

# **Gompers K-8 Elementary School**

## **Student/Parent Handbook**

**2017-2018 Academic Year**

**“ A Great Place to be Somebody!”**

**5701 Wynnefeild Ave Philadelphia, PA 19131**

**215-400-7250**

**Phillip DeLuca - Principal**

**[pdeluca@philasd.org](mailto:pdeluca@philasd.org)**

September 1, 2017

Greeting Students and Families:

Welcome Back to the 2017-18 school year! I am honored to serve as the Principal of Samuel Gompers Elementary School. It is a privilege to lead this learning community. I am excited about the tremendous possibilities that we can accomplish together on their behalf this year!

Dr. Hite, our superintendent charged us to “Create a Culture for High Achievement.” This year the focus in Action Plan v2.0 of “Making Schools Great!” One of the goals is to ensure that every student graduates and is prepared for college and career. This aligns with our current mission:

· *Samuel Gompers Elementary School*

#### **Vision**

To be recognized as a school of excellence that provides high quality education to our staff, students, and parents so that all of Samuel Gompers stakeholders can be participatory and contributory citizens in our learning community and the global society.

#### **Mission**

Samuel Gompers Elementary School is a public school dedicated to the education of the whole child. We cultivate a caring and safe educational environment that provides for the optimum development of our students’ academic social and emotional needs. We join our partners, parents, community agencies, and local higher educational resources, in a commitment to provide rigorous instruction that aims to inspire intellectual curiosity, assure academic achievement, promote a sense of self-worth for our students, and prepare students adequately for college and career.

#### **Value Statement**

Samuel Gompers encourages critical and independent thinking, moral integrity, creativity, and partnership with parents and the community so our students are prepared and supported in becoming life-long learners.

This year, we will accomplish this urgent task through a stimulating and comprehensive program. It is still our responsibility to ensure the safety of our students, develop their talents and watch them soar!

I believe that genuine collaboration with students, parents, guardians and teachers fosters ownership of a rich school culture. All of us supporting our Gompers children to do well at school and in their lives is the responsibility of all of us. I am blessed to have been selected to serve this community again this school year, and I pledge my commitment to work together as we strive to fulfill our district's vision. I look forward to getting to know you and your child this year. Communication, patience, respect and cooperation will be the key to success for all at Gompers.

The foundation of our future accomplishments will be to continue to provide our students with academic experiences that are rigorous, relevant and build lasting relationships. It is important that everyone who steps through our doors –teachers, staff, students, parents, and community members - are excited to be here! This attitude will allow us to embrace and meet the challenges of academic excellence in a positive and nurturing environment. I look forward to continuing the Conwell legacy with our current students!

Sincerely,  
Mr. Phillip DeLuca - Principal

# Gompers 2017-18 Organizational Chart

Phillip DeLuca – Principal

Fatima Atwell - Secretary

## Leadership Team:

Clyde Jones - Lead Teacher

Kara Robinson - K-3 Literacy Lead

Margaret Bryant-Renwick - Counselor

Patricia Waddell-Reeves - Special Education Liaison

Marcia Hill-Rivera - Technology Leader

Chamaine O'Hanlon - Building Representative

Dionne Isaacs - Holcomb STS

Community School Coordinator

Kathy Wetzel - Nurse

Shaheen Fazelbhoy - School Psychiatrist

Derrick Neal - Math Lead

# Teachers:

## Kindergarten

Patricia Kubiak Room 101  
Kathryn Cifelli L Room 102

## 1st Grade

Kelly Anatol-Castelli Room 106  
Brandon Cooper Grade Room 107

## Grade 2

Tracy Davis Room 213  
Concetta Henkel Room 105

### Grade 3

Anisa Sofroni Room 207 ELA/Social Studies

Brian Kelly Room 211 Math/Science

### Grade 4

Sharonda Smith-Sims 205 ELA/Social Studies

Michael Shumaker 206 Math/Science

### Grade 5/6

Elyse Orr - 212 (5th Grade Homeroom) Science Grades <sup>5</sup>/<sub>6</sub> Social Studies -212 only

Derrick Neal - 201 (6th Grade Homeroom) Math Grades <sup>5</sup>/<sub>6</sub> Social Studies -201 only

