking families' connectivity.
- Weekly engagement records.
- Preventing disengagement.

What does the state of California define as distance learning?

- Interaction, instruction, and check-ins between certificated teachers and students through the use of an electronic device (computer, phone, email, etc.)
- Instruction would be through videos, live class, podcasts (audio), digital assignments, etc.
- The school can provide hard copies of the assignments to families.
- Synchronous and asynchronous learning time.

How long will a school day be while distance learning?

Educational minutes per day will be different and based on grade levels.

These are minimum minutes that must be met.

- Kindergarten: 180 minutes; 3 hours a day
- 1st-3rd grade: 230 minutes; 3 hours and 50 minutes (inclusive)
- 4th-12th grade: 240 minutes; 4 hours • Continuation high school: 180 minutes; 3 hours a day.

The school year will be 180 days in a traditional public school.

What if I do not have connectivity for school?

- Contact your school site! Most schools have been checking out Chromebooks for students.
- If something changes in connectivity contact your teacher/school as soon as possible.
- Per AB 77, schools are to help provide students the appropriate resources to participate in distance learning.
- If technology does not work hard copies of materials should be provided.

Will attendance be taken on a daily basis?

- Short answer: YES!
- Students will need to “connect” with school daily. If a child does not “connect” they will be marked absent.
- Each district/class may have different ways they “connect” with a student. Each school/district will likely have their own way of taking attendance, make sure to know what is expected for your school!
- Weekly Engagement Log will be used to track student progress/assignments. This should include resources and estimated time assignments should take. This document should also note if work was completed.
- Some things you may experience:
 - Signing into your class on your school’s platform.
 - Fixed class time where students will be required to log in.
 - Digital assignments that are due on a day and time.

My student receives special services at school. Will my student still receive those services?

- Short answer: YES!
- IEP’s and other services including mental health should be continued during distance learning.
- IEP’s should include documentation of an emergency plan for your student for distance learning/ school closures lasting more than 10 days. Plans should document specialized academic instruction (SAI), accommodations, services (Speech, Counseling, OT, DHH, etc.), transition services, ESY for during the emergency situation.
- Consult with your case manager about the upcoming school year and how to support your student with digital learning.

Here are some tips for parents to facilitate online distance learning in their homes.

- **Create a workspace** – Your student needs a workspace that is comfortable and is free from distractions. Be sure things like lighting, internet connection, and supplies are readily at hand. Keep the workspace consistent to develop the “I’m in school now” mindset.
- **Post a calendar** – Put a calendar on or near their workspace to track assignments and due dates. It is easy to get confused when multiple teachers have multiple assignments and due dates. This also minimizes the chances they miss an assignment and you can assist with time management.

- **Determine your technology supplies/needs** – It’s best to have a desktop or laptop computer and a printer available. However, you may have to be flexible and utilize tablets or personal devices to complete assignments. It’s possible you may have to redesign some of your space at home to give your student access to the technology they need. Other helpful accessories would be headphones, flash storage drives, and an ethernet or “hard wire” internet connection.
- **Communicate with the teacher(s)** – Unlike being in the classroom, teachers cannot read body language so they cannot see a student nod in agreement or a face of confusion. Your student is going to have to communicate with the teacher in ways other than speaking. Allow your student to communicate with the teacher, but feel free to guide them in that communication. It should not read like a text message using abbreviations if it is an email. If you have trouble with technology, an assignment, or understanding a concept, contact the teacher immediately!
- **Allow for breaks** – Online distance learning takes tremendous focus and brain power, so you are going to need to allow for breaks. These breaks should provide some physical activity. Activity can be simple, such as stretching or going for a walk. Remember younger students will need more frequent breaks.
- **Eliminate distractions** – Keep the learning environment free of as many distractions as possible. Cell phones, personal devices, pets, televisions, and other potential disruptions should be kept to a minimum.
- **Be flexible** – This opportunity allows students to explore how and where they learn best. If the weather is nice, think about an outside learning day. Younger students may enjoy “pajama day” for school. Think creatively to keep the learning fun and engaging!

Helpful resource links for parents

<https://distancelearning.sbcss.net/index.php/family-resources>

<https://www.common sense media.org/resources-for-families-during-the-coronavirus-pandemic>

Helpful resource links for students on Netiquette

<https://www.youtube.com/watch?v=Q5xICNy37mI>

<https://www.youtube.com/watch?v=80uRE972uQ0>

Information about Project Lead the Way

Project Lead the Way (PLTW) is a comprehensive Science Technology Engineering and Mathematics curriculum where students will engage in real world activities.

Kindergarten	Structure and Function: Push and Pulls, Exploring Design, Human Body, Animals and Algorithms
First Grade	Light and Sound: Observing Earth, Sun, Moon and Stars, animal adaptations and storytelling
Second Grade	Materials Science: Properties of Matter & Form and Function, The changing Earth, Grids and Game
Third Grade	Stability and Motion: Science of Flight and Forces and Interaction, Variation of Traits, Programming Patterns
Fourth Grade	Energy: Collisions and Conversion; Input/output Computer systems and human brain
Fifth Grade	Robotics and Automation and Challenge; Infection – detection, modeling and simulation

Throughout the school year students will engage in hands on learning experiences that will allow them to think critically. To learn more about this STEM initiative you may go to www.pltw.org.

Curriculum for English Language Arts and Mathematics:

- English – Reading Wonders
- Mathematics – Go Math
- Common Core State Standards for California

To learn more about the district’s academic services go to www.aesd.net and select Departments; from there select Academic Services and you will receive information about the curriculum along with the Common Core State Standards for California.

ABSENCES

SB 727 Actual Attendance Accounting Effective July 1, 1998.

This Senate Bill excludes excused absences. Education Code #48260 specifies “Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse more than three (3) days or tardy in excess of thirty (30) minutes of each day or more than three (3) days in one school year is a truant and shall be reported to the attendance supervisor, the superintendent of the school district.” or to SARB (Student Attendance Review Board).

If your student is going to be absent it is the parent’s responsibility to call the school office to report and verify the absence. Absences need to be verified within three days of the student’s absence. You may call 760-530-7645. Please refer to the District Handbook regarding excused and unexcused absences. **STUDENTS WHO COME LATE AND/OR LEAVE EARLY MAY NOT BE ELIGIBLE TO RECEIVE A PERFECT ATTENDANCE AWARD FOR THE YEAR. STUDENT WITH EXCESSIVE ABSENCES (10 OR MORE), TARDIES AND WHO LEAVE SCHOOL EARLY WILL BE AT-RISK OF NOT RETURNING TO GUS FRANKLIN SCHOOL THE FOLLOWING YEAR. (Parent Choice Ed. Code 58500); if your child has extensive absences you may be asked to return to your resident school.**

TARDINESS AND/OR LEAVING EARLY

We at Gus Franklin, Jr. School feel that it is important for a child to learn and grow as a well-rounded individual. We are, therefore, interested in all aspects of his/her education. We try to encourage good habits of punctuality as part of his/her good citizenship training. It is our policy for the teacher to contact parents by letter when children frequently arrive at school after the tardy bell rings (9:00) or leaves before dismissal (3:05).

INDEPENDENT STUDY

In those situations where it appears a student will be out of school for absences other than illness, an Independent Study Program may be used. All Independent Study contracts have to cover a minimum of five (5) consecutive days. This service shall be authorized by the principal and classroom teacher and all forms for an Independent

Study shall be utilized. The classroom teacher needs ample notice to put the contract and assignment log together (one day of preparation for each day of work assigned is appropriate). The child must return all the work assigned upon his first day back to school in order to receive credit for those days absent. **STUDENTS WHO GO OUT ON INDEPENDENT STUDY WILL NOT BE ELIGIBLE TO RECEIVE A PERFECT ATTENDANCE TROPHY AT THE END OF THE YEAR if the work is not complete.**

REGISTRATION

All registrations are being accepted at the Enrollment Center located at our district office at 11824 Air Expressway, Adelanto, CA 92301. Please complete the Gus Franklin, Jr. Interest form for all new students.

