

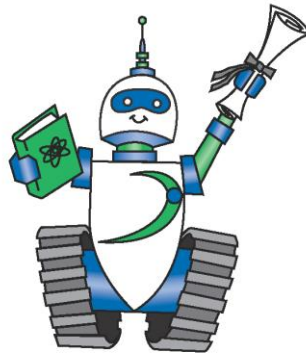


ONTARIO-MONTCLAIR SCHOOL DISTRICT

Ontario, California



Vineyard **STEM** Magnet School



*"Empowered Learners Today,
Innovative Leaders Tomorrow!"*

**Parent-Student Handbook
2021-2022**



Vineyard STEM Magnet School

1500 East 6th Street Ontario, CA 91762
(909) 984-2306

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Message from the Principal

On behalf of the entire staff, welcome back to the new school year! It is with great excitement that I enter this new school year as the proud principal of Vineyard STEM Magnet School. I am honored to help lead a school with a rich tradition of high-caliber instruction and community partnerships. I am committed to working collaboratively with families, community members, teachers, and staff to ensure students are equipped to be college and career-ready. I will work diligently to continue the legacy of success that has been established by Vineyard STEM through building strong positive relationships with parents, students, and community members.

At Vineyard STEM Magnet School, we serve a diverse population of over 700 students ranging from TK through 8th grade. Our staff is dedicated to the success of each child. They work tirelessly in strengthening their craft and pedagogy in order to provide rigorous instruction. We will continue to develop our STEM instruction that integrates science, technology, engineering, and math. Students are offered STEM learning opportunities that are a part of Vineyard STEM's instructional program. Opportunities include, but are not limited to, hands-on engaging lessons, STEM learning projects, academic competitions, and class rotations to our science lab and NEW Maker Space. We are particularly proud of our accomplishments in the annual MESA (Mathematics, Engineering, Science Achievement) competitions held at the University of California, Riverside. Vineyard STEM is also recognized as an AVID (Advancement Via Individual Determination) school. The AVID program emphasizes on providing rigorous instruction in writing, critical thinking, teamwork, organization, and reading skills. The goal is for students to be successful in higher education and the workplace.

At Vineyard STEM, we are committed to providing a safe and nurturing school environment for every student and strive in providing an inclusive school culture. Our top priority is collaborating with families to ensure that every child receives the support, instruction, and opportunities that they need to be successful at Vineyard STEM. We encourage you to take an active role in your child's education. You will find that we provide all our families opportunities to be actively involved in the school experience with their children. Whether you join our Parent Teacher Association, school committees and councils, or our volunteer program, there is a place for you here at Vineyard STEM.

As principal of Vineyard STEM, my job is to be of service to our community and I am here to support you. Please do not hesitate to contact me with any questions or concerns you may have. We are looking forward to a great school year!

Sincerely,

Mrs. Arellano-Rodriguez

socorro.arellano-rodriguez@omsd.net



Vineyard STEM Mission Statement

We provide a unique and integrated learning experience through Science, Technology, Engineering and Math.

Our goal is for all students to become active, compassionate, and innovative leaders in their community.

Vineyard STEM Office: (909) 984-2306

Vineyard STEM Website: <https://www.omsd.net/Domain/32>

Vineyard STEM Twitter: @Vineyard_OMSD

ClassDojo: <https://www.classdojo.com/>

Schoolloop: <https://vine-omsd-ca.schoolloop.com/>

Administration

Mrs. Arellano - Rodriguez, *Principal*

Mrs. Patrick, *Assistant Principal*

Instructional Support Team

Mrs. Gilliard, *STEM Magnet Coordinator*

Lisa Elliot, *Teacher on Assignment – Instructional Coach*

Mrs. Autrey, *Teacher on Assignment – Outreach Coordinator*

Mrs. Olguin, *Teacher on Assignment – Intervention*

Mr. Borrowman, *Teacher on Assignment – Intervention*

Mr. Centeno, *Student Mentor*

Vineyard STEM Staff Roster

Teachers

KINDERGARTEN – 2 ND GRADE	3 RD – 5 TH GRADE	6 TH – 8 TH GRADE
Transitional Kindergarten (PM)- Room P6 Mrs. Fitzgerald	3 rd grade – Room E4 Mrs. Bermudez	6 th grade – Room P4 Miss Osimowicz
Kindergarten (AM)- Room B1 Mrs. Delise	3 rd grade – Room D5 Mrs. Zoque	6 th grade – Room P5 Ms. Zampach
Kindergarten (AM)- Room B2 Mrs. Morris	3 rd grade – Room D2 Miss Caro	6 th grade – Room P13 Mr. Villescas
1 st grade – Room C1 Mrs. Steel	4 th grade – Room F1 Ms. R. Johnson	7 th grade – Room P2 Mrs. Timassy-Nelson
1 st grade – Room C2 Mrs. Gilbert	4 th grade – Room F2 Mrs. M. Johnson	7 th grade – Room P3 Mr. Sanchez
1 st grade – Room P11 Ms. Koszyk	4 th grade – Room F3 Ms. Garcia	7 th grade – Room P7 Mrs. Lake
2 nd grade – Room D3 Mrs. Beasom	5 th grade – Room H1 Mr. Poulos	8 th grade- Room P8 Ms. Schreiner
2 nd grade – Room E2 Mrs. Phillips	5 th grade – Room H2 Mrs. Royster	8 th grade- Room P9 Mr. Ku
2 nd grade – Room E3 Mrs. Cunningham	5 th grade – Room H3 Mr. Cieslik	8 th grade- Room P12 Dr. Swartz
	RSP Support- Mrs. Einfalt: Room G1 Ms. Harris: Room G1	

Vineyard STEM Staff Roster

Support Staff and Classified Staff

Office Manager Georgina Reddick	Head Custodian Gerardo Acosta	Proctor Veronica Lopez
Office Assistant Brenda Magdalena	Custodial Assistant Glen Shannon	Proctor Angie Ortiz
Office Assistant TBD	Custodial Assistant Jorge Gastelum	School Psychologist Eric Sandoval
School Nurse Camille Counts	Cafeteria Lead Amy Martinez	Speech Therapist Michelle Eggers
Health Assistant Alex Duran	Cafeteria Assistant Adelina Gonzalez	Speech Assistants Janette Mora/Vanessa Rodriguez
Think Together Coordinator Dorothea Greene-Crichlow	Cafeteria Assistant Guadalupe Martinez	Instructional Aide (RSP) Dewani Tangilano-Chen
PE Lead Teacher (1 st – 5 th) Carri Fredericks	Proctor Gandhi Ramirez	Instructional Aide (RSP) Yachi Guerra
PE Lead Teacher (6 th – 8 th) Marisa Preciado	Proctor Bertha McCusker	Inst. Aide (Intervention) Araceli Orea
Music Teacher (4th-8th) TBD	Proctor Delia Bocanegra	Inst. Aide (Intervention) Stephanie Montoya
	Library Media Clerk Silvia Saldivar	Bilingual Aide Elizabeth Martinez

COVID-19 Information and Procedures

Ontario-Montclair School District continues to closely monitor and follow the California Department of Public Health, (CDPH) guidance, as well as local county guidance as it pertains to the 2021 – 2022 school year. Please visit our District website at www.omsd.net for the latest updates and information.

Attendance

Attendance is important at Vineyard STEM, but student health and safety come first. Whether attending school in-person or enrolled in (spell out OASIS meaning) OASIS, students are expected to attend class every day and on time. School staff will monitor attendance daily.

Support will be put in place for students at-risk of being chronically absent. Tokens of appreciation will be provided to students who meet attendance goals.

Grading expectations

All students will be expected to abide by the rigorous expectations set forward by Ontario-Montclair School District.

Visitors

Visitors will be allowed on campus and will need to check-in at our front office to complete a daily health screening. At this time, we are not permitted to have classroom or site visitors. Please wear a face covering while on campus.

*****This information is subject to change as the school year progresses, based upon ongoing health and safety guidance. School staff will update parents as information becomes available. *****

Zoom Expectations - OASIS

The two main tools to deliver instruction for students participating in Online Academy will be through Google Classroom and Zoom. Behavior expectations via Zoom video conferencing will be similar to classroom behavior expectations. For Zoom video conferences, we expect students to:

- Find a quiet area with limited distractions (audio and video)
- Be on time
- Be ready to learn-dress appropriately (as if you were in school), have materials ready, and be ready to participate
- Be respectful and use technology etiquette
- Follow any additional guidelines from your teacher

GENERAL SCHOOL INFORMATION

ARRIVAL PROCEDURES

Students may arrive at school beginning at 7:30. Students should not arrive to school prior to this time as there is no student supervision. The MPR gate will be opened at 7:30. All students must enter the school campus through the MPR gate. Students who are eating breakfast may enter the MPR. All other students will enter the gate and line up at the north grass field. 1st-8th grade students will be dismissed to their playgrounds beginning at 7:45. AM Kindergarten students will remain in the MPR until their teachers come to pick them up at 8:00. School begins promptly at 8:00. Once the tardy bell rings at 8:05, the MPR gate will be closed. All tardy students will have to check in at the School Office before going to class.

