

# GHC

GRANADA  
HILLS  
CHARTER

## GRANADA HILLS CHARTER NEW STUDENT ORIENTATION **2026-27**



# GHC

GRANADA  
HILLS  
CHARTER

# ADMINISTRATION



Administrative  
Director  
Dr. DaCosta



Assistant  
Administrative  
Director 6-8:  
Mrs. Alfred



Assistant  
Administrative  
Director TK-2:  
Mr. Alvarado



# GHC

GRANADA  
HILLS  
CHARTER

## Mission and Vision

GHC students will be prepared to face the future with the following skills:

- Mastery of the Primary Years Program Standards part of the International Baccalaureate Program
- Ability to think reflectively and critically
- Develop a commitment to hard work, honesty, and cooperation
- Be compassionate and responsible members of our community



# INTERNATIONAL BACCALAUREATE (IB)

- Granada Hills Charter TK - 8 is an IB School
- IB = International Baccalaureate
- All of our classes and curriculum follow an IB model which encourages:
  - Critical thinking
  - Inquiry Based
  - Making connections between Subject Areas
  - Project based learning
  - Students to become global citizens



Kids to Juniors 5



Teens 6 to High School 1



High School 2 and 3



IB CONTINUUM  
CONTINUUM DE L'IB  
CONTINUO DEL IB

# IB Team



**Lindsey Housenick**  
Primary Years Programme (PYP)  
Coordinator



**Sarah Porter**  
Middle Years Programme (MYP)  
Coordinator



GRANADA HILLS CHARTER  
TK-8 PROGRAM

# Enrichment Classes

- All students participate in four enrichment classes
- Enrichment subjects include: PE, Music, Mandarin, and Spanish
- PE is held twice a week



Sarah Dearn  
Physical Education  
Teacher



April Johnson  
Music Teacher



Maricela Lomeli  
Spanish Teacher



Martha Lin  
Mandarin Teacher

# Social-Emotional Learning

**Social-emotional learning (SEL)**  
**helps people:**

- Understand and manage emotions
- Set and achieve positive goals
- Have and show empathy for others
- Establish and maintain positive relationships
- Make responsible decisions



# STANDARDS OF STUDENT BEHAVIOR

All students are expected to:

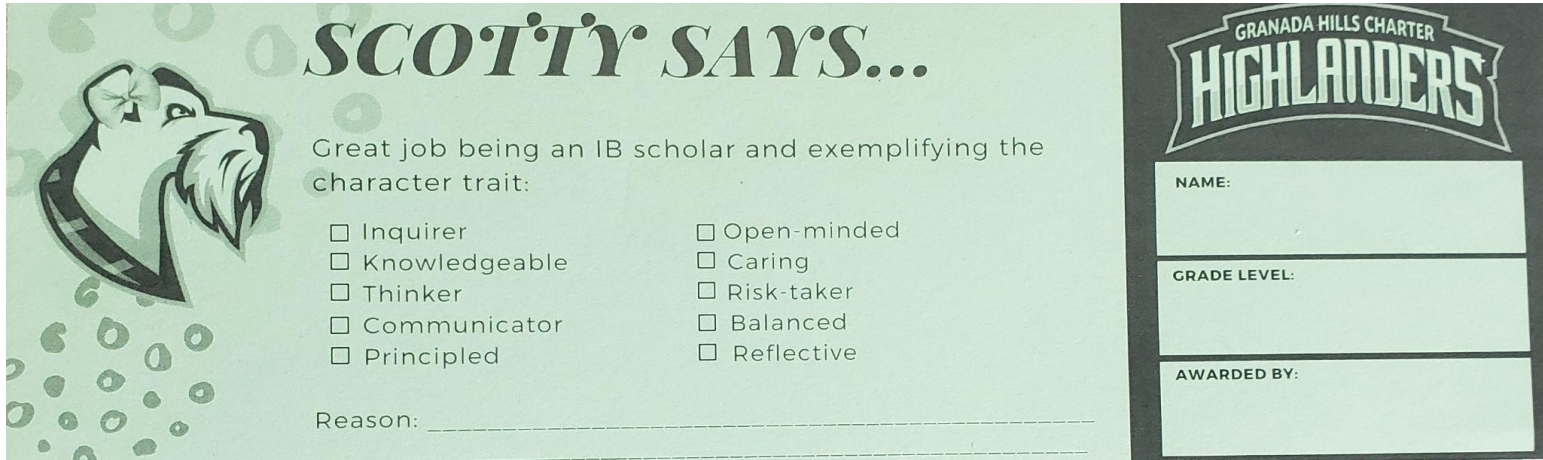
1. Attend school regularly and punctually; and remain on the school grounds (Please see Attendance Policy).
2. Complete all class work and homework assignments and maintain satisfactory marks.
3. Maintain a good attitude towards teachers, administrative directors, other staff members, and fellow students and comply with all reasonable requests from adult staff members.
4. Resolve conflicts or personal problems with the assistance of a staff member.
5. Bring necessary supplies and materials to classes daily, such as notebook, pencil, Chromebook, textbooks, and physical education clothing.
6. Conduct oneself in such a manner to be a credit to the school, home, and family.



