

San Diego Unified School District
FRANKLIN ELEMENTARY STEAM MAGNET

“Soaring to Success with Character”



Parent & Student Handbook

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Office Hours: 7:30 a.m. – 3:00 p.m.

<http://www.sandiegounified.org/franklin>

Parent/Student Handbook

This handbook will help you to become acquainted with Franklin Elementary STEAM Magnet School. Please read the handbook and discuss it with your child. He/she should clearly understand the Franklin policies and code of conduct and consequences for not following the rules.

Please sign the form on the last page of the handbook and return it to your child's teacher.

Keep the Franklin handbook in a safe place. It will be a handy reference for the entire year.



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WELCOME STATEMENT

All of us at Franklin wish to welcome you. We look forward to working with you in preparing your child for a successful future. Our goal is to create a school climate that encourages every child to participate in many challenging and rewarding experiences this academic year. Franklin is a community of learners working together in a positive, nurturing educational environment focused on promoting success for each student. We look forward to you and your child taking an active part in the Franklin learning community.

FRANKLIN HISTORY

Franklin Elementary STEAM Magnet is named after Benjamin Franklin, one of the most extraordinary human beings the world has ever known. Born into the family of a Boston candle maker, Benjamin Franklin became one of the most famous Americans of his time. He helped found a new nation and defined the American character. He was a writer, civic leader, inventor...genius. His writings in "Poor Richard's Almanac" are still popular today. The first Franklin Elementary School in San Diego was built in 1903 at Union and F Street and was called the 5th Ward School. It moved to its present site at 4481 Copeland Avenue in 1929.

SCHOOL COLORS

Blue and Yellow

MASCOT

Franklin Flyer



VISION STATEMENT

Weaving science, technology, engineering, art, and mathematics into daily instruction using hands on learning and exploration!

Our vision –

All students grow to become critical thinkers, problem solvers, and confident global citizens who positively impact our world.

Franklin Elementary STEAM Magnet – Home of Innovators, Scholars and Leaders!

MISSION STATEMENT

The mission of Franklin Elementary STEAM Magnet School is for administrators, staff and students to work together to provide a positive and challenging environment that supports learning for every student. Our staff welcomes parents as partners in the education of their children. We believe teamwork and collaboration are key elements of our successful school. Working together as a community of learners provides a framework of support encouraging our students to think globally as they become responsible, productive life-long learners.



THE FRANKLIN WAY

Benjamin Franklin was a scientist and diplomat. At Franklin Elementary STEAM Magnet, we are all scientists and diplomats.

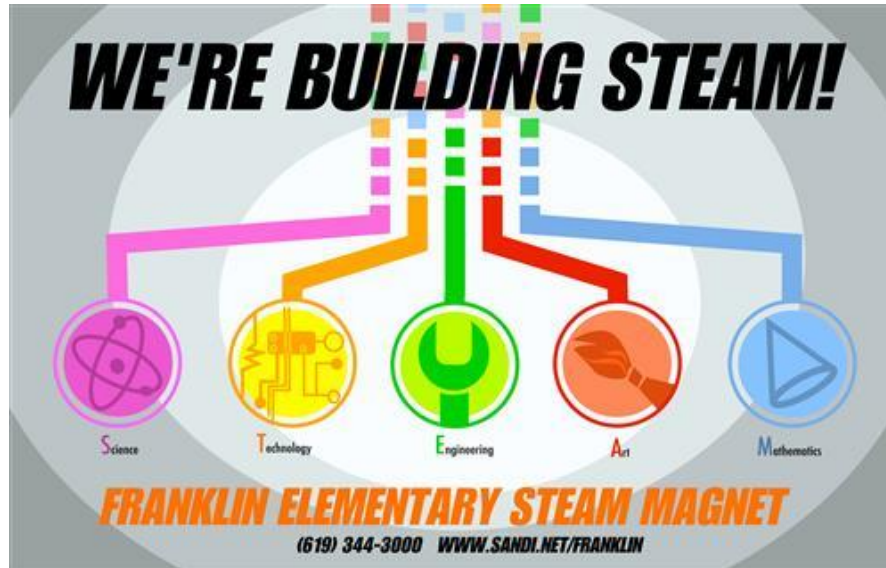
- **Scientist** – a person learned in science; a scientific investigator.
- **Diplomat** – one employed or skilled in diplomacy (skilled in working with others without arousing hostility).

