

GLENDALE HIGH SUMMER SCHOOL 2021

PARENT/STUDENT INFORMATION

THIS PACKET CONTAINS IMPORTANT INFORMATION REGARDING THE SUMMER SCHOOL SCHEDULE, ATTENDANCE, DROP POLICY, DISCIPLINE POLICY, AND GRADE REPORTS. PLEASE TAKE TIME TO READ IT.

SCHEDULE

First Session summer school begins on Monday, June 14th and runs Monday through Friday, ending June 29th. Second session will start June 30th and ends July 16th and runs Monday through Friday (no school on Monday, July 5th). Classes are one-semester courses that run for 2.5 weeks unless otherwise noted. Classes begin at 8:00 a.m. and end at 1:15 p.m.

The afternoon session for the APEX will begin at 1:30 p.m. and end at 3:55 p.m.

ATTENDANCE

Daily summer school attendance is critical for a student to pass a summer school class, **since each day in summer school is equal to a week and a half in the regular school year**. There is no system in place during summer school for a parent to call in to clear an absence, as it is expected that students will attend every day. Students who are absent from summer school for **any reason** for more than three days per semester will be dropped from summer school and may receive an "F".

Tardies (late to class) – all students are expected to sign on to the synchronous online class every day and on time. Students who are tardy more than five times per semester may be dropped from summer school.

SOCIAL AND PHYSICAL DISTANCING

Social and Physical distancing is required at all times for the health and safety of both students and adults as well as their families at home. Students must remain 6 feet apart at all times while on campus, outside during lunch or breaks, and in hallways or common areas, and 3 feet apart in the classroom.

HEALTH AND SAFETY PROTOCOLS

Students will be given a health check prior to entry via RUVNA. This will include a daily temperature check. It is important that you do not give your child any medication to mask the symptoms of illness before coming to school. Students should stay home if they are showing any symptoms of illness.

- Students with the last name starting A-L will enter from the gate

between the cafeteria and the 2000 building from the main parking lot.

- Students with the last name starting M-S will enter from the main entrance on Broadway next to the main office.
- Staff will sign the student in after the health check. School attendance will be taken by the assigned classroom teacher.
- **All staff and students are required to wear a face covering at all times (except when eating)** and should bring face coverings with them from home. (Extra masks will be available if students do not have a mask.).
- **In the event that a student cannot abide by the mask usage policy due to an IEP, 504, or medical condition they must return to distance learning and cannot attend summer school.**
- Frequent hand washing will take place.
- Physical distancing of three (3) feet will be maintained.
- Students must leave campus immediately after school.

DROP POLICY

Students wanting to drop a summer school class must turn in an official DROP FORM. The deadline for dropping a 1st semester class is June 29th and, for a 2nd semester class, the deadline is July 16th. *Teachers need to email Karin Bashian to have students dropped with your approval.*

DISCIPLINE POLICY

ALL STUDENTS MUST FOLLOW GHS AND GUSD RULES AND REGULATIONS.

Consequences for not following discipline policies and procedures may be as follows:

1. Parent/guardian notification
2. Referral to administration and administrative detention
3. Drop from summer school and receive an "F" (no refunds for course)
4. Arrest by law enforcement officials
5. Expulsion from the school district

A. Disobedience and Defiance

A student who refuses to follow the directions of school staff in the performance of their duties may receive detention, teacher suspension, and/or an automatic "F" from summer school.

B. Cheating

Cheating includes taking tests, copying and/duplicating materials from the teacher or another student without their permission. Cheating also involves plagiarizing another person's work regardless of source or permission. Individual teachers will handle cheating on class work or homework.

C. Personal Abuse

Personal abuse toward school staff or fellow student includes the following: Abusive language or making reference to another person in less than dignified terms, including profanity and obscenity; sexually harassing another individual; threatening to damage or steal another individual's property. Also included would be failure to respect the authority of any school staff member.

D. Fighting

Fighting is prohibited at school. The definition of fighting is:

1. Two or more students who engage in mutual combat (with malice)
2. Physical assault on another person with or without injury

E. Theft

Any student who steals from the school, a school staff member, or another student.

F. Smoking

Since the possession of tobacco or smokeless tobacco (including e-cigs/vapes) on campus is illegal, any school staff member will confiscate any form of tobacco. Smoking and chewing tobacco is not permitted on any part of the campus.

G. Vandalism

Vandalism includes the following: graffiti or willful disfigurement of any surfaces either private or public in or about Glendale High or any other school. Such surfaces include tables, desks, chairs, or property of the school or staff. Also included would be damage from fire, water, or fire extinguisher. Note: Parents are financially responsible for all damages as a result of vandalism.

H. Drugs

Any student who possesses for sale, obtains for use, or is under the influence of alcohol, illegal drugs, or substance.

I. Weapons

In order to help provide a safe school environment, the Glendale Unified School District has approved the random use of metal detectors to search individuals on campus and at school activities. Law prohibits the possession of knives, stun guns, firearms, explosives, or any other type of weapon.

J. Personal Abuse

Personal abuse toward school staff or a fellow student includes the following: Abusive language or making reference to another person in less than dignified terms, including profanity and obscenity; sexually harassing another individual; threatening to damage or steal another individual's property. Also included would be failure to respect the authority of any school staff member.