# GHC Progressive Discipline

- Teachers will address behavioral concerns in the classroom.
- If behavior continues, parents will be contacted for a check-in or a scheduled conference.
- Serious behaviors (e.g., hitting, biting, choking, threats) will result in immediate parent contact.
- Consequences follow Tier 1–3 guidelines in the Student-Parent Handbook (p. 27).
- Repeated physical behaviors will involve the Dean or administration.
- **All disciplinary actions are confidential and support a safe, respectful learning environment.**

# Scotty Tickets



The image shows a 'Scotty Says...' ticket form. On the left is a cartoon illustration of a Scotty dog's head. The title 'SCOTTY SAYS...' is in a large, stylized font. Below the title, it says 'Great job being an IB scholar and exemplifying the character trait:'. There are two columns of character traits, each with a checkbox. The traits are: Inquirer, Knowledgeable, Thinker, Communicator, Principled, Open-minded, Caring, Risk-taker, Balanced, and Reflective. Below the traits is a line for 'Reason:'. On the right side of the form, there is a section for 'GRANADA HILLS CHARTER HIGHLANDERS' with three boxes for 'NAME:', 'GRADE LEVEL:', and 'AWARDED BY:'.

**SCOTTY SAYS...**

Great job being an IB scholar and exemplifying the character trait:

|                                        |                                      |
|----------------------------------------|--------------------------------------|
| <input type="checkbox"/> Inquirer      | <input type="checkbox"/> Open-minded |
| <input type="checkbox"/> Knowledgeable | <input type="checkbox"/> Caring      |
| <input type="checkbox"/> Thinker       | <input type="checkbox"/> Risk-taker  |
| <input type="checkbox"/> Communicator  | <input type="checkbox"/> Balanced    |
| <input type="checkbox"/> Principled    | <input type="checkbox"/> Reflective  |

Reason: \_\_\_\_\_

**GRANADA HILLS CHARTER HIGHLANDERS**

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

GRADE LEVEL: \_\_\_\_\_

AWARDED BY: \_\_\_\_\_

- Encourages and reinforces positive student behavior
- Staff distribute tickets throughout campus for positive actions
- Students have opportunities to win school prizes and GHC gear
- Recognized during monthly *Scotty Says* assemblies

# Scotty Says Assemblies



# Social-Emotional, Behavior and Mental Health Support Staff



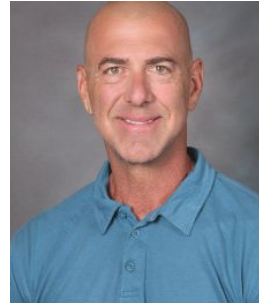
Ms. Bernal,  
School Counselor  
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Mr. Rodriguez,  
Intervention Coordinator  
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Ms. Cordero,  
School Psychologist  
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Mr. Berenson  
Dean of Student Life  
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# Special Programs and Student Support Services