Franklin scientists and diplomats are:

- 1) Respectful – “Remember not only to say the right thing in the right place, but far more difficult still, to leave unsaid the wrong thing at the tempting moment.”*
- 2) Responsible – “By failing to prepare, you are preparing to fail.”*
- 3) Innovative and creative – “To cease to think creatively is to cease to live.”*
- 4) Risk Takers – “Do not fear mistakes. You will know failure. Continue to reach out.”*
- 5) Problem Solvers – “Instead of cursing the darkness, light a candle.”*
- 6) Goal Setters – “Without continual growth and progress, such words as improvement, achievement, and success have no meaning. *
- 7) Friendly/ Team Builders – “It takes many good deeds to build a good reputation, and only one bad one to lose it.”*
- 8) Hard Workers/Doers – “Energy and persistence conquer all things.”*
- 9) Learners – “An investment in knowledge pays the best interest.”*
- 10) Fun loving – “The Constitution only gives people the right to pursue happiness. You have to catch it yourself.”*

*Benjamin Franklin quotes.

THE FRANKLIN WAY



STEAM – STEAM is an acronym for **S**cience, **T**echnology, **E**ngineering, **A**rt and **M**athematics. A STEAM education provides opportunities for students in grades TK through 12 to engage in daily experiences that improve their knowledge of science, math, engineering and art that drives innovation. The philosophy behind STEAM is that subjects cannot and should not be taught in isolation, just as they do not exist in isolation in the workforce.

History*

- The 1957 launch of Russian satellite Sputnik inspired a generation of innovation in technology and engineering in America.
- The National Aeronautics and Space Administration was created in 1958, supporting innovations that successfully put the first man on the Moon. There was a strong push to prepare students for careers in science and math.
- In the 1990's the National Science Foundation married science, technology, engineering, and math with the acronym "STEM".
- Art and Design are seen to be major contributors to innovation therefore there is a movement to include Art to the STEM curriculum.

Grant

In 2013, San Diego Unified School District was awarded a federal grant by the Magnet Schools Assistance Program to promote STEAM education in four elementary schools: Thomas Jefferson IB, Benjamin Franklin, George Washington, and Valencia Park Elementary Schools.

Each school was chosen because of their immense potential for growth and ability to promote diversity.

The grant provided funds over the course of four years (2013 – 2017) to implement STEAM education at each site.

Grant supports include:

- Adding STEAM resource teachers at each site
- Inquiry based instruction for students

- Learning opportunities for students beyond the classroom
- Providing technology, materials and supplies for students and teachers in support of STEAM
- Professional development opportunities for staff
- Marketing & imaging support for each school

*Federal grants **do not** provide funds for transportation.*

FULL STEAM AHEAD!

The STEAM Maker Space

Franklin Elementary STEAM Magnet has developed the STEAM Maker Space for students to extend their STEAM learning classroom experiences and use critical thinking and problem solving through the application of the engineering design cycle. The space is equipped with hands-on engineering and science equipment as well as technology such as 3 dimensional printers to enhance student engagements and learning.

*Historical facts on STEM & STEAM provided by the Endeavor Science Teaching Certificate Project sponsored by NASA & Edutopia STEM to STEAM.



Bell Schedule 2017 - 2018

7:47 First Bell
7:50 School Starts/Breakfast

Monday, Tuesday, Thursday and Friday

Recess

9:50 – 10:05	TK/Kinder
10:05 – 10:20	3 rd , 4 th and 5 th
10:20 – 10:35	1 st and 2 nd

Lunch

Eat: 11:45 – 12:05	3 rd , 4 th and 5 th
Play: 12:05 – 12:20	
Eat: 12:05 – 12:25	1 st and 2 nd
Play: 12:25 – 12:40	
Eat: 12:25 – 12:45	TK/Kinder
Play: 12:45 – 1:00	

Dismissal

2:10 PM

Wednesday (Minimum Day)

Lunch

11:30 – 11:55	TK/Kinder
11:35 – 11:55	1 st and 2 nd
11:55 – 12:15	3 rd through 5 th

Recess

9:50 – 10:05	TK/Kinder
10:05 – 10:20	3 rd , 4 th and 5 th
10:20 – 10:35	1 st and 2 nd

Dismissal

12:15 PM



2017 – 2018

IMPORTANT DATES PLEASE MARK YOUR CALENDARS!

