

# FRANKFORD HIGH SCHOOL

*Home of Champions*

2017-2018

## STUDENT & PARENT HANDBOOK

*“Frankford High School will be a collaborative setting engaging all stakeholders in an inspirational and respectful learning environment that prepares students to be productive global citizens.”*



Dr. William Hite, Jr.  
Superintendent of Schools

Dr. Richard J. Rhodes  
*Assistant Superintendent, Network 9*

Dr. Michael J. Calderone  
*Principal*

Stacey Mitchell-Precia  
*Assistant Principal*

Betsaida Ortiz  
*Assistant Principal*

John Cameron,  
*Climate Manager*

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## **PRINCIPAL'S MESSAGE**

Dear Parents and Guardians of Frankford High School Students:

Welcome back to the 2017-2018 school year! I hope that this letter finds you well and that you have all been enjoying your summer thus far. In addition to welcoming everyone “back to school”, I want to provide you with some important information regarding the upcoming school year.

The first day of school for all students is Tuesday, September 5, 2017. The regular school day begins at 8:00 am and dismisses at 3:04PM. Students who receive transpasses from SEPTA are responsible for getting to school on the first day themselves. They will receive their transpasses during the day on September 5th to go home

Please be mindful that students are expected and required to attend school each day on time. Breakfast will be provided in the Lunchroom from 7:30-7:55 only. It is imperative that you stress the importance of being on time to your child.

I look forward to seeing you all at our “Back to School Night” on Tuesday, September 19, 2017 at 5:30PM in the Auditorium. We have a great deal of information to share with you about some exciting new programs and offerings that we have for our students. There will also be a special session for parents of Seniors pertaining to graduation events and requirements.

For more information you can visit Frankford High School on the web 24 hours per day at:

[www.philasd.org/schools/frankford](http://www.philasd.org/schools/frankford)

Respectfully Yours,  
Dr. Michael J. Calderone,  
Principal

**ADMINISTRATIVE TEAM**

Principal	Dr. Calderone
Assistant Principal (9th Grade)	Ms. Precia
Assistant Principal (10 <sup>th</sup> -12 <sup>th</sup> Grade)	Ms. Ortiz
Climate Manager	Mr. Cameron

**SAFETY TEAM**

Principal	Dr. Calderone
Assistant Principal (9th Grade)	Ms. Precia
Assistant Principal (10 <sup>th</sup> -12 <sup>th</sup> Grade)	Ms. Ortiz
Climate Manager	Mr. Cameron
Sgt. William Freiling	School Police Sergeant
Anthony Delvin	Building Engineer
Samantha Hartz	School Nurse
Sonni Velez	Lead Secretary
Howard Griffith	Dean 9th Grade
Michael Kennedy	Dean 10th Grade
Peter Gabriele	Dean 11th-12th Grades
Ben Dubin	Athletic Director
Melissa Dunn	Special Education Liaison

**CLIMATE TEAM**

Principal	Dr. Calderone
Assistant Principal (9th Grade)	Ms. Precia
Assistant Principal (10 <sup>th</sup> -12 <sup>th</sup> Grade)	Ms. Oritz
Climate Manager	Mr. Cameron
Sgt. William Freiling	School Police Sergeant
Simone Morris	Counselor 9th-11th (A-M)
Sherri Van Guine	Counselor 10th
Adam Bachman	Counselor 12th-11th (N-Z)
Howard Griffith	Dean 9th Grade
Michael Kennedy	Dean 10th Grade
Peter Gabriele	Dean 11th-12th Grades
Kate Weldon	10th Grade Sponsor
Adam Anderson	11th Grade Sponsor
Michele Armstrong	12th Grade Sponsor

**INSTRUCTIONAL LEADERSHIP TEAM**

Principal	Dr. Calderone
Assistant Principal	Ms. Precia
Assistant Principal	Ms. Oritz
Special Education Liaison	Ms. Dunne
ELL Coordinator	Ms. Dowling
Director of Academic Affairs	Ms. Keyser
English	Ms. Johnson
Math	Ms. Burns
Science	Ms. Ashby
Social Studies	Ms. Namnun

**Content Coordinators**

Arts	Mr. Anderson
Health & Phys. Ed.	Mr. Dubin
World Language & CTE	Mrs. Cannuli

## **FRANKFORD HISTORY**

*Celebrating 100 years in 2010, Frankford High School has a long and distinguished history in the School District of Philadelphia. It began in a farmhouse-as an Annex to Central High School! Students were known as “Pioneers” a name still used today.*

*The current building opened in 1916 with the stadium addition following in 1922. Expansion continued in 1954 with the addition of the gym, lunchroom extension in 1965 and the new wing in 1970.*

*Frankford is one of the oldest high schools in the city; its fabled past and many championship teams provide a constant source of pride and affection. November 2009 was the final game between Frankford and North Catholic High School (closed)-more than 10,000 people were in attendance.*

*Several staff members are Frankford alumni and provide a valuable link between Frankford HS past and our promising future.*

## **FRANKFORD HIGH SCHOOL: “FIGHT SONG”**

*Fight on for Frankford: Come on hit that line! (Go! Go! Go!)*

*Fight on for Frankford: Victory every time. (Rah!! Rah!! Rah!!)*

*All hail her colors, See them in the sky*

*Red, Blue, and Gold: We’re with You*

*Fight, Frankford High*

**School Mascot:** Pioneer

**School Motto:** “Home of Champions”



## **FRANKFORD VISION AND MISSION**

### **Vision**

*Frankford High School will be a collaborative setting engaging all stakeholders in an inspirational and respectful learning environment that prepares students to be productive global citizens.*

### **Mission**

*By providing all students a challenging learning environment that aligns with our Frankford High School's vision, we encourage high expectations for academic success, college and career readiness, and positive relationships between students and staff. Frankford High School promotes, safe, orderly, caring and supportive diverse environment.*



Half Day (3 Hour)



Half Day	PD											
Period	Start	End		Period	Start	End		Period	Start	End		
ADV	8:00	8:15		ADV	8:00 AM	8:15 AM		ADV	8:00 AM	8:15 AM		
1a/1b	8:18	9:03		1a/1b	8:18 AM	9:03 AM		1a/1b	8:18 AM	9:03 AM		
<b>LUNCH</b> 2	9:06	9:36		2-2/3	9:06 AM	9:51 AM		2-2/3	9:06 AM	9:51 AM		
2/3-3	9:39	10:24		<b>LUN 3</b>	9:54 AM	10:24 AM		3-3/4	9:54 AM	10:39 AM		
3/4-4	10:27	11:12		3/4-4	10:27 AM	11:12 AM		<b>LUN 4</b>	10:42 PM	11:12 PM		
4/5-5	11:15	12:00		4/5-5	11:15 AM	12:00 PM		4/5-5	11:15 PM	12:00 PM		

## Academic Calendar 2017-2018

<b>Date</b>	<b>Activity</b>
August 28, 2017	First Day for Staff
August 28, 2017	School-based Professional Development
August 31, 2017	District-wide Professional Development
September 1, 2017	Reorganization – <i>Academic Year Preparation</i>
September 4, 2017	Labor Day – <i>Schools and Administrative Offices Closed</i>
September 5, 2017	First Day for Grades 1-12 – <i>Student Attendance</i>
September 5, 2017	First Day for Pre-Kindergarten, Head Start and Bright Futures – <i>Student Attendance</i>
September 5-11, 2017	Early Childhood Experiences Interviews – <i>Kindergarten Parent/Teacher Interviews</i>
September 12, 2017	First Day for Kindergarten – <i>Student Attendance</i>
September 21-22, 2017	Rosh Hashanah – <i>Schools and Administrative Offices Closed</i>
September 29, 2017	2018-2019 School Selection Process Begins
October 9 – 11, 2017	Interim Reports
October 27, 2017	Professional Development Half Day – <i>3 Hour Early Dismissal</i>

November 7, 2017	Election Day – <i>Schools Closed</i>
November 10, 2017	Veterans’ Day Observed – <i>Schools and Administrative Offices Closed</i>
November 13, 2017	2018-2019 School Selection Process Ends
November 20 – 22, 2017	Report Card Conferences
November 23 – 24, 2017	Thanksgiving Holiday – <i>Schools and Administrative Offices Closed</i>
December 8, 2017	Professional Development Half Day – <i>3 Hour Early Dismissal</i>
December 25, 2017	Winter Recess – <i>Schools and Administrative Offices Closed</i>
December 26 – 29, 2017	Winter Recess – <i>Schools Closed</i>
January 1, 2018	New Year’s Day – <i>Schools Closed and Administrative Offices Closed</i>
January 2, 2018	Staff Only – <i>Professional Development</i>
January 3–5, 2018	Interim Reports
January 15, 2018	Dr. Martin Luther King Day – <i>Schools and Administrative Offices Closed</i>
February 14 –16, 2018	Report Card Conferences
February 19, 2018	Presidents’ Day – <i>Schools and Administrative Offices Closed</i>

March 14–16, 2018	Interim Reports
March 16, 2018	Professional Development Half Day – <i>3 Hour Early Dismissal</i>
March 29, 2018	Spring Recess – <i>Schools Closed</i>
March 30, 2018	Good Friday – <i>Schools and Administrative Offices Closed</i>
April 2, 2018	Spring Recess – <i>Schools Closed</i>
April 27, 2018	Professional Development Half Day – <i>3 Hour Early Dismissal</i>
May 2–4, 2018	Report Card Conferences
May 15, 2018	Pennsylvania Primary Election Day – <i>Schools Closed</i>
May 9–11, 2018	Interim Reports
May 18, 2018	Professional Development Half Day – <i>3 Hour Early Dismissal</i>
May 28, 2018	Memorial Day – <i>Schools and Administrative Offices Closed</i>
June 8–12, 2018	Graduation Window
June 12, 2018	Last Day for Students
June 13, 2018	Last Day for Staff