DISMISSAL PROCEDURES

Transitional Kindergarten and Kindergarten students will be dismissed from their classrooms at the end of their class session. Kindergarten parents may either walk up to the classroom doors or drive through in the car line by the main parking lot for pick up. The driveway gate will be opened at 2:45 Monday, Wednesday, Thursday, and Friday and 1:30 on Tuesday. All 1st-8th grade students will exit the campus together through the driveway gate by the upper grade playground. Students who are getting picked up in a car are to line up inside of the north fence until their vehicle arrives. Older siblings may leave through the dismissal gate and walk around to the Kindergarten classrooms to pick up siblings. Any students attending Think Together should meet in the MPR for check in.

RAINY DAY MODIFIED SCHEDULE

The following modifications will be implemented for rainy day schedule:

- All students who arrive to campus between 7:30-7:45 will wait in the MPR. At 7:45 students will be dismissed to their classroom for an inside recess break.
- Recess breaks and PE will be either in the classrooms or in the MPR during inclement weather.
- Dismissal will be moved to the front of the school so that students can wait under the awning. The gates will open a few minutes before dismissal so that parents can wait

outside the classrooms. Teachers will walk their students to the front of the school. The car line will continue into the main parking lot for students who are waiting to be picked up.

PARKING LOT PROCEDURES

Our main parking lot and MPR parking lot are available for parents and visitors. During drop off and dismissal times, we ask that you do not park and leave your vehicle in the car lane as this stops the flow of traffic. If your child needs additional time and assistance getting in or out of the car, we ask that you pull in to a parking spot. If you are visiting the school during school hours, you may park in our assigned visitor's parking or any available spot. Parking is not allowed along the red curbs either at the front of the school or in front of the office.

BREAKFAST, LUNCH & SNACK PROCEDURES

Breakfast and lunch are available at school and all students are able to eat at no cost to families. Breakfast hours are 7:30 -7:50. Students arriving to school later than 7:50 will not be permitted to enter the breakfast line. Students are not required to eat breakfast at school. If a student is late and unable to eat breakfast, we have 2nd Chance Breakfast when students can eat during their 1st recess. Please see the school hours (included in the handbook) for your child's assigned lunch time. Students may either eat school lunch or bring lunch from home. Students eating school meals are required to memorize and enter their assigned lunch number at each meal. Students who bring snacks or lunch from home are not permitted to share food with other students. Students who would like to eat a snack that they brought from home can eat their snack during their assigned recess time at the playground snack tables. Please refer to the OMSD Wellness Policy (included in this handbook) for food items that are not permitted at school.

BICYCLES, SKATEBOARDS & SCOOTERS

Students in 4th-8th grade may ride a bicycle, skateboard, or scooter to and from school. Students must follow the school's bicycle safety rules as listed on the Vineyard STEM Magnet School Bicycle Permission Slip form (included in this handbook). Once on campus, students must walk their bikes to and from campus gates each day. During school hours, students must lock their bikes up in the bike racks located by the old lunch table area. Students may check their skateboards and scooters into the office, where they will be stored during the school day. Students are responsible for bringing their own bike lock and chain to school to secure their

bikes during the school day. The school is not responsible for any damages or vandalism to a bike, nor is the school liable for a stolen bike. **All riders are required by law to wear a safety helmet while riding a bicycle, skateboard, or scooter on public streets.** Students who do not wear a helmet to school will have to leave their bicycle, skateboard, or scooter on school grounds until a parent can either bring a helmet to school or come and pick up the student's equipment. Roller skate shoes, and roller blades may NOT be brought to school.

TELEPHONE CALLS AND CLASSROOM INTERRUPTIONS

Unless it is an emergency, students will not be allowed to leave class during instruction to make or receive a phone call or speak with family members. The office staff will gladly take any necessary phone message and deliver it to the student or teacher during the first possible break in instruction. Teachers will return phone calls and emails at their earliest convenience. Students who need to contact parents or family members during the school day may come to the office during their recess break to use the school phone. Students with personal cell phones on campus are expected to follow the OMSD Cell Phone Policy (included in OMSD's return to school paperwork) and should therefore not be using their cell phones during school hours unless they have special permission from their classroom teacher or there is an emergency situation.

SCHOOL VISITORS & VOLUNTEERS

It is our goal to include parents and family members in the students' educational experiences at Vineyard STEM. We must also ensure the safety and supervision of every child and adult during the school day and during Think Together. Vineyard STEM is a closed campus during school hours. **All visitors who come to school between the hours of 7:00-3:30 must sign in and out of the school office and get a visitor's badge.** For school meetings and assemblies, the MPR gate will be opened and supervised by a staff member to assist parents in attending these special events. All classroom visitations must have prior approval from the classroom teacher or school administration. For the safety of our students and staff members, all visitors and volunteers must follow the guidelines listed in the OMSD Volunteer Policy (please see the front office for a copy). In accordance with our students' behavior expectations, we also expect parents and family members to be safe and respectful to all students and staff members during their visit to Vineyard STEM Magnet School. Any family member or visitor who chooses not to follow these guidelines will not be permitted to visit the Vineyard STEM campus during school hours.

BIRTHDAY CELEBRATIONS, CLASSROOM TREATS & STUDENT GIFTS

Birthdays, holidays, and recognition awards are special days for students and we welcome parents and family members to celebrate together with their child. To ensure that there is no impact to instruction, please communicate with your child's teacher to make special arrangements. We ask that **balloons and gifts** be saved for after school, as they will **not** be allowed in the classrooms. Any food treats for birthday or holiday parties must be in compliance with the OMSD Wellness Policy (included in this handbook).

CLASSROOM PARTIES

Each classroom may plan parties as incentives for learning or for celebrating special occasions and student success. They will occur during the time most suitable for the class to preserve uninterrupted instruction time. Classroom parties are a privilege and students may be required to maintain disciplinary and academic standards to attend. Families may bring healthy treats but are asked to please refer to the OMSD Wellness Policy for approved snack items that can be sent to school. **Any snacks or treats that do not follow the district Wellness Policy will not be able to be shared with the class.** Parents are to obtain permission from the classroom teacher *before* bringing any snacks to the classroom. **Balloons, flowers, and gifts cannot be sent to school or to the classroom as this interrupts classroom instruction.**

SCHOOL BOOKS AND FOLDERS

State-approved textbooks are provided free of charge for each subject or class. Students are required to handle these books carefully. Students should examine their books when issued and report damages to the teacher. Lost or damaged books are the responsibility of the student and he/she will be expected to pay for the damaged or lost book. Students are also responsible for their school library books. Families will be responsible for the replacement fees of lost or damaged school books. Report cards will not be issued to students at the end of the year unless all fines for books are paid. Students will also be issued a school folder and school planner (4th-8th grade only) to assist with the organization of the learning and communication between home and school. Students are expected to care for these materials as they would a textbook. Additional folders and planners will not be issued.

SCHOOL SUPPLIES

The school will provide the basic school supplies that every child needs to participate in their instructional program at Vineyard STEM Magnet School. In addition to basic school supplies, teachers may ask parents to provide additional materials that are specific to that grade level if possible. Parents should also try to provide students with the necessary school supplies for completing the assigned homework. If you have specific questions about school supplies, please speak with your child's teacher.

LOST AND FOUND

Students are responsible for the personal possessions that they bring to school. We encourage students to label all personal items to assist in returning them to the correct owner if they are misplaced. The Lost and Found is located in the MPR. Students check this area for lost items during their lunch break. All unclaimed lost and found items will be donated to charity at the end of each trimester.

SCHOOL ATTENDANCE

ATTENDANCE POLICY FOR ONTARIO-MONTCLAIR SCHOOL DISTRICT

- **Ten (10) or more days of excused absences within a school year** are considered excessive and may require a doctor's note to excuse subsequent absences.
- **After three (3) or more days of unexcused absences and/or tardies within a school year** without a valid excuse, or any combination thereof within a school year, will result in the school mailing the parent a 1st Truancy Letter. This notification asks for the parent's help with their student's attendance and warns of consequences for further truancy.
- **After six (6) days of unexcused absences and/or tardies within a school year**, the school will mail a 2nd Truancy Letter and invite the family to a School Attendance Review Team (SART) meeting. The intent of this meeting is to create and implement a written plan for improving regular school attendance.

