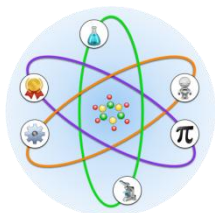


Gus Franklin, Jr. STEM Academy

2026-2027

A Project Lead the Way School!



FAMILY INFORMATION PACKET

GFS STEM Vision Statement

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

GFJ Vision Statement

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

GFJ Mission Statement

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

GFJ School Motto (Positive Behavior Intervention Support)

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

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

Dr. Josephine Wade, Principal
Chandra Thornton, Assistant Principal
13125 Hopland St., Victorville, CA 92394
(760) 530-7640

Dear Parents/Guardians, Families and Community Members,

Welcome to the 2026-2027 school year!

My name is Dr. Josephine Wade, the proud principal of Gus Franklin Jr. STEM Academy,

I'm writing to share an important focus for the upcoming school year: **Strive for 95% Attendance**. Achieving at least 95% daily student attendance and significantly boosting parent and family engagement, these two areas are profoundly linked to student success, and your partnership is crucial in reaching our goals.

Last year, our average daily attendance was **94.42%**. While this shows dedication from many of our families, we know that every day in the classroom counts. Consistent attendance directly impacts a student's academic progress, social-emotional development, and overall connection to the school community. Missing even a few days can create gaps in learning that are challenging to overcome.

To help us reach our 95% daily attendance goal, we need your continued support in ensuring students are at school, on time, every day possible.

Reporting Student Absences

When your child must be absent, please follow these procedures:

- **Call the school attendance line:** Please call (760) 530-7640 as early as possible on the day of the absence.
- **Email or Parent Square message the attendance office:** You can also send an email to arlyn_nava@aesd.net or direct message Arlyn Nava on Parent Square to report an absence.
- **Provide a reason:** Clearly state your child's name, grade, and the reason for the absence (e.g., illness, medical appointment).
- **Doctor's notes:** For absences due to medical appointments, please provide a doctor's note upon your child's return to school to ensure the absence is coded correctly.

We are also committed to enhancing **parent and family engagement** throughout the year. We believe that when families are actively involved, students thrive. Expect to hear more about new opportunities for engagement, workshops, and communication channels designed to strengthen our partnership.

Thank you for your ongoing commitment to our students and school. We look forward to working together to make this an outstanding year for every child.

Sincerely,

Dr. Josephine Wade, Principal

Information about Project Lead the Way

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

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

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

Curriculum & Frameworks for English Language Arts and Mathematics:

English – Reading Wonders

Mathematics – Go Math

Science – SAAVAS

Social Studies - Impact

Common Core State Standards for California

To find more information about the Common Core State Standards for California visit California Department of Education at [Common Core State Standards - Resources \(CA Dept of Education\)](#).

ABSENCES

Gus Franklin Staff believes that regular attendance plays a key role in student achievement. We recognize it's the responsibility under the law to ensure that students attend school regularly. Parents/Guardians of children aged six to 18 are obligated to send their children to school unless otherwise provided by law. We shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absences for truancy. Education Code #48260 specifies "Any pupil subject to compulsory full-time education or to compulsory continuing education who is absent from school without a valid excuse three (3) full days in a school year or tardy or absent in excess of thirty (30) minutes of each school day without a valid excuse on three (3) occasions in one school year shall be classified as truant and shall be reported to the attendance supervisor, the superintendent of the school district." or to SARB (Student Attendance Review Board).

Students who begin school in TK/Kindergarten at age five are also required to have regular school attendance.

If your student is going to be absent it is the parent's responsibility to call the school office to report and verify the absence. Absences need to be verified within three days of the student's absence. You may call 760-530-7640. Please refer to the District Handbook regarding excused and unexcused absences.

STUDENTS WHO ARE ABSENT, COME LATE AND/OR LEAVE EARLY SHALL NOT BE ELIGIBLE TO RECEIVE A PERFECT ATTENDANCE AWARD FOR THE YEAR.