## PIONEER ITEM CHECKLIST

### REQUIRED SCHOOL SUPPLIES

As far as school supplies are concerned, each student at Frankford is required to have the following list of supplies. Some of these supplies will need to be replenished on an “as needed basis” through the year. The supplies are:

- 1 **three-inch** binder (any color is fine)
- 1 pack of binder divider tabs
- 1 glue stick
- 1 pack of colored pencils
- 1 pack of wide ruled loose-leaf paper (needs to be 3-hole punched and will need to be replenished during the year)
- 1 three-ring pencil case (to attach inside the binder)
- 2 highlighters (any color)
- 5 pens (blue or black ink only)
- 5 pencils
- 1 red pen
- 1 portable USB flash drive
- Agenda book/weekly calendar
- 1 spiral notebook (3-hole punched)
- 1 small pencil sharpener (that will fit into the pencil case)

### DAILY ANNOUNCEMENTS

*All announcements will be made during advisory by PA System. All students must attend advisory to get information first hand. Principal Calderone, will begin each morning's announcement, followed by others who will announce sports information and other important school updates. Students will also participate in the*

*broadcasts. It is extremely important and beneficial to listen to the broadcast each morning.*

### **MESSAGE TO STUDENTS**

*Frankford High School is generally unable to convey any messages to students from their parents/guardians during the school day. Only in **extreme emergencies** will students be given messages filtered through the student's counselor. In these cases, an administrator must be given specific details regarding the message or the reason for the message, and the administrator will determine if the message will be forwarded to the student. Parents and guardians are encouraged to communicate with their student at the end of the school day. It is imperative that parents know their child's roster. Emergency messages cannot be forwarded to your child without the proper procedures being followed.*

### **IMPORTANT REMINDER**

***PARENTS/GUARDIANS PLEASE DO NOT CALL/TEXT STUDENTS' DURING INSTRUCTIONAL HOURS. OUR GOAL AT FRANKFORD HIGH SCHOOL IS TO DECREASE ALL OUTSIDE DISTRACTIONS SO YOUR CHILD CAN MAXIMIZE ON THEIR EDUCATIONAL***

### **TRANSPORTATION/TRANSPASSES/PARKING**

#### **1. Public transportation**

- a. to school is available via SEPTA train and bus routes. The L train and K; J; R; 57 and 8 routes are primarily used by Frankford students.

#### **2. Yellow Bus**

- a. School buses pick and drop off on the Oakland Street driveway. In the afternoon, buses will pick up students on school grounds by the same entrance. Ms. Ortiz is the administrator regarding public transportation.



- b. **Students who take yellow buses to Frankford** (or anyone who is in care of such students) should see Ms. Dunne regarding information or problems.

### 3. **Transpasses**

- a. **Are issued** to 9th grade students during 4/5 periods ALL 10th-12th grade students during LUNCH on Thursday's and Friday's (ONLY) for the following week. Transpasses are issued during students' lunch periods in the Transpass Room located in the student's cafeteria near the School Store.
- b. Each student's residential and transportation information is in the School District of Philadelphia computer system to ensure that eligible students get transpasses. However, it often takes three or more weeks to process before students will receive a transpass. This decision is made by the transportation department at the School District of Philadelphia headquarters and **NOT** by Frankford High School. **The school has no control over this process.**
- c. **Please be patient until a decision has been made.**
- d. Students must present a school photo ID to obtain transpasses. **The school will not replace lost or stolen transpasses.**

- 4. **Students who drive** must park on the local streets.

## **ADDRESSES AND TELEPHONES NUMBERS**

Students **must have current information** on file in the Student Information System (SIS). This includes correct spelling of the name, current address, home phone, parents' or guardians' names, parents' work phones and emergency contact name and phone number. It is the **family's responsibility** to inform the nurse, counselor or the attendance secretary in the main office of all changes as soon as they occur.

Parental or guardian contact and emergency telephone information is **extremely important for each student's well-being, especially for unexpected medical emergencies**. A medical emergency could be life threatening.

## **SCHOOL CULTURE POLICIES AND PROCEDURES**

### **The School District of Philadelphia Code of Student Conduct**

Disciplinarians and administrators are responsible to work with staff in implementing the District's Code of Student Conduct. All students and parents are expected to read this Handbook and to abide by school rules. Disciplinary actions for school violations may include morning, afternoon and Saturday school detentions, assignment to the Accommodation Room and out-of-school suspensions.

Suspension is the out-of-school penalty for committing major infractions. Students must make up all missed class work resulting from suspension. Bringing in their parents/guardians can only reinstate students, regardless of age. In order to assist schools in maintaining an atmosphere conducive to learning, the School District has established a Code of Student Conduct available online at [www.philasd.org](http://www.philasd.org) select sitemap at the top of the page. Select Student Rights & Responsibilities.

The rules apply not only to students who break or attempt to break them, but also to students who encourage or assist others in breaking the rules. These rules are in effect not only on school grounds during school hours, but also on school ground before and after school hours, on all buses used by students for transportation to and from school and off school grounds during any school trip or activity. More information can be found in the Code of Conduct book distributed annually to students. Students must also be familiar with the provisions of the Pennsylvania State Act 26, prohibiting dangerous objects in school, which might be used as a weapon. Possession of a weapon will result in recommendation to the School Board for expulsion and an immediate transfer to a remedial disciplinary school.

### **Frankford HS Zero Tolerance of Violence Policy**

Frankford High School maintains a “**zero tolerance**” for violence. Students who instigate fights, physically engage in fights, and use boisterous, abusive or threatening behavior (verbal and nonverbal) towards other students or staff members will be subjected to various natural and logical consequences (i.e. out-of-school suspensions, in-school suspensions, public apology, conflict mediation, and arrest by Philadelphia Police Department). Also, upon reinstatement students and families are required to participate in the restorative practices processes upon returning to class. Failure to participate in the restorative practice process will result in further disciplinary action.

### **Frankford HS Out-of-School Suspension Policy**

Students on suspension are not permitted in the building or on school grounds. They may not participate in any school programs, athletic events, extracurricular activities or trips. **Students on suspension who are found on school grounds or in the school building and are not accompanied by a parent or guardian are subject to arrest for defiant trespassing.** Bringing in their parents/guardians for interviews with the appropriate Climate Team Member can only reinstate students, regardless of age. Students will not be reinstated without a parent. We will not permit or accept telephone conference reinstatements.

### **Frankford HS In-School-Suspension Policy**

The Restorative Reflection Room is a "student reflection" room. It provides an alternative other than OSS, for students who must be removed from their regular classes as a consequence of violating school rules. Students may spend the entire day(s) in Restorative Reflection Room and are required to complete all schedule RRR activities and restorative practice processes assignments.

### **Frankford HS Peer Mediation/Conflict Resolution Program**

Frankford is able to offer a Peer Mediation Program, which provides technical assistance and training in conflict resolution. Students meet with peers to assist them in resolving difficulties and disputes in a peaceful manner. Students who desire to participate in Peer Guidance should contact Mr. Griffith Rm# 308.

### **Frankford HS Drug and Alcohol/MTSS**

Students in possession of, or under the influence of drugs or alcohol will be subject to prosecution under the law and disciplinary action, as defined by the Philadelphia School District Code of Student Conduct. Violators will also be referred to the appropriate counselor to begin Tier II MTSS. Students will be referred to the appropriate program for help as a result of the Tier II meeting.

### **Frankford HS Electronic Policy**

Students are permitted to bring the following electronic devices to school: (i.e. cell phone, iPod, iPad, and laptop). All electronic devices must be stored in a concealed location (e.g.. locker), if a student chooses not to stores the accepted items in their locker, it is the student's responsibility to keep these items concealed during instruction hours (e.g. classrooms, hallways, stairways, and restrooms) Students are only permitted to use their electronic devices during morning entry in the auditorium until first bell and in the cafeteria during lunchtime. Students are only permitted to use electronic devices during class time unless the teacher receives administrative approval.

Students are **NOT** permitted to bring any of the following electronic devices to school: (recording devices, laser pointers, beepers, cameras and/or other device not on the permitted list, listed above). Students who choose to bring these prohibited electronic devices to school will have them confiscated. Students who repeatedly violate this rule will be subject to disciplinary actions.

Frankford HS understands the importance of students having certain electronic devices (e.g. cell phones) and it is the student's responsibility to keep **ALL** permitted electronic devices secure and concealed during school hours (in prohibited spaces and permitted spaces) Frankford HS will NOT be responsible for any lost, stolen or damaged electronics.

