



# PIONEER JUNIOR HIGH

**THIS PLANNER BELONGS TO:**

**NAME:** \_\_\_\_\_

**GRADE:** \_\_\_\_\_

**HOMEROOM:** \_\_\_\_\_

245 W 18TH STREET, UPLAND CA 91784  
909.949.7770

WEBSITE: [HTTPS://PJH.UPLAND.K12.CA.US/](https://PJH.UPLAND.K12.CA.US/)

**2025-2026**





# TABLE OF CONTENTS

## **Introduction**

PJH Vision .....	01
Administration & Office Contacts .....	02
25-26 Calendar .....	03
My Schedule .....	05
Bell Schedule .....	07

## **Pioneer Standards & Expectations**

Behavior .....	08
Attendance .....	09
Cell Phone Policy .....	10
Dresscode .....	12
General Information .....	12
Counselor Information .....	18

## **Student Conduct**

Practices for Student Conduct .....	22
California Education Code .....	24

## **Reference Materials**

iReady .....	26
Academic Vocabulary .....	29
Multiplication Chart .....	36
RACES Writing Strategy .....	37

# PJH VISION

**We reach, teach and impact the lives of junior high students, preparing them for tomorrow. We expand their intellectual and physical abilities and address the needs of the whole individual.**



**FROM THE  
PIONEER TEAM**

Welcome to Pioneer Junior High! Serving this outstanding community is an honor. As a new academic year unfolds, we're thrilled to have you with us and want to emphasize just how much YOU matter!

Embrace the journey ahead with enthusiasm, dedicate yourself to your studies, and dare to venture beyond your comfort zone. Remember, the path to learning is not always clean-cut; stumbling, facing challenges, and even failing at times are all part of the process from which we grow. Here at Pioneer Junior High, you're backed by an incredible team of teachers, staff, administrators, and counselors, all ready to push and support you

as you evolve both academically and as valued members of our educational community.

Let's make this year memorable by lifting each other up with kindness and appreciation. A simple smile, a word of thanks to our staff, or treating everyone with respect can make a big difference. Remember, choosing the right path, especially when it's the harder option, shows true strength.

**We're here to support you every step of the way, so never hesitate to reach out to us whenever you need assistance.**

# ADMINISTRATION & OFFICE STAFF



<b>Position</b>	<b>Name</b>	<b>Email</b>
Principal	Dr. Chris Kotlewski	chris_kotlewski@upland.k12.ca.us
Principal's Secretary & Office Manager	Susan Koch	susan_koch@upland.k12.ca.us
Assistant Principal	Justin Hall	justin_hall@upland.k12.ca.us
Assistant Principal's Secretary @ Attendance Clerk	Tina Olsen	christina_olsen@upland.k12.ca.us
Counselors	Lee Ridgeway Last Names A-K, & 7th L	lee_ridgeway@upland.k12.ca.us
Counselors	Amber Arguello Last Names M-Z, & 8th L	amber_arguello@upland.k12.ca.us
Health Technician	Rosemary Soto	amber_arguello@upland.k12.ca.us
Office Clerk	Lisa Maloof	lisa_maloof@upland.k12.ca.us



# Upland Unified School District School Calendar 2025-2026

## Legal Holidays

### July

4 Independence Day

### August

14 In Service Day  
15 In Service Day  
18 First Day of School

### September

1 Labor Day

### October

31 In Service Day

### November

11 Veterans Day  
24-28 Fall Break

### December

19 Minimum Day  
22-31 Winter Break

### January

1-2 Winter Break  
19 Martin Luther King Jr. Day  
20 In Service Day

### February

9 Lincoln's Birthday - Observed  
16 Presidents' Day

### March

30-31 Spring Break

### April

1-3 Spring Break

### May

25 Memorial Day

### June

4 Last Day of School  
19 Juneteenth (Classified Holiday Observed)

July 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

August 2025						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

September 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

10

21

October 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

13

15

January 2026						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

March 2026						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

18

20

April 2026						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June 2026						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

20

4

180 School Days

End of Trimester (TK-8)  
November 14  
February 27  
June 4

October 24 (end of Quarter)  
January 16 (end of 1st semester)-91 days  
March 20 (end of 3rd quarter)  
June 4 (end of 2nd Semester)-89 days

- Legal/Local Holidays - District & Schools Closed
- Non-student/Non-Teacher Attendance
- Teacher In-Service Days
- Opening/Closing

Pioneer Junior High School  
School Calendar of Events  
2025-2026  
ALL DATES SUBJECT TO CHANGE

August

4-8 Summer Bridge  
7-8 WEB Leader Orientation  
11 7th Grade Orientation/WEB Day  
12 Registration Day/Fall Pictures  
18 First Day of School  
20 **iReady Diagnostic - Reading**  
21 **iReady Diagnostic - Math**  
22 ASB Back to School Bash (2:25-3pm)  
27 Back to School Night  
29 Minimum Day

September

1 No School - Labor Day Holiday  
4 Hearing & Vision Testing  
23 Grading Window Opens  
23 Make-up Picture Day

October

2 Grading Window Closes (8 am)  
3 Progress Reports Sent Home  
9 Parent Teacher Conferences-12:45-2:45/5:00-7:00  
9 Minimum Day - 12pm Dismissal  
10 Minimum Day - 12pm Dismissal  
16 Great California Shakeout  
17 Black & White Fall Fling 6-8pm  
20-24 Red Ribbon Week  
24 Red Ribbon Week Carnival  
27 - 31 Book Fair  
31 In-service Day - Non Student Day

November

5 UHS Road Show  
10 No School  
11 No School - Veterans Day  
07 Grading Window Opens  
14 End of First Trimester  
18-19 Highlander Day  
20 Grading Window Closes (8am)  
21 Report Cards Sent Home  
24-28 No School - Thanksgiving Break

December

3 **iReady Diagnostic - Reading**  
4 **iReady Diagnostic - Math**  
9 PJH Band Concert (UHS) (Tent)  
10 Spelling Bee (Tent)  
11 PJH Choir Concert (UHS) (Tent)  
12 ASB Winter Social  
19 Winter Assembly  
19 Minimum Day - 12pm Dismissal  
22-31 No School - Winter Break

January

1-2 No School - Winter Break  
5 School Resumes  
6 Grading Window Opens  
8-9 9th Grade Registration (Tentative)  
15 Grading Window Closes

16 Progress Reports Sent Home  
19 No School - MLK Day  
20 No School  
22 Parent Teacher Conferences-12:45-2:45/5:00-7:00  
22 Minimum Day - 12pm dismissal  
23 Minimum Day - 12pm dismissal  
27 Minimum Day - 12 pm dismissal (students only)