August 28	<u>FIRST DAY OF SCHOOL – DISMISSAL 2:10</u>
September 4	Holiday – Labor Day
September 13	Back To School Night
October 27	Fall Picture Day
November 2	Fall Picture Make-Ups
November 10	Holiday – Veterans Day
November 13 – 17	Book Fair
November 13, 14, 16, 17	Parent/Teacher Conferences – <u>DISMISSAL 12:15</u>
November 20 – 24	Holiday – Thanksgiving
December 18 – January 2	Winter Vacation Begins
January 3, 2017	School Resumes
January 15	Holiday – Martin Luther King
February 16	Holiday – Abraham Lincoln
February 19	Holiday – George Washington
February 12 – March 16	Grade 5 FITNESSGRAM
March 20, 22, 23	Parent/Teacher Conferences – <u>DISMISSAL 12:15</u>
March 26 – 30	Spring Vacation
April 2	School Resumes
April 9 – June 8	Smarter Balance Assessments
April 12	Spring Pictures
April 9 – May 8	Science CST – Grade 5
May 16	STEAM Experience Night
May 28	Holiday – Memorial Day
June 11	<u>DISMISSAL 12:15</u>
June 12	Kindergarten Celebration – <u>DISMISSAL 12:15</u>
June 13	Fifth Grade Promotion
	<u>LAST DAY FOR STUDENTS – DISMISSAL 12:15</u>

ARRIVAL & DISMISSAL PROCEDURES

Arrival

Please plan a safe route to and from school and insist that your child follow it. School begins at 7:50 a.m. daily. For safety reasons, no students are to arrive at school before 7:30 a.m. except for those children who attend the PrimeTime and Character Builders programs. Students are to go through the designated gate(s) and head directly to the Franklin joint-use field for the morning Walking Program. Once the start bell has rung, parents should leave the campus. Our students eat breakfast in their classroom.

Dismissal

Students are dismissed promptly at 2:10 p.m. (12:15 p.m. on Wednesdays) and should leave campus immediately upon dismissal. To facilitate an easier transition at dismissal, we will dismiss students in three different locations.

Please meet your child on Copeland Avenue at the main entrance (Rooms 3, 4, 14 & 16), middle gate (Rooms 6, 7, 8 & 9), end gate (Rooms 10, 11 & 12), or on Monroe Avenue – gate entrance near Room 17 (Rooms, 15, 17 & 18). The front curb is painted white to indicate drop-off and pick-up. Signs are posted to assist you. **Please ensure the safety of all students by NOT parking in these loading areas** and/or asking your child(ren) to cross the street without a crossing guard present. The school's main concern is for the health and safety of your children.

Specific dismissal procedures vary by grade level, as indicated below:

Grades TK-K:	Students are dismissed at the side gate (on Monroe Avenue) by their teacher upon seeing a responsible adult or older sibling. An adult must pick up a TK or Kinder unless the student is going to PrimeTime or Character Builders when an older sibling can escort them.
Grades 1-5:	Teachers walk all students to the front entrance of the school. All students must be picked up at the front entrance whether they walk home with an older sibling or are picked up by an adult.
Prime Time Extended Day Program Students:	All PrimeTime and Character Builders students are dismissed from their classrooms and sent to the auditorium for check in. Kindergarten students are picked up at their classrooms by a PrimeTime staff member.

This process will ease congestion in front of the school and create a safer dismissal for everyone. Staff will supervise students for ten minutes after dismissal. Any child not picked up by this time will be escorted to the office. At that time, only parents or authorized individuals will then be allowed to pick up children. Adults will need to come into the front office to sign the child out. You may be asked to provide identification. District procedure requires administration to notify school police 30 minutes after dismissal if no one has arrived to pick students up.

Inclement Weather Days

On rainy days, students are to assemble in the auditorium between 7:30 – 7:50 a.m. teachers will pick them up in the auditorium and walk them to class when the “start bell” sounds.

ATTENDANCE POLICY

Daily Attendance

Daily Attendance Matters – Students are expected to attend school every day. Children who miss school miss out on opportunities to learn, build lasting friendships, and develop the skills and attitudes needed to become good citizens and valued employees. There is a clear connection between student attendance and student performance in school. This is especially true for English Learners in terms of their gains on the English Language Arts (ELA) and mathematics portions of the California Standards Test (CST).

Absences

Absences can be excused in writing by a parent or guardian or by a phone call to the school. If an absence is not called in as excused in five days, it becomes unexcused. Student records indicating excessive absences will be forwarded to the district counselor for review. Student absences also affect school budgets. Schools and school districts get a significant amount of their funding based upon the number of students who actually attend school each day. Potential losses in revenue affect all students because they can lead to budget cuts affecting a variety of programs.