Laura Floyd - 203 (6th Grade Homeroom) ELA Grades <sup>5</sup>/<sub>6</sub> Social Studies -203 only

## Grade 7/8

Jared Jacobs R-1 (8th Grade Homeroom) Math Gr. 7 (R-3/R-4) and Gr. 8 (R-1/R-2)

Jarryd Hudock R-2 (8th Grade Homeroom) ELA Gr. 7 (R-3/R-4) and Gr. 8 (R-1/R-2)

Stephen Smith R-3 (7th Grade Homeroom) Social Studies Gr. 7 (R-3/R-4) and Gr. 8 (R-1/R-2)

Elizabeth Vellikara R-4 (7th Grade Homeroom) Science Gr. 7 (R-3/R-4) and Gr. 8 (R-1/R-2)

## Autistic Support Teachers

Casey Bartlett - 104 Gr. K-3

Kaitlin Fox - 210 Gr. 4-6

Karen Harrison 208 Gr. 7-8

Kami Lynch Special Ed K-8 Support Inclusion for AS Students

## Special Education Teachers

Stephanie Scott-Jones - LS K-5

Patricia Waddell-Reeves LS 6-8

Samantha Saenz - Speech Therapy M/TH/F

## Expressive Arts/Prep Teachers

Marcia Hill-Rivera 202 Computer Technology K-8

Chamaine O'Hanlon - Gym 2nd Floor Physical Education/Health K-8

Leah Hopkins - 104 Music K-8

VACANCY - R-5 Intervention K-8

## Instrumental Music Support Teachers

Stephen Willis - Strings Room C

Vanessa Taylor - Percussions Room C

# Support Team

## Classroom Assistants for Autistic Support

Victory Brown - 210 (Fox)

Joy Thomas - 104 (Bartlett)

Elanda Tolliver - 208 (Harrison)

## Classroom Assistants 1:1

Serena Douglas - Student TBD

Beverly Price

Michele Sullivan

Deborah Theiman

## Supportive Service Assistants (3 Hours) Title 1

Andrea Walker - Also 4 hour Climate (Office/Lunchroom/Recess) 8-3:30

Michael Bussey - Also a 5 Hour Bus Attendant (follow 212 Roster) - 8-3:30

## Supportive Service Assistants (3 Hours) Title 1 Intervention

Leslie Wilson - Grade 3 207 - Literacy Block (8:30 - 11:30) 207

Johnny Wilcox - Grade 1 107 - Literacy Block (8:30 - 11:30) 107/105

Alletta Parris-Oklay - Grade 1 106 Literacy Block (8:30 - 11:30) 106/213

## Supportive Service Assistants (3 Hours) Operating Budget

Anna Branch - Kindergarten 101 Literacy Block (8:30 - 10:45) (10:45 - 11:30) 203

Jacquiline Champagne - Kindergarten 102 Literacy Block (8:30 - 10:45) (10:45 - 11:30) 20

## Custodial Staff

Dahvid Goodwin - Building Engineer

Morik Capers - Custodial Assistant

Denise Dorsey - General Cleaner (8 Hours)

Deborah Williams - General Cleaner (8 Hours)

## Food Service

Rabia Abdul-Rahman - Food Service Manager Cafeteria 7:30 - 2:30

Jade Peterson - Food Service Manager (Charter?)

## Bus Attendants (5 Hour)

Tarasha Mercan - Also a 4 hour Climate Support (8:00 - 3:00) High Needs Grade 7/Cafeteria/Recess

Waynetta Slaughter - Grade 7 High Needs

## Student Climate Support (3 Hour) Operating Budget

Jeana Dixon - 10:45 - 1:45 Cafeteria and Recess

Robin Pagan - 10:45 - 1:45 Cafeteria and Recess

Nyshai Sumpter - 10:45 - 1:45 Cafeteria and Recess

Breedlove, Denise C

## Student Climate Support (4 Hour) Operating Budget

Andrea Walker - 8:00 - 3:30 Also 3 hour SSA (Office/Lunchroom/Recess/Float

Tarasha Mercan - 8:00 - 3:00 Also 5 hour Bus Attendant - 8-8:45 Caf, 8:45 - 11:30 Grade 8 High Needs, 11:30 1:45/Lunch/Recess,  
1:45 - 3:00 Grade 8 High Needs, 3:00 - 5:00 Bus