February

3 Pioneer's Got Talent! Show  
6 ASB February Fling Social  
9 No School - Lincoln's Birthday Holiday  
10 Yearbook & Dept. Group Pictures  
16 No School - Presidents Day  
17-20 College & Career Week  
19 District Jazz Showcase  
20 Career Day  
24 Grading Window Opens  
27 End of 2nd Trimester

March 5 Grading Window Closes (8am)  
6 Report Cards Sent Home  
12 UUSD Band Concert (UHS)  
19 UUSD Choir Concert (UHS)  
20 March Madness (1 hr. lunch)  
30-31 Spring Break

April 1-3 Spring Break  
7 Grading Window Opens - Progress Reports  
7 Spring Pictures  
10 2nd Trimester Assembly  
16 Grading Window Closes (8 am)  
17 Progress Reports Sent Home  
21 PJH Band Concert (UHS)  
23 PJH Choir Concert (UHS)  
29 Showcase

May

1 Minimum Day  
4 Teacher Appreciation Week Begins  
12-14 CAASPP/CAST Testing  
15 MDTP for 7th Grade  
19 Grading Window Opens  
25 No School - Memorial Day Holiday  
27 8th Grade Awards Night  
29 8th Grade Promotion Party

June 1 Pioneer Palooza/Field Day  
2 Activity Day  
2 Grading Window Closes  
3 Minimum Day  
3 Yearbook Signing/Promotion Practice  
4 8th Grade Promotion Ceremony UHS  
4 Minimum Day- Last Day of School  
4 Report Cards Sent Home

# MY SCHEDULE

Period	Course	Room #	Teacher
0			
1			
2			
3			
4			
5			
6			

Period	Course	Room #	Teacher
0			
1			
2			
3			
4			
5			
6			

Period	Course	Room #	Teacher
0			
1			
2			
3			
4			
5			
6			

Trimester 1

Trimester 2

Trimester 3

# Calculating My GPA



**STEP 1: Write in your letter grade for each class below.**

SAMPLE	Letter Grade (A, B, C, D, F)	Grade Points
English		
Math		
History		
Science		
PE		
Elective: _____		
Elective: _____		

**STEP 2: LOOK UP THE POINTS VALUE (0 TO 4) FOR EACH LETTER GRA**



LETTER GRADE	GRADE POINTS
A =	4
B =	3
C =	2
D =	1
F =	0

**STEP 3: Write in the point value for each class**



**STEP 4: Add up the total of all points you earned.**

TOTAL GRADE POINTS

**STEP 5: DIVIDE THE TOTAL GRADE POINTS BY # OF classes (7)**

GRADE POINT AVERAGE = TOTAL POINTS / 7

Trimester 1	Letter Grade	Grade Points
ENGLISH		
MATH		
HISTORY		
SCIENCE		
PE		
ELECTIVE 1		
ELECTIVE 2		
<b>TOTAL GRADE POINTS</b>	<b>GRADE POINT AVERAGE</b>	

Trimester 2	Letter Grade	Grade Points
ENGLISH		
MATH		
HISTORY		
SCIENCE		
PE		
ELECTIVE 1		
ELECTIVE 2		
<b>TOTAL GRADE POINTS</b>	<b>GRADE POINT AVERAGE</b>	

Trimester 2	Letter Grade	Grade Points
ENGLISH		
MATH		
SCIEHISTORY		
PE		
ELECTIVE 1		
ELECTIVE 2		
<b>TOTAL GRADE POINTS</b>	<b>GRADE POINT AVERAGE</b>	

**Pioneer Junior High School**  
**Bell Schedule**  
 2025-2026

**Regular Schedule**

*Monday, Tuesday, Thursday, Friday*

Block	Time
0	7:05 - 7:50 a.m.
HOMEROOM	8:00 - 8:13 a.m.
1	8:17 - 9:10 a.m.
2	9:14 - 10:07 a.m.
3	10:11 - 11:04 a.m.
4	11:08 - 12:01 p.m.
LUNCH	12:01 - 12:31 p.m.
5	12:35 - 1:28 p.m.
6	1:32 - 2:25 p.m.

**Wednesday Schedule**

*Compact Day*

Block	Time
0	7:05 - 7:50 a.m.
PRIDE Time	8:00 - 8:37 a.m.
1	8:41 - 9:20 a.m.
2	9:24 - 10:03 a.m.
3	10:07 - 10:46 a.m.
4	10:50 - 11:29 a.m.
LUNCH	11:29 - 11:59 a.m.
5	12:03 - 12:42 p.m.
6	12:46 - 1:25 p.m.

**Minimum Day Schedule**

Block	Time
0	7:05 - 7:50 a.m.
HOMEROOM	8:00 - 8:06 a.m.
1	8:10 - 8:45 a.m.
2	8:49 - 9:24 a.m.
3	9:28 - 10:03 a.m.
4	10:07 - 10:42 a.m.
5	10:46 - 11:21 a.m.
6	11:25 - 12:00 p.m.

**Assembly Schedule**

Block	Time
0	7:05 - 7:50 a.m.
HOMEROOM	8:00 - 8:13 a.m.
1	8:17 - 8:58 a.m.
2	9:02 - 9:43 a.m.
3	9:47 - 10:28 a.m.
4	10:32 - 11:13 a.m.
LUNCH	11:13 - 11:47 a.m.
5	11:51 - 12:32 p.m.
6	12:36 - 1:17 p.m.
*HR	1:17 - 1:21 p.m.
ASSEMBLY	1:21 - 2:21 p.m.
*HR	2:21 - 2:25 p.m.

\*Students will leave backpacks in Homeroom

**Minimum Day Assembly Schedule**

Block	Time
0	7:05 - 7:50 a.m.
HOMEROOM	8:00 am - 8:10 am
1	8:14 am - 8:34 am
2	8:38 am - 8:58 am
3	9:02 am - 9:22 am
4	9:26 am - 9:46 am
5	9:50 am - 10:10 am
6	10:14 am - 10:34 am
*HOMEROOM	10:38 am - 10:45 am
<b>Assembly</b>	<b>10:45 am - 11:45 am</b>
*HOMEROOM	11:45 am - 12:00 pm

\*Students will leave backpacks in Homeroom

**Arrivals:** Pioneer Junior High is a closed campus. Once students arrive at school, they are not allowed to leave campus during the regular school day unless being checked out by a parent/guardian

**Dismissal:** At the end of the school day, all students who ARE NOT with a teacher must be off campus within 15 minutes of the dismissal bell. Students who have not been picked up will be taken to the office to wait for parent/guardian.

