

School Community Handbook



A VISUAL AND PERFORMING ARTS ACADEMY

VIKING VALOR Your guide to excellence!

Student Name:

**Joseph George VAPA Academy
277 Mahoney Drive
San Jose, CA 95127
(408) 928-7600**

Revised 7/24

JG VAPA Academy

Vision & Mission

Joseph George - Visual and Performing Arts-Academy staff and its supporting community will accelerate 21st century competencies empowering students through leadership opportunities infused with inspirational visual and performing arts learning experiences. We strive for our students to become active and engaged learners as they pursue academic success, civic engagement, higher education and careers of their choosing.

Core Components:

- **Visual and Performing Arts (VAPA)**

Engagement with the Arts is essential to the human experience. Artistic expression motivates creativity, critical thinking, and compels empathy. Research continues to correlate art experiential learning to significant impacts on students' academic, social and emotional outcomes.

- **Empowerment through Leadership**

Every student has opportunities to engage in student leadership including Associated Student Body, Teachers' Assistants, Student Action Lead Team, and student project management.

- **21st Century Learning Competencies**

Students access learning through technology and acquire digital competence through learning opportunities that include information and data literacy, communication and collaboration, digital content creation, safety, and problem solving.

Seasonal showcases and performances celebrate the accomplishments of our students in these core components and accelerate student efficacy!

JG VAPA Staff is committed to preparing your child for High School and College. This Parent/Student/Teacher Handbook provides information regarding JG VAPA's ongoing operations, practices, and expectations. We know that families' active role is crucial to every student's academic and social success. We welcome and value your input. Please be informed of upcoming JG VAPA activities via our website www.arusd.org/George where you can find our School Calendar and recent News.

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For Student Reference-Your Child's Teachers and Room #

Subject	Teacher Email	Extension	RM #
English			
Mathematics			
Science			
Social Studies			
P.E.			
Elective			

JG VAPA Directory

Main Office		408-928-7600
Office Fax		408-928-7601
Attendance		408-928-7604
Health Office		408-928-7605
Principal	Jacqueline Montejano	408-928-7606
Assistant Principal	Luis Arreola	408-928-7607
Administrative Assistant	Claudia Escobar	408-928-7603
Academic Counselor	Hassan Vakili	408-928-7578
Counselor	Stacey Williams	408-928-7618
Intervention Specialist	Alondra Rios	408-928-7643
Community Liaison	Carmen Rubio	408-928-7608
School-Linked Services Coordination	Ana Gonzales	408-928-6963
Cafeteria		408-928-5627
Envisioneers Office		408-928-5566
District Office		408-928-6800
Transportation Department		408-928-6977

Useful Websites

Alum Rock Union School District	www.arusd.org
JG VAPA Middle School	www.arusd.org/George
California Department of Education	www.cde.ca.gov

JG VAPA Attendance Policy

1. If a student is ill, or must be absent from school, parents are to call the **school before 9:00 A.M.** The attendance phone number is 408-928-7604. Upon return to school, the student must **bring a note** from the parent/guardian explaining the absence. The student must get an Admit Slip before the beginning of their first class, and have the Admit Slip signed by each teacher. The last class teacher will collect the Admit Slip.
2. Phone calls will be made daily to parents of students whose names appear on the absentee list.
3. It is the students' responsibility to arrange with individual teachers for make-up work. According to District policy, students shall be given an opportunity to make up school work missed for an excused absence, and shall receive full credit if the work is turned in, according to a reasonable make-up schedule.
4. Family vacations must be planned to coincide with school vacations. A student taking a vacation on a school day will receive an unexcused absence. If a student is absent more than 10 days, the students will be dropped and re-enrolled upon return. Lengthy absences will affect the student's grades and could affect his/her promotion.

Tardies to the first class will be documented by the teacher and monitored by school administration. Students with excessive and or habitual tardiness will be referred to the office as a disciplinary infraction. and managed in accordance with the Administrative Progress Disciplinary Plan.

STUDENTS WITH OUTSTANDING ATTENDANCE WILL BE RECOGNIZED AT THE END OF THE FALL & SPRING!

Student Expectations - S. T. A. N. D.