- **After eight (8) days of unexcused absences and/or tardies within a school year**, the district will mail the parent/student a summons to appear to a School Attendance Review Board (SARB) hearing. The Habitual Truancy Notice requires the student and parent to appear at a SARB hearing. Parent and students who fail to abide by the SARB contract may also receive a citation.
- **After fifteen (15) or more days of unexcused absences and/or tardies within a school year**, parent/student will be mailed a Habitual Truancy Notice. Parents and students will be referred to the District Attorney and the Rancho Cucamonga District Juvenile Court.

Please contact the school attendance clerk concerning the number of excused or unexcused absences that your student may have. We appreciate your cooperation in helping us give your student a quality education, beginning with consistent school attendance.

ATTENDANCE INCENTIVES

- **Perfect attendance:** Zero absences, zero tardies, zero early outs. (An early out is not counted against the student if the school sends the student home early due to illness). Perfect attendance does include the opportunity to make up absences on the student’s attendance record at our Attendance Make-up Academy.
- **Exemplary attendance:** Counts as any student having a combination of 3 or less tardies, absences, or early outs. An absence on the students’ attendance record can be made up by attendance at an Attendance Make-Up Academy session.

****These guidelines pertain to students attending class in-person. OASIS guidelines TBD.***

At Vineyard STEM, our attendance motto is, **“Come to school on time, every day, all day, ready to learn.”** Many students are successful in accomplishing a positive attendance record for the school year. Every day that a classroom has perfect attendance, the class gains the opportunity to win a token of appreciation for their class. Each month, the classroom with the highest attendance will be awarded the attendance trophy to keep in their classroom. Students with a positive attendance record will be recognized at the end of the trimester and the school year.

TARDY POLICY & EARLY PICK UP

Being late to school or leaving early is harmful both to your child's educational progress and to the instruction of other students in the classroom due to the interruption. Instruction begins when the tardy bell rings at 8:05. Students must be in their classroom ready to begin by the time the tardy bell rings or they will be marked tardy. Students who enter the school campus on time, but fail to arrive to their classroom before the tardy bell rings, will be sent to the office to get a tardy note. The MPR gate will be closed when the tardy bell rings. Students who arrive to school after this time, must report to the front office to receive a tardy note before going to class. Please make every effort to schedule personal appointments outside of the school day so that students receive a full day of instruction.

ATTENDANCE MAKE-UP ACADEMY

**** Not available due to current guidelines from local public health agencies** pending**

Attendance Make-Up Academy will be offered several times throughout the school year as an opportunity for students to make up a day of absence. Only those students with absences are eligible to attend Attendance Make-Up Academy sessions. Students must turn in their permission slip by the assigned due date to attend. Permission slips will not be accepted on that day. Students must arrive on time at 8:00 and stay for the entire session ending at 12:00 to get attendance credit for Attendance Make-Up Academy.

EXCUSING ABSENCES AND TARDIES FROM SCHOOL

Regular school attendance is a vital component to academic success. Parents are responsible for notifying the school office of their child's absence on the day that the absence occurs. The office is open from 7:00 a.m. to 3:30 p.m. There is an answering machine to report absences before and after school hours. If calling is not possible, please send a note to your child's teacher when your child returns to school. Only illness and medical appointments are considered excused absences or tardies from school. Excused tardies are for medical emergencies or doctor's appointments only (a note from the medical office is required). All other tardies and absences are unexcused. Students coming and going from class lose valuable instructional time, as do the other students in the classroom due to the interruption. Please make every effort to schedule your child's medical appointments on non-school days.

INDEPENDENT STUDY CONTRACT

A written Independent Study Contract must be completed for every student wishing to maintain school attendance and enrollment during a period of extended absence from school. Participation is voluntary and the request must be approved by the administrator. Students who are eligible for an Independent Study Contract have an anticipated absence from school that is planned to be **five** or more consecutive school days. The Independent Study Contract must be submitted at least 3 weeks prior to the planned absence. The assigned school work must be equal to a full school day (K=180 daily minutes, grades 1-3= 230 daily minutes, grades 4-8= 240 daily minutes). A credentialed teacher must assign and grade all assignments by the due date in the Independent Study Contract. Credit for school attendance during the absence will only be given if the teacher evaluates the student's work to be complete, quality, and accurate work.

*These Independent Study guidelines pertain to students attending class in-person.

SCHOOL SAFETY AND BEHAVIOR

CLOSED CAMPUS

Vineyard STEM Magnet School is a closed campus for the safety of the students and staff. When coming on the campus, please sign in at the office and obtain a Visitors badge. To ensure minimum interruption to the instructional program, visits during school hours should be first arranged with the teacher and principal or designee. If you would like to visit or help in the classroom, please give your teacher at least 24 hours advance notice and he/she will clear your arrival with the office.

EMERGENCY PREPAREDNESS

Student and staff safety is a priority at Vineyard STEM. A Comprehensive Safe School Plan is implemented both for precautionary and emergency situations. Students and staff practice emergency procedures repeatedly throughout the school year to ensure that all students and staff members are prepared for emergency situations. In case of an emergency, the school campus will be locked and secured. Parents and family members will not be permitted on campus to check out students until the situation is declared safe by the school administrator or emergency personnel. In case of an emergency situation, communication will be provided to parents and families through the Connect Ed phone message system.

EMERGENCY CARDS

All parents should be sure that an up-to-date Emergency Card is on file at the school in order that proper attention can be promptly given in the case that we need to contact a parent or family member during the school day. You will have the opportunity to update all information for your child on the OMSD website. You will need to register with your email and a password. **WE MUST HAVE AN EMERGENCY CARD with the HOME PHONE NUMBER AND AT LEAST TWO WORKING EMERGENCY NUMBERS FOR EVERY CHILD.** If your child becomes ill, or is injured at school, only the people listed on the emergency card are notified. By law, students will only be released to adults listed on the emergency card. It is important that information on the emergency card is up to date. If you move, please advise us of the new address and telephone numbers. The school must have accurate information for the safety of the students.

COURT PAPERS

By law, the school staff cannot release a child to anyone without the consent of the parent. Students will only be released to individuals that are listed on the student's emergency card. In cases where a court order is in place and has awarded custody of the child to only one parent, a copy of the court documents are required and will be placed in the child's cum file in the office. Office personnel will abide by and follow the current court orders as indicated. **A child will not be released to the other parent without the consent of the parent who has sole physical custody.**

PARKING LOT SAFETY

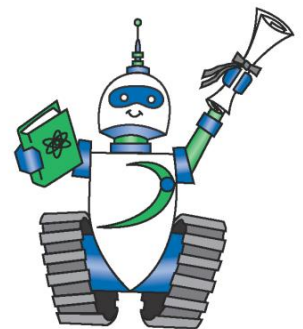
Each teacher stresses safety education, and we hope that parents will join us in stressing sensible safety precautions in coming to and from school. **CHILDREN AND ADULTS MUST OBEY THE DIRECTIONS OF SCHOOL PERSONNEL AND CROSSING GUARDS AT ALL TIMES.** Parents are to be good role models for their children and support the safety rules at all times. During drop-off or pick-up, please pull to the curb to allow your child to exit or enter the car safely. Do not double-park, stop in the middle of the street, or allow your child to exit on the opposite side of the street. Drop-off and pick-up is a very busy time. Please help us keep your child safe.

BEHAVIOR EXPECTATIONS

All students at Vineyard STEM Magnet School are expected to follow predetermined standards for behavior. These standards protect the students individual rights and help promote a warm and safe climate for their learning experiences.'

School Wide Behavior Expectations:

- A- Appropriate**
- S- Safe**
- T- Trustworthy**
- R- Respectful and Responsible**
- O- Optimistic**



REWARDS

At Vineyard STEM Magnet School, we encourage students to behave appropriately so that all students are safe and secure during their time at school. Negative behaviors often detract from classroom learning. Students who are following the ASTRO behavior expectations can earn an “Excellent Explorer” ticket. Students can also earn “School Spirit Tickets” for wearing Vineyard STEM spirit wear on Fridays or our school colors (blue, green, and white). Spirit tickets can also be earned for students who participate in school spirit dress days or activities. Tickets will be drawn for a prize give away at the Student of the Month Assembly. Students will also be able to earn prizes at the end of the year assembly for their positive behavior during the school year.

PROBLEM SOLVING STRATEGIES

Problems and conflicts are a normal part of life—we all experience them and have to deal with them. **Attempting to solve problems by use of physical force or bullying is not allowed or tolerated at school.** We (home and school) have a responsibility to teach our children how to deal with their problems in an appropriate, helpful, and effective way that is proactive and solution oriented.