STUDENT(S) WITH EXCESSIVE ABSENCES (10 OR MORE), AND WHO LEAVE SCHOOL EARLY WILL BE AT-RISK OF NOT RETURNING TO GUS FRANKLIN SCHOOL THE FOLLOWING YEAR. (Parent Choice Ed. Code 58500); if your child has extensive absences you may be asked to return to your resident school.

Students who are on an Inter-District Transfer must maintain an attendance record of 95% or more. Students who do not maintain the attendance rate of 95% or more shall be sent back to their district of residency.

ATTENDANCE

It is state law and the responsibility of Parents/Guardians or guardians to see that their children attend school regularly in order to obtain the maximum benefit of public school education. We encourage your continued support to promote good school attendance and student achievement. Absences not cleared within 3 days of returning to school will remain unexcused.

STUDENTS WHO COME LATE AND/OR LEAVE EARLY SHALL NOT BE ABLE TO RECEIVE A PERFECT ATTENDANCE AWARD FOR THE YEAR.

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

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

IN ADDITION, TO RECEIVE A PERFECT ATTENDANCE AWARD, THERE IS NO SIGNING STUDENT(S) OUT AND RETURNING STUDENT(S) LATER IN THE DAY.

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

Gus Franklin School hours are:

- TK-K 9:00 am – 3:05 p.m. (M,W,Th,F) (Tuesday) 9:00 am - 2:20 p.m.
- 1st-3rd.....9:00a.m. - 3:15 p.m. (M,W,Th, F) (Tuesday)..... 9:00 a.m. - 2:30 p.m.
- 4th-5th 9:00 am – 3:20 p.m. (M,W,Th,F) (Tuesday) 9:00 am – 2:35 p.m.

It is very important that children are not on the school grounds before 8:35 a.m. because there is no supervision for them until 8:35 a.m. A note from the school will always precede any variance of school days or hours of dismissal.

BUS TRANSPORTATION

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

If there is no bus, it is the parent’s responsibility to ensure that their student still attends school.

SCHOOL BUS TRANSPORTATION IS A PRIVILEGE

DEPARTURE OF PUPILS FROM SCHOOL DURING THE SCHOOL DAY

Parents/Guardians who wish to take their children out of school during the school day **must** report to the office first. This is done to protect you and your child. Please do NOT ask to have your child called from class after 2:45. Students from other campuses are not allowed on Gus Franklin, Jr. STEM Academy property. Families may not pick up their student from another school at Gus Franklin. Progressive discipline may result in a return to their resident school.

PARKING LOT

There will no longer be a designated drop off or pick up line . All Parents/Guardians must park their vehicles in designated parking spaces. After parking, please walk your student(s) to the school gate for drop off. For dismissal, all students must be picked up at the designated pick-up gate. Any student that is not picked up on time, will be walked to the office. Please call the office if you are having trouble picking up your child(ren) on time.

PICKING UP STUDENTS DURING THE DAY

A note or phone call is not required when the child is picked up in person at the office, however the office will request identification from the person picking up the child. The person who picks up the student will also need to be on the student's contact list.

CARE OF SCHOOL PROPERTY

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

CELL PHONES, Smart Watches, iPads, ELECTRONIC GAMES, ETC.

Students are discouraged from having cell phones/smart watches at school. Cell phones/smart watches are a distraction to learning. **If a student has to have a cell phone/smart watch for emergency only, it must be turned off and placed in their backpack, NOT in ANY of their clothing pockets.** Cell phones are for extreme emergencies, such as a disaster. Cell phones are not to be used to get homework, lunch money, permission slips, or be on social media, etc. The school and staff are not responsible for any cell phone that is lost, damaged or stolen. If a student feels they need to call home they may come to the office and ask permission. If a student is seen using their cell phone on campus during school hours, the phone will be collected and placed in the office, where a parent/guardian will need to pick up the phone.

Repeat offenses could result in a student having this privilege revoked for the rest of the school year. Please do not allow children to bring other technology to school as we are not responsible for the items. iPods/iPads; Smart Watches; MP3 players; PSPs; Nintendo Switches; VR headsets; cameras; and electronic games are **NOT ALLOWED ON CAMPUS.**

The school administration will not look for lost or missing technology as this disrupts the school day.