**Lan Giang**  
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Inclusion Specialist/Reading  
Intervention Coordinator



**La Trice Joyce**  
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Special Education Coordinator



**Jamey Pabst**  
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Special Education Teacher



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Special Education Teacher



**Maricela Sandoval**  
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Special Education Teacher

# TK-5 BELL SCHEDULE

## Regular Day Bell Schedule

Monday, Wednesday, Thursday, Friday

|           | TK-K              | Grade 1           | Grades 2-3        | Grades 4-5        |
|-----------|-------------------|-------------------|-------------------|-------------------|
| Arrival   | 8:00 AM           | 8:00 AM           | 8:15 AM           | 8:20 AM           |
| Recess 1  | 9:10 AM-9:30 AM   | 9:20 AM-9:40 AM   | 9:40 AM-10:00 AM  | 10:30 AM-10:50 AM |
| Lunch     | 11:10 AM-11:40 AM | 11:20 AM-11:50 AM | 11:50 AM-12:20 PM | 12:20 PM-12:50 PM |
| Recess 2  | 11:40 AM-11:50 AM | 11:50 AM-12:00 PM | 12:20 PM-12:30 PM | 12:50 PM-1:00 PM  |
| Dismissal | 2:15 PM           | 2:15 PM           | 2:30 PM           | 2:45 PM           |

## Modified Tuesday Schedule

Tuesday

|           | TK-K              | Grade 1           | Grades 2-3        | Grades 4-5        |
|-----------|-------------------|-------------------|-------------------|-------------------|
| Arrival   | 8:00 AM           | 8:00 AM           | 8:15 AM           | 8:20 AM           |
| Recess 1  | 9:10 AM-9:30 AM   | 9:20 AM-9:40 AM   | 9:40 AM-10:00 AM  | 10:30 AM-10:50 AM |
| Lunch     | 11:10 AM-11:40 AM | 11:20 AM-11:50 AM | 11:50 AM-12:20 PM | 12:20 PM-12:50 PM |
| Recess 2  | 11:40 AM-11:50 AM | 11:50 AM-12:00 PM | 12:20 PM-12:30 PM | 12:50 PM-1:00 PM  |
| Dismissal | 2:05 PM           | 2:05 PM           | 2:20 PM           | 2:35 PM           |

## Minimum Day Bell Schedule

|              | TK-K             | Grade 1           | Grades 2-3        | Grades 4-5        |
|--------------|------------------|-------------------|-------------------|-------------------|
| Arrival      | 8:00 AM          | 8:00 AM           | 8:15 AM           | 8:20 AM           |
| Lunch/Brunch | 9:40 AM-9:55 AM  | 9:50 AM-10:05 AM  | 10:10 AM-10:25 AM | 10:30 AM-10:45 AM |
| Recess       | 9:55 AM-10:10 AM | 10:05 AM-10:20 AM | 10:25 AM-10:40 AM | 10:45 AM-11:00 AM |
| Dismissal    | 12:15 PM         | 12:15 PM          | 12:30 PM          | 12:45 PM          |

GRANADA HILLS CHARTER

TK-8 PROGRAM

# STUDENT ATTENDANCE

- Submit a signed written excuse or email to the TK-8 Office **within one day** of your child's return to clear the absence.
- **Unexcused absences** include missing school or arriving more than 30 minutes late without a valid excuse. (See the Attendance Policy on the GHC website for a list of excused absences.)
- **Medical absences of 5+ days** require a **doctor's note** to be excused
- Students leaving early must bring a **parent-signed note** on the day of early dismissal.
- **7 total absences** (excused or unexcused) = **SART referral**.
  - Continued absences may lead to an **Attendance Contract**.
- **10% or more unexcused absences** (based on days enrolled) will result in an **Attendance Contract**.
- See the full Attendance Policy in the Student-Parent Handbook on the GHC website.