At Vineyard STEM Magnet School, we are teaching our children a technique to solve problems. When a problem arises, use the following steps:

1. **Walk**. Example: You can leave the area of the playground where you are being bothered. Go to another game. If the person follows you and will not leave you alone, then...
2. **Talk**. Example: “That bugs me, please stop it.” or “That hurts, stop.” If the other person doesn’t stop after being asked, (and he/she should), then you need to...
3. **Tell**. Example: “Mr. Smith, I asked Mary to stop interfering with our game and she keeps running through it. I need your help.”

It is important that a child try to solve the problem on his/her level before asking for adult assistance. The adult will attempt to ascertain if the three steps were taken before intervening. Most problems can be resolved at the student level if both students follow the problem-solving steps correctly. Social success is developed through practice, experience and guidance. ***Vineyard STEM staff and administrators are always available to help children address major concerns.***

SCHOOL DISCIPLINE POLICY

Teachers implement classroom procedures that are communicated to parents and students at Back to School Night and throughout the school year. If classroom discipline practices do not result in improved behavior selections, the following procedures will guide our work with students as we try to cultivate positive behavior choices at school:

1. **Tier 1-** Teachers will implement their classroom behavior policy for consequences and notify parents accordingly of the inappropriate behavior.
2. **Tier 2-** Ongoing consequences will result in a student progressing through the Vineyard STEM Leveled Discipline process. 3 infractions = 1 level.
 - **Level 1-** A meeting between the child and teacher will take place to address and problem-solve the behavior. A behavior contract will be sent home for parent signature. (3+ Citations)
 - **Level 2-** A meeting between the child, teacher, and parent will take place to address and problem-solve the behavior. A behavior contract will be created, signed, and monitored. (6+ Citations)
 - **Level 3-** A meeting between the child, teacher, parent, and administrator will take place to address and problem-solve the behavior. A behavior contract will be created, signed, and monitored. The Level 3 meeting will take place during a Student Success Team (SST) meeting. (9+ Citations)
3. **Tier 3-** Students who do not successfully maintain their Level 3 contract or who consistently reach a Level 3 status will be monitored at Tier 3 by administration. Levels of support and accountability include, but are not limited to:
 - Participation in an assigned character education class during recess or electives
 - Participation in the “Check-In” system with an administrator
 - Increased consequences and loss of privileges
 - Referral to the OMSD Discipline Panel which may result in revocation of intra-district transfer or school reassignment for home school students.

Vineyard STEM School Wide Behavior Expectations

	Appropriate	Safe	Trustworthy	Responsible	Optimistic
Science lab/ Maker Space	✓ Follow directions	✓ Follow Safety Rules	✓ Use tools the correct way	✓ Clean up your area	✓ Think like a Scientist/Engineer
Library	✓ Use a quiet voice ✓ Handle books with care	✓ Ask for help if you need it	✓ Take care of the books you check out form the library	✓ Put books back in their proper place ✓ Return books on time	✓ Enjoy the opportunity to expand your learning
Bathroom	✓ Give others privacy and be kind	✓ Keep water in the sink ✓ Wash your hands when you are finished	✓ Use your grade level restrooms	✓ Use the bathroom for what it is intended	✓ Return to your class quickly and ready to participate
Office	✓ Wait to be acknowledged	✓ Enter the office with a pass ✓ Walk to the office	✓ Have a valid reason for being in the office	✓ The office is a place of work use good manners and a quiet voice	✓ Have positive interactions with staff. Say " please " and " thank you "
Hallway/Quad	✓ Speak softly around classrooms ✓ Enter the quad at appropriate times	✓ Walk at all times	✓ Return to class promptly ✓ Respect others belongings	✓ Hang backpacks on hooks	✓ Be kind! Make eye contact and smile.
Arrival/Dismissal	✓ Arrive and leave on time ✓ Keep hands and feet to yourself	✓ Use sidewalks and crosswalks ✓ Wait in designated area	✓ Go directly home ✓ Make sure your parents know when you are staying after school	✓ Know how you are getting home	✓ Be Kind! Say " good morning " and " good afternoon "
Playground	✓ Freeze when the bell rings ✓ Walk to your line	✓ Walk on the blacktop ✓ Keep hands and feet to yourself	✓ Show good sportsmanship ✓ Take care of the playground equipment	✓ Use bathrooms and get a rink	✓ Have fun! ✓ Be kind to each other
MPR Lunch	✓ Keep your area clean and put trash in the appropriate place	✓ Stay seated and keep your hands and feet to yourself	✓ Make healthy choices	✓ Use a quiet voice and good manners ✓ Know your lunch number	✓ Enjoy your lunch
Assemblies	✓ Pay attention to the presenter ✓ Respond appropriately	✓ Keep your hands and feet to yourself ✓ Keep feet out of aisle	✓ Be an active listener and participant	✓ Sit quietly during presentations	✓ Encourage, praise, and congratulate others
Field Trips	✓ Be prepared for your field trip ✓ Follow directions	✓ Listen and follow safety instructions ✓ Stay with your chaperone	✓ Represent Vineyard in a positive way	✓ Follow school behavior expectations	✓ Make connections to your learning ✓ Show gratitude for a new learning experience

EXCELLENT EXPLORER TICKETS

Excellent Explorer tickets are given out to students who are “caught” exemplifying one of our ASTRO behaviors. These tickets are meant to reinforce positive behaviors and choices in students. Tickets are pulled once per month and students can earn prizes. Any student with an Excellent Explorer ticket can also participate in the End of the Year Give-Away.

PARTICIPATION IN SCHOOL SPONSORED EVENTS

Parents will be informed by the grade level teachers regarding the participation expectations for school sponsored events such as school dances, after school sports, field trips, etc. Students who progress upwards through the leveled discipline system will lose their ability to participate in these activities as a possible consequence. Students who are under the timeline of an active suspension or expulsion may not be on the school campus at any time for instruction or extra-curricular activities. School activities also have academic participation requirements, please see your grade level expectations for more information. This includes, but is not limited to, dances, field trips, and the 8th grade promotion ceremony.

CITATION

School citations are a way to keep in contact with parents about behavioral or academic concerns. The citation is a way to let you know about incidents with your student and what actions the teacher has taken to address the issue. When a citation is given, students take the citation home and are expected to return it with a parent signature. This is an opportunity to talk to your student about the behavioral expectations at school and how they can make better choices. You will receive multiple copies of the citation, one is for you and one is to come back to the teacher. Consequences for a citation vary, and include, but not limited to, talking to the student about making better choices, recess detention, follow-up with the school mentor, and a meeting with an administrator.

DETENTION

Parents will be notified if their child will be detained more than (20) minutes on the same day **or** if they will be detained on the following day. **It is the teacher’s responsibility to contact parents anytime a child is to remain after school for disciplinary reasons.** Teachers may make other options available to families who are not able to provide transportation to ensure the safety of that student.

SUSPENSION AND EXPULSION

On occasion, individual students will significantly disrupt the school's learning environment and, as a result, violate a portion of the California Education Code Section 48900. A violation of this section is grounds for suspension for up to five days and, in some cases, grounds for possible expulsion. This includes the time while students come to school and go home after school.(Other Ed Code regulations may also apply)

California Education Code 48900

A pupil shall not be suspended from school or recommended for expulsion unless the superintendent or the principal of the school in which the pupil is enrolled determines the pupil has:

- a. (1) Caused, attempted to cause, or threatened to cause physical injury to another person. (2) Willfully used force or violence upon the person of another, except in self-defense.
- b. Possessed, sold, or otherwise furnished any firearm, knife, explosive or other dangerous object.
- c. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, an alcoholic beverage, or an intoxicant of any kind.
- d. Unlawfully offered, arranged, or negotiated to sell any controlled substance, any alcoholic beverage, or an intoxicant of any kind, and then either sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant.
- e. Committed or attempted to commit robbery or extortion.
- f. Caused or attempted to cause damage to school property or private property.
- g. Stolen or attempted to steal school property or personal property.
- h. Possessed or used tobacco, or any products, including, but not limited to, cigarettes, cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.
- i. Committed an obscene act or engaged in habitual profanity or vulgarity.
- j. Had unlawful possession of, or unlawfully offered, arranged, or negotiated to sell drug paraphernalia.
- k. (1) 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. (2) Except as provided in Section 48910, a pupil enrolled in kindergarten or any of grades 1 to 3, inclusive, shall not be suspended for any of the actions specified in Par
- l. Knowingly received stolen school property or private property.

- m. Possessed an imitation firearm. As used in this section, “imitation firearm” means a replica of a firearm as substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- n. Committed or attempted to commit a sexual assault or committed a sexual battery.
- o. Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness or both.