AdJanon Dosseh - 8:00 - 9:00, 10:45 - 1:45 Cafe/Recess

Latasha Davis - - 8:00 - 9:00, 10:45 - 1:45 Cafe /Recess

# Community Based Organization United Parents for Successful Children

Debbie Toney - Leader

Noel Toney - Director

Carman Harris - Assistant Leader

## WEPAC

Diane Williams - Coordinator

## Security/Safety

Carman Harris - Crossing Guard - 7:30 - 9:00, 12:00 PM - 1:00

Sheila Dandridge - School Police Officer

## Holcomb

Dionne Isaacs - Holcomb STS Leader/Lead Clinician

Carman Hubbard - Lead Clinician

## School Year Calendar : 2017 – 2018

*\* Since the calendar is subject to change during the course of the school year, the web version may contain updates not reflected in the printed version of this publication.*

The following is the calendar for all schools and Pre-Kindergarten Programs for the 2017 – 2018 school year:

| <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<br>– <i>Academic Year Preparation</i>            |
| September 4, 2017 | Labor Day<br>– <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<br>– <i>Student Attendance</i> |
| September 5-11, 2017  | Early Childhood Experiences Interviews<br>– <i>Kindergarten Parent/Teacher Interviews</i>    |
| September 12, 2017    | First Day for Kindergarten<br>– <i>Student Attendance</i>                                    |
| September 21-22, 2017 | Rosh Hashanah<br>– <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<br>– <i>3 Hour Early Dismissal</i>                         |
| November 7, 2017      | Election Day<br>– <i>Schools Closed</i>  |

|                           |  |
|---------------------------|--|
| November 10, 2017         | Veterans' Day Observed<br>– <i>Schools and Administrative Offices Closed</i> |
| November 13, 2017         | 2018-2019 School Selection Process Ends                                      |
| November 20 – 22,<br>2017 | Report Card Conferences  |
| November 23 – 24,<br>2017 | Thanksgiving Holiday<br>– <i>Schools and Administrative Offices Closed</i>   |
| December 8, 2017          | Professional Development Half Day<br>– <i>3 Hour Early Dismissal</i>         |
| December 25, 2017         | Winter Recess<br>– <i>Schools and Administrative Offices Closed</i>          |
| December 26 – 29,<br>2017 | Winter Recess<br>– <i>Schools Closed</i>                                     |
| January 1, 2018           | New Year's Day<br>– <i>Schools Closed and Administrative Offices Closed</i>  |
| January 2, 2018           | Staff Only<br>– <i>Professional Development</i>                              |

|                           |  |
|---------------------------|--|
| January 3 – 5, 2018       | Interim Reports  |
| January 15, 2018          | Dr. Martin Luther King Day<br>– <i>Schools and Administrative Offices Closed</i> |
| February 14 – 16,<br>2018 | Report Card Conferences  |
| February 19, 2018         | Presidents' Day<br>– <i>Schools and Administrative Offices Closed</i>            |
| March 14 – 16, 2018       | Interim Reports  |
| March 16, 2018            | Professional Development Half Day<br>– <i>3 Hour Early Dismissal</i>             |
| March 29, 2018            | Spring Recess<br>– <i>Schools Closed</i>   |
| March 30, 2018            | Good Friday<br>– <i>Schools and Administrative Offices Closed</i>                |
| April 2, 2018             | Spring Recess<br>– <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<br><i>– Schools Closed</i>         |
| May 9 – 11, 2018  | Interim Reports  |
| May 18, 2018      | Professional Development Half Day<br><i>– 3 Hour Early Dismissal</i> |
| May 28, 2018      | Memorial Day<br><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   |

# Parental Involvement

Parents and caregivers play a vital role in the education of their children. You are encouraged to participate in all school activities, workshops, conferences, and meetings. Your cooperation is an important part of your child's progress. We encourage and expect you to support, promote, and work with your child in the following areas:

ATTENDANCE: Please send your child to school and on time daily

HIGH EXPECTATIONS: Believe that your child will do well in school

BASIC SKILLS: Communication, computation, and reading

DISCIPLINE: Exercising self control

STUDENT PROGRESS AND ACHIEVEMENT: Follow up on interim reports, report cards, and conferences

READ: Please listen to or ensure that your child reads nightly for a minimum of 30 minutes

## PARENTAL SUPPORT:

You can participate in your child's education by:

- \* Attending report card conferences and parent workshops
- \* Signing homework assignments to verify your involvement
- \* Responding to both written and telephone communications
- \* Setting appointments to meet with your child's teacher
- \* Joining the Home and School Association

DRESS CODE: Be certain that your child is dressed in uniform daily: Red Golf Shirts with Black Pants, Skirts, or Jumpers and Black Shoes or sneakers. Hoodies and Jeans are not permitted.