SAFETY: Walk! Share spaces. Use appropriate language. Work to solve problems with others/adults. Control your body. Be considerate of others' needs. Prioritize safety at all times! Report harm. Speak up. STAND for kindness and good!

TRUST: Share your truth respectfully. Think with an open mind and open heart. Listen to understand. Ask for help. Expect to be heard. Look for consistency in relationships. Be trustworthy. Know that everyone is on their own journey of self-management.

AGENCY: Never give up! Take a break. Get through this moment. Work toward academic and social goals. Stay true to your beliefs and STAND up for them in a productive way. Hold yourself accountable. Think positively as much as possible.

NECESSITY: Prioritize what is necessary. Self-care and well-being come first! Utilize strategies for self-care. Manage yourself by allowing space and time to process challenges. Communicate needs with a trusted adult. Build healthy relationships. Take care of your body with adequate nutrients and rest. Treating others kindly is also self-care.

DEVELOPMENT: Every one of us is on our own individual journey of development. Acknowledge your areas for improvement and work to strengthen your position. Help others see their potential. STAND for progress not perfection!

JG VAPA Middle School Students Will:

1. Show respect for all people at JG VAPA, including themselves, as they follow all school and classroom rules.
2. Adhere strictly to the JG VAPA school uniform.
3. Respect JG VAPA property, including iPads, books, supplies, furniture, walls, and bathrooms.
4. Arrive **on time to class and be ready to work** at the tardy bell.
5. Be prepared for class and bring all materials required by the teacher.
6. **Will not bring any personal items that are not related to academic success.** This includes all valuables, money and cell phones. Administration will not allocate resources to recover these items.

In accordance with CA Educational Code 48901 public school districts have the authority to adopt policies that prohibit or limit the use of smartphones on school grounds and during school hours.

NOTE: STUDENT PERSONAL PHONE USE IS STRICTLY PROHIBITED.

If you need to get a hold of your child, please contact the front office at 408-928-7600 and staff will work to connect you with your child. **All staff will immediately confiscate any valuables including devices and turn them in to the front office to secure them for guardian pick-up. Please support us in reducing distractions from learning, and increasing safety for all by expecting your child's compliance.**

JG VAPA Middle School is a Closed Campus

(In accordance with California Administrative Code, Title 5, Section 303) **Pupils**, upon entering the school campus, **must remain on campus until the end of the school day.** Exceptions may be made with the approval of the principal or designee. Deviation of this policy may result in disciplinary action. **All visitors must report to the office to identify themselves, and state the nature of their business upon request.**

Outside food deliveries are prohibited. Students may bring food for private consumption only. For the students' well being, we highly discourage energy drinks. If a parent would like to host a special picnic for their child only, on the bench in front of the school, they may do so.

JG VAPA Staff Support

Staff will support as follows: All student behavior will be managed with progressive discipline policies and procedures.

In the classroom:

- Teachers will teach expected behaviors and manage their classrooms with a clearly defined, Progressive Discipline Plan (PDP).
- The plan will include parent contact regarding student behavior, **prior** to intervening with a Discipline Referral to the office.
- The plan will include an opportunity for students to refocus. This may include a zen zone, a buddy teacher arrangement, a time outside. Students will have an opportunity to rethink and reset for success.
- In the event that a student is suspended from class, the teacher will provide appropriate work for the student to be completed during the class suspension, and will arrange to meet with the student's parent.

In the office:

(After a teacher has fully implemented his/her Progressive Discipline Plan)

- Students will be seen in a timely manner, missing as little instruction as possible.
- If an office referral is in accordance with the teacher's classroom discipline plan, administration will provide appropriate consequences in accordance with the Administrative Discipline Plan (ADP)
- A quiet place to complete work will be provided for class suspensions.
- Passes will be provided for students returning to class.

Teachers will receive a returned copy of the referral, usually within (1) school day, and the outcomes of the referral will be outlined on the returned copy. If behavior persists, other interventions may be necessary.

JG VAPA's Administrative Progressive Discipline Plan 7

Administration may deviate from the plan, as necessary, to meet the greater needs of the student body.