***Please be aware:** California law requires that school administrators immediately notify local police agencies when there is any incident that involves drugs, guns, knives.

PROHIBITED ITEMS

In the interest of protecting the health and safety of all district students, the following Prohibited Items List has been adopted by the Board of Trustees. Students are not to have in their possession, or in their book bags, nor bring the following items to school. Prohibited items shall be removed from the student and returned at the end of the school day.

- Toys, especially those which are realistic simulations of guns and knives.
- Gambling devices- dice, playing cards (Pokémon cards, baseball cards, etc.)
- Drugs, alcoholic beverages, narcotics, cigarettes, tobacco, cigarette papers, lighters, pipes, matches, look-a-likes and paraphernalia.
- Explosive devices, firecrackers, fireballs, cherry bombs, etc.
- Weapons, guns, knives, cake cutters, screw drivers, and/or dangerous items.
- Nail polish, make-up, personal grooming items.
- Gang/tagging identification paraphernalia, such as- a) beepers, b) gloves, c) rags/bandanas, d) plastic hands, 3) felt-tip markers, aerosol paint containers, etching tools, or any other instruments used for the purpose of writing graffiti or tagging.
- Skateboards and bikes are not permitted without a permission slip on file in the office. *Students must wear helmets when riding skateboards, blades, skates or bikes.* Failure to use equipment properly and/or with safety precaution adhered to will result in loss of privilege.
- Candy, soda, and other food items that are in violation of the OMSD Wellness Policy.

DRUG FREE

All OMSD schools are declared drug-free with zero tolerance for any involvement with drugs on campus. Any student possessing, using, or under the influence of alcohol or other drugs, or selling alcohol, drugs or related paraphernalia shall be referred for an expulsion hearing.

CELL PHONES and DEVICES

The Ontario-Montclair School District Board of Education recognizes the desire for parents to provide their children with a cell phone for convenience or for safety. The board also realizes that in many cases cell phones have been misused at school or school functions. It has therefore become necessary to develop rules and consequences regarding cell phones. The **use** of or the **visibility** of cell phones or other electronics signaling devices such as beepers, is strictly prohibited on school premises, at any school sponsored activity, on buses, and at any time while students are under the supervision and control of district employees. This means that students must **wait until they have left school grounds**, not just their classrooms, before they remove their cell phones from their backpacks or other carrying places. Students must understand that they have not left the school campus until they are on the sidewalk by the street.

In order to keep students safe and to provide a safe learning environment, students are only allowed to use electronic devices, including earbuds/headphones (Air Pods), with prior staff approval. School officials will follow the guidelines set out in Vineyard STEM's Parent and Student Handbook and the Districts Acceptable use of Technology Policy.

First Violation:

- Phone confiscated from student. Student will be allowed to pick up the phone at the end of the instructional day.
- Documentation in student discipline file as a warning.

Second Violation:

- Phone confiscated from student. Parent must pick up the cell phone from the school office.
- Documentation in student discipline file.

Third Violation:

- Phone confiscated from student. Parent must meet with site administrator to pick up the phone.
- Documentation in student discipline file.

Fourth Violation:

- Progressive discipline for defiance/violation of school rules according to site discipline plan.

DRESS CODE

In an effort to provide a safe and orderly school environment for students and in response to a desire to keep district schools free from unhealthy threats or the harmful influence of any groups or gangs which advocate substance use, violence, or disruptive behavior; the Ontario-Montclair School District Board of Trustees has adopted the following guidelines.

Ontario-Montclair School District Dress Code Policy:

- Safe, appropriate shoes must be worn at all times. Flip flops, backless, or open-toed shoes, or sandals are not acceptable (must be closed shoe). Socks may not be pulled up under shorts.
- Clothing shall be sufficient to conceal undergarments at all times. Extremely tight garments, see-through or fish-net fabrics, spaghetti strap (3 fingers wide), halter tops, off the shoulder, low-cut tops, midriffs, and skirts shorter than mid-thigh (end of finger tips) are prohibited. Cut off or cut-off looking material is prohibited.
- Scarves and other head coverings shall not be worn without the express permission of the Principal.
- Plain baseball hats or those with a school logo may be worn at recess only. They must be worn so that the brim is not tipped to the sides or back.
- Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, etc.) shall be free of writing, pictures or any other insignia which are gang-related, crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likeness, or which advocate racial, ethnic, or religious prejudice. Attitude T-Shirts are to be appropriate for school and must adhere to dress code guidelines.
- Hair may not be sprayed by any coloring that would drip when wet.
- Tattoos are to be covered at all times.
- Sunglasses will be allowed for eye protection when out on the playground.
- Gang attire of any kind is strictly prohibited.
- Any item, including jewelry, which may present a safety hazard, are not suitable for school wear.
- Ripped or shredded pants must not show any skin above the lengths of arms when arms are held to the side. Students may wear tights or leggings underneath. Pants with large holes will be considered a dress code violation.
- Vineyard STEM administrative staff reserves the right to address clothing options that disrupt the instructional program at Vineyard.

Students who are in violation of the dress code policy will be asked to call home to get a change of clothing before being allowed to go to class. If you have any questions regarding your students' attire, please do not hesitate to call the office for more detailed information.

STUDENT HEALTH AND WELFARE

NOTIFICATION OF ILLNESS OR INJURY

Please notify the school by phone if your child is ill. If the child has a communicable condition (chickenpox, mumps, measles, infectious hepatitis, impetigo, scabies, lice, etc.); we need to notify our health office. Keep the child home if he/she has a fever (100 degrees or over), diarrhea, red draining eyes, or an undiagnosed rash. If a student becomes ill or is injured at school, every effort will be made to contact parents. The parent will make arrangements for the student to be taken home or to a physician. Please notify the school immediately of any changes in home, work or cellular telephone numbers. **Please ensure that your child's emergency card is updated and current with other names and telephone numbers of persons who are authorized to contact in case the parent or other family member (18 yrs. or older) cannot be reached** This is important for the protection of your child in the event of a medical emergency.

MEDICATION AT SCHOOL

A written request, from the doctor and the parent, stating the student's name, name of medication, dosage, and time to be taken must accompany the medication. All medication **MUST** be brought in only by an adult and immediately taken to the school office. The medication must then be taken to the nurse's office where proper instructions must be documented for administration by school personnel. The medication must be properly labeled with a pharmacy label. All non-prescription medication must also be turned into the nurse's office and must be in its original container with the original label with the student's name affixed to the container. Parents are required to come to school and administer non-prescription medication, if needed. **Students may not keep medication with them in the classroom during the school day.**

FIRST AID

It is our goal to keep every child safe and free from harm during the school day. Unfortunately, accidents do sometimes occur during the school day. In the case that a student is injured at school, first aid will be given to the child. If possible the child will be returned to class. In the case that the injury is more severe or there is a concern to a special circumstance, parents will be notified that the child is in the health office for first aid. In such circumstances, it may be necessary for the child to be picked up from school.

SPECIAL HEALTH PROBLEMS OR SPECIFIC CARE

If your child has a specific medical condition or there is a health concern, please contact the school health office immediately so that we can provide the necessary care for your child. If there is a short term medical condition (such as a broken arm, etc.), please provide the school with a note from the doctor with specific information regarding care or directions for care at school.

FAMILY AND COLLABORATIVE SERVICES

Vineyard STEM Magnet School is a part of the Family Solutions collaborative. Health, counseling, clothing, food and other types of services are available to our Vineyard STEM families. Please contact our school office and we will connect you to our school Health Assistant for more information.

INSTRUCTIONAL PROGRAMS AND SUPPORT

S.T.E.M. CURRICULUM FOCUS

At Vineyard STEM Magnet School, we have a STEM instructional focus. Students will receive instruction that is integrated with the components of **S**cience, **T**echnology, **E**ngineering, and **M**ath. Examples of STEM learning opportunities that are a part of Vineyard STEM's instructional program include:

- A **grade level core curriculum** that is integrated with the subjects of Science, Technology, Engineering, or Math.
- **Hands-on and engaging lessons** to build understanding and mastery of the curriculum.
- The opportunity to work on **STEM learning projects** with college students and career professionals to apply what they have learned in the classroom.
- **Elective classes** (in grades 6-8) that give students the opportunity to explore real world STEM topics
- Class rotations to the **Science Lab** for hands-on explorations and studies of science concepts.
- Class rotations to the **Makerspace** for hands-on experiences with the engineering and design method of ask, imagine, plan, create, improve.
- The opportunity to participate in **instructional field trips** that are aligned to STEM learning or college and career preparation.

- The opportunity to participate in **video conferencing lessons** with professionals in the STEM educational or career field.
- The opportunity to participate in **academic competitions** to demonstrate their learning and test the success of STEM projects, such as Science Fair, Robotics, Math Pentathlon, MathCon and M.E.S.A.