### **STUDENTS WHO CHOOSE TO NOT FOLLOW FRANKFORD HS ELECTRONIC POLICY WILL HAVE THEIR DEVICE CONFISCATED:**

- **1<sup>st</sup> Confiscations:**
  - Parent Phone Call
  - Phone returned at the end of the day
- **2<sup>nd</sup> Confiscations:**
  - Parent Phone Call
  - Parent Pick-up
- **3<sup>rd</sup> Confiscations:**
  - Parent Phone Call
  - Electronic device held for the entire report period (returned in the next)

**AFTER THE 3<sup>RD</sup> CONFISCATION, ALL ELECTRONIC DEVICES WILL BE CONFISCATED FOR THE REMAINDER OF THE SCHOOL YEAR.**

**Frankford HS Uniform Policy**

It is our school's belief that success for all students begins with being properly and decently dressed for school. All students are required to come to school dressed in full Frankford HS uniform (**lanyard and ID badge included**) and students who choose to **NOT** meet uniform expectations will be required to purchase their uniform correction item, borrow a uniform item and turn-in a collateral item of equal value (i.e. cell phone, transpass, etc.), sent home to correct their uniform issue and promptly return to school, and/or be subjected to logical consequences from the Frankford HS Climate Team. Please be advised that ID Badge and lanyard must be visible (in front) at all times and wore around the student's neck during school hours and in-school events.

Parents/guardians are strongly urged to insure their child comes to school dressed decently with regard to modesty, cleanliness, and dignity. Any student not in uniform may receive a logical consequence (if applicable) or be required to wear a school issued shirt.

**9<sup>th</sup> Graders: (Male and Female)**

- Solid Gray Collared Golf Shirt with/without Frankford Logo
- Black or Khaki (Tan) colored pants
- Black or Khaki (Tan) colored knee length skirts
- Lanyard with ID Card, Demerit Card and Merit Card
- Belt
- Any color close toe sneakers, shoes, or boots

**10<sup>th</sup> to 12<sup>th</sup> Graders: (Male and Female)**

- Solid Red, Yellow, and Blue Collared Golf Shirt with/without Frankford Logo
- Black or Khaki (Tan) colored pants
- Black or Khaki (Tan) colored knee length skirts
- Lanyard with ID Card, Demerit Card and Merit Card
- Belt
- Any color close toe sneakers, shoes, or boots

**Frankford HS Outerwear Policy**

Students are forbidden to wear outerwear in Frankford High School. Outerwear is defined as any item that is not a part of the Frankford HS Uniform (baseball caps, winter hats, hoodies, head wrap, ear muffs, jackets, sweaters without the Frankford logo, etc.), which is not worn for religious reasons. **Students using or wearing the above listed items in the building must surrender the item on request to any staff member.** Students, who choose to repeatedly violate this policy, will be subjected to logical consequences per Frankford HS Climate Team.

**Frankford HS Cafeteria Policy**

The cafeteria is a designated place for students to eat lunch, engage in positive social conversation, and prepare for next class. Also, the cafeteria creates an opportunity for the Climate Team, Admin, and Teachers to connect with students, address any issues/ concerns, give daily announcements, and check-in with high flyers.

**Procedural Expectations: To be followed by ALL students**

- Students will transition to the cafeteria down stairway 4 only (students will be denied access to the cafeteria at other entry points unless approved by a Climate Team Member).
- Students will enter the cafeteria through two entry points:

- Boys enter through Cafeteria B
- Girls enter through Cafeteria C
- Loitering in the main entrance and/or throughout the school during **ALL** lunch periods is prohibited and students who choose to not adhere to this expectation will be subjected to logical consequence per the Climate Team.
- Once in the cafeteria all students will take a seat in the cafeteria area (i.e. Café A, B, C) of their choice with both feet underneath the table and wait for the Climate Team instructions.
- Students will be called to line-up by cafeteria area and by section in each area.
- Students must follow **ALL** seating occupancy expectations (Ex. 5 students on each bench if allowed).
- If students do not want to eat, they will remain seated at their designated table in their designated café area.
- Students must stay seated at **ALL** times.
- Students are only permitted to leave their seat for the purposes of: lining up to eat, called to retrieve their transpass, using the restroom and/or performing student leadership tasks for the school and culture team.
- While in line, **ALL** students will be required to stand in a straight and single file line near the café B entry/exit by the vending machine.
- The Dean and/or Climate Member will send 6 students at a time to retrieve their lunch, once the students receive their lunch, they will transition back to their designated table and sit with both feet underneath the table for the duration of lunch.
- Student leaders designated by the Dean and/or Climate Member will collect trash in each designated Cafeteria Area.
- Students who need to use the restroom will turn in their ID and take a cafeteria hall pass from a Culture Member. Students ID's will only be returned once the student returns the hall pass to the Climate Member.
- Bathrooms will be shutdown 10 minutes prior to dismissal from the cafeteria.
- If needed, the Climate Team will silence students and give announcements (2-3 minutes before dismissal).
- The Climate Team will dismiss students by cafeteria area and **ALL** students will exit the cafeteria through café A towards stairway 1.
- **Teachers who want to host students in their classroom during lunch must come to the cafeteria and pick them up.**

### **Frankford HS Bathroom Policy**

#### **Frankford HS Bathroom Norms:**

- Students **must** have a designated teacher's bathroom pass to use the restroom.
- Students are **not** permitted to use the bathroom during the first & last 15 minutes of class.
- Only **one** student is permitted to leave the classroom at a time to use the restroom.
- Bathrooms usage during transitions is **PROHIBITED** and all restrooms will be locked during transitions.
- All students **must** sign the bathroom log before exiting their designated location during classroom instruction time.

#### **Morning Entry Bathroom Expectations:**

- Bathroom Usage 7:30am – 7:55am.
- Only two males and two females at time are permitted to use their respective restrooms.
- Students who need to use the restroom will turn in their ID and take either an auditorium and/or cafeteria hall pass from a Climate Member. Students ID's will only be returned once the student returns the hall pass to the Climate Member.
- After 7:55am bathroom usage is prohibited.

#### **Classroom Bathroom Expectations:**

- Students are **prohibited** from using the restroom during the first and last 15 minutes of class.
- Students **must** sign the bathroom log and take the teacher's designated bathroom pass.
- Only **one** student at a time is permitted to use the bathroom.

#### **Transitions Bathroom Expectations:**

- Bathrooms will be open during all transitions.

#### **Lunchroom Expectations:**

- Students who need to use the restroom will turn in their ID and take a cafeteria hall pass from a Climate Member. Students ID's will only be returned once the student returns the hall pass to the Climate Member.
- Only two males and two female students at a time are permitted to use their respective bathroom.
- Bathroom usage will be shutdown 10 minutes prior to dismissal from the cafeteria.

#### **Dismissal Bathroom Expectations:**

- Students are prohibited from using the bathroom during dismissal.
- Bathrooms will be reopened at 3:30pm for after-school hour programs.

#### **Frankford HS Hall Pass Policy**

At Frankford HS, it is important for students to be in class to be successful. There are only three reasons why a student may leave class with a hall pass: bathroom visits, to visit the guidance counselor/culture team office, or an emergency visit to the main office/nurse's office (i.e. sick, call home, etc.). All other business (visiting coaches, turning in money or forms, picking up forms, turning in work to another teacher) must be conducted outside of class time. Students may not use or ask to use a hall pass and/or bathroom pass during the first and last 15 minutes of class and/or any instructional segment per the teacher's discretion.

#### **Frankford HS Hall Pass Norms:**

- Non-Bathroom Hall Passes that exceeds a 10-minute time stamp will receive logical consequences.
- Students who exceed a 10-minute bathroom log time stamp will receive logical consequences.
- Students who abuse/over use the bathroom and non-bathroom hall passes will receive logical consequences.

## **Positive Behavior Intervention and Supports**

### **CULTURE INCENTIVES AND INITIATIVES**

**PBIS** is a school-wide proactive approach for defining, teaching, and supporting appropriate student behaviors by implementing systems that create positive school environment.

**F**ocused, **K**nowledgeable, **D**etermined

(A School-Wide PBIS Program)

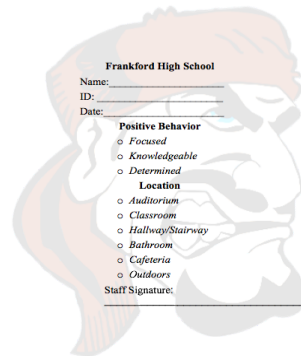
School-Wide student expectations through the academic year

(Auditorium, Classroom, Hallways/Stairwells, Bathroom, Cafeteria, and Outdoors)

### **Positive Flags (Pioneer Points)**

- Top earner in each advisory gets entered into a special raffle monthly (Movie passes, basketball tournaments)
- Monthly Assembly (Honor Roll Assemblies, Luncheon, Speakers)
- Exclusive events that they need to “pay for” for with Pioneer Points (Dances, sporting events, etc...)

## Rewarding Students for Positive Behavior



**Frankford High School**  
Name: \_\_\_\_\_  
ID: \_\_\_\_\_  
Date: \_\_\_\_\_

**Positive Behavior**

- Focused*
- Knowledgeable*
- Determined*
- Location**
- Auditorium*
- Classroom*
- Hallway/Stairway*
- Bathroom*
- Cafeteria*
- Outdoors*

Staff Signature: \_\_\_\_\_

**FKD3**

	Auditorium	Classroom	Hallways Stairwells	Bathroom	Cafeteria	Outdoors
<b>Focused</b>	Enter and leave quietly and orderly	Listen to the teacher Respect other's opinions Use normal conversational voice volume	Walk quietly Stay in the right lane	Flush toilet after use Respect other's privacy	Use please and thank you Speak with normal conversational voice volume Eat what you take	Enter and leave the building quietly and orderly
<b>Knowledgeable</b>	Maintain seating assignments Stay quiet when presenter is speaking Stand when national colors are presented	Stay seated Keep hands and feet to yourself Assignments are completed in a timely manner Binders are neat and organized	Respect each other's personal space Keep hands and feet to yourself Display hall passes when required	Wash hands Report broken items	Report any spills Do not throw or toss food	Keep hands and feet to yourself Report any fights or accidents Stand when national colors are presented
<b>Determined</b>	Pay attention and participate when asked Use appropriate applause level	Arrive with pens and pencils, notebooks, folders Think positive and do your best work	Go directly to your destination Have all necessary supplies	Move quickly in and out (do not run) Return to classroom quickly and quietly afterward	Clean up after yourself Eat your food first before other activity	Go directly home if necessary, proceed to proper pick-up area

### **Frankford HS Detention Policy**

At Frankford HS, we are committed to building student mindset by creating a progressive school culture, modeling restorative practices, teaching SEL programming, and utilizing support systems to teach students how to act responsibly and make good decisions. Detentions will serve as a logical consequence for students to reflect on poor choices, complete restorative practice assignments, and share best practices with peers.