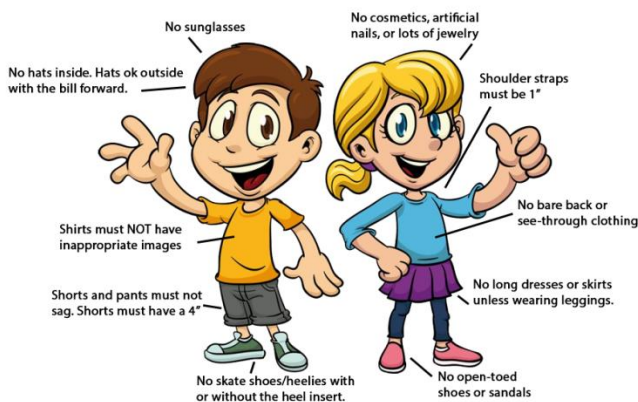
Excused/Unexcused Absences

The only absences that are excused as mandated by the state of California are those due to illness, medical or dental appointments, funeral services and bereavement, court appearances, family emergencies, Independent Study Contracts, or religious holidays or ceremonies.

Independent Study Contract

Absences of more than 5 days for family business, at any time of the year, can only be excused if the attendance office is notified at least one week in advance so that an Independent Study Contract (ISC) can be arranged. The contract must be signed by a parent or legal guardian before the first day of the absence. Academic assignments will then be given to the student to complete during the absence. When the student returns and turns in the completed assignments, he/she will be given credit for the missed days. For attendance purposes, they will not be considered unexcused absences. Without the contract, however, the absence would be unexcused.

DRESS CODE POLICY



All students and staff are expected to uphold high standards of conduct and appearance. Clothing should be suitable and comfortable for normal school activities and should reflect the respect, pride and standards of the student's home and community.

General clothing standards for all children require that shoes be worn at all times with appropriate socks or stockings.

The following items are *not* allowed to be worn at school:

- Open-toed sandals, flip flops, slippers, high heel shoes and skate shoes/heelies (with or without rubber heel insert)

- Bare midriff tops, bare back or see-through dresses/blouses/shirts/tops, mini shorts/skirts/skortis, or pajamas
- Blouses or tops with straps smaller than one inch wide
- T-shirts that may be considered by the Principal or principal's designee to have any offensive or discriminatory imprinted suggestive words or pictures (i.e., promotes violence, alcohol, drugs, tobacco, etc.)
- Pants must be worn with the waistband at waist level.
- Hats worn inside buildings
- Dangling or large earrings or excessive amounts of jewelry
- Hairstyles or excessive make-up that is a distraction to learning

Many of the above items can be hazardous when running, jumping, or when on the playground equipment. Students who come to school in inappropriate dress will be sent to the office. Parents will be called and asked to provide the student with a change of clothing that is appropriate to the school environment.

The principal may approve exceptions to the dress code for unusual situations or for specific events, such as spirit days.

BREAKFAST AND LUNCH INFORMATION

Franklin students are eligible for school wide free breakfast and lunch for the 2016 – 2017 school year. Students eat breakfast in the classroom each morning. If your child does not want to eat from the cafeteria menu, they may bring a sack lunch. Having a good breakfast and lunch will help your child maintain his/her interest and academic focus throughout the day. Sharing of food is not permitted.

HEALTH

PLEASE KEEP YOUR CHILD HOME IF HE/SHE IS ILL. There are no facilities at school to take care of ill children except on a temporary basis. Student may return to school if fever free the preceding evening/night without the help of Tylenol/Motrin. Do not send your child to school if the following symptoms are present: undiagnosed rash, untreated skin sores, fever of 100.5 or more, chicken pox, frequent vomiting or diarrhea, or difficulty breathing.

Please notify the school attendance clerk if your child is staying home due to illness.

Medication at School

Parents of children taking medication at school must follow the district's medication procedures. Parents must personally bring the medication to the school office, in the RX container, along with the Physician's Recommendation for Medication form filled out by the doctor. The nurse will keep the medication in a locked cabinet in the health office and give it to the child at the proper time.

Guidelines for Administering Medication

- Only the health office staff can give non-prescription medications to students who submit a completed Health Information Exchange Consent form. The school nurse will be on site Monday and Tuesday. A health technician is available to assist on Thursdays.

- Inhalers/Epipens must have the proper doctor's authorization and are kept in the nurse's office for use as needed.

Student Injuries

Franklin staff will take care of all minor injuries occurring on site. In the event of a more serious injury, parents are notified and required to come to the school site. **It is very important to have up to date phone numbers on file in case of an emergency.** If no one can be reached and the injury is life threatening, 911 will be called.

Student Insurance

San Diego Unified School District does not carry medical or dental insurance for students injured on school grounds, while under school jurisdiction, or while participating in school district activities. However, the district does provide access to optional accident insurance. Student insurance booklets are available in the office upon parent request.