Requirements For Entering Kindergarten:

1. Legal birth certificate or equivalent (must be five years old on or before September 1st)
2. Record of immunization
3. Social Security Number
4. The district shall encourage parents/guardians to arrange for their children to obtain their health screening prior to or during their kindergarten year

Requirements For Entering First Grade:

1. Legal birth certificate or equivalent (must be six years old on or before December 2 of the current year)
2. Record of immunization
3. Certification of examination by a doctor

ATTENDANCE

It is state law and the responsibility of parents or guardians to see that their children attend school regularly in order to obtain the maximum benefit of public school education.

Gus Franklin School hours are:

- TK – 3rd 9:00 am – 3:15 pm (M,W,Th,F) (Tuesday) 9:00 am - 2:30 pm
- 4th-5th 9:00 am – 3:20 pm (M,W,Th,F) (Tuesday) 9:00 am – 2:35 pm

It is very important that children not be on the school grounds until 8:30 a.m. because there is no supervision for them until that time. A note from the school will always precede any variance of school days or hours of dismissal.

CHANGE OF ADDRESS OR WORK LOCATION

Parents/Students who move must report any change of address to the office immediately. If the student is moving out of the district and parents wish to keep their students at the Gus Franklin, Jr. STEM Academy School, they must get an inter-district agreement signed with the new school district. This is also applicable for students coming to the Gus Franklin, Jr. STEM Academy School from other High Desert districts. Bus transportation is only provided for students living within the Adelanto School District.

DEPARTURE OF PUPILS FROM SCHOOL DURING THE SCHOOL DAY

Parents who wish to take their children out of school during the school day should report to the office first. This is done to protect you and your child. Please do NOT ask to have your child called from class during the last **20 minutes of the school day.**

PARKING LOT

You may drop off and pick up your children off at the Northeast Gate. Transitional Kindergarten and Kindergarten pick up is located at the Northwest gate. **DO NOT** release your children in the parking lot without walking them to safety. You may drive up to the side walk and let your children walk on campus. At 3:35 pm all students will be walked to the office. Please call the office if you are having trouble picking up your child(ren) on time.

TRANSFERS

If a child is being transferred to another school, the parent must notify the school office as soon as possible. The office will initiate the paper work. All school books should be checked in to the teacher. Please clear all library books and any money owed to the cafeteria.

EXEMPTIONS AND EXCUSES FROM PHYSICAL EDUCATION

P.E. is a required class for all students. Parents who request children to be excluded from P.E. for medical reasons will need to provide written notification, if more than three days a Doctor's note must be required.

DISASTER PREPAREDNESS

If, in the event of an attack, earthquake, or other type of disaster, the school signal to assemble will be given over the public address system.

At the command of DUCK AND COVER, children crouch beneath a desk or table on their knees and elbows, covering the back of their necks with their hands, and facing away from the windows if possible. This is to be used as an immediate emergency measure only.

School personnel will remain at their posts until parents come to pick up their children at the assigned release gate. Gus Franklin School command post will be set up to release children to parents.

FIRE DRILLS

Fire drills are required once a month by state law. The fire drill alarm rings outside of classes and is a series of short blasts. You are to walk, not run or shove, to the place assigned to your class. You are to stay at the assigned place until the principal gives the all clear signal.

VISITORS

Even though Gus Franklin, Jr. School has a closed campus, we welcome all visitors. Visitors must come through the office and sign in/out. A note or phone call is not required when the child is picked up in person at the office. The office may request identification from the person picking up the child.

VOLUNTEERS

All classroom volunteers need to attend volunteer training yearly. Once you have been through the training you will need to fill out the online application. Applications are available through the volunteer page on the AESD website at aesd.net. You will be provided an opportunity to upload your TB test documents at the time you fill out the application. Volunteer information must be updated yearly. T.B Test results (tests are good for a period of 4 years), The District will contact you regarding fingerprints. Each volunteer must be approved by the District Board of Trustees prior to working in the classroom.

DISCIPLINE

One of the major functions of the public schools is the preparation of youth for responsible citizenship. The school fosters a learning environment which reinforces the concepts of self-discipline and the acceptance of personal responsibility. Students are expected to progress from being adult-directed to self-directed with minimal application of disciplinary measures.

We, the Gus Franklin, Jr. School family, are proud of our school and thus pleased to present our views in this area. School discipline is very similar to home discipline in structure. There are adult authorities who have the right and the responsibility to direct, reward, and punish students. We believe that the best discipline is self-imposed and that each student should learn to assume responsibility for his/her own behavior and the consequences of his/her own actions.

The main goal in school is getting an education, and any person preventing another or himself, in achieving this goal is going to be disciplined. To learn, one must be able to listen, recite, share, and concentrate without interference. Any student, therefore, who disrupts the learning process, will be disciplined.

The following policies and regulations will be enforced fairly and uniformly and consistently without regard to race, creed, color, or sex. (Ed. Code 48900)

STUDENTS WHO HAVE CONTINUAL BEHAVIORIAL PROBLEMS AND DO NOT DEMONSTRATE IMPROVEMENT WILL BE AT-RISK OF NOT RETURNING TO GUS FRANKLIN SCHOOL THE FOLLOWING YEAR.

CELL PHONE, iPods, MP3 PLAYERS, ELECTRONIC GAMES, ETC.

Students are allowed to carry cell phones on campus. They are to be turned off and placed in their backpack, NOT in a pants or jacket/coat pocket. Cell phones are for extreme emergencies, like in the case of a disaster, not to get homework, lunch money, permission slips, etc. The school and staff are not responsible for any cell phone that is lost, damaged or stolen. If a student feels they need to call home they may come to the office and ask permission. If a student is seen using their cell phone on campus during school hours we will ask the student to put the phone away and possible have parents keep the phone at home. Parents will be required to come to the office to pick it up. Repeat offenses could result in a student having this privilege revoked for the rest of the school year. Please do not allow children to bring other technology to school as we are not responsible for the items. (iPods, MP3 players, PSPs, cameras, and electronic games are **NOT ALLOWED ON CAMPUS**. *The school administration will not look for lost or missing technology as this disrupts the school day.*

HALLWAYS

1. Students will walk to classrooms, recess and lunch area at all times.
2. Discard or throw papers in the trash at the end of each hall.
3. Play on the playground and not in the hallways.
4. Do not bounce balls or jump rope in the hallways. Hold on to playground equipment (balls, jump ropes) until you reach the playground.
5. Take turns at the drinking fountain and don't push.

ASSEMBLIES

1. Students enter and exit orderly and quietly.
2. Students will show appreciation with applause and refrain from inappropriate noise.

CAFETERIA AT LUNCH

1. Walk, speak, and stand in line quietly.
2. Students may not exchange food (health dept. rule).
3. Throwing food or any object in the cafeteria is not allowed.
4. Students are expected to sit at pre-assigned tables.
5. Students will work together in keeping the cafeteria clean.
6. All food will be eaten in the cafeteria and must not be taken out.

PLAYGROUND

1. All students will stay in their assigned areas.
2. Soccer, football, and baseball will be played only under the supervision of a teacher.
3. Basketballs, rubber balls, and volley balls are to be used on the black top only.
4. Balls are only to be bounced against the ball wall, and not the buildings.
5. "Keep Away" will be played only under the direct supervision of a teacher.
6. Any game requiring tackling or hard physical contact cannot be allowed for obvious safety reasons.
7. Bells mean to line up - As soon as the bell rings all students walk to their assigned area. **No playing, bathroom or drinks after the bell.**
8. Chin up bars should only be used for chin ups.
9. No running or playing tag while on the playground equipment.