### **Frankford HS Detention Procedures:**

- When: (For School Climate Natural and Logical Consequences)
  - At Frankford HS, we believe that building a successful robust school culture, faculty and staff must create authentic opportunities outside of the rigorous classroom for students to have moments of joy and humor. As the facilitators of School Climate, we are here for them and dedicated to their success...and they know it. When they succeed we celebrate them. When they need a smile, we provide it. And when they fall, we catch them and provide spaces for them to learn from their mistakes and enhanced their soft skills and social and emotional competencies so they can be ready to lead, serve, and BE A CHAMPION.
- Time:
  - Tuesday and Thursday 3:15pm to 4:15pm
- Location:
  - Frankford HS Auditorium
- **ALL** Frankford Faculty and Staff Members can assign a student a detention



- Parental Contact will be made for all assigned detentions
- Students who fail to report to Detention will be subjected to additional disciplinary action

## **2017-2018 ACADEMIC MISSION**

**The focus at Frankford HS is student learning**, the basis for future success. Therefore, students must be in class on time, participate actively as responsible learners and complete all assigned work. For each subject, teachers will issue a written syllabus explaining goals, expectations, activities, requirements, assessment methods and grading policies. Students and parents with questions and concerns regarding academic expectations should call the main office to schedule an appointment to discuss them with the individual teacher. Administrators, Counselors, and Deans are also available to address these issues. Students experiencing barriers to the educational process may get assistance through the Multi-Tiered System of Support (MTSS) process. Individual teachers for students who are not making academic progress in specific subjects initiate this process.

Students grades are to be determined in accordance with the School District of Philadelphia's System-Wide Promotion Program. At Frankford HS, grades are also given in accordance with the uniform department-specific percentages. Students and parents are able to access current grades through their "Studentnet" and "Parentnet" respectively. This is a great way to allow parents to see how their children are doing other than during interim reports and report card conferences.

## **2017-2018 GRADING POLICY**

### **Grading Policy**

Teachers have multiple opportunities to evaluate student progress using a variety of assessment strategies. Grades include the following components:

Component	Weight
Test	40%
Performance Based Learning	30%
Classwork	20%
Homework	10%

Note: “Performance Based Learning” includes but is not limited to Projects, Labs, Research, Assignments, Presentations, etc.

All grades will be recorded in the district provided electronic gradebook in Infinite Campus, the Student Information System. It is suggested that students receive written feedback in each course at least twice weekly-teachers would thusly enter at least two grades per week.

### Grading Scale

The Alpha/Numerical Equivalency Chart below reflects the numerical mark assigned to each letter grade and applies to all subjects areas:

Alpha	Num.	GPA	Alpha	Num.	GPA	Alpha	Num.	GPA
A+	<b>100-97</b>	4.0	A	<b>96-93</b>	4.0	A-	<b>92-90</b>	3.7
B+	<b>89-87</b>	3.3	B	<b>86-83</b>	3.0	B-	<b>82-80</b>	2.7
C+	<b>79-77</b>	2.3	C	<b>76-73</b>	2.0	C-	<b>72-70</b>	1.7
D+	<b>69-67</b>	1.3	D	<b>66-63</b>	1.0	D-	<b>62-60</b>	0.7
			F	<b>59-50</b>	0.0			

A grade of Incomplete (I) can be given in the following situations:

- Student was enrolled for less than 15 days during the term
- Student was on extended medical leave (nurse confirmation required)

Incomplete grades must be corrected prior to the close of the next term grading window or the grade will be convert to a 50.

Incomplete cannot be given during the final term of a course.

The final grade for a course will be automatically calculated as an average of all term grades. Students whose final average falls below a 60 will receive a failing grade on their report card and will not earn credit for the course.

### **GPA Calculation**

A new GPA calculation is being phased in with the class of 2022. The following GPA rules apply to all students regardless of graduation year:

- Courses are assigned weights in the form of a multiplier based on their difficulty:
  - ❖ General courses =1.00 multiplier
  - ❖ Honors courses = 1.15 multiplier
  - ❖ AP, IB, and Dual-Enrollment =1.20 multiplier
- Courses that are retaken after being failed (Credit Recovery) are calculated into the GPA with a numeric score of 65/1.0 GPA points.

**Note: GPA Calculation continuation can be accessed on our Frankford HS website**

Students will be graded on report cards with the following scale:

A:	90 – 100	Advanced
B:	80 – 89	Proficient
C:	70 – 79	Basic
D:	60 – 69	Below basic
F:	50-59	Below Basic/Credits will not be earned.

GRADES ARE NOT CUMULATIVE FROM ONE MARKING PERIOD TO THE NEXT. EACH OF THE FOUR MARKING PERIODS IS AVERAGED FOR A FINAL GRADE AT THE END OF THE YEAR. STUDENTS AND PARENTS WILL KNOW THE BASIS OF EACH TEACHER’S MARKING SYSTEM; THERE SHOULD BE “NO SURPRISES” AT REPORT CARD TIME. STUDENTS SHOULD BE ENCOURAGED TO KEEP A RECORD OF HIS OR HER PROGRESS DURING THE SEMESTER (IN ADDITION TO THE TEACHER’S MARK BOOK. **ALL TEACHER GRADE BOOKS/ON-LINE RECORDS WILL BE COLLECTED AT THE END OF THE SCHOOL YEAR.**

### **Honor Roll:**

#### **Distinguished:**

- All As in every subject (no 3s in citizenship or unexcused absences/lateness for the quarter.)
- Distinguished students with unexcused absences/lateness, but no more than 3 can be considered for meritorious.

#### **Meritorious:**

- All A’s, B’s in every subject (no 3s in citizenship or unexcused absences/lateness for the quarter.)
- Meritorious students with unexcused absences/lateness, but no more than 3 can be considered for honorable mention.

#### **Honorable Mention:**

- All A’s, B’s and one C in every class subject (no 3’s in citizenship or more than 3 unexcused absences/lateness for the quarter)

- Students who make honor roll will be invited to Pioneer Luncheon at the end of the first three quarters hosted by the Principal.

## **2017-2018 GRADUATION REQUIREMENTS**

**A TOTAL OF 23.5 CREDITS ARE REQUIRED FOR GRADUATION:**

**THEY MUST BE EARNED AS FOLLOWS:**

- 4 credits in English
- 3 credits in Mathematics
- 3 credits in Science
- 4 credits in Social Studies (including one African American History)
- 2 credits in World language
- 2 credits in Arts/Humanities
- 1.5 credits Health (.5) & Physical Education (1)
- 4 credits in Electives
- Completion of Senior Project

*In order for students to be eligible to participate in the Graduation Ceremony and participate in other Senior activities (Prom, Luncheon, trip, etc.) students may not have any more than 9 unexcused absences or 9 incidents of lateness to school. In order for an absence to be excused a note must be provided. Absences longer than 2 days require a note from a physician.*

## **2017-2018 SUBJECT SELECTION**

Guidance is provided by counselors to ensure: that students meet promotional requirements and select appropriate electives as required. Students who wish to make major changes in their programs of study must provide parental permission.

## **PHYSICAL EDUCATION REQUIREMENTS**

All students are required to wear physical education uniform. The gym uniform is t-shirt and shorts. Medical excuses for exclusion from physical education classes are processed through the School Nurse Office RM#134.

The gym locker room is to be used only by student's roster for physical education class during a given period. Students must arrive to physical education class on time or they will not have access to gym lockers. Students must provide their own locks and carefully secure their possessions. Lockers must be emptied after each physical education class.

## **2017-2018 STUDENT ADVISORY**

**Attending Advisory is mandatory-** This year a number of activities will be handled ONLY through Advisory.

- a) Student must make an appointment with a counselor

- b) To visit the GEAR Up office, you must get an appointment slip from your advisor.
- c) ***Students who do not attend advisory but appear in other classes will be reported as cutting school for the day unless they obtain a late slip. Repeated cutting will result in disciplinary consequences.*** Students with a record of 10 or more days absent in a given marking period may receive a passing grade only with the written justification of the teacher and approval by the Principal. Chronic absence will be referred for the appropriate action. School District policy does not allow students to make up work missed due to truancy. Make-up work for an excused absence should be completed within three (3) school days after the absence. It is important that you use **StudentNet** to check your attendance for accuracy.

## **EXTRACURRICULARS**

Frankford offers a variety of extracurricular activities. All students and staff are encouraged to attend the many events scheduled at Frankford and at other sites. Students are invited to participate in as many activities as their interests and time allow. Notices about programs appear in the daily bulletin. More information regarding extra-curricular activities may be found on the school website.