SAFETY

If you drop off or pick up your child at school, we want to emphasize for safety your child should enter and exit your vehicle on the school side of the street. On the occasion that you stop your car across the street your child(ren) should walk to the corner and cross the street at the crosswalk. **Students should never cross streets in the middle of the block or between parked cars.** Double parking is both illegal and endangers the lives of our children. Parents should not park in the bus loading zone or handicapped parking spaces. The area directly in front of the main school entrance is a designated loading zone, which allows cars to stop briefly in front of the school and drop off their child(ren). Do not get out of your car or you will be subject to a ticket by the San Diego Police for parking illegally. To protect the safety of all of our students please drive with caution and obey all Safety Patrol students. As a reminder, there is no supervision before 7:30 in the morning or after 2:25 in the afternoon.

Bicycles

The San Diego Police Department requests that only students in grades four and above ride bicycles to school. Although the school has designated an area in the courtyard, just past the lunch arbor, for students to park bicycles, the San Diego Unified School District is not responsible for theft, damage, or loss of use to any bicycle, equipment or article left in or around this area. All such risk is assumed by the student.

All bicycles should have locks. Students are urged to secure their bicycles in an appropriate manner by using a high-quality lock and chain or other devices.

Helmets are required by California law. Students not wearing helmets may lose the privilege of parking a bike on school grounds. As defined in Vehicle Code Section 21212, any person under 18 years old must wear a properly fitted and fastened helmet when riding a bicycle. Helmets must also meet the standards of either the American Society for Testing and Materials (ASTM) or the United States Consumer Product Safety Commission (CPSC).

OTHER IMPORTANT INFORMATION

Animals

Pets and other animals are not to be brought onto school grounds at any time. Animals are permitted at school only when needed for instructional purposes and when under the strict control of qualified instructors or handlers.

Chewing Gum

Chewing gum is not allowed on school grounds.

Classroom Restroom Policy

All teachers will establish a humane, reasonable, and flexible restroom policy for students. Students will be able to use the restroom without loss of privileges.

All teachers will review on the first day of school the classroom restroom policy. Children are highly encouraged to use the restroom before school, during recess, and lunch. Students who fail to follow this policy cannot be punished (e.g., given detention, referral, writing standards, etc.). All classroom restroom policies outline in detail what children should do if there is an emergency. Parents will be notified if a child is repeatedly not following classroom procedure. Teachers will call parents to get additional information about possible medical reasons why the student is frequently leaving the class and losing valuable class time. Some teachers use sign-out sheets to document when children leave and return to the classroom.

Classroom Visits

If you would like to make a special visit to your child's classroom during school hours, please make arrangements with the teacher at least one day prior to your visit. This enables the teacher to assist you in seeing the subjects of interest to you. These visits will be limited to 30 minutes.

Emergencies

PLEASE be sure the school has up to date phone numbers on file for your child. When your home or work numbers change, please call the office or write us a note. The law requires that we have the phone number of an emergency contact. If your child is sick or injured and a parent or authorized adult cannot be reached, school district policy requires us to call the police.

Homework

School and district policies require homework and outside reading on a regular basis. Each teacher has a homework policy that meets these requirements. Your child will bring home a copy of the policy for his or her classroom during the first few weeks of school. Homework starts in Transitional Kindergarten, with approximately 15-20 minutes of work and 20 minutes of reading. Parents are strongly encouraged to read to their children to promote positive habits and a lifelong love of reading. Homework increases in approximately 10-15 minute increments per grade level. Please consult your child's homework policy, and contact the teacher with any questions.

Parent Communication Process

We encourage families and staff to resolve problems collaboratively. Teamwork, and getting conflicts resolved in a timely manner, is very important to every child's education. Should there be a problem with a student at school, follow the steps outlined here.

It is very important to include the child's teacher in the process and document all contacts you have with personnel.

- Step 1: Always start with the person with whom you have a concern.
- Step 2: If the problem or conflict is unresolved, it is essential that the school principal be included in the process of resolving your concern.
- Step 3: If the issue cannot be resolved at the school site with the principal, parent may address concerns or conflicts with the Quality Assurance Office at qualityassurance@sandi.net or (619) 725-7211.

Communication is the key to success!

School Dismissal

Parents are asked to wait outside the gates and main building at the end of the day for their children to be dismissed from school. The last few minutes of instruction are devoted to discussion of homework and the next day's activities. We'd like to avoid unnecessary distractions during that time. If you are waiting at the gate or in front of the school your child will know where to locate you at the end of each day.