AVID

Vineyard STEM Magnet is a certified AVID (**A**dvancement **V**ia **I**ndividual **D**etermination) school. AVID is designed to close the achievement gap by preparing all students for college readiness and success in a global society. As an AVID site we work together to promote a belief that that academic rigor is expected, possible and attainable. Through the intentional instruction of day to day organizational skills we are able to increase student understanding and strengthen the link to success in high school. Students are expected to keep an agenda that helps to increase communication between parents and teachers.

FIELD TRIPS

Classroom teachers may schedule field trips throughout the year. Parents must notify the classroom teacher at least 24 hours in advance if they are requesting that their child not attend the class field trip. The teacher will arrange for an alternative classroom placement and assign instructional work for the day of the field trip. For their safety and the safety of others, students must meet written classroom behavior standards to go on trips. Parents who would like to attend the field trip as a chaperone must have permission from the classroom teacher and have a volunteer application on file at the office. If possible, families may be asked to provide money to assist with the field trip fees.

HOMEWORK POLICY

The OMSD School Board acknowledges the educational validity of homework as an extension of the instructional program at school. The Board believes that homework is a valuable educational tool for elementary grade students and the following guidelines will be followed:

1. Students should be expected to spend an average of 30 minutes on homework at the primary level (Grades 1-3) and an average of one hour at the intermediate level (Grades 4-6) three or four days a week.
2. Kindergarten homework assignments should stimulate students to talk often with their parents/guardians and encourage parents/guardians to read to their children on a daily basis.
3. Homework assignments in grades 1–3 should promote the development of skills and encourage family participation and discussion.
4. In grades 4–6, homework should continue to reinforce skill development and encourage family participation. Assignments should help develop good personal study habits and may

include occasional special projects. Teachers should instruct students on how to develop good study techniques, note taking skills and study habits.

5. Homework assignments should not require the use of specialized materials, such as encyclopedias, unless the school lends such materials to students. However, we encourage parents/guardians to make regular visits to our local public libraries so that children can learn how to use these resources.
6. Work not completed during the regular school day may be assigned as homework in addition to the regular homework assignments.
7. Teachers should make a reasonable attempt to spread homework assignments throughout the week, avoiding excessive assignments on any given day.

STUDENT STUDY TEAM MEETINGS (SST)

Vineyard STEM Magnet School has a team composed of the Student mentor, teachers, students, other support staff and administrators for the purpose of discussing students who are experiencing difficulties in their academics, behavior, or attendance. Staff members can recommend students to the SST process who they feel are in need of special support. Once the identified child is in the SST process, it is essential that parents attend the scheduled SST meeting so that we can work together to help every child to succeed. Every effort will be made to schedule a meeting time that is convenient for the parent.

SPECIAL EDUCATION PROGRAMS

Students who have an identified disability may qualify for special education services. These services are outlined in an Individualized Educational Plan (IEP) that addresses the students' unique needs. If you have questions about your child's IEP or the support that your child is receiving, please contact the school office.

GIFTED AND TALENTED EDUCATION (G.A.T.E.)

Ontario Montclair School District uses and accepts multiple sources of data in order to seek out and accurately identify students for placement into the G.A.T.E. program. Identification tools include:

- District identified GATE assessment
- SBAC scores
- District Benchmarks

➤ Teacher and parent input

Once a student has been formally identified for the G.A.T.E. program, he or she is identified for the duration of his or her educational stay in OMSD. Students who are G.A.T.E. identified will receive an instructionally enriched academic program that meets the needs of that student as described in the student's Individual GATE Plan. This enrichment and the students' progress will be shared with the parent at Parent-Teacher Conferences and at the GATE parent meetings held three times during the school year.

PARENT AND FAMILY ENGAGEMENT OPPORTUNITIES

SCHOOL SITE COUNCIL (SSC)

Our School Site Council is a vital part of Vineyard STEM's organizational system. There are specific guidelines regarding the composition, roles and responsibilities of the School Site Council. The SSC meets four times during the school year. All parents and family members who are interested in being a part of the decisions and programs and Vineyard STEM are welcomed to attend the SSC meetings. Please see the monthly calendar for meeting dates and times.

ENGLISH LANGUAGE ADVISORY COMMITTEE (SELPAC)

The English Language Advisory Committee oversees and supports the English Language Learner Programs at Vineyard STEM Magnet School. All parents are encouraged to attend the meetings. The SELPAC meets four times during the school year. All parents and family members who are interested in being a part of the decisions and programs that impact our English Language Learning students at Vineyard STEM are welcomed to attend the SELPAC meetings. Please see the monthly calendar for meeting dates and times.

PARENT TEACHER ASSOCIATION (PTA)

The purpose of this parent group is to support the school in fundraising events that benefit the students at Vineyard STEM Magnet School. If you are interested in participating in the PTA, please contact the school office for more information.

COFFEE WITH THE PRINCIPAL

Once a month, the principal will meet informally with parents and families to talk about various topics related to our school. This 1 hour meeting is designed to keep the lines of communication open on an on-going basis. Please look for flyers and notices announcing the days and times. Parents and families are encouraged to attend. Babysitting will be provided.

VOLUNTEERS

Students, parents, adult family members and community members are encouraged to help in classrooms, chaperoning field trips, or as tutors. You may contact the office or your child's teacher if you are interested in volunteering in a school event, working in your child's classroom, or assisting in the school office. All school volunteers must sign in and out of the office each time they are volunteering and wear a visitor's badge during the time they are volunteering at school. School volunteers must have the appropriate paperwork on file in the office, per the OMSD Volunteer Policy. Please contact the office and we will gladly assist you with this process.

SCHEDULE & CALENDAR

Daily Bell Schedule Vineyard STEM Magnet 2021-2022

M/W/Th/F	Tuesday	Conference Week/ Back-to-School/Open House	Last Day of School
<p style="text-align: center;">Transitional Kinder (TK)</p> <p>8:05..... Instruction 11:50..... Dismissal (225)</p> <p style="text-align: center;">Kindergarten(AM)</p> <p>8:05..... Instruction (170) 10:55.....Lunch (45) 11:40.....Instruction (55) 12:35..... Dismissal (225)</p> <p style="text-align: center;">1st-Grade</p> <p>8:05..... Instruction (85) 9:30..... Recess (15) 9:45..... Instruction (75) 11:00..... Lunch (45) 11:45..... Instruction (100) 1:25..... Recess (15) 1:40..... Instruction (65) 2:45..... Dismissal (325)</p> <p style="text-align: center;">2nd Grade</p> <p>8:05..... Instruction (85) 9:30..... Recess (15) 9:45..... Instruction (75) 11:00..... Lunch (45) 11:45..... Instruction (100) 1:25..... Recess (15) 1:40..... Instruction (65) 2:45..... Dismissal (325)</p> <p style="text-align: center;">3rd Grade</p> <p>8:05..... Instruction (105) 9:50..... Recess (15) 10:05..... Instruction (100) 11:45..... Lunch (45) 12:30..... Instruction (55) 1:25..... Recess (15) 1:40..... 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Daily Bell Schedule

Vineyard STEM Magnet 2021-2022

<u>Middle School</u>	<u>Middle School</u>	<u>Middle School</u>	<u>Middle School</u>
<p style="text-align: center;"><u>6th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (130)</p> <p>12:30..... Lunch (45)</p> <p>1:15..... Instruction (90)</p> <p>2:45..... Dismissal (340)</p>	<p style="text-align: center;"><u>6th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (130)</p> <p>12:30..... Lunch (45)</p> <p>1:15..... Instruction (15)</p> <p>1:30..... Dismissal (265)</p>	<p style="text-align: center;"><u>6th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (100)</p> <p>12:00..... Lunch (45)</p> <p>12:45..... Instruction (5)</p> <p>12:50..... Dismissal (225)</p>	<p style="text-align: center;"><u>6th Grade</u></p> <p>8:05..... Instruction (115)</p> <p>10:00..... Recess (15)</p> <p>10:15..... Instruction (80)</p> <p>11:35..... Dismissal (195)</p>
<p style="text-align: center;"><u>7th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (130)</p> <p>12:30..... Lunch (45)</p> <p>1:15..... Instruction (90)</p> <p>2:45..... Dismissal (340)</p>	<p style="text-align: center;"><u>7th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (130)</p> <p>12:30..... Lunch (45)</p> <p>1:15..... Instruction (15)</p> <p>1:30..... Dismissal (265)</p>	<p style="text-align: center;"><u>7th Grade</u></p> <p>8:05..... Instruction (120)</p> <p>10:05..... Recess (15)</p> <p>10:20..... Instruction (100)</p> <p>12:00..... Lunch (45)</p> <p>12:45..... Instruction (5)</p> <p>12:50..... Dismissal (225)</p>	<p style="text-align: center;"><u>7th Grade</u></p> <p>8:05..... Instruction (115)</p> <p>10:00..... Recess (15)</p> <p>10:15..... Instruction (80)</p> <p>11:35..... Dismissal (195)</p>
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ONTARIO-MONTCLAIR SCHOOL DISTRICT