## **FRANKFORD HIGH SCHOOL ATHLETICS**

“Home of Champions,” a nod to its longstanding tradition of fielding strong sports teams, Frankford High School offers up to 18 varsity and junior varsity sports teams for both girls and boys. Please contact Athletic Director Mr. Dublin, if you’re interested in participating in the 2017-2018 athletic seasons.

## **G.E.A.R UP**

### **(Gaining Early Awareness and Readiness for Undergraduate Programs)**

This Frankford program is designed to increase the number of low-income students who are prepared to enter and succeed in postsecondary education. **GEAR UP** provides early intervention services to high schools and is designed to increase college attendance and success and raise the expectations of students. **GEAR UP** mission is to promote student achievement and preparation for global competitiveness by fostering educational excellence and ensuring equal access.

## **AVID SECONDARY**

**AVID** is a college readiness system designed to increase the number of students who enroll and persist in four-year colleges and universities. **AVID’s mission is to close the achievement gap by preparing students for college readiness and success in global society.**

At the secondary levels, **AVID** is an approved elective course taken during the school day. Students are usually selected to enroll. For one class period a day, they learn organizational and study skills, work on critical thinking and asking probing questions, get academic help from peers and college tutors, and participate in enrichment and motivational activities that make college seem attainable.

**AVID** is a school-wide college-going culture that supports high expectations and high levels of achievement for all students. The school-wide AVID Essentials (including WICOR) address the need, and requirement, for professional learning and action planning by a school team.

## **ARMY JUNIOR ROTC**

The Army JROTC program strives to build better citizens through training in military discipline, leadership, drill, and service activities at school and in the community. Students take classes in aerospace history, flight and space exploration. Completion of the three-year program earns advanced pay grade for graduates who choose to enter military service. Freshmen may take ROTC for science credit. Students should see Sgt. Fraioli to join the ROTC in RM#331.

## **COUNSELING AND GUIDANCE SERVICES**

The School Counseling Program is designed to assist and support students in their education and preparedness for college and career success. More specifically, counselors help students understand, cope and deal with personal, social, and behavioral problems. Counselors provide special services, including crisis intervention, drug and alcohol prevention and services to homeless, displaced and unaccompanied youth.

Counselors are leaders in assisting students with course selection, student net/individual learning programs (ILPs) and transcript evaluation. Counselors are the primary school resource for implementing a comprehensive college and career-planning program. This component of the school-counseling program ensures that all students have access to college and career awareness, planning, and opportunities.

Counselors consult and collaborate with parents, teachers, administrators, school psychologists, social workers, college representatives, etc. to help individual students succeed.

**Mr. Adam Bachman – (12<sup>th</sup> Grade; 11<sup>th</sup> Grade N-Z; College MAP)**

**Ms. Sherri Van Guine (10<sup>th</sup> Grade; College MAP)**

**Ms. Simone Morris (9<sup>th</sup> & 11<sup>th</sup> Grade A-M)** *Please Note: Always check your credits to make sure you are on grade level.*

## **HOME AND SCHOOL ASSOCIATION**

An active Home and School Association meets each month and also holds an annual general membership meeting. All parents are encouraged to attend meetings. Dues are \$5 per family per year payable in the fall to the Frankford Home and School Association.

## **STUDENT GOVERNMENT ASSOCIATION (SGA)**

The student government is called the Student Association (SGA). It is comprised of elected representatives from each advisory and officers elected by the student body at large. The SGA promotes unity among students and harmony in the community through its major themes of service and duty. The SGA contributes to the life of the school by sponsoring school pride activities, charitable collections and social events for the student body at large. At the beginning of the school year, each advisory elects a delegate and an alternate. Elections for SA officers for the following year are held in the spring of each school year. The SGA meets monthly to plan student events and to interact with the school administration. In case of questions or

clarification, please see the Culture Team or Ms. Weldon(10th Grade), Mr. Anderson (11th Grade), or Ms. Armstrong (12th Grade)..

## **HONOR ROLL**

Distinguished Honors:

- All As in every subject (no 3s in citizenship or unexcused absences/lateness for the quarter.)
  - Distinguished students with unexcused absences/lateness, but no more than 3 can be considered for meritorious.

Meritorious Honors:

- All As, Bs in every subject (no 3s in citizenship or unexcused absences/lateness for the quarter.)
  - Meritorious students with unexcused absences/lateness, but no more than 3 can be considered for honorable mention.

Honorable Mention:

- All As & Bs with the exception of one C (no 3's in citizenship or more than 3 unexcused absences/lateness for the quarter)  
*Students who make the honor roll will be invited to the Pioneer Breakfast at the end of each marking period (quarters 1-3).*

## **MENTALLY GIFTED ENRICHMENT PROGRAM**

Gifted students complete the required curriculum, electives, and are eligible for Honors and A.P. courses. In addition, gifted students participate in enriching educational programs at area cultural and educational institutions. (Students should see their counselors and the S.E.L.)

## **MTSS (MULTI-TIERED SYSTEM OF SUPPORTING RTII)**

MTSS/RtII is an early intervening support process where the goal is to improve student achievement using research based interventions matched to the instructional need and level of the student. The core of MTSS / RtI is the premise that ALL children can learn.

In Pennsylvania, MTSS/RtII carries dual meaning: first, it is a comprehensive, multi-tiered, standards aligned strategy to enable early identification and intervention for students at academic or behavioral risk. Second, MTSS/RtII is an alternative to the aptitude achievement discrepancy model for the identification of students. This strategy allows education professionals to identify and address academic and behavioral difficulties prior to student failure. Monitoring student response to a series of increasingly intense interventions assists in guiding instruction to prevent academic failure and provides data that may guide eligibility decisions for learning disabilities.

In brief, MTSS/RtII is:

- A data-driven model to enable early identification and strategic interventions for students at academic or behavioral risk;
- A multi-level instructional framework aimed at improving instruction for ALL students; and,
- A shared and collaborative decision-making process among professional educators.

## **NATIONAL HONOR SOCIETY (NHS)**

Students whose scholastic achievement, leadership and community service meet the listed criteria are nominated to the Frankford High School National Honor Society. Students enrolled in vocational programs may also be nominated to the National Vocational/Technical Honor Society. Please see Ms. Cannuli if you are interested in joining NHS.

## **VISITORS' PROTOCOL, RELEASE OF STUDENTS, AND STUDENT INFORMATION**

Frankford High School extends a warm welcome to parents/guardians and others visiting our school. At the same time, we must ensure that our students and staff are safe and that learning, as well as the regular operation of our school, are not disrupted. We must be aware of who comes into the building and for what purpose. All visitors must be cleared through the Main Office. The Main Office will keep a record of the the purpose and reason of visit of all visitors. With this in mind, your cooperation is needed with the following:

1. Kindly report to the front desk, verify your picture identification, and sign the visitor's' register.
2. When visitors arrive at the main office, visitors must, once again, show picture identification in order to obtain from the Main Office an official visitor's pass. The visitor's pass must be be worn and carried outwardly at all times while in the building.
3. Main office will verify if Parents/Guardians/Relatives are listed on official school records. As per school district policy, we are not permitted to conduct business regarding any student whose Parents/Guardians/Relatives are not listed on school records.
4. In the event of an extenuating circumstance, legal guardians may sign out their child in the main office once the main office has verified that the person picking up a student is on school records. All visitors must enter and exit through the main entrance.
5. Conferences involving students will only be conducted with the legal guardian identified on school record.
6. Former students are not permitted to visit without administrative approval.
7. Any student, regardless of age in the need of an early dismissal, can only be withdrawn from school by the parent, or a legal guardian identified on school records. As previously stated, parents or guardians are required to supply the school with an official photo identification. Students may not be picked up directly from classrooms. Any student who bypasses this procedure and cuts class, jeopardizes their academic standing and student privileges. Seniors who willfully cut class may jeopardize their participation in Senior activities.



## **SOCIAL ACTIVITIES**

Frankford High School offers numerous student activities for social interaction. Dances and class activities are arranged by class and school organizations. Required dress rules will be advertised for all activities. Students must adhere to all requirements to be permitted to participate. A review committee in advance of the activity may bar students and their guests from these activities.

For all school dances appropriate dress is “dress to impress.” No jeans, “T” shirts, etc. are permitted. All students attending functions must present a valid school ID and their guests must present a photo ID for admittance. **By School District policy**, participation in proms and commencement ceremonies are privileges that may be withheld by the principal in accordance with the code of student conduct or attendance.

## **TEEN PARENT CENTER-ELECT**

The ELECT program (Education Leading to Employment and Career Training) is designed to help improve attendance among teen parents, to decrease barriers for students returning to school, and to support teen mothers and fathers and teen parents to be successful as they complete their education. It is located in RM# 0031.

## **STUDENTNET/PARENTNET**

Student Net is a service provided for students to access their profiles which consist of grades, attendance, discipline reports, credits, fees, Keystone scores, colleges and universities, SAT scores, and credentials which are required for admission to various colleges and universities, etc. This service greatly empowers students and parents. Students and parents are encouraged to routinely consult student profiles to follow and meet their academic needs for success and to avoid potential academic, fiscal, behavioral, or attendance problems.

## **WORK ROSTERS**

Seniors over the age of 18 that have met almost all of their credit requirements (needing no more than three (3) classes to graduate and have a minimum GPA of a 2.0 may be eligible for a work roster. Students must have previously approved working papers.