# PIONEER STANDARDS & EXPECTATIONS

- All students have the right to feel safe and respected while at school without being bullied verbally, physically, in writing, or through social media.
- Pioneer is a gum free school.
- Cell phones must be turned off and not to be visible while on campus (see cell phone policy page).
- Always walk.
- Keep electronic or battery devices at home.
- Eat food only in designated areas.
- Act in a safe manner - "messaging around" or "just playing around" or activities that involve hitting, pushing, kicking, striking, grabbing are unsafe actions.
- Displays of affection (kissing, hand holding, hugging, and touching) are inappropriate at school.
- Speak respectfully to others on campus refrain from inappropriate language, name calling, gossip and "put-downs."
- Remain on campus at all times during school hours.
- Keep skin free from writing.
- Use non-scented lotions and stick deodorants. Sprays of any kind are not allowed.
- Leave items that may distract from classroom learning at home.
- Campus gates open at 7:30, and close at 2:30. Please plan accordingly.
- Students may not attend a planned fight.
- Have your PJH student planner with you at all times.
- Refrain from bringing items that could be of danger to self or others.
- Items sold on campus must be approved by administration.

**All school rules are enforced while on campus and during school-sponsored events.**

## **PROGRESSIVE DISCIPLINE MODEL**

Pioneer believes that consequences should match the infraction and are progressive. Consequently, depending on the frequency and/or severity of the infraction, responses **may** range from OMOC (Other Means of Correction) to a Maximum consequence.

**OMOC (Other Means of Correction) may include:** Warning, student and/or parent conference, Detentions(s), Loss of Privileges, Saturday School, Class Suspension, In-house Suspension, **Maximum Consequence:** Suspension, Expulsion

## **REPORTING AN INCIDENT**

Our priority is that all students feel safe and respected at Pioneer. If you hear or see something, please report it. You are more than welcome to come to the office to fill out a statement report or ask to speak with Dr Kotlewski or our Assistant Principal. We are here to support you and want to help in any way we can. Please know that we respect and protect your confidentiality in all matters as well.

## ATTENDANCE/ABSENCES

The California State Education Code requires school attendance for minors. We would like to remind you that success at school is contingent upon regular attendance. If your child needs to be away from school for a brief period of time (dental/doctor appointments) or for a day or more (illness, family emergency), it is important that you notify the school by emailing the 24-hour Attendance Email at [pjhattendance@upland.k12.ca.us](mailto:pjhattendance@upland.k12.ca.us) or by sending a note when your child returns. When emailing the Attendance Email, please leave your name, the student's name, the date, and the reason for the absence.

**If an absence is not cleared within 3 days, it will be considered truant.**

## INDEPENDENT STUDY

If your child will be out for 5 consecutive school days (excluding holidays), you can request an Independent Study two weeks prior to the absence. In doing so, please provide the Attendance Secretary with a letter stating the **dates** the student will be out, the **destination**, and a **parent/guardian signature**. The Attendance Clerk will prepare the student's work to complete while away, and it must be returned to the office in the morning when the student returns to campus.

## TARDY

Students are expected to arrive at school and to each class on time. Students who arrive to class after 8:00 AM must sign in with the Attendance Clerk, noting why they are tardy, and then receive a pass to class. A parent, student, and counselor conference will be scheduled if a student is habitually tardy.

## SCHOOL ATTENDANCE REVIEW BOARD

If a student is habitually truant, or has a pattern of irregular attendance, the student may be referred to the School Attendance Review Board (SARB). The school will notify the student and the parent/guardian of the referral.

## GUM

Gum is not permitted on campus. Careless disposal of gum on or around campus will result in campus beautification or other means of correction.

## CELL PHONES, SMART WATCHES & AIRPODS

Pioneer acknowledges the importance of electronic communication between students and parents, particularly in school-wide emergency situations. The district recognizes that instructional time is important and must be protected from unnecessary disruptions. Students are permitted to have an electronic device on campus during the school day, while attending school-sponsored activities, or while under the supervision of a school district employee. Except for use in an emergency affecting the school or community, such devices must be **turned off** and use is strictly prohibited during the regular school day and within the gates of Pioneer. In addition, such devices must remain out-of-sight during the regular school. Cell phones may be used **outside of the school gates** before or after school only.

**Cell phones and AirPods are not to be used during the school day or at school-sponsored events (such as field trips and after-school sporting events); they must be turned off and put away. This includes phone calls, text messages, social media, recording, taking pictures, and refraining from checking phones to see the time. Smart Watches are not permitted on campus or at school events at any time.**

- DO NOT LEAVE such devices unsupervised in a backpack or purse on campus. The school does not assume liability if such devices are damaged, lost, or stolen.
- *Students who violate the cell phone policy will have their cell phone confiscated and **returned only to the parent/guardian listed in Aeries contacts, and will be subject to disciplinary consequences. Continued violations could result in further disciplinary action.***

### **CAMERAS/ PHONE CAMERAS**

Unless expressly directed by a teacher for a specific project, students are prohibited from having in their possession a camera, and students are strictly prohibited from taking pictures or video of students, staff, the school, or private property while under the jurisdiction of school rules, including on the way to and from school. In addition, students may not post on the Internet, transfer, email, or exchange such images in any way. Students in violation of this are subject to disciplinary consequences, including but not limited to immediate suspension.

### **FLOWERS, BALLOONS, ETC...**

Students are not permitted to bring flowers, balloons, gifts, or other items to their friends or classmates on campus. These personal items should be given off campus, outside of school hours. The school will not accept delivery of any items for students.



PIONEER JUNIOR HIGH

# Cell Phone Policy

*& PERSONAL ELECTRONICS AT SCHOOL*



## POLICY

The campus and classrooms will be phone, smartwatch, and Bluetooth earbuds free during school hours. Students turn their devices off and store them in their backpacks. Device time will not be given as an incentive or for free time within a classroom.

## WHY?

Cell phones can be harmful to relationships and learning which are the two most important aspects of school.



## HOW CAN YOU AND YOUR STUDENT CONNECT DURING THE DAY:

The school office can take messages for “Emergencies” from parents/ guardians and send them to your student regarding after-school plans, etc. (909) 949-7770. Students are able to use their personal devices when school releases at the end of the day, **OUTSIDE** the campus gates.

## Dress Code

It is our responsibility to develop a dress code that promotes a positive, safe environment in which clothing is suitable for the school environment. While we understand that there is a diversity of family preferences and expectations for how students dress, as a school we must create a standard policy for all of our students. All students must follow the dress code while at school or while attending school-sponsored events.