PLAYGROUND APPARATUS

1. Wear proper clothing - girls wear shorts under dresses when playing on apparatus.
2. Baseball bats are to be used on diamonds. Teacher supervision only.
3. No climbing on softball backstops.
4. No climbing on or over fences. If the ball goes over the fence, the proctor will retrieve the equipment during a safe time period.
5. Traffic on the horizontal ladder is to be in one direction.
6. Do not climb on the top of the horizontal ladder.
7. Children using any type of apparatus (horizontal bars, etc.) will take one turn only and then go to the end of the line.
8. No jumping out of the swings, twisting, swinging crooked, or standing on the swings will be allowed.

9. No “cherry drops”. Keep your hands on the bars at all times.
10. Take turns. Remember to count at a normal pace to 30 on the swings.
11. No running up the slide.

Bus/Transportation Student Conduct

Please be at the bus stop for drop off/pick up on time. If you are not at the stop for your kindergarten student the bus driver will have to bring him/her back to the school site if your kinder student does not have a release to walk home. We would like to make sure that children arrive home promptly. When bus drivers wait this makes other students late.

The state law (Section 14103 Title 5 C.A.C. “Authority of bus driver) reads: Pupils transported in a school bus shall be under the authority of, and responsible to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the pupils while they are on the bus or being escorted across a street, highway or road. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a pupil to be denied transportation in accordance with regulations of the governing board of the District.

Students may receive a “bus ticket” for any of the following infractions:

1. Improper boarding/departing procedures
2. Bringing articles aboard bus of injurious or objectionable nature
3. Failure to remain seated
4. Refusing to obey the driver
5. Fighting/pushing/tripping
6. Hanging out of the window
7. Throwing objects in or out of the bus
8. Lighting matches/smoking on the bus
9. Spitting/littering
10. Unnecessary noise
11. Tampering with bus equipment
12. Rude, discourteous and annoying conduct
13. Destruction of property
14. Other behavior relating to safety, well-being and respect for others

Riders who fail to comply with the above rules shall be reported to the school principal, who shall determine the severity of the misconduct and take action accordingly. In all instances of misconduct, the rider and his/her parent/guardian shall be given notice and warning. In case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal, up to the remainder of the school year.

The principal or designee of the school will notify the parent of any written bus citation. The following consequences shall be followed:

- 1st offense—warning and ticket home
- 2nd offense—3 day suspension from bus
- 3rd offense—5 day suspension from bus
- 4th offense—10 day suspension from bus
- 5th offense—bus privileges suspended for rest of school year

The principal may suspend immediately from the bus if the infraction is warranted.

The transportation office and the school office will keep copies of the citations on file with each incident.

Teachers will endeavor to familiarize pupils with the standards of conduct expected of them as passengers prior to their participation in trips.

It is the parent's responsibility to contact the school office when a student is issued a "School Bus Incident Report".

SCHOOL BUS TRANSPORTATION IS A PRIVILEGE

CARE OF SCHOOL PROPERTY

The school will help the students learn respect of property and develop feelings of pride in their school. Each student shall be responsible for the proper care of school property and the school supplies and equipment entrusted to their use. Students who cause damage to school property shall be subject to disciplinary measures, and their parents shall be financially liable for such damage.

DETENTION AFTER SCHOOL

According to District Policy #3048.02, a pupil may be detained (at the close of the school day) for a maximum of one hour if parents or guardians have been notified. No notification would normally be needed if the length of detention is fifteen (15) minutes or less. In both instances parents will be notified for late parent pick up because of busing.

DRUG AWARENESS

The school authorities recognize that the misuse of drugs is a serious problem with legal, physical, and social implications for the whole community.

For the purpose of this policy, "drug" shall mean:

1. All alcoholic beverages
2. Tobacco
3. Any prescription or drug except those for which permission to use in school has been granted. The school prohibits the use, possession or distribution of any drugs on school property, at the bus stop or on the bus at any time, or at any school sponsored event.

FIGHTING

Fighting is strictly forbidden at school or walking to and from school. Fighting is an automatic suspension. Students should find acceptable ways to settle their problems and disagreements. Talking to teachers, the principal, or parents can often solve disputes. **Horseplay is not allowed** at school. Students may be suspended for play fighting.

When appropriate, state law permits school personnel to administer disciplinary measures with children who misbehave to and from school.

BITING

Biting is forbidden at school. If a child bites, he/she may be suspended for the day.

GUM

Gum chewing and eating candy will not be allowed at school. Gum does not disintegrate on the playground and is difficult to pick up. If they classroom teacher is using these items for investigation there will be an exception.

HAZING, ABUSE OF OTHER STUDENTS

The abuse of students by other students is strictly forbidden. This includes humiliating, horseplay and pranks, physical abuse, verbal abuse, intimidation, gestures, etc.

SEXUAL HARASSMENT (Ed. Code 212)

Prohibited sexual harassment includes, but is not limited to, verbal, visual or physical conduct of a sexual nature:

1. Unwelcome leering, sexual flirtations or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
3. Graphic verbal comments about an individual's body, or overly personal conversation
4. Sexual jokes, stories, drawings, pictures or gestures
5. Spreading sexual rumors

6. Touching an individual's body or clothes in a sexual way
7. Cornering or blocking of normal movements
8. Displaying sexual suggestive objects in the educational/work environment.
9. Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

MATERIALS NOT RELATED TO SCHOOL

Any materials or articles not directly related to class work are not permitted at school. This includes MP3's, toys, electronic games, sports equipment, lighters, matches, knives, stuffed animals, etc. Lighters, matches and knives are suspendible items. Students who bring such items to school will have them confiscated and be subject to disciplinary actions. (Ed. Code 48900 for unsafe items)

OBSCENE AND VULGAR LANGUAGE

Swearing, obscenity and vulgar language are prohibited. Many people are offended by such language, and it is not to be used at school or school functions. (Ed. Code 48900 for profane language)

PAINTING AND WRITING ON CLOTHES OR PERSON

Students are not to write on their clothes or any other person. This includes tattoos, comments, or pictures.

RESTROOMS

Restrooms are to be used for the purpose for which they were designed and built. Students who play in or deface bathrooms in any way will be subject to disciplinary action. Please communicate with your children that they should walk to the restroom, use the facility, wash their hands and then walk back to their classroom.

STEALING

Any student, who steals or takes the money or property of another person, or the school, shall have consequences for their actions. This may result in suspension. (Ed. Code 48900)

DISCIPLINE NOTICES

We are pleased that you have decided to send your child to the Gus Franklin, Jr. STEM Academy. Through Science Technology, Engineering and Mathematics (S.T.E.M) we strive to give your child a strong academic education and a real joy for learning. By providing a safe environment with consistent enforcement of rules, we can ensure that all children will have an equal opportunity to succeed. Please familiarize yourself and your child with our discipline contract. Together we can accomplish all these goals! In order to maintain an environment conducive to attaining the highest quality of education, there must exist certain policies relating to student conduct which delineates acceptable behavior and provides the basis of sound disciplinary practices within the school. Discipline notices may or may not be issued depending on the severity of the offense. The principal or principal's designee will make the final decision. The principal or principal's designee may follow the steps of the discipline policy or may suspend, depending on the severity of the offense. (Ed. Code 48900)

DISCIPLINE - MISCELLANEOUS

1. Keep hands and feet to yourself
2. Keep feet on the floor in the restroom, use the facilities, wash hands and go back to class or recess.
3. School rules will be used for all games played on the school grounds (including before school, recesses, and lunch).
4. Students must be picked up after school or attend the After School Program. Each student signs a discipline commitment form, to be signed by the student, parent and principal. A form will be given to students by their teacher. There are steps in the discipline plan that students and parents must be aware of, and will be enforced school-wide.