Students that may meet the above requirements must first meet with their counselor to ensure that all graduation requirements can be met during the current academic year. Students requesting a work roster must also have written permission from their parent. and provide a copy of their most recent pay stub. Work rosters will not be granted if the school’s master schedule can not accommodate the final courses that students need during the morning. Once all of the above requirements are met, final authorization will come from the Principal.

If a work rosters is granted, students must exit the building at the end of the their class of the day through the Main Entrance in the Marble Hallway. Students will be required to furnish a copy of their work roster and sign out with the staff member working at the front desk. Failure to comply with these protocols may lead to the revocation of the work roster.

## **WORKING PAPERS**

As required by Pennsylvania State Law, any person under 18 years of age desiring a job must obtain working papers. Applications are available in the Counselor's Offices. Counselors will inform applicants of the nearest Working Papers Center, according to the applicant's address.

## **LOST AND FOUND**

Please check with the Deans and/or the Culture Office for lost items.

## **INSURANCE (STUDENT ACCIDENT INSURANCE)**

The School District does not have accident insurance. If students, particularly athletes, want to be covered, they should purchase the student insurance offered at the beginning of the school year using the forms distributed in their advisories or by their coaches.

## **HEALTH SERVICES**

Nurse is available in the Health Room #132 for medical emergencies. Students who experience minor discomfort are to obtain a pass from their classroom teacher and report immediately to the Health Suite during those times designated for visitation. Unless it is an emergency, a student will be asked to return to their classroom. **NO EXCEPTION!** Dismissals from the Health Suite because of student illness are made only in cases where the parent, guardian or emergency contact grants permission. A student who is deemed too ill to remain in school may be dismissed by the nurse, parent/guardian must pick student up from school. In some situations, students are sent directly to the hospital by ambulance. Therefore, it is imperative that students supply their parents' home and work telephone numbers, as well as provide another emergency contact. Some health problems could be life threatening. When parents and emergency contacts are not available, students will not be sent home.

Students who must take a prescription will entrust the medication in its original container to a nurse and visit the Health Suite at the appropriate time(s) to take the medicine in the presence of a nurse.

## **FOOD SERVICES**

Students will receive free lunch. Menus are displayed in the cafeteria monthly. Students must enter his or her ID number to receive lunch

### **Breakfast is free for ALL students every day**

1. Breakfast is available for all students from 7:30 a.m. until 7:55 a.m. daily. It is important for parents and students to know that extensive research has repeatedly shown that students who eat breakfast perform better in their classes than students who do not eat breakfast. We, therefore, encourage all students to eat breakfast at Frankford High School. Students are required to remove any and all trash they have generated. We expect students to respect the school environments, particularly the school lunchroom.
2. Students may use the lunchroom during their rostered lunch periods, ONLY. Lunch may be brought from home or purchased in the cafeteria. Both hot and cold lunches are available in the cafeteria. A weekly menu is available to help plan your choice of meals. **Students may not leave the school grounds to buy lunch and are not permitted outside during lunch. Students are not permitted to have food delivered to the school from an outside establishment. Disciplinary action will be taken against violators.**

## **ATTENDANCE AND TRUANCY**

Students arriving to school on time must enter the Oakland Street Student entrance. A student who has been absent must bring a written excuse from a parent or guardian on the day of return to school and **give** it to the advisor. If no excuse is provided, the absence is marked "unexcused-illegal." Parents are notified of absences through letters, phone calls from our computer network system or personal phone calls from the appropriate the Counselor, Dean, or Administrator. ***After 3 absences, students may be referred to truancy court.***

### **ADMINISTRATIVE PROCEDURES FOR ATTENDANCE & TRUANCY**

#### **I. PURPOSE:**

To provide procedures and general guidelines for the attendance and truancy process for the School District of Philadelphia and Frankford High School.

#### **II. RESPONSIBILITY:**

Attendance & Truancy, under the supervision of the Office of Student Rights & Responsibility, is responsible for reviewing and submitting truancy referrals for students with 10 or more unexcused absences to either Family Court or Department of Human Services (DHS) for interventions and services. The interventions and services are designed to help remove barriers to attendance.

#### **III. CRITERIA:**

The Pennsylvania School Compulsory Law requires students from the ages of 8-17 to attend school on a daily bases. As Philadelphia is a District of the First Class, the requirement for school attendance is between the ages of 6-17. Once a student is enrolled in school, he/she can only be withdrawn if he/she transfers out of the District. The student will remain on the District's roll and the child/family is subjected to Truancy Court if they do not attend school.

#### **IV. PROCESS FOR ATTENDANCE:**

##### **A. School Process**

1. Parents *must submit* an absence note to the school *within three days* of the children's unexcused absence. After 3 days, the School Principal/Designee will make a determination if the note will be accepted. If the note has been accepted, the teacher will make the corrections on the roll sheet and then submit to the main office so that it can be changed in the School Computer Network (SCN) or Scholar Chip.
2. At the 3rd unexcused absence the C-31 (Three Day Legal Notice) should be sent to the Parent/Guardian to make them aware that the child has missed 3 days (consecutive/nonconsecutive) of school.
3. At the 6th unexcused absence the school must utilize the Online Interventions Module (MTSS/RtII) and create an attendance plan for the student. The school should also arrange a meeting with the parent/guardian of the child to inquire about the truancy and come up with a plan to help remove any barriers to the student's truancy.
4. At the 10th unexcused absence, the Truancy Referral should be submitted to the Office of Attendance & Truancy.
5. Once the referral has been submitted to the Office of Attendance & Truancy, it may take up to 6 weeks for the student/family to receive a citation for Truancy Court. Schools can check the S73 (Court Activity Screen) in School Computer Network (SCN), once a student has a court date to view dispositions and status updates.

##### **B. When Truancy Referrals are Made:**

Schools are required to submit Truancy Referrals to the Office of Attendance and Truancy at 440 North Broad Street on the 25th of every month. The referrals are submitted via email at [attendanceandtruancy@philasd.org](mailto:attendanceandtruancy@philasd.org), fax at 215-400-4223, or hand delivered to the Office of Attendance & Truancy, at 440 (Education Center).

### **C. What happens after the referral is submitted:**

The family will receive a subpoena/citation from Philadelphia Family Court to appear in Truancy Court. The subpoena will have the date, time and location of where the family should appear. In addition, a DHS contracted truancy provider will make contact with the family to arrange a meeting. The meeting is to extend services to help reduce/remove any barriers that are contributing to the truancy. The provider will work with the family until the case is discharged from truancy court. The truancy court process can last up to 120 days depending on the severity of the case. Each case is handled individually and different factors are taken into account.

- How to make corrections to a student's attendance record
  - If a parent or guardian feels that there is an error in their student's attendance record, they have the right to address it with the school.
    - They must provide proper documentation in order for a change to be made. This documentation should consist of a handwritten note from the parent if it is less than 3 days from the date of absence.
    - A doctor's note is required if the absence totals 3 consecutive days or more. Once the information is given to the school, either the principal or their designee will approve the change.
    - If the change is approved, the change should be reflected on the roll sheet as well. Attendance Policy Changes

### **A. Excused Absence Policy:**

- Pursuant to SDP's attendance policy, all illnesses resulting in a total of 3 or more consecutive days absent require a doctor's note. For absences due to illness that do not total 3 consecutive days, parents may submit a note stating the illness. When a student has been absent due to illness and excused with a parent note more than 8 times (cumulative), a doctor's note must be provided to the school to excuse the 9th or more absence due to illness

### **B. Lateness Policy:**

- Any student coming to school at 10:00 AM or after and/or leaving school at 1:00 PM or before without an excuse note pursuant to the SDP attendance policy will be coded as half a day unexcused. Two half day unexcused absences will add up to 1 full day of an unexcused absence.

### **Questions or Concerns:**

Please reach out to the Student Rights and Responsibility (Attendance & Truancy) via phone at 215-400-4220 or email at [attendanceandtruancy@philasd.org](mailto:attendanceandtruancy@philasd.org)

## **EARLY DISMISSAL/DELAYED ARRIVALS**

1. Students are expected to remain in school for the entire scheduled school day.
2. All medical appointments should NOT be scheduled during school hours but after school
3. Students who request frequent early dismissals may place themselves in academic jeopardy
4. Any parent or guardian requesting an early dismissal for a Frankford HS student must pick student up, appear on the school computer network screen, and display proper identification.
5. Delayed arrival require students to have an official note that can be verified (Doctor's, Dentist, or parent/guardian)
6. Students must arrival no later than 10:00AM or student will be marked for a half of day.

## **EVACUATION DRILLS AND EMERGENCIES**

1. Every room has a fire evacuation chart posted.
2. The fire alarm system alerts students and staff.

3. If an evacuation is necessary, verbal instructions will be given over the public address system.
5. Students must obey their teachers' directions and proceed quickly and quietly to safety outside the building.
6. After a fire drill or emergency, all students and staff will re-enter the building only after instructed to do so by the principal or his designee by sounding the school's bell system.
7. **Any student setting off a false alarm on the fire alarm system or tampering with fire protection equipment will be arrested and suspended.**
8. A student who witnesses any such inappropriate behavior should go directly to Sgt. Freiling, Director of School Culture and Climate, Mr. Cameron; Assistant Principal, Ms. Mitchell-Precia; Assistant Principal, Ms. Ortiz; or Dr. Calderone, Principal.