SHIRTS/TOPS	BOTTOMS	SHOES	ACCESSORIES
<p>All shirts, tops, and dresses must have sleeves and completely cover the upper body, shoulders and midriff. Clothing must conceal undergarments and no low necklines (no cleavage showing). No sleepwear/pajamas/blankets are allowed, unless permitted for special events.</p>	<p>Shorts, skirts and dresses must be the length where the <i>line of your fingers and palm meet</i>, when arms are held at the side. Bottoms may not be revealing from the backside. Athletic and biker shorts are not permitted. Pants may not be worn lower than the hips.</p>	<p>Foot apparel must be worn at all times. For safety reasons, it is recommended that students' footwear have heel coverage for safety. Slippers and slides are not permitted.</p>	<p>Any headgear (hoodies) and/or sunglasses must be promptly removed when entering a building on campus. Hats/Head coverings are allowed outdoors for sun protection. In order to be considered as sun protection they must have at least 1 ½ inch wide brim that goes around the entire circumference of the hat. *Medical or religious head coverings are exempt from the requirement.</p>







### \*\*SPECIAL NOTICE\*\*

- All clothing must be size-appropriate. This applies to loose-fitting or overly tight and revealing garments.
- P.E. clothes may not be worn outside of the student's P.E. class or under school clothes.
- Apparel or accessories that are considered dangerous or a health hazard are prohibited (i.e., earrings larger than a quarter, spiked earrings, nose rings).
- Clothing/Apparel containing symbols/slogans oriented towards degrading ethnicity, gender, religion, ethnic values, sex, drugs, alcohol, tobacco, weapons, and violence are prohibited.
- Clothes affiliated with gangs/crews or that present a gang appearance are not permitted. This includes, but is not limited to: (1) Paraphernalia that are gang-related or inappropriate such as chains, bandanas, gloves, socks pulled up to meet shorts or "cut off" pants and gang-related logos, (2) Sporting or flying colors such as excessive red or blue outfits, red or blue shoe laces, red shirts and shoes, etc.
- Any type of clothing that the administration deems to be inappropriate at school will be brought to a parent's attention.

As fashion trends change, there may be a need to modify dress standards. When this occurs, students and parents/families will be notified through the school website, Aeries Communication, discussions with staff, and/or announcements. Please call the school at any time for clarification prior to the purchase of school clothing. Inappropriate clothing may be confiscated and released to parents. Parent support in encouraging students to dress appropriately is greatly appreciated.

***Students who violate the dress standards will be subject to disciplinary consequences consisting of but not limited to, detention, and/or also changing into loaner clothes. Continued violations could result in further disciplinary action.***

## **GENERAL INFORMATION FOR STUDENTS AND PARENTS**

**ACADEMIC HONESTY-** Students should be proud of what they accomplish through honest effort. Academic honesty and responsibility are expected of all students. Cheating at any level is irresponsible and will not be accepted. The consequences of cheating/copying/plagiarism shall be zero credit on that work and up to possible suspension.

**ACTIVITIES** - All Pioneer activities are for Pioneer students only; guests are not allowed. To participate in an activity or dance, you must attend school for that day. No child will be excluded from any activity because of cost. If this cost presents a financial burden for you, please notify the office. Your request will be kept in strict confidence. Interested students may organize clubs if a teacher agrees to sponsor the club. Students are encouraged to participate in the numerous ASB activities.

**ASSEMBLIES** - Pioneer offers various assemblies throughout the year. Whistling, booing, shouting or other inappropriate behavior by students will not be permitted. Any students removed from an assembly for inappropriate behavior may not be allowed to attend the next assembly or may receive further consequences.

**CLASS TARDY POLICY-** Students who are not in their assigned seat when the tardy bell rings are tardy and assigned a detention by the teacher in accordance with the classroom rules.

**CODE OF CONDUCT** - Students are expected to be self-disciplined and conduct themselves in an orderly manner while attending school. Minor violations may result in detention. In addition, ASB sponsored events, after-school sports, and end-of-the-year activities/graduation may be denied due to inappropriate behavior. Students may be suspended or expelled from school for violations of school rules, policies, and inappropriate behavior on campus and going to/from school. Certain violations are considered serious and may result in suspension, expulsion, and/or arrest. (Education Code 48900/48915). Those violations are listed under the Required Notifications section of the Handbook.

**COMPUTER USE** - A student who submits a signed Acceptable User Agreement in the Aeries Parent Portal will have computer network and Internet access during the course of the current school year.

**UNACCEPTABLE USE** - Equipment and network use is a privilege, not a right. Inappropriate use of the equipment and/or the network by a student will result in disciplinary action up to and including suspension, expulsion, cancellation of the student's user privileges, and/or legal action in accordance with the law and UUSD policy. Please refer to the *Student Use of Computer Technology and Electronic Communication*, and the *Acceptable User Agreement*, which was electronically signed through the Aeries parent portal at the beginning of the year, for a full list of acceptable and unacceptable uses.

**COUNSELORS** - The counseling program is intended to assist students with personal and academic problems. A student may request an appointment by emailing the counselor, going through their Google Classroom, or visiting the office before/after school or during lunch. The counselor will contact the student regarding an appointment time.

**PROGRESS REPORTS**- Mid-trimester progress reports are emailed through Aeries. A teacher may request a parent conference when a student is in danger of failing. Parent/Teacher conferences are scheduled after the first and second trimester grades are posted.

**DETECTION CANINES** - To provide a safe and healthy learning environment for all students and staff, we have contracted with a private company to provide random, unannounced visits to our campus by non-aggressive, specially-trained Golden and Labrador retriever canines. These canines will periodically check our campuses for illegal contraband such as alcohol, drugs and explosives. The canines will not directly contact students.

**DETENTION** - Staff members may assign detentions. Students assigned to detention must bring their signed parent consent form to detention. If the assigned detention is not served during the time allotted, the student will be assigned to a Saturday School Program. Students removed from detention for inappropriate behavior will be assigned Saturday School or be suspended from school.

**ELIGIBILITY - SPORTS/ACTIVITIES** - All students must maintain an average of 2.0 or better in all subject areas the preceding semester in order to participate in the following extra-curricular activities: after-school sports, student government, and performing groups which are not classes. Any student, who is suspended, involved in a serious violation of school rules, or exhibits poor citizenship will be denied participation. During the season, students may also be placed on "Inactive Status" by a coach/director if a student falls below a 2.0 or is receiving an "F" in a current class.

**EMERGENCY PROCEDURES** - During a disaster, in order to ensure the safety of all individuals, students will be required to remain on campus until released to a parent, guardian or designated individual listed in Aeries Contacts through the Aeries Parent Portal.

**VISITORS** - The staff welcomes parents and adult visitors who wish to come and observe the school and classes. Staff members request such visits be made by appointment. Classroom visits require 24-hour notice and approval of the site administrator. All visitors must sign in at the office before visiting classrooms. The office will not approve requests for friends/relatives to visit classes.

**END-OF-YEAR ACTIVITIES-** Eligibility for end-of-year activities is based on academic and behavior expectations. End-of-year activities include: 7th grade Activity Day, 8th grade Activity Day, 8th grade Promotion Party and 8th grade Promotion Ceremony.