# of Incidents	Disciplinary Actions*	Parent notification
1-2	<ul style="list-style-type: none"> - Student completes Behavior Reflection/ Incident Summary - Thorough discussion of expectations - Assign school beautification, after-school detention, or other appropriate consequence - Discuss and or assign loss of social privileges - Incident documented in student records 	Administration keeps record of and may notify parents of: <ul style="list-style-type: none"> ● Incident Summary ● Associated Consequences ● Administrative Progressive Discipline Plan
3	<ul style="list-style-type: none"> - Student circulates Progress Report and submits to Assistant Principal within (2) days of school - Incident documented in student records - Assign school beautification, after-school detention, or other appropriate consequence - Student will be excluded from upcoming social privileges and extracurricular activities. 	Administration notifies parents of: <ul style="list-style-type: none"> ● Incident Summary ● Associated Consequences ● Progress Report ● Support service options including academic and behavioral counseling ● Loss of social privileges
4	<ul style="list-style-type: none"> - Incident documented in student records - Assign school beautification, detention, or Saturday School - Social privileges at brunch and/or lunch will be taken away for (5) days - Student excluded from extracurricular activities for (10) days and from next school dance or community celebration 	Administration notifies parents of: <ul style="list-style-type: none"> ● Incident Summary ● Associated Consequences ● Behavior Contract ● Follow-up on Support service options ● Loss of social privileges ● Exclusion of social privileges
5	<ul style="list-style-type: none"> - Student will be suspended in accordance with severity of incident, up to (5) school days - Student begins to lose year-end privileges 	<ul style="list-style-type: none"> - Parent/Guardian must pick up the student. If they are not available, the suspension will be for the following day.

6+ On an individual basis, and shall include one or more of the following: suspension, parent accompaniment for one school day, parent & administration meeting, behavior contract, loss of extracurricular activities and/or year-end privileges, or recommendation for expulsion

JG VAPA Dress Code Expectations & Enforcement Plan

Any student who is out of the required school uniform should work to solve the problem in the Uniform Support Office immediately before school and prior to being sent to the office at the beginning of their first class to avoid infraction.

On a monthly basis, uniform compliance will be enforced as follows:

- | | |
|--------------------|---|
| 1st offense | Uniform support for correction prior to student's class attendance. |
| 2nd offense | Uniform supported + Item confiscated for Parent Pick-up, Parent notification + Excluded from upcoming Fun Dress Day/ Day privilege (i.e. PJ Day). |
| 3rd offense | Uniform supported + Thursday Detention
Documented in Student Record and managed with progressive discipline. |

If, for whatever reason, the student's uniform is not able to be corrected with loaned articles from the uniform support office, the student will contact parents to bring a uniform, and will not attend classes until the uniform is remedied.

Every month, students will start with a clean slate; however, each time a student reaches his/her 3rd violation for the month, it will be noted in his/her school record thus, becoming a disciplinary infraction.

We will make every effort to correct the uniform with loaned articles. In the event that a student is loaned articles of clothing, the following expectations must be met:

- The student will complete a dated "Borrower Contract" in office, which states that the student will return the article(s) at day's end or within five school days thereafter, and in clean condition.

Parents/Guardians will be billed for borrowed articles of clothing that have not been returned. Until the bill is paid, students will not be loaned additional articles for any reason. Instead, parents/guardians will be required to bring the student's appropriate uniform to the school. The replacement cost for any item is \$5.00.

The dress code is really simple and we hope students expect minimal need for interventions!

PLAN FOR SUCCESS

JG VAPA ACADEMY

*COMMON DRESS GUIDELINES ARE DESIGNED
FOR STUDENT COMFORT AND SAFETY*

**WHAT TO WEAR FOR SCHOOL SUCCESS:
CLOTHES THAT ARE COMFORTABLE,
APPROPRIATELY SIZED, & FITTED TO AVOID MID
DRIFT AND OR UNDER GARMENT EXPOSURE.**

WHAT NOT TO WEAR:

- NO PREDOMINANTLY RED OR BLUE
- NO LEGGINGS
- NO PAJAMAS
- NO BRANDS REPRESENTING ALCOHOL,
TOBACCO OR DRUG USE OF ANY KIND
- NO IMAGES OF SMOKING, WEAPONS OR
VIOLENCE OF ANY KIND
- NO SAGGING
- NO SLIPPERS, SLIDES, NOR OPEN TOED SHOES
- NO NIKE CORTEZ
- NO TEAM GEAR
- NO LOGOS ON HATS
- NO LANGUAGE OR IMAGES THAT REPRESENT
ANY CITY, AREA CODE, PART OF TOWN ETC.