CHANGE OF Student Information

All changes should be updated in the AERIES Parent Portal, such as address, phone numbers and contact information.

COLLEGE SPIRIT DAY:

The last Wednesday of every month is College and Career Spirit Day. Students will be able to wear their College gear/attire.

Dress Code Policy

All students shall follow the Gus Franklin uniform code policy. There will be no excuses for any students to come to school out of uniform. This would include: 1) clothes were dirty, 2) lost my uniform, and/or 3) my parent/guardian said it was okay.

If a student **is not** in dress code, we will allow the student to call home for a change of clothes. In the event the parent is not located, loaner clothes will be issued, however, they must be washed and returned. We will acknowledge students who are wearing the proper uniform with a falcon ticket throughout the school year. Please see attached Uniform Code policy.

Dress Code Violation Consequences:

- **First Offense - Warning from any school staff member:** All violations will be reported to the office where the student will be counseled and a copy of the uniform code will be sent home.
- **Second Offense** - The school will attempt to contact the parent and the student will be given two choices. If available, the student may change into borrowed uniform clothing (clean clothing from our clothing closet) of the correct size and condition, or the parent may bring appropriate clothing to the school. **If the parent or the student refuses to abide by the dress code, the child may be suspended.** Borrowed clothing must be cleaned and returned to the school within one week.
- **Third Offense** – Parents/Guardians will be contacted to pick up students from school. Students shall be suspended. Repeated dress code violations may result in a meeting with a school administrator to discuss appropriate attire."
- **If you need to have loaner uniform clothing please contact the office.**

Note: Free Dress Passes will only be acknowledged on Fridays (unless it is a school scheduled (Spirit Day/Week)

EMERGENCY DRILLS

Emergency drills are required once a month by state law.

EXEMPTIONS AND EXCUSES FROM PHYSICAL EDUCATION

P.E. is a required class for all students. Parents/Guardians who request children to be excluded from P.E. for medical reasons will need to provide written notification. If more than three days of excusal is required, a doctor's note is required.

GUM

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

HAZING, ABUSE OF OTHER STUDENTS

The abuse of students by other students is strictly forbidden. This includes humiliating, horseplay and pranks, physical abuse, verbal abuse, intimidation, gestures, Cyberbullying, etc. This behavior could result in suspension, expulsion, or a return to a resident school.

HEALTH SERVICES

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

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

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

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

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

Gus Franklin Jr. STEM Academy will host the following activities and welcomes you to join:

HOMEWORK POLICY will be determined by each teacher at each grade level

SHORT-TERM INDEPENDENT STUDY

In those situations where it appears a student will be out of school for absences other than illness, an Independent Study Program may be used. All Independent Study contracts have to cover a minimum of three (3) consecutive days. This service shall be authorized by the principal and classroom teacher and all forms for an Independent Study shall be utilized. The classroom teacher needs ample notice to put the contract and assignment log together (one day of preparation for each day of work assigned is appropriate). The child must return all the work assigned upon his first day back to school in order to receive credit for those days absent. Short-term independent study days may not exceed 15 days in a school year.

STUDENTS WHO ARE ENROLLED IN INDEPENDENT STUDY WILL NOT BE ELIGIBLE TO RECEIVE A PERFECT ATTENDANCE AWARD AT THE END OF THE YEAR.

iReady

i-Ready is an online program that we use to monitor and assess K-5 students in reading and math. i-Ready consists of two main parts, the diagnostic assessment and the personalized instruction lessons. Students will be assessed on i-Ready three times per year and tailor made lessons will be developed for students based on their individual learning needs

Reading

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

MATERIALS NOT RELATED TO SCHOOL

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

OUTSIDE FOOD

The office will not accept outside food or drink to be taken to the student's classroom. This includes lunch drop-off. Parents/Guardians may not drop off lunch for their students.

PAINTING AND WRITING ON CLOTHES OR PERSON

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

POSITIVE BEHAVIOR INTERVENTIONS AND SUPPORTS (PBIS)

PBIS is a team based systemic approach in teaching and modeling behavioral expectations throughout the school. It is based on a proactive model which teaches positive behaviors, reinforces and recognizes students who are able

to model these behaviors and has systems in place to support students who have a difficult time or may present with more challenging behaviors.