- **Academic:** Activities will be denied if a student drops below a 2.0 GPA at the 1st Semester grading period. However, activities may be restored if a student receives a 2.0 GPA or better and has no "F's" in the 2nd Semester grades.
- **Behavior:** At least one of the activities will be denied if a student has been previously suspended and is suspended during the second or third trimester. Activities may also be denied if a student continues to commit habitual disciplinary misconduct (i.e. tardies to class, class disruption, detentions, assigned to Saturday School, time out, etc.)

**GRADE REPORTS** - Grade report cards will be sent via Parent Square.

**GUEST (SUBSTITUTE) TEACHERS** -All students must treat guest teachers with respect. Students who disrupt classroom activities when guest teachers are present are subject to being assigned detention, class suspension or suspension from school.

**NURSE/HEALTH TECHNICIAN** - The District has multiple nurses who serve in our district. Each school has a health technician trained in first aid and CPR. By state law, the health personnel can administer emergency treatment. The health office is concerned with all aspects of the health of students. The health technician coordinates screenings for vision, hearing, immunizations, scoliosis, and dental health. Parents are requested to notify the health technician about serious health concerns and regularly prescribed medications. An ill student who wishes to discuss a health problem with the health technician should ask for a pass from the classroom teacher. When students call their parents on their cell phone to come pick them up in the middle of the day without being seen by the school nurse/health technician, it causes much confusion in the front office and can become a safety concern if the student is not immediately cared for by an adult. The nurse/health technician carefully assesses students who feel ill and will contact parents when necessary. For safety reasons, students are discouraged from contacting a parent/guardian via their cell phone without office permission.

**MEDICATIONS AT SCHOOL** - Students and parents should keep the health technician informed of any special health matters and keep the school office informed of changes of address and emergency telephone numbers. All prescription or over-the-counter medication must be kept in the health office with a School Medication Form (available from the health technician and it is also available on the school website). All medication must have a School Medication Form filled out by a physician indicating the type of medication, the amount to be taken and the time to be administered. The adult designee should deliver all medications needed at school to the Health Office, including those medications that the student is authorized to carry. Over-the-counter meds (i.e. Tylenol) must be in unopened, sealed containers and also require a school Medication Form to be fill out by a physician with instructions. Students must have a pass from the teacher before going to the health office which is located in the main office. All discontinued or outdated medications are returned to adults only. Medication will not be sent home with students. Any student coming to school with crutches, must have a written doctor's note stating that the student must have crutches and for the period of time that the crutches are to be used.

**HONORS AND AWARDS** - High levels of achievement in students will be recognized with appropriate honors. The following are some of the awards presented at the conclusion of the year to eighth grade students. The Presidential Academic Award is awarded to students who maintain a 3.50 grade point average for the first five consecutive trimesters or an overall GPA of 3.75. Additional awards are given in the following categories: sports, school service, community service, performing arts and academic excellence. Students with a 3.5 GPA will be recognized for being on the Honor Roll.

**INDEPENDENT STUDY CONTRACTS** - Students who are planning to be absent from school for five days or longer due to family emergencies must arrange to be on an Independent Study Contract supervised by their counselor. Contracts need to be requested in writing **two weeks in advance** through the attendance office. All work must be completed within the allotted time frame and must be returned to the Attendance Office before school on the first day the student returns to campus.

**LIBRARY/TEXTBOOKS** -Student I.D. cards are required to check out library books and textbooks. Students are financially responsible for checked-out text and library books. Education Code 48904 states those students and their parents are liable for any loss or damage to school materials or equipment.

**LUNCH** - Eat food only in designated areas. Food or drinks are not permitted on the basketball courts or fields. Students are responsible for cleaning up after they eat.

- Place trash in trash containers. Recycle as appropriate.
- Respect the cafeteria staff, noon aides and all adults on campus.
- Use only your own electronic pin number to access money in established accounts.
- Lunch parties initiated by parents/students are not allowed (i.e. pizza, cakes, cupcakes, cookies, etc.).

**PARTIES** - Classroom parties are not allowed without prior approval of the administration.

**PHYSICAL EDUCATION** - All students are expected to dress out and participate in physical education class every day. If students are not able to participate in PE for health reasons, they must bring a written note from parent/guardian to the health office on the day that they wish to be excused. A doctor's note is required if a student is not able to participate in PE for more than three days. Students must have a doctor's note when on crutches or with a cast. Students who are excused from PE must report to their PE teacher for an alternate class assignment. In the locker room students are required to lock up all personal belongings including their backpacks. The school is **not** responsible for backpacks left outside the locker room and any items taken from a PE locker. The student should notify their PE teacher regarding locker problems.

**PROPERTY: PERSONAL** - The school and district are not responsible for the loss, theft or vandalism of any personal property.

**PROPERTY: SCHOOL** - Students must pay for damaged or lost school property, including textbooks. Failure of payment will jeopardize the student's participation in extracurricular activities. Students are required to protect all textbooks with book covers.

**PUBLIC DISPLAYS OF AFFECTION (PDA):** Students are not allowed to hold hands, hug, or show any public displays of affection at school or at school-sponsored events. Failure to abide by this rule will result in the students being placed on a "PDA Behavior" contract. Continued violations could result in further disciplinary action.

**PTSA** - The Parent Teacher Student Association encourages the active participation of students and parents of Pioneer Junior High School. If you are interested in volunteering, please contact the school and/or the PTSA President.

**RESTROOMS AND HALLS** - Students may not loiter in or around the restrooms or hallways. Restrooms may be used only at passing time or in the case of an emergency, a teacher will provide the student with a pass. Students must have a pass to be out of class for any reason.

**SCHOOL OFFICE** - Office hours are from 7:00 AM - 4:00 PM. The school office is a place for official school business and service to the students, parents and faculty. Students may use office phones only for emergency purposes.

**SEXUAL HARASSMENT** - Within the school environment, sexual harassment is unlawful and prohibited between students. Sexual harassment applies to students of either sex when it is unwelcome and offensive. Harassment may be physical, such as unwelcome touching or obscene gestures; verbal, such as requests for sexual favors or derogatory comments or name calling; or visual, such as written notes, or the display of obscene cartoons, pictures or drawings. It is a suspendable offense. If, upon investigation, it is determined that sexual harassment has occurred, appropriate corrective action shall be taken.

**STUDENT ID CARDS** - This card will allow you to check out textbooks, library books, verify your name and purchase meals from the cafeteria. Carry it with you at all times. The first card is free and subsequent replacement cards will cost \$5.00. Students can order replacement ID cards in the front office before school and they will be ready to pick up after school.