P.E. – Dress to Sweat!

Your P.E. grades depend on it! Each time you have a uniform violation, you have points deducted from your grade. Don't do it! Having no deductions is easy! Plan to dress out in JG required PE gear everyday!

TOPS JG VAPA required P.E. T-shirt \$12.50

BOTTOMS JG VAPA required Black Shorts \$12.50

SWEATS JG VAPA or personal Pocketless sweats

SHOES Athletic Shoes Not predominantly RED OR BLUE

UNIFORM INCENTIVES & associated restrictions

On specific, announced dates there will be FUN DRESS Days **for those students who have earned the privilege by adhering to our dress code** . If for any reason, a student on the exclusion list, comes out of uniform, the uniform will be corrected before that student attends class. The student will be placed on the next month's No FUN DRESS Day list, and be excluded from all school privileges and extracurricular activities for that month. An exclusion list will be accessible the day before the FUN DRESS Day.

All **FUN DRESS Days** have the following restrictions:

(Additional exceptions & rules may be listed above for that particular day)

- No red or blue of any kind on any article of clothing or accessories
- NO oversized/undersized attire
- Denim blue jeans and other colored bottoms are ok, but no red or blue.
- No tank tops (sleeveless nor spaghetti straps) of any sort
- No inappropriate images or branding with any association with guns, nudity, vulgarity, drugs, smoking, etc.
- No apparel that “represents” any area code or city, region, team or side of town, etc.

Community Engagement Plan

Please make your active participation a priority.

Data shows!...Your support significantly impacts your child's success!

Please plan for your work to be authentic, exciting and rewarded!





Please anticipate the following to support your success:

- JG VAPA events posted on school website calendar and communicated through Parent Square
- Service opportunities include: School Site Council (SSC), English Language Acquisition Committee (ELAC), Fun for Students Event Planning Team



JG VAPA Family Engagement Earner's Plan

GOAL: Honor YOU for your service in making our school a success!

Hours	Recognition	
5	JG VAPA Gear Pack (Surprise Swag!)	
10	Little Caesars Pizza Party lunch for your child!	
15	Choose a gift valued at approx \$50	
20	JG VAPA Family Engagement Viking Hoodie	

- > Family members must be responsible for logging verifiable hours in the Tracking system for approval by School staff.
- > Prize distribution will occur at Family Parent meetings each Quarter and may be determined by participation rates.
- > Variations of plan may occur without notice as deemed necessary by School Administration..

Grades/Evaluation of Student Achievement 12

Grades for achievement shall be reported each marking period as follows:

A	Outstanding Achievement	4.0 grade points
B	Above Average Achievement	3.0 grade points
C	Average Achievement	2.0 grade points
D	Below Average Achievement	1.0 grade points
F	Display of little/no Academic Achievement	0 grade points

NOTE: (+) and (-) do impact the weight of the grade points

Whenever it becomes evident to a teacher that a student is in danger of failing a course, the teacher shall arrange a conference with the student's parent/guardian or send the parent/guardian a written report. (Education Code 49067)

For students who make Honor Roll (≥ 3.0) Recognition and celebration will occur as follows:

Trimester 1 Movie Matinee Student Party

Trimester 2 Family Honor Roll Night

BE PREPARED! APPLY YOURSELF! DO YOUR BEST!

Criteria to determine grades for achievement may include, but are not limited to:

1. Preparation of assignments: accuracy, eligibility and promptness
2. Contribution to classroom discussions; collaboration with peers
3. Demonstration of understanding CA State Standards via assignments, projects and or assessments
4. Organization and presentation of knowledge via written and or oral reports
5. Application of acquired skills, originality, and critical thinking to new material and in problem solving

T1 Progress Report GPA _____ Report Card GPA _____

T2 Progress Report GPA _____ Report Card GPA _____

T3 Progress Report GPA _____ Report Card GPA _____

JGMS Sports Eligibility

At Joseph George Middle School, academics come first. We recognize that being a student athlete can be a challenge. However, it is vitally important that our student athletes are able to find a balance between academics and athletics. All student athletes are held to an academic standard. This standard is measured with the specific academic marker listed below.