If your child wants to layer for the weather, sweaters should be school colors. See Nam's Kiddie World for official Gompers wear.

ACCURATE & UPDATED INFORMATION: Parents should inform the school when there is a change in address or telephone number. The school sends important information by mail. If the school does not have a correct address, this information may not reach a student's home. It is imperative that we have a correct phone number in case of an emergency. All students must have an emergency contact number on file in the main office.

## Gompers School Colors

**Red & Black**

*The School District of Philadelphia*  
*Samuel Gompers Elementary School*

5701 Wynnefield Avenue  
Philadelphia, Pennsylvania 19131

Tel (215) 400-7250  
Principal - Phillip DeLuca

Fax (215) 400-7251  
pdeluca@philasd.org

Dear Parents and Guardians:

In keeping with School District policy, it is mandatory that all students wear uniforms. This policy will be upheld at Gompers School. This means that ***everyone*** must wear the uniform. The official school uniform consists of a red golf shirt with black pants and a belt. Girls may opt for the black skirt or jumper (*no jeans or slacks under skirts and jumpers!*) Accessories include a red sweater and black shoes or sneakers. The Gompers Physical Education uniform consists

of the red Gompers T-shirt with the black Gompers shorts or black sweatpants or the official school uniform is also acceptable for gym (must have sneakers).  
Shorts may be worn under skirts only on gym day. *All students must wear sneakers on gym day!*

We have also permitted a warm weather uniform, which can consist of the following:

1. Red golf shirt or Gompers T-shirt (tucked in). - *Muscle shirts, oversized t-shirts, tank tops, midriff bearing tops and halter-tops are not acceptable at any time.*
2. Black shorts that are no more than 2 inches above the knee or black capri pants. The Gompers “mesh” gym shorts are also acceptable.
3. Students are not allowed to wear mules, clogs or open-toed sandals at **any** time.
4. Unless otherwise noted by your child’s teacher, all students must wear their uniform on trips.
5. New students must wear uniforms within 3 weeks of being enrolled at Gompers. In the meantime, they may wear black and white or uniforms worn at their former school. (See Principal for any hardships)

*On dress down days, muscle shirts, oversized t-shirts, tank tops, midriff bearing tops and halter-tops are still unacceptable. T-shirts with objectionable words, phrases or symbols may not be worn. Only students who follow the uniform policy regularly can participate in dress down day.*

Thank you for your attention to this matter.

Sincerely,

Mr. Phillip DeLuca  
Principal

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I have read the information above and understand that the School District policy mandates that all students must wear uniforms and that Gompers School will enforce this policy.

Parent/Guardian’s Signature \_\_\_\_\_

Student’s Name \_\_\_\_\_ Room # \_\_\_\_\_

## Emergency Closings and Dismissals

School Closings will be officially announced on KYW-1060 AM and the School District of Philadelphia's website: [www.philasd.org](http://www.philasd.org). The announcement will state, "All Philadelphia Public Schools are closed or are dismissing at ....." A specific school will be named only in the event that there is a problem at that school.

## Early Dismissals

All students are expected to attend school for the entire day. When students leave early, they miss vital information that is necessary for their academic success. When it is absolutely necessary to pick up a child due to medical reasons, students must be officially signed out from the Main Office. Please consider the following reminders for Early Dismissals:

### **PROPER IDENTIFICATION MUST BE GIVEN (STATE ID)**

**Students may not be picked up from their classrooms.** The secretary will contact the classroom teacher informing him/her of the dismissal.

Telephone calls for early dismissals cannot be honored

Students who leave school early must be signed out in the Early Dismissal Log Book located in the Main Office.