# School Counselor's Message

Welcome to the 2025-2026 school year! We are so excited to be on this journey with you; we are here to support you and help you adjust to Junior High School life! At Pioneer Junior High, our mission is to foster a positive school culture and provide support to all students for academic success, college and career exploration, and social-emotional growth. We are looking forward to connecting with each of you! Throughout the year, your School Counselors will be presenting on a variety of helpful topics. Students have the opportunity to meet with their school counselor if they have any questions or need help with academic skills and social support. Students can make an appointment to see their school counselor through our Google Classroom or drop by before/after school or during lunch. In addition, we support families by hosting our "Coffee with the Counselors" parent workshops, where we enjoy meeting with our families and discussing relevant information. We can be contacted by phone, email, ParentSquare, and meeting request forms on our website. Please take some time to explore more resources on our website: <https://bit.ly/4ar809d>

## Your School Counseling Team

Ms. Ridgeway

Ms. Arguello

Last Names

Last Names

A - K

M - Z

7th Grade Ls

8th Grade Ls

SCAN ME!



# Wellness Center

The PJH Wellness Center provides an environment that encourages students to feel calm, safe, and accepted, and is open to all students before/after school and during lunch. Our goal is to provide a space where students have access to whole wellness, offering them the opportunity to learn strategies to enhance their social-emotional toolkit and overall well-being. Our goal is to prepare you to succeed in both school and life.

**We are looking forward to a wonderful school year!**



# My Wellness Plan

## How does your body feel when you're upset?

- Short of breath
- Shaky
- Sweaty palms
- Uninterested in activities I usually enjoy
- Stomach ache (often)
- Sleeping too much or too little
- Headache (often)
- Withdrawn from others/the world

If your or a friend's safety is at risk please tell an adult IMMEDIATELY!

National Suicide Prevention Hotline  
1-800-273-8255

Remember to ACT!  
Ask for help: Don't be afraid to let your friends, family, or teachers know what you need, they want to help you.

Care: Listen with empathy and provide support.

Tell: Talk to a trusted adult, you are not alone.

A place I feel safe is:

### My Go To List:

My School Counselor:

Adult at home:

Teacher:

Family member:

Friend(s):

Other amazing people:

### What coping strategies might you use?

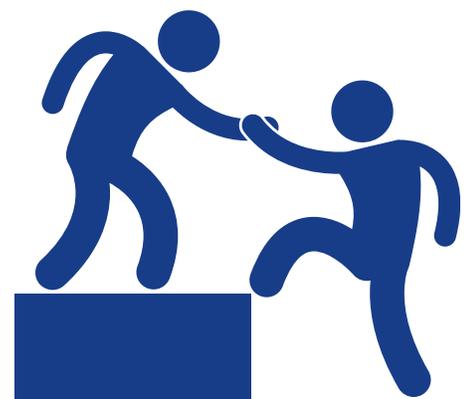
- Talk to someone from my go-to-list
- Exercise (sport, dance, walk)
- Deep Breathing
- Spend time with a pet
- Listen to music
- Play an instrument
- Color or draw
- Use mindfulness app on my phone
- Practice grounding
- Notice the good
- Countdown from 10
- Close my eyes and imagine myself in a peaceful place
- Positive affirmations
- Take a nap

# Student's Guide to Problem Solving

Questions or Concern	Solutions
<p><b>I am concerned about my grades should I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Step 1-</b> Check Aeries for grades/missing assignments and have a conversation with your teacher.</li> <li>• <b>Step 2-</b> Contact your teacher &amp; request tutoring.</li> <li>• <b>Step 3-</b> Request a parent/guardian teacher conference.</li> <li>• <b>Step 4</b> Request a meeting with Counselor/Admin.</li> </ul>
<p><b>I have a problem with my teacher. What should I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Step 1-</b> Contact/meet with the teacher and discuss your concerns.</li> <li>• <b>Step 2-</b> Contact/meet with Counselor/Admin.</li> <li>• <b>Step 3-</b> Involve your parent/guardian.</li> </ul>
<p><b>I am concerned with my mental health and well-being. (I feel sad, depressed, suicidal, etc.) What should I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Step 1-</b> If at school, IMMEDIATELY contact/meet with a school counselor, teacher, or administrator you feel comfortable with.</li> <li>• <b>Step 2-</b> If at home, inform your parent/guardian and/or use the contact below.</li> </ul>
<p><b>I am being bullied/harassed at school, on the bus, and/or on social media. What should I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Step 1-</b> Tell an adult at home or at school.</li> <li>• <b>Step 2-</b> Contact and/or request to meet with Admin.</li> <li>• <b>Step 3</b> Request a restorative conversation if comfortable.</li> </ul>
<p><b>My parent/guardian is struggling to provide basic necessities (food, shelter, clothing, etc.) for our household. What should I do?</b></p>	<ul style="list-style-type: none"> <li>• <b>Step 1-</b> Call 211.</li> <li>• <b>Step 2-</b> Contact/meet with Counselor/Admin to request help.</li> <li>• <b>Step 3-</b> Contact the District Office to request help.</li> </ul>

# Having a Crisis?

Contact	Phone Number
Emergency Response	9-1-1
Community Crisis Response Team (CCRT)	(909)458-1517 (909)535-1316
Merrill Center - 24 Hour Crisis Unit	(951) 643-2340
Upland Unified School District Crisis Line	(909) 921-7472
Suicide Prevention Lifeline (24/7)	(800) 273-8255
Trevor Lifeline (LGBTQ+)	(866) 488-7386
Crisis Text Line	Text HOME to 741741
National Runaway Safeline (24/7)	(800) 621-4000



# Restorative Discipline Practices for Student Conduct

At Pioneer Junior High, our goal is to create a positive learning environment for everyone on our campus. We care about our students, holding them accountable when they make mistakes, and supporting them to grow into young men and women of character. We believe that we need to be PROACTIVE in teaching students how to behave, instead of waiting for misbehavior and then reacting. Consequences are necessary, but we build positive behaviors by teaching, reinforcing, and building relationships with our students.

PJH implements PBIS (Positive Behavioral Interventions and Supports) to help us with this work, and to create a positive climate and culture anchored in restorative justice practices necessary for all students to achieve social, emotional, and academic success.