# GHC Attendance Challenges



**GHC** | GRANADA HILLS  
CHARTER  
TK-8 PROGRAM

*Attendance Challenge*

**WINNERS**



# WHAT TO BRING

## WATER BOTTLE



## LEARNING MATERIALS



**ONLY WATER IS ALLOWED IN THE CLASSROOMS.  
NO SODA OR SUGARY DRINKS.**

# WHAT NOT TO BRING

NO TOYS OR  
TRADING CARDS



NO ELECTRONIC GAMES  
OR WEARABLES



NO ROLLING  
BAGS



NO BIRTHDAY TREATS

Please do not bring or send food items  
for birthday celebrations.

Teachers can acknowledge students' birthdays  
in ways that support the instructional program.

GRANADA HILLS CHARTER  
TK-8 PROGRAM

# DRESS CODE

## SAFETY



### FOOTWEAR/HEADWEAR

Shoes must be worn at all times. Heelys, Croc-type shoes, backless shoes, sandals and slippers are not allowed.

**No Non-GHC Headwear**

## COMFORT



### MOVEMENT

All clothes should be suitable for participation in all school activities, including PE.

## FOCUS



### LEARNING

Clothes should provide appropriate coverage. Words and images on clothing should reflect consideration for others.



# CELL PHONE POLICY

1. CELL PHONES REMAIN IN BACKPACKS DURING SCHOOL HOURS
2. SMART WATCHES REMAIN IN BACKPACKS DURING SCHOOL HOURS
3. NO INTERNET ACCESS ON PERSONAL DEVICES WHILE ON CAMPUS
4. VIOLATIONS WILL RESULT IN CONFISCATION OF DEVICES. CONFISCATED DEVICES MUST BE PICKED UP BY A PARENT IN THE MAIN OFFICE.

# Morning Drop-Off Procedures

**6:30 a.m.** – YMCA BEFORE-SCHOOL CARE OPENS FOR REGISTERED STUDENTS

**7:30 a.m.** - SCHOOL GATES OPEN FOR ALL STUDENTS

**TK - 8.** PLEASE REFER TO THE BELL SCHEDULE FOR GRADE SPECIFIC START TIMES.

- ☐ Families in Grades TK–8 may use the **Devonshire car line** or **walk up** to the Devonshire gate.
- ☐ If using the car line, please ensure your child is ready to exit the vehicle promptly.
- ☐ We recommend only TK/K students and their siblings to use the Hiawatha gate.

# Afternoon Pick-Up Procedures

**2:15 p.m. - YMCA AFTER-SCHOOL CARE BEGINS FOR REGISTERED STUDENTS**

**2:15 p.m. – PLEASE REFER TO BELL SCHEDULE FOR GRADE SPECIFIC PICK-UP TIMES**

- **ALL STUDENTS IN GRADES 1-8 WILL BE DISMISSED AT THE DEVONSHIRE GATE**

**ALL STUDENTS MUST BE PICKED UP BY 4:30 p.m.**

**Inclement Weather Days:** Students are picked up from the MPR

# Expanded Learning Opportunities Program (ELOP)

**Free After-School Enrichment Programs** Support learning beyond the school day

## **Partners:**

- YMCA (TK-6), Parker-Anderson (TK-5), Upstage (Sem 1: 5-8, Sem 2: 2-4)

## **Enrollment Info:**

- **YMCA:** Register on their website
- **Others:** Interest forms sent mid-August
- Lottery is held to select students for classes with prioritization given to students who maintain 98% attendance rates.
- Students may only participate once a year in the after school program
- YMCA students may also join enrichment classes



[WWW. GHCTK12.COM](http://WWW.GHCTK12.COM)

GRANADA HILLS CHARTER  
TK-8 PROGRAM



If you have not already done so, please complete a meal application form online. Paper forms are also available. Only one form is required per family.



# THANK YOU!



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