K. ELECTRONIC SIGNALING DEVICES

Students shall be permitted to have in their possession an electronic signaling device (i.e. cell phone) on campus during the school day, while attending school-sponsored activities, or while under the supervision and control of a school District employee. Electronic signaling devices may be used in the event of a school-related emergency as determined by the principal or for a health purpose. The use of electronic devices (i.e. iPods, portable video games, ear buds, etc.) is also not allowed during the instructional day. **The use/presence of an electronic device during any form of assessment will result in a grade of "0" on the assessment, a teacher phone call home, and administrative action.**

Devices used by students to video, photograph, or text message unlawful activities will be confiscated and may be searched by school administration and/or police officer(s).

GRADE REPORTS

Teachers will submit grades at the end of each semester. Grade reports will be sent home via U.S. mail the week of **July 19**. All Glendale Unified students will have their summer school grades automatically posted to their permanent record for inclusion on their final transcript. Non-GUSD students may request an official transcript from the registrar at the completion of the summer school session. The cost for an official summer school transcript is \$3.00.

If you have any questions, please contact the GHS Summer School Principal, Diana Hernandez, at dhernandez@gusd.net OR the GHS Principal, Dr. Ben Wolf, at bwolf@gusd.net.

Glendale Unified School District **Online Behavior Guidelines for Digital Citizenship**

Below are important behavior guidelines for Zoom, Google Hangouts or any online classroom setting students and teachers will share. In addition to these digital citizenship guidelines, students must continue to adhere to their usual school rules/classroom agreements (one person speaks at a time, respectful language, etc.) and other GUSD and school policies, including but not limited to policies related to Student Discipline, Harassment, Bullying, and Acceptable Use of Technology.

Student Expectations

1. Please be on time to scheduled sessions to the best of your ability, or watch the recorded session as quickly as possible once available. Do not go into an online space when you are not scheduled to be there unless you have a teacher's permission.
2. Do not take photos, screenshots, audio or video recordings, etc. of any online classes or meetings. Do not share links to any teacher's online space with anyone outside of your classmates and your family.
3. We know you can't always prevent the appearance of a pet or others, but please make your best effort to do so to minimize distractions in the class setting.
4. Avoid backgrounds that are distracting. Backgrounds and student work areas must be free of any material that violates the law or school policy.
5. Students should not engage in side conversations on any other devices or use devices for texting/playing games, etc. during an online lesson or live session with teachers.
6. If a teacher asks you to mute or unmute yourself, please respond appropriately.
7. Avoid background noise or talk that is distracting to the group. The teacher may have to temporarily mute you until the distractions stop.
8. Take care of any borrowed district devices and follow the guidelines in the GUSD device use agreement.

Parent/Guardian/others present at home guidelines


1. A parent/guardian or responsible adult caregiver should provide direct supervision during online instruction when possible.
2. Family members or others in the home should not interfere, interrupt or engage in online sessions, unless requested by the teacher.
3. If a student is receiving virtual, online or telephonic counseling services from a GUSD employee or contractor, to ensure student privacy, no other individual is allowed in the room or within seeing or hearing distance of the room or place in which the student is receiving the counseling services.
4. Parents/guardians and responsible adult caregivers must maintain strict confidentiality of any personal information they obtain regarding other students while supervising a student's virtual or online instruction or school-related activities.

It is important to remind students to act kindly, show consideration for others, and treat one another online as they wish to be treated in person. Any behavior that falls out of the above guidelines will be discussed with families/guardians. Students who repeatedly violate expectations may lose their privilege to join future live sessions and will be expected to watch the recorded session and complete any work assigned on their own.

Thank you for everyone's cooperation in making this remote learning experience a positive and productive one.


THE NITRO WAY

Return to In-Person School – Summer 2021

		ROUTINE / SETTING					
		Classroom	Campus Quad Outdoor Areas	Stairways Hallways	Using Technology	Self-Care	Community
BEHAVIORAL EXPECTATION	Respectful	On time Follows adult directives Uses appropriate language	Wears mask when required Washes hands frequently for at least 20 seconds	Respects property	Puts phones and ear buds away unless otherwise instructed	Makes and maintains healthy sleeping and eating schedules	Stays home when ill
	Engaged	Listens while others speak Stays on task Completes all assignments by due date	Follows dress code Throws trash away	Follows directional arrows Keeps moving	Keeps classroom public comments positive	Schedules time away from screens	Follows county and city public health guidelines
	Dedicated	Gives best effort Asks for help before assignments are due	Maintains appropriate physical distance with others	Walks safely	Uses to enhance learning Reports unsafe conditions	Finishes a preferred form of physical activity daily	Represents GHS in a positive way

THE NITRO WAY

For Distance Learning – Summer 2021

		ROUTINE / SETTING				
		Work Station	Classwork/ Assignments	Communication	Self-Care	Community
BEHAVIORAL EXPECTATION	Respectful	Maintains a tidy place to work and learn Has device on and ready before class begins	Makes appropriate comments in classroom stream Participates with video and audio enabled	Emails teacher with clarifying questions	Makes and maintains healthy sleeping and eating schedules	Practices physical distancing and wears a mask when required
	Engaged	Logs into each class on time daily Follows dress code	Completes all assignments Participates appropriately in break-out rooms	Keeps classroom public comments positive Listens to and responds to other student comments	Schedules time away from screens to decompress	Takes time to help family members, siblings or do household duties
	Dedicated	Accesses and reads all classroom announcements	Submits assignments by the due date/time	Asks for help before assignments are due	Finishes a preferred form of physical activity daily	Washes hands often for at least 20 seconds