**P**erseverance  
**R**espect  
**I**ntegrity  
**D**emonstrate **S**afety  
**E**mpathy



# PJH Climate and Culture

	Bike Racks	Library Media Room	Locker Room	Restrooms	Hallways Stairs Railings	Eating Areas
<b>Perseverance</b> To do something despite a difficulty or challenge	Staying in the quad area before school Entering and exiting using the proper gates Follow directions of all school staff	Put forth your best effort Ask questions to clarify Push through when tasks are difficult Maintain an appropriate voice tone	Double check that your lock is secured Make sure all of your belongings are in your locker Walk in and out of the locker room	Use the restroom during passing period Ask to use the restroom at an appropriate time Report to staff if there is an issue with the restroom	Walk safely and directly to your destination during passing periods Maintain an appropriate personal space and having self-control	Maintain a clear space and conversation Stay in the designated lunch areas Follow directions of all staff
<b>Respect</b> To be considerate of self & property. (Treat others with kindness)	Go directly to the quad in the morning Exit campus immediately after school Follow directions of all school staff Be a good role model in the community	Use appropriate language and volume for environment Be polite to others Use technology as instructed Work Cooperatively	Deodorant is for personal hygiene Use toilet for intended purposes only Be mindful of personal space	Quiet use of facility Keep facility clean use for intended purposes only flush toilet paper only	Use conversational voices Use language that will not offend others Hold on to your stuff	Use a respectful voice level around classrooms in session Keep your hands to yourselves Be mindful of personal space
<b>Integrity</b> To have moral character and honesty.	Use appropriate language Report bad behavior including vandalism •Follow dress code	Tell the truth Admit mistakes and accept responsibility Clean up after self	Cell phones must be off and out of sight Be mindful of other people's property	Use restroom and leave Report bad behavior including vandalism	Keep hallways clean and clear Report bad behavior Help someone in need	Use appropriate language Use trash cans for intended purpose Be kind and inclusive
<b>Demonstrate safety</b> To act in a way that is not harmful to self or others.	•Walk in designated crosswalks and sidewalks Put away electronics while crossing Walk bikes onto and of of campus Observe bike safety rules Keep your hands to yourself	Keep hands, feet and objects to self Keep all four legs of chair on the floor Follow all directions and classroom routines	Use non-scented lotions and stick deodorant. Keep hands and objects to self	Use toilet only to dispose of waste Wash hands	Walk on the right side of the hallway Keep everything on the correct side of railings Keep hands, feet and objects to self	Food is for eating and water is for drinking Always walk and stay within lunch boundaries
<b>Empathy</b> To share and understand the feelings of others	Greet students and staff members Be welcoming of all individuals on staff Keep clear of exit and entry points Help others in need of assistance	Use kind words Use appropriate voice tone Acknowledge and value one another's differences and similarities	Honor everyone's privacy and personal space Be courteous and considerate of others. • Help others in need of assistance	Be mindful of your impact on others • Honor everyone's privacy and personal space • Leave the space better than you found	Help those in need of assistance Be mindful of your impact on others Seek help when needed	Model courtesy within our community Include others in your groups and activities

# California Education Code

A student may be suspended or expelled for acts which are listed in this section and related to school activity or attendance that occurs any time, including, but not limited to, any of the following:

1. While on school grounds
2. While going to or coming from school
3. During the lunch period, whether on or off campus
4. During, or while going or coming from, a school-sponsored activity

Parents/Guardians and students are hereby notified that in schools of the UUSD, a student may be suspended and may be recommended for expulsion if the principal (or assistant principal or other designee) determines that the student has committed any of the following offenses as outlined in Ed. Code 48900a-0, 48900.2-48900.4 and 48900.7

**Suspension:** Suspension means that students are removed from the school for a specific period of time. Students may not attend any school functions during the time of suspension and may not be on campus during regular school hours. A re-admit conference between the parent/guardian, student, and administrator will be scheduled. Suspension will be imposed only when other means of correction fail to bring about proper conduct. The law provides for suspension of students upon a first offense, only in cases where the student's continued presence is a danger to persons or property or threatens to disrupt the instructional process.

**Class Suspension:** The state law and Upland Unified School District policy also provides for suspension from class by a teacher. If multiple interventions have not been successful or for serious disruptions, students will be given an administrative discipline referral. In such cases, the teacher will send the student with a referral notice to the office and telephone or conference with the parent/guardian within 24 hours regarding the violation.

**School Suspension:** Suspension from school is removal from ongoing instruction to the supervision of parent/guardians. Prior to suspension, the student will be told why he/she is being suspended and given an opportunity to tell his/her version of the incident. Before the student leaves the grounds, the parent/guardian will be notified of the suspension, the reason, and the rules involved, and offered an opportunity to give a response. If a parent/guardian cannot be reached, the suspended student will remain in the office until the end of the school day.

**Alternative Placement:** Alternative placement means removal from the Pioneer Junior High School campus to Community School. Parents/Guardians may appeal the involuntary transfer to the Director of Child Welfare and Attendance.

**Expulsion:** Expulsion means students are permanently removed from the Upland Unified School District. The District will provide parents/guardians and students with copies of their rights and provide due process prior to expulsion.



**EXPULSION PROCESS:** The Board of Education may order a student expelled from the school district for continued violation of the offenses listed when other means of correction have repeatedly failed to bring about proper conduct. Also, a student may be expelled when, due to the nature of the violation. His/her presence causes a continuing danger to the physical safety of the student or others, and that means of correction is not feasible. The principal recommends expulsion in the above-required cases and other discretionary cases in accordance with the following process:

- A school-level meeting with an administrator, a counselor, the student, and the student's parent or guardian. If, at this meeting, it is decided to recommend to the district that the student should be expelled, a district administrative panel meeting will be scheduled.
- The administrative panel consists of three district-level administrators, the school-level administrator from the school the student attends, the student and the student's parent or guardian. If, at this meeting, it is decided against the student, the panel will recommend to the School Board that the student be expelled.

Both expulsion and suspension are serious matters. The rights of students are protected throughout the process.

**OTHER MEANS OF CORRECTION:** Other Means of Correction Required: EC 48900.5.

(a) Suspension, including supervised suspension as described in Section 48911.1, shall be imposed only when other means of correction fail to bring about proper conduct. A school district may document the other means of correction used and place that documentation in the pupil's record, which may be accessed pursuant to Section 49069.7.

Violations of school rules and regulations will result in administrative, teacher, or other staff action that may include, but is not limited to, the following:

- Counseling or warning the student.
- Letters of apology or written reports on behavior by the student.
- Restorative Conference/Circle
- School detention before or after school.
- After School Cleanup.
- Saturday School.
- Parent/Guardian conferences.
- Student Behavior contracts.
- Habitual Misconduct contracts.
- Peer counseling/conflict resolution.
- Counseling with district and/or school counselors.
- Period suspension or alternative placement center (full day).
- Require parent/guardian to attend a portion of the school day with their child.

# Data Chat Worksheet

Name: \_\_\_\_\_

## Observe

I am reflecting on my data for:

- Mathematics
- Reading

**1A** Color in and/or record your scale scores on the Diagnostic.

**1B** After the first Diagnostic: Draw in and/or record your Typical and Stretch Growth measures.

**1C** After the second and last Diagnostics: Record your Progress to Annual Typical Growth and Annual Stretch Growth.

	1st Diagnostic Date:	2nd Diagnostic Date:	Last Diagnostic Date:
800			
750			
700			
650			
600			
550			
500			
Scale Scores:			
Typical Growth:			Progress to Annual Typical Growth: _____
Stretch Growth:			Progress to Annual Stretch Growth: _____

## Reflect

**2** One achievement I am proud of is ... \_\_\_\_\_

**3** I have made progress in \_\_\_\_\_ by ... \_\_\_\_\_

### Example Achievements:

- I learned how to multiply decimals.
- I learned how to decode unfamiliar words.
- I improved the most in algebra.
- I made progress in vocabulary by practicing at home.