STEPS

1. Teacher warning.
2. Parent will receive a phone call
3. Student may miss recess or be sent home
4. Teacher/Parent conference.

5. Student referral to the principal possible further consequences
6. Parent will be asked to observe their child in the classroom
7. Parent/ Administration conference (if offense is egregious suspension may be adequate).

SUSPENSION AND EXPULSION

Suspension shall be the temporary removal by the principal or principal's designee of a student from the regular school program, or removal from the classroom by a teacher for not more than the day of suspension and the day following, for any of the acts listed below. If a student is suspended before noon, he/she will be suspended for the rest of that school day. If he/she is suspended in the afternoon, the suspension will be for the following school day. The following offenses will result in suspension from school: (Ed. Code 48900)

1. Caused, attempted to cause, or threatened to cause physical injury to another person; or
2. Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object unless, in the case of possession of any such object; or
3. Unlawfully offered, arranged, or negotiated to sell any controlled substance, as defined in Section 11007 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant; or
4. Committed robbery or extortion. 48900 (a) - (e); or
5. Caused or attempted to cause damage to school property or private property; or
6. Stole or attempted to steal school property or private property; or
7. Possessed or used tobacco, except as provided in rules and regulations adopted by the governing board under Section 48901; or
8. Committed an obscene act or engaged in habitual profanity or vulgarity; or
9. Unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11364 of the Health and Safety Code.
10. Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties (48900 (f) - (k).

The above acts must relate to school activities or attendance. The acts may take place at any time including, but not limited to, any of the following:

1. While on the school grounds
2. While going to or coming from the school bus.

EXPULSION

Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student.

NO EXCUSE Dress Policy

All students shall follow the guidelines in the dress code. There will be no excuses for any students to come to school out of uniform. This would include: 1) clothes were dirty, 2) lost my uniform, and/or 3) my mom said it was okay. Please note the following steps may be taken if a student is out of uniform: asking parents to bring clothes to school before the student is allowed to go on campus and/or further disciplinary action if behavior continues. If you have any questions, please call the office.

If a student **is** not in dress code, we will allow the student to call home for a change of clothes. In the event the parent is not located, loaner clothes will be issued, however, they must be washed and returned. This will occur only if it is a continuous problem. Otherwise we will acknowledge students who are wearing the proper uniform with a falcon ticket throughout the school year.

Dress Code Violation Consequences:

- **First Offense - Warning from any school staff member:** All violations will be reported to the office where the student will be counseled and a copy of the dress code will be sent home.
- **Second Offense -** The school will attempt to contact the parent and the student will be given two choices. If available, the student may change into borrowed clothing (clean clothing from our clothing closet) of a correct size and condition, or the parent may bring appropriate clothing to the school. If the parent or the

student refuses to abide by the dress code, the child may be suspended. Borrowed clothing must be cleaned and returned to the school within one week.

- If you need to have loaner uniform clothing please contact the office.

HOMWORK POLICY

KINDERGARTEN

Kindergarten homework assignments are assigned by the teacher. Please check your child's backpack daily. When your child is not working on homework place the homework back in the backpack.

FIRST GRADE

First grade homework will promote academic growth and development. It will encourage family participation and/or independent work by students. Students may expect up to 20 minutes of homework per night, Monday through Thursday. Parents are encouraged to read with their children on a daily basis.

SECOND GRADE

Second grade homework will be designed to foster self-discipline and consistent study habits for growing responsibility.

Second grade students can expect up to five days of 30-45 minutes of daily homework. Teachers have the option of sending homework on a daily or weekly basis.

Homework may include writing, reading and mathematics, as well as work based on library books and language development. Please work with the teacher if you have questions.

THIRD GRADE

Homework in grade three will reinforce skills, encourage family participation and help to develop good study habits. Homework will be an extension of work assigned during the school day; therefore, the students should understand how to complete it. Assignments may include occasional special projects, such as a science fair project.

Homework is given Monday through Thursday evenings, usually two subjects per evening. Parents need to ensure homework is complete, check their child's work, and make sure it is brought to school each morning. Students must complete missed homework and all work missed due to absence.

FOURTH GRADE

Fourth grade students can expect twenty to sixty minutes of homework most nights. Homework develops a sense of responsibility. Homework may count toward subject grades, will reflect current curriculum, reinforce skills already learned, and be an extension of the required daily class work.

Parents are encouraged to provide an environment where students can do homework without distractions. Parents need to check with their child to ensure that all homework is completed and returned to the teacher. It is the student's responsibility to turn in all assigned work.

All unfinished class work must be completed for homework unless otherwise indicated by the instructor.

FIFTH GRADE

Fifth grade homework will take approximately 45 to 60 minutes a day. Its purpose is to reinforce class work and to help develop a sense of responsibility. All unfinished class work must be completed for homework. Parents should ensure that students complete homework assignments.

READING It is important that all students read or be read to at least 20-60 minutes a night. The more students read the more their vocabulary increases. Students who read have a more successful school experience.

HOMWORK GUIDELINES FOR STUDENTS – use Class Dojo for clarification

1. The student should listen carefully to all homework directions and explanations and ask questions if assignments are unclear. -
2. Students should budget time wisely.
3. Students should begin assignments promptly and turn them in when they are due.
4. Students should strive for the best results and take the initiative for making up missed work.
5. Teachers may have webpages on the school site or you may email or call your child's teacher with questions.

HOMWORK GUIDELINES FOR PARENTS

1. Show interest in student's homework.
2. Encourage the student, but insist the student do his/her own work.
3. Provide a place for study free from distraction and if possible reserved for the student alone.

4. Check to see that homework is completed.
5. Keep in touch with your child's teacher and school through class visits, and participating in school activities.

HOW TO BE A SUCCESSFUL STUDENT

1. Every day have an organized notebook, paper, pencils and erasers.
2. Get your assignments straight and clearly in mind before starting. Learn to follow directions carefully.
3. Concentrate on your work and do your work independently.
4. Go over your work for mistakes.
5. Be neat in all your written and project work.
6. Turn in all assignments on time.
7. Expect and arrange to make up work missed while absent. It is the student's responsibility to do this as soon as he/she returns to class.
8. Be sure to meet all of the requirements of your class for a passing grade.
9. Do your best at all times.
10. Be on time to school

LOST BOOKS

If you lose a book, follow this procedure:

1. Report your loss to your teacher at once.
2. Check your classroom.
3. Check your home.
4. Check the lost and found in the office.
5. Lost school-owned items must be paid for as soon as they are lost.
6. Pay for your lost textbooks and your lost library books in the library. If the book is found later, your money will be refunded when you return the book with your receipt.

MONEY AND VALUABLES

Never bring valuables to school if not absolutely necessary. Borrowing, loaning, or paying back money in any amount will not be allowed at school.

REPORT CARDS

Quarterly- Report cards or Progress Reports are issued for Transitional Kindergarten through fifth grade, four times a year (October, January, March and June). Transitional Kindergarten and Kindergarten students receive an academic grade as well as a social development grade. Grades first through fifth receive an academic grade as well as an effort grade.

GUS FRANKLIN STEM Academy CAFETERIA BREAKFAST/dap PROGRAM

The Adelanto School District takes part in the National School Lunch and School Breakfast Programs. Meals are served every school day and are at no charge to the student(s) enroll in the District. Breakfast is served starting at 8:30 a.m. in the MPR and lunch times are assigned by classroom in the MPR/Cafeteria.