School – Home Communication

Family Thursdays

Parents are encouraged to attend Family Thursdays where they are exposed to different learning strategies utilized by teachers and can observe these strategies in their child's classroom.

Parent –Teacher Conferences

Attend parent – teacher conferences to learn about your child's progress in school.

Parent/Guardian Contact Information

In case of illness, accident or other emergency, the school will attempt to contact a child's parent or guardian. Please make sure the school has current contact information, including home, work, and cell phone numbers. In addition, be sure to keep the office informed of any changes in emergency contacts or child care arrangements.

School Information and Flyers

Whenever possible, school and community information is sent home with students throughout the week. Please check for this information every day in your child's backpack.

Stay informed by visiting the school's website, <http://www.sandiegounified.org/franklin>. You will find a "PeachJar" button. Click this button for current school flyers.

Facts for Parents

At the beginning of the year each student should receive a copy of the San Diego Unified School District's Facts for Parents publication. This is a yearly publication that contains essential information about the district. You are encouraged to review the information with your child(ren). The school provides a copy of the signature page for you to fill out and return.

School Safety Plan

Our school has a Crisis Response box that includes a comprehensive school safety plan. Required by the state, the plan includes policies and procedures for responding to:

- Disasters such as fire, earthquake, or situations requiring a lock down

- Serious disciplinary problems
- Child abuse
- Sexual harassment
- Practice drills are periodically held to ensure that students will be safe in the event of a disaster.

State Constitution

Section 5 of Article IX of the State of California Constitution guarantees students a “free public education”. All education activities carried on by public school districts, extra-curricular as well as curricular, must be without cost to the students who participate in such activities.

Student Telephone Calls

Students are not allowed to make telephone calls except in emergency situations. Arrangements for after-school activities, obtaining required books and homework, glasses, etc., should be taken care of in the morning before the student leaves home.

Toys, Games and Personal Belongings

Students are not allowed to bring toys to school as it is a distraction to learning and often results in lost or broken toys. This includes trading cards. The school provides sufficient items for children to play with for both outdoor and indoor recess. Clearly mark all coats, sweaters, jackets, rain-gear, lunch pails, etc. with your child’s first and last name. By doing so, most “lost” items can be returned to their owners promptly. A “Lost and Found” bin is located in the auditorium. Periodically, unclaimed clothing is donated to local charities.

Telephone Messages

Students are allowed to use the phone for emergencies only. Going to a friend’s house after school or other personal matters should be planned at home. Franklin has a “no interruption” policy during the school day. If your child’s teacher calls you during the day and you are returning the call, please be sure to mention this to the office so they will connect the call. Otherwise a message will be taken.

Visitors

For the safety of students and staff, the front doors and gates at Franklin are locked during school hours. Please enter through the blue door to the left of the double doors located in the front of the main building.

California state law requires all persons visiting a school site report to the school office. All visitors must sign in and secure a “Visitor’s Badge”, which is to be worn while on campus.

All persons requesting to visit and observe a class during the school day shall be approved by the principal and the teacher shall be notified and a meeting scheduled. If a request for an outside agency is being made by a parent to observe their child the parent must provide written approval and the agency must provide requested documentation before meeting can take place. The Principal and/or other district staff also must be available to accompany the individual(s) from the outside agency.

To pick up a child from school, an individual must be an adult listed on the student’s enrollment card and be able to provide his/her identity with a picture ID.

These procedures help maintain a safe campus for all.

PARENT INVOLVEMENT & COMMUNITY PARTNERSHIPS

Friends of Franklin Foundation

The Friends of Franklin Elementary School Foundation is comprised of dedicated parents, educators and community members, who believe that *every child should have access to high quality educational and extracurricular experiences*. The Foundation is a 501©3 non-profit educational foundation, whose aim is to support the work of Franklin Elementary STEAM Magnet. We encourage parents to get involved with and support the Foundation. More details can be found at <http://www.friendsoffranklinfoundation.org>.

Parent-Teacher Association (PTA)

This PTA is made up of parents and teachers to support activities for our students. Funds raised by events go towards PE equipment, Field Trips, School Assemblies, etc. Please be sure to pick up a membership envelope and join to show your support.

Partnerships in Education

This program teams community organizations and businesses with our school to support the children at Franklin in a variety of ways. We appreciate community involvement at Franklin!

School Site Council/Governance (SGT) Teams

These are the decision making and governing bodies of the school. They are composed of parents, administrators, teachers and support staff. They meet once a month to discuss/address various school issues. Meetings are open to all parents. Elections are held in the fall of the current school year.