Our Gus Franklin students are expected to follow a clear set of school-wide positive behavioral expectations, that are based on **S**afety First, **O**utstanding Conduct, **A**ccountable and **R**espect (**SOAR**). S.O.A.R expectations are explicitly taught and the behavior is proactively modeled. Students will be rewarded based on their actions in meeting the school-wide expectations.

While we are a PBIS school and our focus is on positive behavior, students can and will be suspended for any behavior that impedes the educational rights and safety of others.

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

Parents/Guardians/Guardians/Guardians who are requesting additional support for their student's behavior are encouraged to come to the Gus Franklin Jr. office and complete the "Parent Request for Assistance" form.

PROHIBITED BEHAVIORS

The following behaviors are prohibited at Gus Franklin Jr. STEM Academy:

Biting, Bullying, Fighting, Selling Items, Stealing

Alcohol, Drugs, Tobacco

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

Obscene and Vulgar Acts or Language

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

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

DISCIPLINE NOTICES

We are pleased that you have decided to send your child to Gus Franklin, Jr. STEM Academy. Through Science Technology, Engineering and Mathematics (S.T.E.M) we strive to give your child a strong academic education and a real joy for learning. By providing a safe environment with consistent enforcement of rules, we can ensure that all children will have an equal opportunity to succeed. Please familiarize yourself and your child with our discipline contract. Together we can accomplish all these goals! In order to maintain an environment conducive to attaining the highest quality of education, there must exist certain policies relating to student conduct which delineates acceptable behavior and provides the basis of sound disciplinary practices within the school.

Discipline notices may or may not be issued depending on the severity of the offense. The principal or principal's designee will make the final decision. The principal or principal's designee may follow the steps of the discipline policy or may suspend, depending on the severity of the offense. (Ed. Code 48900)

DISCIPLINE STEPS

1. Warning.
2. Parent/Guardian will receive a phone call or message through Parent Square.
3. Student(s) may lose a privilege.
4. Students may receive natural consequences like clearing their desk or beautifying the campus, if they purposefully defaced the campus.
5. Teacher/Parent conference.
6. Student referral to the principal, possible further consequences.
7. Parent notification.

8. Parent will be asked to observe their child in the classroom.
9. Parent/ Administration conference (if offense is egregious suspension may be adequate).

NOTE: Any prohibited behaviors shall result in loss of privileges to participate in school activities such as, but not limited to study trips; assemblies; field day activities; special classroom activities; 5th grade science camp, talent show; dances; etc.

SEXUAL HARASSMENT (Ed. Code 212)

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

1. Unwelcome leering, sexual flirtations or propositions
2. Unwelcome sexual slurs, epithets, threats, verbal abuse, derogatory comments or sexually degrading descriptions
3. Graphic verbal comments about an individual's body, or overly personal conversation
4. Sexual jokes, stories, drawings, pictures or gestures
5. Spreading sexual rumors
6. Touching an individual's body or clothes in a sexual way
7. Cornering or blocking of normal movements
8. Displaying sexual suggestive objects in the educational/work environment.
9. Any act of retaliation against an individual who reports a violation of the district's sexual harassment policy or who participates in the investigation of a sexual harassment complaint.

SUSPENSION AND EXPULSION

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

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

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

1. While on the school grounds
2. While participating in any school activity, including field trips, study trips, and afterschool activities.
3. While going to or coming from the school bus.

EXPULSION

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

RESTROOMS

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

TARDINESS AND/OR LEAVING EARLY

We at Gus Franklin feel that it is important for a child to learn and grow as a well-rounded individual. We are, therefore, interested in all aspects of his/her education. We try to encourage good habits of punctuality as part of his/her good citizenship training. It is our policy to contact Parents/Guardians when children frequently arrive at school after the tardy bell rings (9:00) or leaves before dismissal (3:15 or 3:20).

TRANSFERS

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

LOST BOOKS

If you lose a book, follow this procedure:

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

MONEY AND VALUABLES

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

REPORT CARDS

All Report Cards and Progress Reports will be mailed home four times a year (October, January, March and June). Transitional Kindergarten and Kindergarten students receive an academic grade as well as a social development grade. Grades first through fifth receive an academic grade as well as an effort grade.