## **EMERGENCY CLOSING OF SCHOOL**

Weather-related school closings are announced over the radio and are available on the district website. Parents should listen for this information both before and during school hours whenever severe weather conditions threaten the region. If for any other emergency school must be closed during the school day, the school administration will make the announcement. It is extremely important to have parental/guardian telephone numbers so that our electronic telephone messenger may contact parents/guardians.

## **SCHOOL VISITORS**

Parents are welcome to visit Frankford, but should make an appointment to meet with an administrator, counselor or teacher by calling the Main Office. Each visitor must report to the front desk at Main Entrance (Oakland Street) to sign in and to obtain a visitor's pass, and must return to the front desk in the Marble Hallway and sign out prior to leaving the building. **No visitors are allowed into classrooms or laboratories during instructional time.**

The anti-trespass ordinance provides that within fifteen minutes of entering a school building, permission must be obtained to remain on the premises. Failure to comply with this regulation constitutes a violation and may lead to a maximum fine of \$300 and a maximum sentence of 90 days in jail. **This is the most important reason students must display I.D. cards at all times.**

## **SCHOOL ENTRANCES**

All students are to enter the building **through Oakland Street ONLY**. The Oakland Street entrance is the only entrance used by guests, visitors, and students coming to school or accompanied with a parent/guardian, and those students choosing not to have breakfast. Any student entering the building through any other entrance will be subjected to various natural consequences including arrest and/or suspension.

## **SCHOOL PROPERTY**

All books, equipment, and other items issued to students remain the property of the school district. Payments must be made for items that are lost or damaged before replacements will be issued. All lost books must be paid for before report cards or diplomas are issued. Students who owe the school for lost or unreturned property will be excluded from school trips, activities, athletic teams and graduation ceremonies. It is imperative that students use **check Scholachip** often to make sure no fees or penalties are owed.

## **SMOKING POLICY**

By state law and school board policies, all schools and adjacent school grounds are smoke-free facilities. Smoking, using, or possessing tobacco products is not permitted anywhere in the building, on school grounds or at school functions. **Students found smoking on school grounds will be subject to a fine of \$50.00** and will be suspended. Confiscated items will not be returned to students.

## **TITLE 1**

The mission of the Title I is to provide technical assistance and support to families and school communities in implementing all mandates of the No Child Left Behind Act of 2001. The office supports schools in helping to raise the academic achievement of all students by maximizing the available resources to ensure and to support the implementation of the School Action Plan.

Contact: 440 N. Broad St. – 3rd Floor

Philadelphia, PA 19130

Phone: 215-400-5798

Fax: 215-400-4224

## **SCHOOL-PARENT COMPACT**

### **THE SCHOOL DISTRICT OF PHILADELPHIA**

#### **SCHOOL-PARENT COMPACT**

*The FRANKFORD HS, and the parents of the students participating in activities, services, and programs funded by Title I, Part A of the Elementary and Secondary Education Act (ESEA) agree that this compact outlines how the parents, the entire school staff, and the students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership that will help children achieve the State's high standards.*

*This school-parent compact is in effect during school year 2017-2018.*

#### **REQUIRED SCHOOL-PARENT COMPACT PROVISIONS**

**(Provisions bolded in this section are required to  
be in the Title I, Part A School-Parent Compact)**

School Responsibilities

The FRANKFORD HS will:

**1. Provide high-quality curriculum and instruction in a supportive and effective learning environment that enables the participating children to meet the State's student academic achievement standards as follows:**

- We will provide students with Advanced Placement Classes in content areas.
- We will support student achievement with programs in Fuel Education, 9th Grade Academy, City Year, Diplomas Now, WES, ELECT, Community & Schools, AT & T Partnership, and AVID programs
- We will provide rigorous instruction employing standards based curriculum through the use of the School District of Philadelphia's Common Core Standards PSTs, Literacy Beyond Initiatives, and Benchmarks
- We will house the 9th Grade Academy, CTE Programs, and JROTC Programs

**1. Hold parent-teacher conferences (at least annually in elementary schools) during which this compact will be discussed as it relates to the individual child's achievement.** Specifically, those conferences will be held:

- Specifically, those conferences will be held:
- Report periods are ten weeks long and report cards are distributed quarterly throughout the school year.
- Open house was on September 19, 2017 where the compact will be discussed. Parents will be able to meet and discuss their child's needs during formal events such as described above and during meetings scheduled with the child's teacher(s). Report Card Conferences will be held each period marking period.

Report Card conferences will be held November 20<sup>th</sup> and 22<sup>nd</sup>, 2016; February 14<sup>th</sup> and 16<sup>th</sup> 2018; and May 9<sup>th</sup> and 11<sup>th</sup>, 2018

**1. Provide parents with frequent reports on their children's progress.** Specifically, the school will provide reports as follows:

- Specifically, the school will provide reports as follows:
- In addition to the quarterly report card periods, parents will be notified of student progress five weeks, via Interim Reports, prior to Report Cards and quarterly sent by teachers.
- Standardized test results are also communicated with parents. These reports will be distributed through the mail.

**1. Provide parents reasonable access to staff.** Specifically, staff will be available for consultation with parents as follows:

- Parents are encouraged to make appointments to review student progress during the teacher's preparation time or confer with them at report cards meetings.

**1. Provide parents opportunities to volunteer and participate in their child's class, and to observe classroom activities,** as follows:

- Parents and community members interested in volunteering must first complete an application and apply for a Criminal Background Check and Child Abuse Clearance. They will be provided with training in an area in which they feel comfortable, given an ID and scheduled for an assignment.

## Parent Responsibilities

### **We, as parents, will support our children's learning in the following ways:**

[Describe the ways in which parents will support their children's learning, such as:

- *Monitoring attendance.*
- *Making sure that homework is completed.*
- *Monitoring amount of television my child watches.*
- *Volunteering in my child's classroom.*
- *Participating, as appropriate, in decisions relating to my child's education.*
- *Promoting positive use of my child's extracurricular time.*
- *Staying informed about my child's education and communicating with the school by promptly reading all notices from the school or the school district either received by my child or by mail and responding, as appropriate.*
- *Serving, to the extent possible, on policy advisory groups, such as being the Title I, Part A parent representative on the school's School Improvement Team, the Title I Policy Advisory Committee, the District wide Policy Advisory Council, the State's Committee of Practitioners, the School Support Team or other school advisory or policy groups.]*



*Student Responsibilities (revise as appropriate to grade level)*

We, as students, will share the responsibility to improve our academic achievement and achieve the State's high standards. Specifically, we will:

[Describe the ways in which students will support their academic achievement, such as:

- *Do my homework every day and ask for help when I need it.*
- *Read at least 30 minutes every day outside of school time.*
- *Give to my parents or the adult who is responsible for my welfare all notices and information received by me from my school every day.]*

The      Frankford HS      will:

- 1. Involve parents in the planning, review, and improvement of the school's parental involvement policy, in an organized, ongoing, and timely way.**
  
- 2. Involve parents in the joint development of any school-wide program plan, in an organized, ongoing, and timely way.**
  
- 3. Hold an annual meeting to inform parents of the school's participation in Title I, Part A programs, and to explain the Title I, Part A requirements, and the right of parents to be involved in Title I, Part A programs. The school will convene the meeting at a convenient time to parents, and will offer a flexible number of additional parental involvement meetings, such as in the morning or evening, so that as many parents as possible are able to attend. The school will invite to this meeting all parents of children participating in Title I, Part A programs (participating students), and will encourage them to attend.**
  
- 4. Provide information to parents of participating students in an understandable and uniform format, including alternative formats upon the request of parents with disabilities, and, to the extent practicable, in a language that parents can understand.**
  
- 5. Provide to parents of participating children information in a timely manner about Title I, Part A programs that includes a description and explanation of the school's**

curriculum, the forms of academic assessment used to measure children's progress, and the proficiency levels students are expected to meet.

6. On the request of parents, provide opportunities for regular meetings for parents to formulate suggestions, and to participate, as appropriate, in decisions about the education of their children. The school will respond to any such suggestions as soon as practicably possible.
7. Provide to each parent an individual student report about the performance of their child on the State assessment in at least math, language arts and reading.
8. Provide each parent timely notice when their child has been assigned or has been taught for four (4) or more consecutive weeks by a teacher who is not highly qualified within the meaning of the term in section 200.56 of the Title I Final Regulations (67 Fed. Reg. 71710, December 2, 2002).

To help build and develop a partnership with parents to help their children achieve the State's high academic standards, the Frankford HS will:

1. Recommend to the Regional No Child Left Behind District Liaison, the names of parents of participating children of Title I, Part A programs who are interested in serving on the State's Committee of Practitioners and School Support Teams.
2. Notify parents of the school's participation in Early Reading First, Reading First and Even Start Family Literacy Programs operating within the school, the district and the contact information.
3. Work with the School District of Philadelphia in addressing problems, if any, in implementing parental involvement activities in Section 1118 of Title I, Part A.
4. Work with the School District of Philadelphia to ensure that a copy of the State Education Agency's written complaint procedures for resolving any issue of violation(s) of

a Federal statute or regulation of Title I, Part A programs is provided to parents of students and to appropriate private school officials or representatives.