2021-2022 District Calendar

July 2021							August 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	1	2	3	4	5	6	7
4	5	6	7	8	9	10	8	9	10	11	12	13	14
11	12	13	14	15	16	17	15	16	17	18	19	20	21
18	19	20	21	22	23	24	22	23	24	25	26	27	28
25	26	27	28	29	30	31	29	30	31				
Student Days 0	To Date: 0	Student Days 17	To Date: 17										

September 2021							October 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3	4					1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
Student Days 21	To Date: 38	Student Days 20	To Date: 58										

November 2021							December 2021						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6				1	2	3	4
7	8	9	10	11	12	13	5	6	7	8	9	10	11
14	15	16	17	18	19	20	12	13	14	15	16	17	18
21	22	23	24	25	26	27	19	20	21	22	23	24	25
28	29	30					26	27	28	29	30	31	
Student Days 15	To Date: 73	Student Days 12	To Date: 85										

January 2022							February 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28					
30	31												
Student Days 20	To Date: 105	Student Days 18	To Date: 123										

March 2022							April 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30
Student Days 18	To Date: 141	Student Days 21	To Date: 162										

May 2022							June 2022						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		
Student Days 18	To Date: 180	Student Days 0	To Date: 180										

July 2021		
July 5	Independence Day (observed)	
August 2021		
Aug 4-6	Teacher Preparation Days	
Aug 9	First Day for Students	
September 2021		
Sept 6	Labor Day	
October 2021		
Oct 4-8	Parent Conferences-Middle School	
Oct 11	Non-School Day	
November 2021		
Nov 11	Veterans Day	
Nov 12	Non-School Day	
Nov 15-19	Parent Conferences-Elementary School	
Nov 22-26	Thanksgiving Break	
December 2021		
Dec 17	Non-School Day	
Dec 20-31	Winter Break	
January 2022		
Jan 17	Martin Luther King Jr. Day	
February 2022		
Feb 14	Lincoln's Birthday	
Feb 21	Presidents' Day	
February 28	Parent Conferences-Middle School	
March 2022		
Mar 1-4	Parent Conferences-Middle School	
Mar 14-18	Parent Conferences-Elementary School	
Mar 21-25	Spring Break	
April 2022		
No Holidays		
May 2022		
May 25	Last Day for Students	
May 26	Teacher Preparation Day	
May 30	Memorial Day	
June 2022		
No Holidays		
Elementary Schools	1st Trimester - 58 days	10/29/2021
	2nd Trimester: 64 days	2/25/2022
	3rd Trimester: 58 days	05/25/2022
Middle Schools	1st Progress Report	9/17/2021
	2nd Progress Report	10/29/2021
	1st Semester: 85 Days	12/16/2021
	1st Progress Report	2/11/2022
	2nd Progress Report	4/01/2022
	2nd Semester: 95 Days	05/25/2022
	First/Last Day for Students	
	All Schools/Offices Closed	
	All Schools Closed	
	Teacher Preparation Days	

Board Approved 11-5-20

PARENT INVOLVEMENT POLICY AND PARENT COMPACT

Title I School-Level Parental Involvement Policy *Vineyard STEM Magnet School*

Vineyard STEM Magnet School has developed a written Title I parental involvement policy with input from Title I parents. *Input was gathered through shared feedback and the collaborative development of school goals and focus areas at a variety of parent and community meetings and forums.* It has distributed the policy to parents of Title I students. *The Parent Involvement Policy is distributed annually to students and parents as part of the back to school informational packet that is sent home within the first week of school.* The policy describes the means for carrying out the following Title I parental involvement requirements [20 USC 6318 Section 1118(a)-(f) inclusive].

Involvement of Parents in the Title I Program

To involve parents in the Title I program at *Vineyard STEM Magnet School*, the following practices have been established:

- The school convenes an annual meeting to inform parents of Title I students about Title I requirements and about the right of parents to be involved in the Title I program.
The informational Title I presentation is presented at one of the School Site Council Meetings.
- The school offers a flexible number of meetings for Title I parents, such as meetings in the morning or evening.
Parent meetings are scheduled on a variety of days, both in the morning, at dismissal, and in the early evening.
- The school involves parents of Title I students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I programs and the Title I parental involvement policy.
Title I programs are reviewed with parents three times per year during the School Site Council Meetings. The progress monitoring of Title I programs is presented to parents to show data trends, survey information, implementation status, and budget management. Any needs, concerns, or next steps are noted at this time.
- The school provides parents of Title I students with timely information about Title I programs.
Title I programs are reviewed with parents three time per year during the School Site Council Meetings. Information regarding Title I services and/or supports are presented to parents with sufficient time for parents to respond to the available opportunities.
- The school provides parents of Title I students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.
Title I programs are reviewed with parents three times per year during the School Site Council Meetings. The progress monitoring of Title I programs is presented to parents to show data trends, survey information, implementation status, and budget management. Any needs, concerns, or next steps are noted at this time.
- If requested by parents of Title I students, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

Title I discussions, presentations, and progress monitoring tasks are primarily assigned to the School Site Council agenda. At the request of Title I parents, additional meetings may be accommodated as part of the monthly Coffee with the Principal meetings or just as a specially scheduled meeting.

**It may be helpful to include the parental involvement policy review in the annual review of the Single Plan for Student Achievement.*

***The policy must be updated periodically to meet changing needs of parents and the school. If the school has a process in place for involving parents in planning and designing the school's programs, the school may use that process if it includes adequate representation of parents of Title I children. [20 USC 6318 Section 1118(c)(3)]*

School-Parent Compact

Vineyard STEM Magnet School distributes to parents of Title I students a school-parent compact. The compact, which has been jointly developed with parents, outlines how parents, the entire school staff, and students will share the responsibility for improved student academic achievement. It describes specific ways the school and families will partner to help children achieve the State's high academic standards. It addresses the following legally required items, as well as other items suggested by parents of Title I students.

- The school's responsibility to provide high-quality curriculum and instruction
- The ways parents will be responsible for supporting their children's learning
- The importance of ongoing communication between parents and teachers through, at a minimum, annual parent-teacher conferences; frequent reports on student progress; access to staff; opportunities for parents to volunteer and participate in their child's class; and opportunities to observe classroom activities

The Parent Involvement Policy is distributed annually to students and parents as part of the back to school informational packet that is sent home within the first week of school. Parents meet in collaborative groups to engage in dialogue and provide collaborative feedback in the development of the Parent Involvement Policy.

Building Capacity for Involvement

Vineyard STEM Magnet School engages Title I parents in meaningful interactions with the school. It supports a partnership among staff, parents, and the community to improve student academic achievement. To help reach these goals, the school has established the following practices.

- The school provides Title I parents with assistance in understanding the State's academic content standards, assessments, and how to monitor and improve the achievement of their children. *Parent training and informational meetings are provided to Title I parents as part of the monthly Coffee with the Principal Meetings. Specific strands of the Common Core State Standards and Assessments are presented to the parents. In addition, parents are escorted into the classroom to see the Common Core information in a live teaching model.*
- The school provides Title I parents with materials and training to help them work with their children to improve their children's achievement. *All instructional school supplies are provided to students to support them with their learning*

during the school day. A home set of textbooks are provided to students in 4th-8th grade to support them with their at home learning. Parenting classes and leadership classes are made available to parents to support them with specific strategies for helping their student's learning.

- With the assistance of Title I parents, the school educates staff members about the value of parent contributions, and in how to work with parents as equal partners.

Ongoing trainings are provided to teachers during their contractual Staff Meeting time to train teachers in ways to develop positive partnerships and to develop collaborative conversations to support student learning.

- The school coordinates and integrates the Title I parental involvement program with other programs, and conducts other activities, such as parent resource centers, to encourage and support parents in more fully participating in the education of their children.

The school coordinates with the CAFE organization to provide parent leadership classes to support and train parents in how they can effectively support their students at home and at school and to guide them in how to be a positive and involved member of the school community.

- The school distributes Information related to school and parent programs, meetings, and other activities to Title I parents in a format and language that the parents understand.

All school meetings and documents are translated in the language present. Meeting translation is also provided to ensure that all parents can engage in the dialogues.