Volunteers

We are always in need of volunteers at Franklin. Parents, grandparents, neighbors....all are welcome. If you can help for a day or two, please give us a call in the office at (619) 344-3000 and let us know. All volunteers must complete an application for the current school year and have a current TB test or Risk Assessment Questionnaire before being in the classroom. Once cleared you must report to the main office, sign in and secure a "Volunteer Badge", which is to be worn while on campus.



PROGRAMS

Art

All classrooms receive one hour of art instruction per week. Students learn about art concepts, art history, and have hands on instruction.

Library

Our school library is open to all Franklin students. Children visit the library with their class once a week. They are able to check out books with a school issued library card secured by a signed permission slip from parent or legal guardian. Some classrooms also visit the Kensington Library during the school year.

Music Education

Fifth grade students are provided music instruction once a week. The class is taught by a certificated music teacher.

Technology

Franklin has state-of-the-art i21 technology and student devices. Students learn how to search the net to research assignments. San Diego Unified School District has taken reasonable precautions to restrict access to harmful matter and to materials that do not support approved educational objectives.

Information about the privileges and responsibilities of using the internet and district networks as part of your child's educational experience will be sent home. Be sure to read, sign and return the parent information permission form outlining the Network Use Guidelines as soon as you receive it.

PrimeTime and Character Builders Extended Day Programs

This PrimeTime program is a partnership between the YMCA and Franklin through the San Diego Unified School District. Childcare and educational assistance are provided from 6:00 a.m. until school begins and from dismissal until 6:00 p.m. Monday through Friday. Applications are available in the school office.

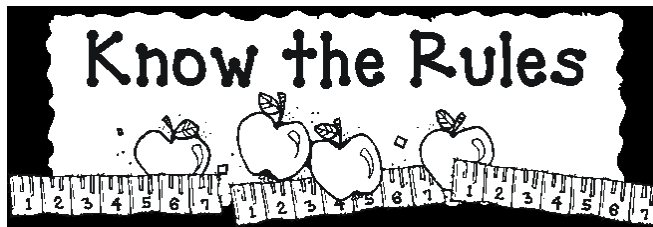
The YMCA also supports a Character Builders program which is a "pay for" extended day program.

SCHOOL DISCIPLINE PHILOSOPHY

At Franklin we are dedicated to helping children develop respect and responsibility. Age-appropriate rules and consequences are clearly stated, effectively taught, implemented and consistently reinforced by both staff and parents. We believe that all children can learn and that they deserve to have the best education possible in the safest environment. Teachers and other staff members have the right to work in a setting where learning can take place at optimal levels.

SCHOOL DISCIPLINE EXPECTATIONS

We expect every child to follow our general rules of behavior at all times including coming and going on the playground, in the cafeteria, and in the hallway. We expect students to respect each other and all adults on campus. Please read the rules to your children and encourage them to follow directions from adults on campus the first time they are given. The safety of our students is our priority.



FRANKLIN SCHOOL CODE OF CONDUCT

Philosophy Statement

At Franklin we are dedicated to helping children develop respect and responsibility. Age appropriate rules and consequences are clearly stated, effectively taught, implemented and consistently reinforced by both staff and parents. All students can then learn to the best of their ability and all teachers can teach in an optimal instructional environment.

Students' Bill Of Rights

All of the school rules are based upon the following rights that apply to all students.

1. I have the right to be safe at school. This means that no one will hit me, kick me, threaten me or hurt me.
2. I have the right to be treated fairly. This means that no one will treat me differently and that the school rules will be applied equally to all people.
3. I have the right to be treated with compassion. This means that no one will purposely hurt my feelings.

KEYS TO SUCCESS AND "THE FRANKLIN WAY" AWARD PROGRAMS

In addition to the many positive reinforcements done in the classrooms, staff on duty before school, at recess, and at lunch time is always looking for students who are doing a super job of following the Franklin Way. They award Franklin Way slips. Students deposit these in a container in the front office for a monthly prize drawing that takes place at the awards assembly. In addition, during the monthly Good Citizens' Assembly selected students are recognized for outstanding citizenship.

THERE ARE FIVE RULES/BEHAVIOR STANDARDS THAT ALWAYS APPLY. YOU MUST KNOW THEM.

1. Respect and immediately follow the directions of all adult Franklin staff members.
2. Use safe conduct at all times.
3. Take care of school property such as textbooks, school materials, and equipment. Respect the property of others. Leave personal and valuable items not related to learning at home.
4. Be courteous, kind and thoughtful in words, and actions towards others.
5. Keep hands, feet and objects to yourself.