GUS FRANKLIN STEM Academy CAFETERIA BREAKFAST/ LUNCH PROGRAM

All schools in the district offer healthy meals every school day because children need healthy meals to learn. The Adelanto Elementary School District participates in the Community Eligibility Provision (CEP) at all sites. Meals are served every school day and are at no charge to the student(s) enrolled in the District. Eating in the cafeteria is to be done in a quiet and orderly manner.

- Each student is responsible for keeping his/her area clean.
- At no time shall food be eaten in the corridors or on the playground.
- Persistent bad manners in the lunchroom may result in the child receiving a discipline notice.

If you have any questions regarding the lunch/breakfast program please contact Child Nutrition Services at (760) 246-8691, ext 10321.

School starts promptly at 9:00 am. Breakfast begins at 8:35 a.m. and stops at 8:55 a.m.

GUS FRANKLIN STEM ACADEMY LIBRARY/MEDIA CENTER

Gus Franklin, Jr. STEM Academy library/media center is open to all students. Students attend the library once a week with their teacher. When using technology (Chromebooks/computers) students will be instructed on how to use the various programs. Students are encouraged to ask questions and explore only with teacher direction. There are also programs that pertain to math, reading, social studies, high levels of thinking, and typing. The computers may also be used for research. *All students must have a signed permission slip (authorized use) for internet access before they are allowed to use the internet. See district parent handbook. Students must use their chrombook for academic purposes only.*

Parent Portal is available online to access Grades and Report Cards; report attendance; update emergency contacts; and to complete the annual data confirmation. Parents/Guardians/Guardians/Guardians must ensure that they complete the annual data confirmation information so that students have access to chromebooks, library books, internet usage, etc.

SCHOOL SITE COUNCIL

Gus Franklin, Jr. STEM Academy School Site Council (SSC) meets regularly (at least 8 times a year). SSC makes decisions or advises the principal on the budget and academic (SPSA) or school improvement plan. The council is made up of five Parents/Guardians, three teachers, and a school employee elected from their respective groups. The principal serves as the twelfth voting member.

VISITORS

Even though Gus Franklin, Jr. School has a closed campus, we welcome Parents/Guardians. Parents/Guardians/Guardians/Guardians are welcome to visit, but all visitors must present a current photo ID, sign in at the office and receive a visitor's pass before going on campus. AESD Board Policy guidelines set classroom visits to 15 minutes at a time and must be accompanied by an administrator or the administrator's designee. All visits need to be scheduled to ensure administration availability. Please remember to sign out and return your visitors pass upon leaving our campus. For safety and to limit disruption in the classroom, younger siblings are not allowed to accompany Parents/Guardians when visiting the classrooms. **All visitors will be screened through the RAPTOR system upon access to the school site.**

VOLUNTEERS

All classroom volunteers must complete the following:

- New volunteers are required to attend volunteer training and complete the online parent volunteer application.
- Submit a current Tuberculosis (T.B.) test (T.B. tests are current for 4 years).
- Valid Identification
- Complete the Fingerprint process
- Be board approved by the district's Board of Trustees.
- It is encouraged volunteers attend Gus Franklin's Volunteer Training each school year for yearly updates.
- Volunteers are encouraged to volunteer a minimum of 10 hours per year.

AWARDS

Four times (trimester) a year we will have awards for our students. The awards include, but are not limited to, Accelerated Reader awards, perfect attendance, honor roll, PBIS celebrations, principal's honor roll, reading goals, SOAR and STEM awards.

BACK TO SCHOOL NIGHT

We welcome Parents/Guardians for Back to School Night. Back to School Night affords an opportunity for Parents/Guardians to meet teachers, learn about student's class requirements and become acquainted with the school.

FIELD DAY

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

PTA

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

SCIENCE FAIR

Gus Franklin, Jr. STEM Academy Science Fair will be held. Winners of the school competition will go on to the district competition.

SPIRIT WEEK

Gus Franklin Jr. STEM Academy spirit week encourages a bunch of positive things for our students, teachers, and our school community. A calendar of events will be posted.