## Set Goals

**4** Thinking ahead, my goals are ... \_\_\_\_\_

### Example Goals:

- Continue improving on my comprehension of informational texts
- Improve my interpretation of multistep word problems

## Take Action

**5** I will achieve my goals by ... \_\_\_\_\_

### Example Next Steps:

- Read nonfiction books for independent reading
- Practice my math facts
- Read word problems carefully and show work for every step, including when I'm taking the Diagnostic

# Data Chat Worksheet

Name: \_\_\_\_\_

## Observe

I am reflecting on my data for:

- Mathematics
- Reading

**1A** Color in and/or record your scale scores on the Diagnostic.

**1B** After the first Diagnostic: Draw in and/or record your Typical and Stretch Growth measures.

**1C** After the second and last Diagnostics: Record your Progress to Annual Typical Growth and Annual Stretch Growth.

	1st Diagnostic Date:	2nd Diagnostic Date:	Last Diagnostic Date:
800			
750			
700			
650			
600			
550			
500			
Scale Scores:			
Typical Growth:			Progress to Annual Typical Growth: _____
Stretch Growth:			Progress to Annual Stretch Growth: _____

## Reflect

**2** One achievement I am proud of is ... \_\_\_\_\_

**3** I have made progress in \_\_\_\_\_ by ... \_\_\_\_\_

### Example Achievements:

- I learned how to multiply decimals.
- I learned how to decode unfamiliar words.
- I improved the most in algebra.
- I made progress in vocabulary by practicing at home.

## Set Goals

**4** Thinking ahead, my goals are ... \_\_\_\_\_

### Example Goals:

- Continue improving on my comprehension of informational texts
- Improve my interpretation of multistep word problems

## Take Action

**5** I will achieve my goals by ... \_\_\_\_\_

### Example Next Steps:

- Read nonfiction books for independent reading
- Practice my math facts
- Read word problems carefully and show work for every step, including when I'm taking the Diagnostic

# Data Chat Worksheet

Name: \_\_\_\_\_

## Observe

I am reflecting on my data for:

- Mathematics
- Reading

**1A** Color in and/or record your scale scores on the Diagnostic.

**1B** After the first Diagnostic: Draw in and/or record your Typical and Stretch Growth measures.

**1C** After the second and last Diagnostics: Record your Progress to Annual Typical Growth and Annual Stretch Growth.

	1st Diagnostic Date:	2nd Diagnostic Date:	Last Diagnostic Date:
800			
750			
700			
650			
600			
550			
500			
Scale Scores:			
Typical Growth:			Progress to Annual Typical Growth: _____
Stretch Growth:			Progress to Annual Stretch Growth: _____

## Reflect

**2** One achievement I am proud of is ... \_\_\_\_\_

**3** I have made progress in \_\_\_\_\_ by ... \_\_\_\_\_

### Example Achievements:

- I learned how to multiply decimals.
- I learned how to decode unfamiliar words.
- I improved the most in algebra.
- I made progress in vocabulary by practicing at home.

## Set Goals

**4** Thinking ahead, my goals are ... \_\_\_\_\_

### Example Goals:

- Continue improving on my comprehension of informational texts
- Improve my interpretation of multistep word problems

## Take Action

**5** I will achieve my goals by ... \_\_\_\_\_

### Example Next Steps:

- Read nonfiction books for independent reading
- Practice my math facts
- Read word problems carefully and show work for every step, including when I'm taking the Diagnostic

# UNIVERSAL LANGUAGE OF LITERACY



**analyze**



**argument**



**author's purpose**



**central idea (informational)**



**central idea (literary)**

**citation**



**claim**



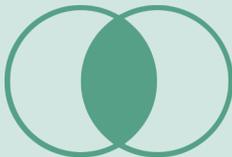
**compare**



**conclusion**



**contrast**



**Justify**





**delineate**



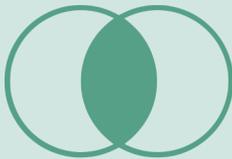
**describe**



**determine**



**discuss**



**distinguish**



**evaluate**



**explain**



**format**



**identify**



**inference**



**key details**



**main idea**



**medium**



**opinion**



**paraphrase**



**phrase**



**point of view (informational)**



**point of view (literary)**



**summary**



**synthesize**



**text feature**



**text structures (informational)**



**textual evidence**



**theme**



**tone**



**topic**



# MULTIPLICATION CHART

x	1	2	3	4	5	6	7	8	9	10	11	12
1	1	2	3	4	5	6	7	8	9	10	11	12
2	2	4	6	8	10	12	14	16	18	20	22	24
3	3	6	9	12	15	18	21	24	27	30	33	36
4	4	8	12	16	20	24	28	32	36	40	44	48
5	5	10	15	20	25	30	35	40	45	50	55	60
6	6	12	18	24	30	36	42	48	54	60	66	72
7	7	14	21	28	35	42	49	56	63	70	77	84
8	8	16	24	32	40	48	56	64	72	80	88	96
9	9	18	27	36	45	54	63	72	81	90	99	108
10	10	20	30	40	50	60	70	80	90	100	110	120
11	11	22	33	44	55	66	77	88	99	110	121	132
12	12	24	36	48	60	72	84	96	108	120	132	144

# WHAT IS THE R.A.C.E.S WRITING STRATEGY?



# R.A.C.E.S

R.A.C.E.S is a writing strategy for answering open-ended questions.

## R

### RESTATE THE QUESTION

- Turn the question around into a statement.
- Use words from the question to respond to the prompt.
- Include the TAG if writing a paragraph response.



## A

### ANSWER THE QUESTION

- Answer all parts of the question.
- What is being asked?
- Respond with your own argument.
- Use elevated vocabulary (or vocabulary from the text) and active verbs.
- Use specific character names.



## C

### CITE EVIDENCE

Cite evidence from the text- you must quote the text. Use evidence-based terms to begin your sentences. Follow Lead-in Guidelines

All lead-ins need to state who said the quote and why they said it.

- When taking the dog for a walk, the author notes,
- According to the speaker, as he scans the TV screen,

## E

### EXPLAIN YOUR REASONING

Explain & Extend- Explain how this evidence supports your answer. Give examples from connections you made. Use active verbs and reference the audience.

- The reader recognizes that...
- Because..., one realizes...
- The author demonstrates that...
- The audience understands...
- The evidence suggests...
- The audience learns...



## S

### SUMMARIZE YOUR INFORMATION

Summarize your information.

- Because the author's message is clearly established,...
- When one fully grasps this idea,...
- As one can see,...
- If one focuses on the facts...
- Since the reader learns...then...