- Eating in the cafeteria is to be done in a quiet and orderly manner.
- Each student is responsible for keeping his/her area clean.
- At no time shall food be eaten in the corridors or on the playground.
- Persistent bad manners in the lunch room may result in the child receiving a discipline notice.

If you have any questions regarding the lunch/breakfast program please contact Child Nutrition Services at (760) 246-4912.

School starts promptly at 9:00 am. If you would like your child(ren) to have breakfast please arrive between 8:30 – 8:50 am

GUS FRANKLIN STEM ACADEMY LIBRARY/MEDIA CENTER

The Gus Franklin, Jr. STEM Academy library/media center is open to all students. The students come once a week with their teacher. This time is divided between the library and computers. All students, K-5, have a chance to go to a computer, and have time in the library section.

When in the computer lab or on laptops, students will be instructed on how to use the various programs. Students are encouraged to ask questions and explore only with teacher direction. There are also programs that pertain to

math, reading, social studies, high levels of thinking, and typing. The computers may also be used for research. All students must have a signed permission slip (authorized use) for internet access before they are allowed to use the internet. See district parent handbook.

During their time on the library side, the primary students will first have a story time. The students will pick an individual book to check out and take back to class/home to read.

Upper grade students do not have story time. This time is used for instruction in library skills on how to locate books, use of the card catalog, and research. At times upper grade students check out two books; one for research, and the other for pleasure reading.

Any videos shown in the library are based on educational material or on a book(s) or author that can be found in our library.

All students have time to browse, read books or magazines, and do research work. They are encouraged to use the library when classes are not scheduled or if they need extra help.

Parent permission slips are sent home with each child. These must be signed by the parent or guardian before a student may check out a book. Parents have the option of allowing or not allowing books to be checked out. As required by the Adelanto School District any material that is lost or damaged must be paid for by the student.

SCHOOL SITE COUNCIL

The Gus Franklin, Jr. STEM Academy Site council for the School Based Coordinated Program (formerly known as the School Improvement Program (SIP)) was organized during the winter of 1985 to write plans for school improvement and approved purchases for materials and equipment with state funds earmarked for school improvement. The council is made up of five parents, three teachers, and a school employee elected from their respective groups. The principal serves as the twelfth voting member.

HEALTH SERVICES

The district nurse is qualified by a valid certification of registration issued by the Board of Nurse Examiners of the State of California. The district nurse is a certificated employee in the school district who travels to each school on a regular and emergency basis. She is responsible for organizing school health services that comply with the state, district and school state laws. The health status of each student is evaluated on registration or enrollment in school. The legal registration card is a critical indicator of health problems that the school staff needs to know for the health and safety of a student when a crisis arises. It is important to notify the school office of any changes on the legal registration card. The cumulative health records are reviewed to identify students with health needs. Individual student assessments are done by the district nurse as problems are identified by the school staff. Reports are made to the parent or legal guardian as indicated.

Vision screening is mandated by state law for the kindergarten, second grade, fifth grade and other students referred by the school staff. Hearing screening is mandated by state law for second grade, fifth grade and other students referred by the school staff. When vision or hearing discrepancies are noted, a report is made to the parents or guardian to take action to correct the problem. Prevention and control of communicable diseases are required by law. The students are required to complete immunizations for Polio, Diphtheria, Pertussis, Tetanus, Measles, Mumps, Rubella, Hepatitis B (3 doses or 2 doses if documented) and Varicella (it must be documented on the child's immunization records, by a physician if the student has had Varicella (Chicken Pox)). All school district personnel, certificated and classified, have tests to determine that he or she is free of active Tuberculosis test. Volunteer parents must show proof of a negative Tuberculosis test. Tdap (Whooping Cough) is required by all entering 7th graders before starting on the first day of school.

Emergency care to minimize the effects of accidents and illness in the school is provided by staff members. California Education Code Section 11709 states that no school district "...treating any child enrolled in any school....shall be held liable for reasonable treatment of the child without consent of parent or guardian."

If any student is required to take medication during the regular school day, a parent or guardian must bring a labeled prescription bottle and a signed consent form into the health office in order for designated school personnel to administer the medicine. **PARENT OR GUARDIAN MUST HAND CARRY MEDICATION TO SCHOOL. CHILDREN ARE NOT ALLOWED TO CARRY ANY MEDICATION TO SCHOOL (INCLUDING COUGH DROPS).**

Please make plans for teachers to take medication on field trips for students that have asthma, allergies or special medication needs. The district nurse or teacher may report to the student's physician with parental approval. Medicine must be picked up at the end of the school year or it will be destroyed properly.

STUDENT INSURANCE

Student accident insurance information will be sent home with the students. The school is not responsible for expenses incurred with transportation or medical treatment for a student injured at school. On July, 1998, California's new Healthy Families Program joined forces with Medi-Cal for children to provide low-cost and no-cost comprehensive health care coverage for low-income and uninsured children under 19 years of age. For more information on this new program you may call 1-888-747-1222.

L.S.H. (LANGUAGE, SPEECH, HEARING) SERVICES

Language, speech and hearing services are available to qualifying students residing in the district who have communication difficulties. These students are usually referred by their teacher or parents. Students are seen on a weekly basis throughout the school district. Some of them are seen individually; most are seen in small groups of two or three for thirty-minute sessions.

The major communication disorders include articulation, language, stuttering, voice and hearing difficulties. Articulation is the manner in which speech sounds are produced. The child may substitute one sound for another or omit the sound. Many articulation errors self-correct as the child gets older. If the problem is in language, the child may not follow directions well or may not be able to convey information to the listener. Stuttering is choppy speech that is due to hesitations, sound repetitions or unnecessary blocks when speaking. If the child has a harsh and raspy voice that continues on for months, he or she may have a voice disorder. A hearing disability is impairment in the function of the ear, the nerves which send the messages to the brain, or the brain itself, which affect the way sound is processed. The disability may range from a slight loss to almost a total loss.

SPECIAL SERVICES – Student Study Team (SST)

The Student Study Team is designed to assist students who are having academic, behavioral or social difficulty. Usually, the classroom teacher brings the student's case to a Student Study Team meeting. The Student Study Team is made up of the parent, teacher, administrator, and other staff or people who may have knowledge applicable to the student's progress. The Student Study Team meets to review and generate ideas on ways to assist the student.

Time is allotted between at least two Student Study Team meetings for implementation of the findings of the team. If, after three Student Study Team meetings, progress is still not being made, the student may be referred to the district for more extensive testing and evaluation to determine if the student may have a learning disability.

If it is determined by the district testing that there is a significant discrepancy between the student's ability and achievement, or the student is not responding to the RTI model, not due to language or cultural factors, the team will meet again to determine the most appropriate placement for the student.

Students who qualify for the Specialized Academic Instruction Program may be assisted daily by the Student Study Team. The goal of Student Study Team is to boost the student's achievement and get the student to work at grade level and be fully immersed again in the regular classroom.

PSYCHOLOGICAL SERVICES/SPECIAL EDUCATION SERVICES

Pupil Services provides resources for the Adelanto School District in the areas of consultation, evaluation and special education services. At the present time the department serves the children in the following manner: learning handicapped, specialized academic instruction, communicatively handicapped special day classes and severely handicapped special day classes. Speech/language/hearing services and nursing services are also available within the school district. Counseling services are available through Victor Valley Mental Health, 12625 Hesperia Road, Victorville, California, 92392, (760) 956-1777; Following the Student Success Team (SST) process, children who are referred are evaluated and, upon meeting the requirements for placement, are placed in the least restrictive environment following a meeting of the IEP (Individualized Education Program) team, an individual education plan is prepared for him/her at that time. Parents, classroom teachers, special education teachers and support services all work closely to provide a learning environment to meet the needs of these children.