- The school provides support for parental involvement activities requested by Title I parents.

There are Title I funds specifically allocated to parent involvement activities, support, and training. Specific funding allocations and action steps are presented to Title I parents during the budget review process that occurs during School Site Council Meetings.

Accessibility

Vineyard STEM Magnet School provides opportunities for the participation of all Title I parents, including parents with limited English proficiency, parents with disabilities, and parents of migratory students. Information and school reports are provided in a format and language that parents understand. All Title I meetings and documents are translated in the language present. Meeting translation is also provided to ensure that all parents can engage in the dialogues.

Questions: Nancy Bodenhausen | nbodenhausen@cde.ca.gov | 916-445-4904

Vineyard STEM School-Parent Compact for Achievement

What is a School-Parent Compact?

A School-Parent Compact for Achievement is an agreement that parents, students and teachers develop together. It explains how parents and teachers will work together to make sure all our students reach or exceed grade-level standards.

- Effective compacts:
- Link to goals of the school improvement plan
 - Focus on student learning skills
 - Describe how teachers will help students develop those skills using high-quality curriculum and instruction
 - Share strategies parents can use at home
 - Explain how teachers and parents will communicate about student progress
 - Describe opportunities for parents to volunteer, observe, and participate in the classroom

Jointly Developed

The parents, students, and staff of Vineyard STEM Magnet School meet yearly to discuss **student learning** needs based on current grade level data and input from school staff, parents, and family members. Our School-Parent Compact for Achievement is **revised** based on these discussions. Teachers suggest home learning strategies, parents add ideas to make them more specific, and students identify ways to support their learning goals.

Parents are welcome to contribute comments at any time.

4 Activities to Build Partnerships

- **School and Classroom Volunteers-** Parents are welcome to support our teachers and students by assisting in the classroom, office, chaperoning field trips, or helping with school wide events or activities. For the safety of our students and staff, all volunteers must complete the required OMSD volunteer paperwork.
- **Coffee with the Principal-** Come join our Principal for coffee and a casual conversation about our school goals and progress. Meetings often include a visit to our amazing classrooms as well!
- **Parent Advisory Committees-** Our Vineyard administrators host meetings to address the needs, progress, and goals both at the school wide level and for targeted student groups- EL, GATE, At-Risk, and Special Education.
- **Parent Teacher Association (PTA)-** All parents are invited to join and support our student activities and special events as we work together to make our school a special place for learning.

6 Communication about Student Learning

- **Assessment Reports-** Data reports are made available to parents following **mid-year** assessments to communicate student's progress on school and district testing.
- **Mid Trimester Progress Reports- Students** grade reports are sent home to parents at the half-way point of the trimester to communicate student's current progress in each grade level subject area.
- **Parent Teacher Conferences-** Teachers schedule conferences at the end of the trimester to discuss student's grades and progress with the grade level curriculum. Final 3rd trimester report cards are sent home on the last day of school.
- **School Loop (8th-8th grade)-** Student information is updated throughout the trimester so parents can monitor grades, assignments, and attendance.
- **Agendas (4th-8th grade)-**Agendas are used to communicate assignments, behavior, and other notes with parents.

School-Parent Compact for Achievement

Vineyard STEM Magnet School

1500 East 6th Street
Ontario, CA 91786
(909) 984-2306
omsd.omsd.k12.ca.us



**Empowered Learners Today,
Innovative Leaders Tomorrow.**

**A Focus On
Student Success**
TK-8th grade
2020-2021

Our Goals for Student Achievement

1A

District Goals

Increase the number of students, in all subgroups, attaining or exceeding grade level performance expectations on multiple measures, including standardized tests in ELA, math, science, and social studies.

Increase the share of students that are college and career ready, the share of English learners that will become English proficient, and the rate of reclassification for English Learners.

School Goals

Implement quality instructional and organizational programs that will support the implementation of the Common Core State Standards and assist all students in meeting or exceeding grade level performance expectations. School programs include, but are not limited to, STEM, AVID, and PBIS.

Teachers, Parents, Students—Together for Success

1B

In the Classroom

Teachers will provide a rigorous and engaging grade level curriculum that will assist students in meeting or exceeding the grade level Common Core State Standards and progress towards College and Career Experience.

Teachers will support all students in learning by providing a differentiated curriculum at a remediated or enrichment levels based on student's individual instructional needs.

Teachers will provide ongoing communication regarding students' needs and progress and welcome opportunities for parents to participate in classroom experiences.

2

At Home

Teachers will support students and parents with at home learning, to review and reinforce daily classroom instruction.

Parents will provide a quiet place and schedule for students to complete homework.

Students will complete all assigned homework to their best of their abilities and turn it in on time.

Parents and students will participate as positive home-school partners to support and collaborate on the action steps to address students' needs and progress.

3

Students

Students are expected to follow the Vineyard STEM behavior expectations so all students can thrive in a safe and positive learning environment and learn to their fullest potential. Vineyard STEM students will be:

- A- Appropriate
- S- Safe
- T- Trustworthy
- R- Responsible
- O- Optimistic

* Numbers correspond to sections in the School-Parent Compact Guide to Quality.

Note: Adapted by the Title I Policy and Program Guidance Office, California Department of Education, with permission from the Connecticut State Department of Education. 2010. *Dust Off Your Old School-Parent Compact: Ten Steps to Success for Developing Title I Family-School Compacts*. Available at <http://www.schoolparentcompact.org>.

WELLNESS POLICY



Promoting Healthy Lifestyles

The goal of the school's physical activity component is to teach OMSD students to build skills and provide a variety of opportunities to develop active lifestyles by:

- Participating together in family fitness activities (walking, bicycling, jogging, swimming, dancing, hiking)
- Becoming familiar with resources in after school programs
- Walking or biking to school, parks and the store
- Taking movement breaks throughout the day
- Checking out fitness DVDs from the local library



Encourage your child to be physically active for **60 minutes** every day!

OMSD Wellness Council

- Comprised of educators, school health professionals, community partners and parents
- They meet 2-3 times per year to establish health priorities and wellness promotion strategies based on the needs of OMSD schools

The School Wellness Committee is always looking for new members from the community. If you are interested in being a part of the wellness team, please contact your school principal.

Nutrition Education & Healthy Eating

Over 70% of OMSD elementary students receive monthly nutrition education and all students who eat school meals are offered a variety of fruits and vegetables every day. The more students are informed and have access to healthy foods, the more likely they are to make nutritious choices.



ONTARIO-MONTCLAIR SCHOOL DISTRICT WELLNESS POLICY GUIDELINES



Ontario-Montclair School District is an equal opportunity provider.

Smart Snacks

"Smart Snacks" is a rule by the USDA that provides nutrition standards for ALL foods sold during school hours.

Food Guidelines

All food served must be a fruit, vegetable, dairy, protein or whole grain item.

Per serving:
 Calories: ≤200 calories for middle school
 ≤175 for elementary school
 Sodium: ≤200 mg
 Total fat: ≤35% of calories
 Saturated fat: <10% of calories
 Trans fat: <0.5 grams per serving
 Sugar: ≤35% sugar by weight

Beverage Guidelines

All schools may sell/serve outside of breakfast & lunch serving time:

- Plain water
- Unflavored, low fat milk
- Unflavored or flavored fat-free milk
- Milk alternative permitted by NSLP/NSBP
- ≥50% fruit or vegetable juice, no added sweeteners

Celebrations and Rewards

OMSD encourages celebrating student accomplishments. There are many suggestions listed on the next page to help schools and parents comply with the policy guidelines on celebrations.

Please check with you child's school or teacher for birthday celebrations.

Rewards Students Love



Celebration & Snack Suggestions



Fundraisers

All foods sold to students as part of a fundraiser must occur a minimum of 30 minutes after the last dismissal bell. All foods and beverages must meet the USDA Smart Snack in Schools standards.



Items that do not support health



Family Acknowledgement Page

Thank you for reading the Vineyard STEM Parent-Student Handbook. We look forward to working with you as partners in your child's education this school year. If you have any questions or if we can be of any assistance to you during the school year, please do not hesitate to contact the school office, your child's teacher, or refer to our school website.

Vineyard STEM school office: (909) 984-2306

<https://vineyard.omsd.net/>



Parent Acknowledgement Form

- I have read this entire handbook and have discussed school procedures and policies with my child.
- I have received a copy of the *Parent Compact* and the *Parent Involvement Policy*

Name of Student

Grade

Teacher

Parent Signature

Date

Bicycle, Skateboard & Scooter Permission Slip (4th-8th grades)

My child is in 4th-8th grade, and has my permission to ride his/her bicycle/skateboard/scooter to school.

Parent Signature

Date

After signing this page, please return it to your child's teacher. Thank you!