In The Classroom

Classroom rules, consequences and rewards are sent home separately by the teachers. Please take time to review these as they are an important part of our Code of Conduct.

Harassment

Regardless of its basis, harassment is prohibited. While many types of conduct may show evidence of harassment, common types include but are not limited to threats, verbal abuse, teasing, spreading rumors about a person and acts of retaliation against an individual who reports a violation. Harassment, whether it is by students, staff or a third party in the school community, is strictly prohibited.

Discriminatory Harassment

NO student shall engage in discrimination of another student. Common types include but are not limited to derogatory comments, slurs, drawings, pictures or unwelcome jokes.

Sexual Harassment

NO student shall exhibit unwelcome sexual advances, request sexual favors, verbal, visual, or physical conduct of a sexual nature in the educational setting.

IMPLEMENTATION OF FRANKLIN'S CODE OF CONDUCT

While the Principal is responsible for setting the overall tone for the school, the school staff members are the key people on the school site in promoting respect for rules and positive behavior by all students. School staff will work with students in groups and individually to maintain the established standards and thereby provide the optimum learning conditions in the classrooms. Each staff member will assist with maintaining student standards. The authority of staff members extends to all students in the school, including those not under the immediate supervision of a teacher.

Consequences for Negative Behavior

For classroom offenses, please refer to the steps followed in your child's classroom.

Consequences for Violation of the Code of Conduct

Offenses may result in one or more of the following consequences and will be overseen by the appropriate staff. They may include:

- verbal/written apology
- time out
- loss of recess (detention)
- behavior contract
- parent communication
- loss of privilege (assembly, field trip)
- parental presence in class
- in-school suspension
- formal out-of-school suspension
- parents can be held financially responsible for costs incurred by student

Severe Offenses

Severe offenses will warrant an immediate referral directly to the Principal or designee.

- Habitual profanity, obscene gestures, defiance of authority, classroom disruption
- Throwing objects to cause harm
- Intimidation or threat to cause harm, fighting/hurting another
- Defiance of school personnel

- Possession or use of controlled substances
- Possession of real or imitation weapons
- Theft
- Vandalism, including defacing books or equipment

Minor Offenses

Minor offenses will be handled by the teacher or supervising adult.

POSITIVE CONSEQUENCES/INCENTIVE PROGRAMS

Student of the Month Awards

Awards are given each month in a school-wide assembly to students in TK through fifth grades in recognition of good citizenship, academic achievements, improvement, etc. Pictures may be taken of the students honored and posted on our website.

Classroom Awards

Each classroom teacher rewards positive behavior in many ways. Some of these rewards may include:

- Verbal praise
- Awards and certificates
- Treasure chest
- Free time in class
- Positive notes and phone calls to parents
- Stars and stickers
- Classroom “Super Citizen of the Week”
- Classroom “Child of the Day”

Personal notes on class assignments

CELLULAR TELEPHONE & DIGITAL DEVICES POLICY

Student possession and use of cellular phones and other digital devices on school campuses and school buses, at school-sponsored activities and while under the supervision and control of school sponsored activities and while under the supervision and control of school district employees is permitted under circumstances described here.

All students (TK – 12) may use these devices on campus before school begins and after school ends. These devices must be kept out of sight and turned off during the instructional program and in the classroom. Unauthorized use of these devices disrupts the instructional program and distracts from the learning environment. School officials, including classroom teachers, may take the device away from students and require a parent to pick up if used during the times not permitted. Repeated unauthorized use of such devices may lead to disciplinary action.

Students and parents are reminded that during an emergency situation, cellular sites may be overwhelmed due to a high volume of calls. Should this occur, emergency communication could also be affected. It is important that cell phones and other devices be used sparingly so that emergency services have priority to assist the students and staff on the site.

Theft or loss of such devices will not be investigated by school personnel. Students bring such devices at their own risk.

FRANKLIN ELEMENTARY STEAM MAGNET STUDENT HANDBOOK

We have read and discussed the handbook as well as reviewed the policies contained in this handbook. We support the school's effort to promote self-discipline and will help Franklin Elementary STEAM Magnet maintain a productive learning environment. We understand that parents are financially responsible for lost or damaged school books and technology as well as any costs that might be incurred through acts of vandalism.

After reviewing and discussing the parent/student handbook with your child(ren) please sign below and return this page to the school office.

Parent Name Printed

Parent(s) Signature

Date

Student Name (Print)

Grade/Teacher

Student Name (Print)

Grade/Teacher

Student Name (Print)

Grade/Teacher

Student Name (Print)

Grade/Teacher