STUDENT ACTIVITIES

WRITING FAIR (YOUNG AUTHOR'S CONFERENCE)

In the Spring, Gus Franklin, Jr. STEM Academy will have a Writing Fair. Winners at the school level will be submitted to the High Desert Young Author's Conference, which publishes students' books.

SCIENCE FAIR

A Gus Franklin, Jr. STEM Academy Science Fair will also be held. Winners of the school competition will go on to the district competition. Winners at the district level will go on to the San Bernardino/Riverside County Science Fair.

AWARDS

Three times (trimester) a year we will have awards for our students. The awards include, but are not limited to, perfect attendance, honor roll, principals honor roll, reading goals, character counts awards and much more.

PTO

The Gus Franklin, Jr. STEM Academy Parent Teacher Organization (PTO) sponsors many activities that make our school a fun place to grow and learn. The PTO is a group of concerned, hardworking parents, school employees and teachers. Each year they sponsor a variety of school activities and fund raisers. Proceeds from the fund raisers provide activities, prizes and treats for students and staff. All parents are encouraged to join the PTO and participate in it.

BACK TO SCHOOL NIGHT

The Gus Franklin, Jr. STEM Academy Staff welcomes parents for Back to School Night. Back to School Night affords an opportunity for parents to meet teachers, learn about student's class requirements and become acquainted with the school.

STEM Night

An opportunity for you and your family to engage in Science, Technology Engineering and Mathematics hands on activities.

FIELD DAY

During the last week of school, a day is set aside and Gus Franklin, Jr. STEM Academy students participate in running, jumping and other fun and interesting athletic events. May include some activities with water.

Character Counts:

I Pledge to be a kid for character

I will be worthy of trust.

I will be respectful and responsible,

Doing what I must.

I will always act with fairness.

I will show that I care.

**I will be a good citizen,
and always do my share.**

2020-2021 Gus Franklin, Jr. Uniform Policy

Pants, Shorts, Skirts, & Jumpers

Must be Khaki slacks, shorts or skirts and...

- Fit at the waste (not too tight or too baggy)
- Be free of holes or tears
- Be appropriate length (no higher than two inches above knee)
- No skinny pants, exposed pockets or cargo pants/shorts; belts are recommended.
- (optional darker bottoms – Navy or Black)

Jeans, sweatpants, pajamas, nylon, leggings, or lycra material are not acceptable

Shoes & Socks

Must be black and/or white

- Laces must be white or black
- Be free of any tagging or personal designs
- Cover the foot completely
- Closed toed shoes as we are a STEM school and safety comes first.
- Socks – Black, white, grey, navy blue; leggings are acceptable *with skirt* in cold climate with the above colors only.

Hats

- May be beanie or baseball cap style
- Must be worn facing forward
- Should be appropriate for school environment
- Are to be worn outside of the school building

Accessories

Acceptable accessories include...

- Sunglasses (outside only)
- Hair accessories
- Bracelets, necklaces
- Belts
- Earrings (stud earrings)

Unacceptable accessories include....

- Facial piercings
- Bandanas
- Tattoos, real, temporary, or drawn on selves with ink or marker
- No spiked jewelry, chains or footwear
- Absolutely no gang related paraphernalia**

Shirts

Must be a light blue or white polo with logo or without.

- Fit appropriately (not too tight or too baggy) short sleeve or long sleeve
- Have a collar
- Be solid light blue or white with or without logo unless it is Gus Franklin spirit wear
- Be either short or long sleeves
- (optional darker color – Navy Blue Polo)

Sweaters, Sweatshirts, and Jackets

When inside the building: Must be navy blue, khaki, white or gray and...

- Be a solid color with no design, unless it is GFJ spirit wear
- May be zip-up, pull-on, hooded or non-hooded

Outside jackets

- can be your choice of color and be appropriate wear for school environment

Spirit Days

For Spirit Days, students may dress out of uniform only if they are participating in the theme and meet basic dress code.

Basic Dress Code

- Hats, beanies, and sunglasses may only be worn while outdoors and must be removed while in the classroom.
- Tops must be short sleeve or long sleeve and cover cleavage and midriff - no spaghetti straps (must be over two inches on sleeves)
- No clothing containing sexual innuendo or promoting alcohol, tobacco, drugs, weapons, hate, intolerance, or violence.
- No gang related attire, such as bandanas, or gang related drawings, symbols, or writing on clothing, notebooks, shoes, backpacks, etc.
- Shorts and skirts no higher than two inches above the knee.
- Clothes must fit at the waist.
- Open-toed shoes, sandals, flip flops, slippers, etc. are not acceptable.

Gus Franklin
Parent Drop - Off/Pick - Up Procedures
2020-2021

Please Slow Down

Please help us keep our students safe during morning arrival and afternoon dismissal. Traffic at school during these times can be dangerous. Please continue to use caution and be aware of children who are entering and exiting vehicles. Use of designated parking stalls will help to eliminate the back up that occurs along the curb side pick up. Students will dismiss from the rolling gate northeast of the MPR.

Entrance for the school parking lot is the west driveway, exit is the east driveway.

Do not leave your vehicle when parked along the drop off/pick up curb.

Do not double park in the “drive through” lane or in the street.

Do not pick up or drop off students in the left lane of the “drive through”.

Do not leave your vehicle unless it’s in a designated parking stall.

Do not park behind another car in a designated parking stall.

When along the curb, please pull **all the way forward** as space allows before your child exits/enters your vehicle.

Do not block the driveways.

Do not allow your children to run between cars or cross the street unless they are using the crosswalk.

Do not stop your vehicle in the crosswalk.

Do not stop and drop off/pick up your child in the street.

Please be patient and follow traffic laws. Be extra cautious on rainy days.

Due to safety reason please do not cause traffic congestion in the street while you are waiting to enter parent pick up. You may move forward in the left lane of the entrance and rotate around and re-enter if necessary.

Please discuss with your child(ren) what the pick up procedure will be before you bring them to school in the morning so they know. **Send a note to the teacher if they are usually a bus rider and will be picked up on a certain day.** If the plan changes please notify the office before 2:00 p.m. so we have time to get a message to your student.

ALWAYS REMEMBER: Slow down when approaching or leaving the school. Do not drive quickly in the parking lot. Watch for pedestrians.

EARLY DISMISSAL –

PARENT ID REQUIRED

At the start of each School Year, an Emergency Form is sent out to families and returned. All persons listed on the Emergency Form and authorized to sign-out students must be 18 years of age or older.

When a parent/family member arrives at the school to pick up a child for early release, they are to report directly to the main office. Parents/family members will not be permitted go to the student's classroom or any other secure areas of the building.

Office staff will ask the parent/family member to present a positive form of photo ID. All school sites are required to adhere to the “no dismissal without an ID” procedure. If the individual does not have an ID in their possession, the office staff will direct them to retrieve it. If this poses a problem, office staff will get the principal involved to intervene and reiterate the “no dismissal without an ID” procedure.

The photo on the ID must match the individual and the name on the ID must match the name listed on the student's Emergency Form. Again, all persons must be 18 years or older to sign-out a student.

If the names and/or photo do not match, the student will not to be released.

When the student arrives at the office, the parent/family member will sign the logbook (name, signature, date, time, student name, reason for dismissal) and leave with the student.

These steps are in place to ensure the safety of your student(s). If you have any questions or concerns, please feel free to contact my office directly at 760-246-8691, Ext. 10208 or [Josie Belcher@aesd.net](mailto:Josie_Belcher@aesd.net).

Healthy Snacks Guidelines:

At Gus Franklin STEM Academy we work hard to ensure our students' minds and bodies are ready for learning each day. In addition to the hard work our teachers and staff do every day to prepare students for success in the classroom, we can also work to encourage healthy eating and physical activity, leading them to lifelong success. By helping them start healthy habits early in life, we can help reduce our children's health risks and increase their chances for longer, more productive lives.