Athlete Eligibility Requirements:

1. Must have a 2.0 GPA or higher
2. Have medical paperwork turned in to the athletic director
3. Have transportation paperwork filled out and turned in to the athletic director

A student must meet the above criteria or they will not be allowed to participate in any practices, scrimmages, or games/meets.

BE INFORMED THAT ALL AFTER SCHOOL SPORTS ELIGIBILITY IS DETERMINED BY STUDENTS' ACADEMIC PERFORMANCE AND $\geq 90\%$ ATTENDANCE RATE!

SPORT		Academic Eligibility Marker
Cross Country	August	Fresh start! All students Eligible
Wrestling/Girls Basketball	October	T1 Progress Report & attendance
Boys Basketball	November	T1 Progress Report & attendance
Girls & Boys Soccer	February	T2 Progress Report & attendance
Flag Football	TBD	TBD & attendance

The Governing Board expects students to progress through each grade level within one school year. To accomplish this, instruction should accommodate the variety of ways that children learn and include strategies for addressing academic deficiencies when needed.

Students shall progress through the grade levels by demonstrating growth in learning and meeting grade-level standards of expected student achievement.

When high academic achievement is evident, the Superintendent or designee may recommend a student for acceleration into a higher grade-level. The student's maturity level shall be taken into consideration in making a determination to accelerate a student. (Education Code 48070)

Eighth Grade Promotion

In order for an eighth-grade student to receive his/her certificate of completion and be promoted to high school, he/she must meet the following requirements:

- Students must meet the Academic Standards as determined by the governing board (described below).
- Students must have cleared any and all outstanding fees with the school (or have paid for the non-returned items in full).

Academic Standards as Determined by Cumulative GPA

Students who receive a GPA of:

2.0 Students fully participate in promotion and are eligible for all promotion related activities (walk stage, receive promotion certificate, activities, etc.).

For all students additional criteria will be used to determine participation eligibility:

- Cumulative 2.0
- Behavioral considerations
- IEP Goals
- Contract on case-by-case basis to support students at-risk of not having a 2.0 GPA
- 90% Attendance

Students who receive a GPA of:

1.75 – 1.99 Students receive a promotion certificate and may participate in some activities, depending on their behavior. They do not walk on the stage.

Students who receive a GPA of:

≤1.74 Students may participate in limited activities. They do not walk on the stage and do not receive a promotion certificate.

Glossary of Related Terms

Class Suspensions are in accordance with the educational code 48910, and may be assigned by the classroom teacher. The first time, arrangements for an in-house suspension will be made by the administration. The teacher will set up a conference with the parent. Subsequent class suspensions may result in a suspension from school.

Dress code violations will be managed in accordance with the school-wide uniform enforcement plan, as described in this handbook. Please carefully read all details of the JG VAPA Uniform Plan, and **do not purchase shoes or accessories, including backpacks, which are predominantly red or blue for school use.** (Local site administrators reserve the authority to establish their own standards of dress/ appearance which is in compliance with this statute; California Administrative Code, Title 5, Section 302).

School privileges/extra-curricular activities include any and all nonacademic activities, including, audience participation at band performances, sports events, and or social times spent by students on JG VAPA campus as well as any event in affiliation with JG VAPA. In accordance with the Administrative Discipline Plan, excessive behavioral incidents will result in loss of privileges.

Guardian Contact Information must be updated immediately when a change of information occurs. In the event of an emergency, accurate information is crucial. Updating contact information assures that JG VAPA staff will uphold appropriate communications in accordance with the school plan and individual classroom discipline plans.



A VISUAL AND PERFORMING ARTS ACADEMY

PARENT SQUARE

Scan the QR codes to get started!

Alternatively, check your email for a message from our school OR go to **parentsquare.com/signin** and follow the prompts to sign up.

Use Google single sign-on, your email, or your phone number to set up your account. Your email/phone number must match contact details in the school's database for this to work!

If your contact details aren't recognized, contact your school administrator to get them added.