Character Counts:

**I Pledge to be a kid for character
I will be worthy of trust.
I will be respectful and
responsible,
Doing what I must.
I will always act with fairness.
I will show that I care.
I will be a good citizen,
and always do my share.**

Gus Franklin, Jr. STEM Academy

Student Contract

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

Gus Franklin Student must follow **SOAR Expectations**:

S – Safety First O- Outstanding Conduct A – Accountability R - Respect

The Falcon Students will:

1. Use kind words and treat others kindly.
2. Follow all adult directions
3. Walk single file down the middle of each hallway.
4. Get where you need to go, quickly and promptly
5. Have a pass to go to nurse, office or library
6. Watch where you are going
7. Walk behind the person in front of you
8. Respect personal space
9. Stay quiet in the hallway
10. Take charge of your belongings
11. Keep hands, feet and body to themselves
12. Practice good sportsmanship
13. Treat others the way you want to be treated
14. Respect school property
15. No playing in the restrooms
16. Dress in uniform daily

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

Gus Franklin, Jr. STEM Academy

Parent Contract

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

Gus Franklin Parents/Guardians/Guardians/Guardians must follow **SOAR Expectations**:

S – Safety First O- Outstanding Conduct A – Accountability R - Respect

The Falcon Parent will:

1. Treat all teachers, staff, students and other families with respect and kindness.
2. Participate in the parent volunteer program (PTA) at Gus Franklin, Jr STEM Academy. Parents/Guardians/Guardians/Guardians are expected to volunteer between 1-2 hours a month either in the classroom or at school. Volunteering can be done in different ways: spending time in your child's class and helping, making copies, cutting and pasting materials, laminating, etc., joining the PTA and attending general membership meetings, attending conferences, orientation and back to school night, helping at PTA sponsored events and school performances.
3. Attend all Parent Teacher conferences and meetings scheduled by the teacher to address their student's educational needs.
4. Support the school-wide behavior and attendance requirements. Students will act in a responsible manner and be in school on time, every day, all day.
5. Agree to follow the guidelines of the school uniform policy.
6. Participate in all school performances during and outside the school day.
7. Students with excessive absences, tardiness and/or who leave school early will be at-risk of NOT returning to Gus Franklin, Jr. STEM Academy the following year. At 10 days or more without make-up days you may receive a letter at the end of the year asking your child to return to their resident school.
8. Follow all school rules and expectations, including parking lot, parent drop off and pick up procedures.

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



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

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

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

SCHOOL- FAMILY COMPACT

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

Student Pledge

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

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

Family/ Parent Pledge

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

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

Teacher Pledge

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

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

Gus Franklin STEM Academy 2025-2026
Parent and Student Handbook
Parent/Guardian Affirmation

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

I have read and agree to the following:

	<u>Student Initials</u>	<u>Parent Initials</u>
Sexual Harassment Policy	_____	_____
School Uniform/Dress Code Policy	_____	_____
School Attendance Policy	_____	_____
School Discipline Procedures	_____	_____
Parent/Student Contract	_____	_____
Outside Food Statement of Understanding	_____	_____
School Family Compact	_____	_____
Cell Phone/Smart Watch Policy	_____	_____
AESD Civility Procedures	_____	_____

Student _____

School: Gus Franklin STEM Academy

Parent's Signature _____

Date _____

NOTE:

STUDENTS WHO COME LATE AND/OR LEAVE EARLY WILL NOT BE ABLE TO RECEIVE A PERFECT ATTENDANCE AWARD FOR THE YEAR.

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

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

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

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

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

Gus Franklin, Jr. STEM Academy

Student Uniform Policy Contract

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

Gus Franklin Student must follow **Uniform Policy**

There will be no excuses for any students to come to school out of uniform. This would include: 1) clothes were dirty, 2) lost my uniform, and/or 3) my mom said it was okay.

If a student is not in dress code, we will allow the student to call home for a change of clothes. In the event the parent is not located, loaner clothes will be issued, however, they must be washed and returned.