Parents/guardians should:

- Honor their child's birthday by sending non-food treats such as stickers or pencils
- Ensure all food sent to school for birthday celebrations promote healthy food choices (see the list of healthy snack ideas attached to this letter).
- Ask your child's teacher what non-food or healthy rewards/incentives they are utilizing in the classroom.
- Become involved in planning school holiday parties that include games, crafts and healthy foods and beverages.
- Participate in brainstorming ideas for healthy, non-food focused fundraisers for the school.

To encourage your participation in this plan, attached to this letter you will find suggested food and beverages. These items are consistent with the intent of the district's Local School Wellness Policy and will promote healthful eating among our students. Also note that students will not be allowed to bring in junk food items such as chips, candy, drinks, etc. to school.

Whether your child eats his or her snack at home or at school, or if you provide a snack for a classroom party or celebration, keep these things in mind:

- Snacks should be kid-size. Both children and adults don't need large portions.
- Snacks should be colorful. Kids eat with their eyes. Make snacks visually appealing.
- Snacks should be healthy. Offer fruits and vegetables as often as you can.
- Drinks should be served in small portions, a cup or less each. Water is the healthiest choice.

Our goal is not to cut out all treats, but to make sure they are eaten in moderation and do not become the focus of parties or celebrations. The focus should be on fun, not food. The list below provides healthy suggestions for celebrations.

Healthier Options

- 100% juice instead of punch
- 100% fruit juice freezer pops
- Trail mix
- Apples with caramel dip

- Fruit or vegetables
- Popcorn (minimal salt and butter)
- Dried fruits
- Low-fat yogurt products
- Fruit leather
- String cheese
- Sparkling water
- Pretzel products
- Real fruit popsicles

We encourage parents to use the list above as a guide in providing healthy snacks. You may also choose to bring in non-food items to give to each child on your child’s birthday. Here is a list of ideas:

- Glow-in-the-dark items
- Slap bracelets
- Party hats
- Silly bands
- Bubbles
- Chalk
- Stickers
- Little toys
- Stamps
- Plastic rings
- Erasers
- Holiday theme items
- Pencils
- Crayons
- Pens
- Decorative pencils

Here are a few other ways that you can celebrate your child’s birthday at school:

- Donate a book to the school in honor of your child’s birthday with his/her name inside.
- Have your child bring their favorite book to share and read it to the class.
- Donate a ball or jump rope to the classroom for recess.
- Choose a favorite song or musical piece to sing or play for the class.

As educators, caregivers and loved ones we all want the best for our students. Thank you for joining us in giving students healthy opportunities to celebrate important events and achievements.

If you have any questions, please contact the school. We are looking forward to making our school the healthiest it can be so our students can do their best work.

Have a healthy day!

Sincerely,

Mina J. Blazy,
Principal

Gus Franklin, Jr. STEM Academy **Parent/Student Contract**

Successful academic scholars is the benchmark at Gus Franklin, Jr. STEM Academy. To ensure our program of continued excellence parents and students must sign that they agree to the following:

The Franklin Falcon Students will:

1. Walk single file down the middle
2. Get where you need to go quickly and promptly
3. Follow adult directions
4. Have a pass
5. Watch where you are going
6. Walk behind the person in front of you
7. Respect personal space & property
8. Stay quiet in the hallway
9. Take charge of your belongings

Parents will:

1. Participate in the parent volunteer program at Gus Franklin, Jr STEM Academy. Parents are expected to volunteer between 1-2 hours a month either in the classroom or at school. Volunteering can be done in different ways: spending time in your child's class and helping, making copies, cutting and pasting materials, laminating, etc., joining the PTO and attending general membership meetings, attending conferences, orientation and back to school night, helping at PTO sponsored events and school performances.
2. Attend all conferences and meetings scheduled by the teacher to address their student's educational needs.
3. Support the school-wide behavior and attendance requirements. Students will act in a responsible manner and be in school on time, every day, all day.
4. Agree to follow the guidelines of the school uniform policy.
5. Participate in all school performances during and outside the school day.
6. Student with excessive absences, tardiness and/or who leave school early will be at-risk of NOT returning to Gus Franklin, Jr. STEM Academy the following year. At 10 days or more without make up days you may receive a letter at the end of the year asking your child to return to their resident school.
7. Take advantage of Saturday School; for one day absence will be made up per Saturday school attendance

Contracts will be reviewed annually and conditions must be met before a student is invited back the following year. I understand that, as a student or as a parent, I must fulfill the above obligations to remain at The Gus Franklin, Jr. STEM Academy School Site.



Gus Franklin, Jr. STEM Academy
13215 Hopland Street, Victorville, CA 92392
760-530-7640

Our Mission as a professional learning community is to involve all stakeholders in guiding students to think deeply about world concepts and work towards mastery of integrating reading, writing and speaking in all academic areas.

We S.O.A.R to the top; we conduct ourselves in a safe, respectable and responsible manner to ensure life-long academic and social success. **S**afety First, **O**utstanding Conduct, **A**ccountability, and **R**espect

SCHOOL- FAMILY COMPACT

It is important that families and schools work together to help students achieve high academic standards. Through a process that includes teachers, families, students and community representatives. The following are agreed upon roles and responsibilities that we as partners will carry out to support student success in school and in life.

Student Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Come to school ready to learn and work hard.
- Bring necessary materials, completed assignments and homework.
- Know and follow school and class rules.
- Ask for help when I need it.
- Communicate regularly with my parents and teachers about school experiences so that they can help me to be successful in school.
- Limit my TV watching and instead study or read every day after school.
- Respect the school, classmates, staff and families.
- Student Goal: (Developed by Student, Teacher and Parent)

Family/ Parent Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Provide a quiet time and place for homework and monitor TV viewing.
- Read to my child or encourage my child to read every day.
- Communicate with the teacher or the school when I have a concern.
- Ensure that my child attends school every day, gets adequate sleep, regular medical attention and proper nutrition.
- Regularly monitor my child's progress in school.
- Participate at school in activities such as school decision making, volunteering and/or attending parent-teacher conferences.
- Communicate the importance of education and learning to my child.
- Respect the school, staff, students and families.
- Family/ Parent Support Plan:

Teacher Pledge

I agree to carry out the following responsibilities to the best of my ability:

- Provide high-quality curriculum and instruction.
- Have high expectations and motivate my students to learn.
- Communicate regularly with families about student progress.
- Provide a pleasant, safe and nurturing learning environment.
- Provide meaningful, daily homework assignments to reinforce and extend learning.
- Actively participate in collaborative decision making and consistently work with families and my school colleagues to make schools accessible and welcoming places for families which help each student achieve the school's high academic standards.
- Respect the school, students, staff and families.

Gus Franklin

PO Drawer 70
Adelanto, CA 92301
(760) 530-7640 FAX (760) 951-7806

2020-2021

San Bernardino County Superintendent of Schools

Information/Photo Release Form

Student Name: _____ Phone: _____

Address/City/Zip: _____

I, _____, give authorization and consent for the San Bernardino County Superintendent of Schools (SBCSS) and organizations/associations connected with SBCSS to use my child's name, photographs, video camera recordings and interview comments for educational purposes. I understand that these items may be distributed to individuals, groups and the news media and published in, but not limited to, advertisements, news releases, newsletters, slide shows, video presentations and the World Wide Web. I understand that published materials may identify students as special education or alternative education and could include references to various special needs based on the program.

No, I would rather not have my child photographed.