<u>FRANKFORD HS</u>	<u>Brunetta Scribner</u>	<u>Allen Scribner</u>
School	Parent(s)	Student
<u>Sept. 2017</u>	<u>Sept. 2017</u>	<u>Sept. 2017</u>
Date	Date	Date

SCHOOL: FRANKFORD HS SCHOOL YEAR: 2017-2018

ACADEMIC DIVISION: NETWORK 9

**SCHOOL DISTRICT OF PHILADELPHIA  
FRANKFORD HIGH SCHOOL  
PARENT INVOLVEMENT POLICY**

**PART I. GENERAL EXPECTATIONS**

Each school in its School-wide Parental Involvement Policy must establish the school's expectations for parental involvement. *[Section 1118(a)(2), ESEA.]*

The FRANKFORD HIGH SCHOOL agrees to implement the following statutory requirements:

- The school district will put into operation programs, activities and procedures for the involvement of parents in all of its schools with Title I, Part A programs, consistent with section 1118 of the Elementary and Secondary Education Act (ESEA). Those programs, activities and procedures will be planned and operated with meaningful consultation with parents of participating children.
- Consistent with section 1118, the school district will work with its schools to ensure that the required school-level parental involvement policies meet the requirements of section 1118(b) of the ESEA, and each include, as a component, a school-parent compact consistent with section 1118(d) of the ESEA.
- The school district will incorporate this district wide parental involvement policy into its School District of Philadelphia plan developed under section 1112 of the ESEA.

- In carrying out the Title I, Part A parental involvement requirements, to the extent practicable, the school district and its schools will provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory children, including providing information and school reports required under section 1111 of the ESEA in an understandable and uniform format and, including alternative formats upon request, and, to the extent practicable, in a language parents understand.
- If the School District of Philadelphia's plan for Title I, Part A, developed under section 1112 of the ESEA, is not satisfactory to the parents of participating children, the school district will submit any parent comments with the plan when the school district submits the plan to the State Department of Education.
- The school district will involve the parents of children served in Title I, Part A schools in decisions about how the 1 percent of Title I, Part A funds reserved for parental involvement is spent, and will ensure that not less than 95 percent of the one percent reserved goes directly to the schools.
- The school district will be governed by the following statutory definition of parental involvement, and expects that its Title I schools will carry out programs, activities and procedures in accordance with this definition:  
*Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—*
  - (A) that parents play an integral role in assisting their child's learning;*
  - (B) that parents are encouraged to be actively involved in their child's education at school;*
  - (C) that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
  - (D) the carrying out of other activities, such as those described in section 1118 of the ESEA.*
- The school district will inform parents and parental organizations of the purpose and existence of the Parental Information and Resource Center in the State.

## **PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED DISTRICT WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

[NOTE: The School- wide Parental Involvement Policy must include a description of how the school will implement or accomplish each of the following components. *[Section 1118(a)(2), ESEA.]* Regardless of the format the school chooses to use, a description of each of the following components below must be included in order to satisfy statutory requirements.]

1. The FRANKFORD HS will take the following actions to involve parents in the joint development of its school-wide parental involvement plan under section 1112 of the ESEA:

Parent Meeting was held on May 11, 2017.

2. The FRANKFORD HS will take the following actions to involve parents in the process of school review and improvement under section 1116 of the ESEA:

\*There will continue to be shared decision making in 2017-2018 Home & School Association on various parental involvement issues.

\* Parents will complete a survey in November 21, 2017

\* Parents will be invited to participate in the School Improvement planning, revision process, budget meetings held by the Principal in the Spring of 2017.

3. The School District of Philadelphia will provide the following necessary coordination, technical assistance, and other support to assist Title I, Part A schools in planning and implementing effective parental involvement activities to improve student academic achievement and school performance:

- In collaboration with the Grants Compliance Monitor, School-based School Improvement Support Liaison, School-Community Liaisons, Philadelphia Home and School Council (PHSC), Title I Parent Advisory Committee, The Philadelphia Right to Know Educational Task Force, PARENT POWER, and other parent groups, provide workshops to schools on parent engagement.
- Provide professional development by parents/caregivers for new and existing principals and other administrators on how to develop promising partnerships with parents/caregivers.
- Train new and existing staff with parental engagement duties (e.g., School Improvement Support Liaisons, School-Community Liaisons, School Community Coordinators, and Bilingual Counselor Assistants) to assist school sites in implementing parental engagement.
- Make available the staff of the Office of Educational Equity, Office of Specialized Instructional Support, and Office of Parent, Family, Community Engagement and Faith-based Partnerships, and staff of the Assistant Superintendents for technical assistance.
- The Title I Office will provide technical assistance to schools and parent organizations, such as the Title I Parent Advisory Committee (PAC), Home and School Associations, The Philadelphia Right to Education Task Force, PARENT POWER, and other organized parent groups.
- Provide coordination of professional development efforts through the Office of Instruction and Leadership Support.
- Provide workshops to parents on supporting student achievement and parent engagement.
- Provide training and other information to School Advisory Councils (SACs by December 2015

4. The FRANKFORD HS will coordinate and integrate parental involvement strategies in Part A with parental involvement strategies under the following other programs: [Insert programs, such as: Head Start, Reading First, Early Reading First, Even Start, Parents As Teachers, Home Instruction Program for Preschool Youngsters, and State-operated preschool programs], by:

N/A

5. The FRANKFORD HS will take the following actions to conduct, with the involvement of parents, an annual evaluation of the content and effectiveness of this parental involvement policy in improving the quality of its Title I, Part A programs. The evaluation will include identifying barriers to greater participation by parents in parental involvement activities (with particular attention to parents who are economically disadvantaged, are disabled, have limited English proficiency, have limited literacy, or are of any racial or ethnic minority background). The school will use the findings of the evaluation about its parental involvement policy and activities to design strategies for more effective parental involvement, and to revise, if necessary (and with the involvement of parents) its parental involvement policies.

The principal and parents will determine an evaluation instrument, which will identify barriers of participation in parental activities. This will be conducted by polling Frankford parents and determining what will best fulfill their needs to monitor student progress. Frankford school staff will conduct regular meetings with parents to solicit parent input into school programs. This will be through the use of face-to-face communication as well as written surveys.

6. The FRANKFORD HS will build the school's and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school, parents, and the community to improve student academic achievement, through the following activities specifically described below:

A. The FRANKFORD HS will, with the assistance of the School District, provide assistance to parents, as appropriate, in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State's academic content standards,
- the State's student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Title I-Part A,
- how to monitor their child's progress, and
- how to work with educators.

Students will follow the Promotion and Graduation requirements adopted by the School District of Philadelphia.

Various forms of assessment are used to measure student progress including standardized test scores and benchmark assessment. Parents are sent communication providing information about these and inform them in how to monitor and assist their children including the use of SchoolNet.

B. The FRANKFORD HS will, with the assistance of the School District, provide materials and training to help parents work with their children to improve their children's academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

Frankford has established an informational Parent Resource Center. School staff will maintain this center.

Frankford provides workshops and information that will assist parents in acquiring the skills necessary to assist their students. SAT preparation classes with usage of the SAT Solutions Workbook, computer workshops and college access workshops, and online financial aid workshops are available for them.

C. The FRANKFORD HS will, with the assistance of the School District, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

Frankford HS, with the assistance of the School District, will inform staff of professional development opportunities and encourage and inform personnel of strategies to utilize parent involvement.

The counselors regularly meet with leadership team and other staff to give suggestions for improving parental communication with involvement. This takes place at safety team meetings, as well as at teacher professional development.

D. The FRANKFORD HS will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start, Reading First, Early Reading First, Even Start, Home Instruction Programs for Preschool Youngsters, the Parents as Teachers Program, and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

Frankford HS will provide parental workshop in the evening to train the parents and to play an integral part of their child learning techniques to improve the quality of studying and not the quantity of study time.

E. The FRANKFORD HS will take the following actions to ensure that information related to the school and parent-programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

The school has already asked for received assistance in the translation of our communications to parents by mail, School Messenger, email, and text messages. The District Office of Translation can translate documents into eight world languages upon request. Frankford also has ELL and Spanish teachers to assist with translation and parent communication.

### **PART III. SCHOOL WIDE PARENTAL INVOLVEMENT POLICY COMPONENTS**

**NOTE:** The School's Parental Involvement Policy may include additional paragraphs listing and describing other discretionary activities that the school, in consultation with its parents, chooses to undertake to build parents' capacity for involvement in the school and school system to support their children's academic achievement, such as the following discretionary activities listed under section 1118(e) of the ESEA:

- involving parents in the development of training for teachers, principals, and other educators to improve the effectiveness of that training;
- providing necessary literacy training for parents from Title I, Part A funds, if the school district has exhausted all other reasonably available sources of funding for that training;
- paying reasonable and necessary expenses associated with parental involvement activities, including transportation to enable parents to participate in school-related meetings and training sessions;
- training parents to enhance the involvement of other parents;
- arranging school meetings at a variety of times, or conducting in-home conferences between teachers or other educators, who work directly with participating children, with parents who are unable to attend those conferences at school, in order to maximize parental involvement and participation in their children's education;
- adopting and implementing model approaches to improving parental involvement;

- establishing a district wide parent advisory council to provide advice on all matters related to parental involvement in Title I, Part A programs;
- developing appropriate roles for community-based organizations and businesses, including faith-based organizations, in parental involvement activities; and
- providing other reasonable support for parental involvement activities under section 1118 as parents may request.]

\* \* \* \* \*

#### PART IV. ADOPTION

This FRANKFORD HIGH SCHOOL Parental Involvement Policy has been developed jointly with, and agreed on with, parents as evidenced by the parents in the attached sign in sheet.

The school will distribute this policy to all parents on or before October 30, 2017

*Dr. Michael J. Calderone*

*(Signature of Principal)*

*May 12, 2017*

*(Date)*