Dress Code Violation Consequences:

- **First Offense - Warning from any school staff member:** All violations will be reported to the office where the student will be counseled and a copy of the uniform policy will be sent home.
- **Second Offense** - The school will attempt to contact the parent and the student will be given two choices. If available, the student may change into borrowed uniform clothing of a correct size and condition, or the parent may bring appropriate clothing to the school. **If the parent or the student refuses to abide by the dress code, the child may be suspended.** Borrowed clothing must be cleaned and returned to the school within one week.
- **Third Offense** – Parents/Guardians/Guardians/Guardians will be contacted to pick up student(s) from school. Students shall be suspended. Repeated dress code violations may result in a meeting with a school administrator to discuss appropriate attire."
- If you need to have loaner uniform clothing please contact the office.

Your signature below means that you have received and read the Student Uniform Policy Contract.

Student Name:_____ **Date:**_____

Parent Name:_____

Parent Signature:_____ **Date:**_____

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

Gus Franklin STEM Academy

Attendance/Behavior Contract

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

Students will:

1. Be at school every day
2. Follow ALL classroom and school rules
3. Be a model student, both behaviorally (keep limbs to themselves) and academically, for others to follow.
4. Attend all PBIS training during school hours and during classroom lessons.

Parents/Guardians/Guardians will:

1. Attend all meetings with teachers and/or administration regarding their student's academics, attendance or behavior. (EC 48320 and EC 48321)
2. Support the school-wide behavior and attendance requirements (parent enrollment contract). Students will act in a responsible manner and be in school on time, attend school the entire day, and be picked up at the end of the school day.
3. Agree to follow the guidelines of the school uniform policy.

Student and Parent/Guardian agree that student will:

1. Will abide by all school rules. Will seek help when s/he is in a situation that could harm herself/himself or others.
 2. Will attend school daily (all day), be on time, and picked up on time; For each illness and/or medical appointment parent/guardian will provide doctor's notes to excuse the absences within three days of the absence.
 3. If a student is unable to fulfill the contract, the student will return to resident school.
- Attendance/Behavior contracts will be monitored on a regular basis (every 4 to 8 weeks).

Your signature below means that you have received and read the Attendance/Behavior Contract.

Student Name: _____ **Date:** _____

Parent Name: _____

Parent Signature: _____ **Date:** _____

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

Cell Phone/Smart Watches Policy

Dear Gus Franklin Families, Staff and Students

Cell phones/smart watches are valuable and important communicative devices in today's world. However, use of cell phones, smart watches during the instructional day seriously impedes and distracts from the academic and social/emotional learning process. As a school, we believe that students should be allowed to use cell phones/smart watches at appropriate times, but not during the instructional day on campus or during break/recess. At Gus Franklin STEM School, if your student needs to have a cell phone/smart watch we will require students to have their cell phones powered off and put away in their backpacks. Students will be given a warning and thereafter the phone will be collected and placed in the office, where a parent/guardian will need to pick up the phone.

As stated in our handbook:

"Students are discouraged from having cell phones/smart watches at school. Cell phones/smart watches are a distraction to learning. If students have to have a cell phone smart watch for emergency use only, it must be turned off and placed in their backpack, NOT in ANY of their clothing pockets. Cell phones are for extreme emergencies such as a disaster. Cell phones are not to be used to get homework, lunch money, permission slips, or be on social media, etc. The school and staff are not responsible for any cell phone that is lost, damaged or stolen. If a student feels they need to call home they may come to the office and ask permission. If a student is seen using their cell phone on campus during school hours we will ask the student to put the phone away. Thereafter, the phone will be collected and placed in the office, where a parent/guardian will need to pick up the phone.

Notes and responsibilities:

- Students are to turn off cell phones/smart watches (not on vibrate) and keep them out of sight during the instructional day. Again, that means once students step on campus, their devices would be turned off and put away in their backpacks.
- If students are repeatedly asked to put away their cell phone/smart watch (or personal electronic device, i.e., IPOD, IPAD, Nintendo Switch, other gaming consoles, etc.)
- Teachers will review the cell phone/smartwatch policy and consequences for cell phone violation with all their students at the beginning of the year.
- Administrators will confiscate cell phones if necessary.
- All staff and students must be consistent with implementation of this policy and the procedures above in order to ensure the learning process is not impacted or disrupted by cell phone/smart watches use.
- These expectations may be applied for all electronic devices.
- Your cooperation and support in this matter is appreciated. Your signature below means that you have received the Cell Phone/SmartWatch policy and know the expectation at Gus Franklin STEM School.