**PLEASE COMPLETE ON AUTHORIZATION PAGE 30 AND RETURN TO OFFICE. YOU MAY
KEEP THIS FORM FOR YOUR RECORDS.**



Adelanto School District

11824 Air Expressway, Adelanto Ca. 92301
760-246-8691

2020/2021

REPORT CARD RELEASE

Dear Parents/Guardians,

An authorization is required by parent/guardian in order for your child to hand carry his/her report card or progress report home. Please check yes or no on **page 30** and bring authorization form on **page 30** to the school office. This authorization will be effective for the 2020-2021 school year. Keep this form for your records.

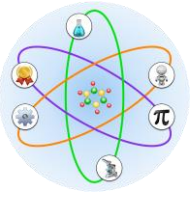
Yes, I give permission for my child to carry his/her report card or progress report home.

No, I will pick up my child's report card in the school office.

Child's Name _____ Teacher _____

Parent/Guardian Signature _____ Phone Number _____

PLEASE COMPLETE ON AUTHORIZATION PAGE 30 AND RETURN TO OFFICE. YOU MAY KEEP THIS FORM FOR YOUR RECORDS.



Gus Franklin, Jr. STEM Academy

13125 Hopland St., Victorville, Ca 92394

Phone # 760-530-7640

Mina J. Blazy

Principal

Library Permission Slip for School Year 2020-2021

Dear Parents or Guardians:

K-5th grade students may check out one book at a time. They may keep this material for one week. Another book may not be checked out until all materials have been returned. In accordance with Cal. Ed. Code 48904: Parents will be billed for any lost or damaged items assigned to their students; and the school shall withhold grades, diplomas, and transcripts. In addition, students will not be able to participate in special school activities such as, but not limited to: field trips or promotional ceremonies until the library books are returned or fines are paid for. Yearbooks will also be held until the last day of school.

Students who have lost a book and have paid for it are allowed a refund if the book is found within 3 months from the time book was paid. This is our school site policy. Please encourage your child to READ every night and to take good care of materials and to return it on time. Please remind your child NOT to lend out any materials he/she has checked out in their name. Once it is checked out to him/her, it is their responsibility.

We hope your child will enjoy using this library and we thank you for your cooperation.

Sincerely,

Gus Franklin Staff

YES: MY CHILD AND I WILL BE RESPONSIBLE FOR LIBRARY MATERIALS.

NO: I DO NOT WANT MY CHILD TO CHECK OUT LIBRARY MATERIALS



PLEASE COMPLETE ON AUTHORIZATION PAGE 30 AND RETURN TO OFFICE. YOU MAY KEEP THIS FORM FOR YOUR RECORDS.

ADELANTO SCHOOL DISTRICT

11824 Air Expressway
Adelanto, CA 92301
760-246-8691

District-Wide Disaster Drill

Every year the Adelanto School District participates in a District-Wide Disaster Drill. All students will participate. This Disaster Drill may happen at any time during the school year, it is possible that we will have more than one drill a year. We feel that this drill is important in case there is a real emergency and so the students and staff will know how to react.

In the event of a real emergency, please be aware that we would not dismiss students early because some parents would not be at home to care for them. We keep students on campus until a parent or other person indicated on a child’s emergency authorization card (yellow legal card), can pick them up. It is very important that emergency information is current and that you have named several people who are authorized to act on your behalf. While picking up children under emergency conditions, all parents must go through the authorized check out area, also known as the “student pick-up” area. This allows us to keep track of all students.

Some students will be used as an “injured/ill student during this drill. Please mark if you would like your child to act as an “injured/ill student or if you do not want them to act as an “injured/ill” student. Not all children will be chosen to be “injured/ill” students but all students will participate.

District-Wide Disaster Drill

Yes I GIVE MY PERMISSION FOR MY CHILD TO ACT AS AN INJURED/ILL STUDENT DURING A DISASTER DRILL.

No I DO NOT WANT MY CHILD TO ACT AS AN INJURED/ILL STUDENT DURING A DISASTER DRILL.

PLEASE COMPLETE ON AUTHORIZATION PAGE 30 AND RETURN TO OFFICE. YOU MAY KEEP THIS FORM FOR YOUR RECORDS.

Adelanto School District

Acceptable Use Contract

Student Agreement

I understand and will abide by the provisions and conditions set forth in the Adelanto Elementary School District's Acceptable Use Policy. I understand that any violations of the Acceptable Use Policy or related District policies may result in disciplinary action, account revocation, and possible legal action and/or prosecution.

I also agree to report any misuse of District technology immediately. I understand that all rules of conduct described in District and school site policies, procedures, and handbooks apply while I am using District technology resources.

Student Printed Name Student ID – Complete on **page 30**

Parent/Guardian Agreement

Students under 18 years of age must obtain the signature of a parent or legal guardian who has read this contract. As the parent or legal guardian of this student, I have read this Acceptable Use Policy and understand that it is designed for educational purposes.

I understand that it is impossible for Adelanto Elementary School District to restrict access to all controversial materials and I will not hold the District responsible for materials acquired on the District network. I also agree to report any misuse of District technology to the school or District staff.

I hereby give my permission to allow my child access to the technology resources provided by Adelanto Elementary School District, including the Internet.

Agreement completed on page 30 of Gus Franklin Family Handbook.

Parents, for further information on educating minors about appropriate online behavior we recommend visiting <http://www.onguardonline.gov>.

This resource is provided by the federal government free of charge.

Gus Franklin STEM Academy 2020-2021

Family Handbook
Parent/Guardian Authorization

I understand that a high quality education can only occur when there is a strong partnership between parents and the school. I have reviewed and understand the terms in this Parent Student Handbook, and have directed any questions to my child's school or appropriate district department.

I have read and agree to the following:

- Library Permission Pg. 23/24 Yes/Si No
- Photo Release Pg. 19/20 Yes/Si No
- Report Card Release Pg.21 Yes/Si No
- District Wide Disaster Drill Pg.27 Yes/Si No

	Student Initials	<u>Parent Initials</u>
Acceptable Use Contract (Internet Contract) Pg.25-26	_____	_____
School Uniform/Dress Code Policy Pg.17	_____	_____
School Attendance Policy	_____	_____
School Discipline Procedures	_____	_____
Parent/Student Contract	_____	_____
School Family Compact	_____	_____

SCHOOL : Gus Franklin STEM Academy

DATE: _____

Student I.D# _____

(PRINT CHILD'S NAME)

(TEACHERS' NAME AND ROOM#)

(PARENT'S SIGNATURE)

(PHONE NUMBER)

(COMPLETE MAILING ADDRESS)

(Email)

Thank you for your time in reviewing this document and for being a partner in your child's education. Please sign and return this page to your child's teacher right away

NOTE:

**STUDENTS WHO COME LATE AND/OR LEAVE EARLY MAY NOT BE ABLE TO RECEIVE A PERFECT ATTENDANCE AWARD FOR THE YEAR.
(principal's discretion)**

STUDENT WITH EXCESSIVE ABSENCES (10 OR MORE), TARDIES AND WHO LEAVE SCHOOL EARLY WILL BE AT-RISK OF NOT RETURNING TO GUS FRANKLIN SCHOOL THE FOLLOWING YEAR.

STUDENTS WITH EXCESSIVE NEGATIVE BEHAVIORIAL ISSUES (THAT DO NOT IMPROVE OVER TIME) WILL BE AT-RISK OF NOT RETURNING TO GUS FRANKLIN, JR. SCHOOL THE FOLLOWING YEAR.

TO RECEIVE A PERFECT ATTENDANCE AWARDS STUDENTS MUST ATTEND SCHOOL ON TIME EVERY DAY AND STAY ALL DAY, NO EARLY PICK UP, NO LATE PICK UP.

STUDENTS WHO GO OUT ON INDEPENDENT STUDY WILL NOT BE ELIGIBLE TO RECEIVE A PERFECT ATTENDANCE AWARD AT THE END OF THE YEAR.