Cell Phone/Smart Watches Policy

Student Name: _____

Date: _____

Parent Name: _____

Parent Signature: _____

Date: _____

Adelanto Elementary School District's Civility Procedures

The purpose of these procedures is to promote mutual respect, civility and orderly conduct among District employees, parents and the public. The District is committed to keeping schools and offices free from disruptions and preventing unauthorized persons from entering school or District grounds and/or disrupting school activities. These procedures are intended to maintain, to the extent possible and reasonable, a safe and harassment-free work place for staff, students and parents. The Adelanto Elementary School District expects positive and civil communication between staff, students, parents and the community and discourages volatile, hostile or aggressive behaviors that cause fear, intimidation and/or disruptions.

Disruptions

1. The use of profanity or obscene or threatening language or loud and inflammatory language which may reasonably cause disruption or violent reaction is prohibited between staff, parents, students and community while on school grounds, any District property, or during school activities. The prohibition includes phone conversations, letters, memoranda or e-mails.
2. Any individual who disrupts or threatens to disrupt school/office operations; threatens the health or safety of students or staff; willfully causes property damage; uses loud and inflammatory language which can reasonably be expected to lead to substantial disruption or provoke a violent reaction; shall be directed to leave the District property or activity promptly by the site administrator or his/her designee.
3. Employees are directed to end all conversations, whether by phone, in writing or e-mail with individual(s) who continue to violate these procedures after the employee notifies the individual(s) of the violation. The employee shall provide a written report of the incident to the administrator in charge of the site or activity, or his or her designee.

Safety and Security

4. The Superintendent or designee will ensure that a safety and/or crisis intervention techniques program is provided in order to raise awareness on how to deal with these situations if and when they occur.
5. When violence is directed against an employee, or theft against property, employees shall promptly report the occurrence to their principal or supervisor and complete an Incident Report. Employees and supervisors should complete the Incident Report and report to law enforcement any attack, assault or threat made against them on school/District premises or at school/District-sponsored activities.
6. An employee, whose person or property is injured or damaged by willful misconduct of a student, may ask the District to pursue legal action against the student or the student's parent/guardian.

Documentation

7. When it is determined by staff that a member of the public is in the process of violating the provisions of these procedures, an effort should be made by staff to provide a written copy of these procedures, including applicable code provisions, at the time of occurrence. The employee will immediately notify his/her supervisor and provide a written report of the incident. The administrator will then take appropriate action.

California Education Code

44811, in part. (a) Any parent, guardian, or other person whose conduct in a place where a school employee is required to be in the course of his or her duties materially disrupts classwork or extracurricular activities or involves substantial disorder is guilty of a misdemeanor. (b) A violation of subdivision (a) shall be punished as follows:

- (1) Upon the first conviction, by a fine of not less than five hundred dollars (\$500) and not more than one thousand dollars (\$1,000), or by imprisonment in a county jail for not more than one year, or by both the fine and imprisonment.
- (2) Upon a second conviction, by imprisonment in a county jail for a period of not less than 10 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation or for any other basis until he or she has served not less than 10 days in a county jail.
- (3) Upon a third or subsequent conviction, by imprisonment in a county jail for a period of not less than 90 days, and not more than one year, or by both imprisonment and a fine not exceeding one thousand dollars (\$1,000). The defendant shall not be released on probation, or for any other basis until he or she has served not less than 90 days in a county jail.
- (4) Individuals who are deemed disruptive will be denied entry to District Property for an undisclosed period of time depending on the severity of the incident.

References:

Education Code Sections 44810, 44811, 32210 and 32211

Penal Code Sections 241.2; 241.4; 241.6; 243.2; 243.5; 243.6; 243.8; 626.4; 626.6; 626.7; and 626.8

Risk Management Department
June 2018