No student is permitted to leave without being accompanied by an adult whose name is listed on the student's emergency contact information.

Early dismissals will not be granted during the last 30-minutes of the school day. Any requests made after 2:30 PM will not be honored. (Principal Discretion)

## Extended School Hours

In an effort to provide exposure to a broad variety of experiences, in addition to the basic Gompers program, we offer our students the opportunity to attend extracurricular activities they feel may be of interest, or of value, to them. These activities are before and after school programs. Students who demonstrate unsatisfactory behavior or academic distress will be declared ineligible for participation in extracurricular activities.

Gompers is open for extended day programming until 4:30 PM, Tuesday through Thursday. Please arrange for your child to be picked up no later than 4:30 PM, Tuesday – Thursday. School personnel will not be available after that time and your child may not be supervised. The police may have to be called for students who are not picked up.

## Visitors

Parents, relatives, and friends interested in the welfare of our students are always welcome. However, unnecessary interruptions interfere with instructional time. All visitors are reminded to have proper identification and report to the Main Office to receive a visitor's pass and instructions from the secretary. Please keep your visitor's pass with you at all times. The administration reserves the right to limit the number of visitors at one time.

## Counselor

The Counselor is an important link between the students and the school. A student may visit the Counselor's Office for assistance in many areas including personal concerns, social issues, etc. The Gompers staff is fully aware of the needs of our students and we will do our best to serve both students and parents. If an appointment is needed, please feel free to contact the school's Counselor. Gompers has a full time counselor.

## School Nurse

A nurse is available if a student has been injured or is ill. A student must receive permission from their teacher to see the nurse. Any student who is sick will not be sent home unless accompanied by a parent or an adult authorized on the child's Emergency Contact Form. The School District has mandated screenings and mandated physicals. You will receive information regarding the screenings throughout the year from the Health Room.

All students must comply with State and District health and immunization requirements.

## Multi-tiered Systems of Support (MTSS)

Our Multi-tiered System of Support (MTSS) program is available to provide available supports that your family may need. Contact our Counselors, Nurse, and Principal if your child is having problems or is not performing to his or her potential.

## Attendance & Lateness

**SCHOOL BEGINS at 8:00 AM for Breakfast 8:20 AM for 7th and 8th grade classes and 8:40 for K-6 classes. The school day ends at 2:59 PM for our 7th and 8th graders and 3:19 for K-6. This staggered arrival and dismissal is designed to create less congestion in the yard and cafeteria in the AM and also to allow students to be supervised closely. Students in grades 7 or 8 who need to pick up students may wait in the auditorium and after school detentions for grades 7 and 8 will also be held in auditorium until 3:15.**

All students are required to attend school every day and on time. You are required by law to notify the school when your child misses any instructional time. A written explanation of the absence or lateness is required upon your child's return to school. The School District of Philadelphia is now including early dismissals to be coded as HALF days for absences. Students arriving after 10 AM will also be coded as a half-day absence. Students with excessive tardy arrivals will also be coded accordingly with the new guidelines.

The District records excused and unexcused absences daily in compliance with the law. Parents/Guardians will be notified from the local school by phone and in writing after their child's unexcused absences. Any child who is absent from or late to school without a valid written reason for a total of three (3) days or more is considered truant. The following is a series of events that may take place if a child is truant:

Parents/Guardians will receive formal notification, parent teacher conferences or visits from Parent Truancy Officers to determine the nature of the absences.

A report may be forwarded to the Response to Intervention and Instruction Team, the Department of Human Services, or the Office of Truancy Prevention Office.

The student as well as the parent/guardian may be compelled to comply with the procedures and orders of the Family Court's truancy program. Parents/guardians may be subject to a fine, community service or parenting classes.

Please do not allow your children to arrive in the morning before 7:45 AM. There is no supervision for the children before 7:45 AM.

All Gompers students are expected to be present and on time each day for school. Students must bring a signed note by a parent or guardian stating the reason for absence. NO absence will be excused without a note. When a student is absent, he/she is missing essential information. Absences should be avoided whenever possible. Students are also responsible for any work missed during their absence.

**Students arriving after 8:20 AM (Grades 7 and 8) will be marked late 8:40 for students in grades K-6.** Students must receive a late pass from the first floor, and then proceed to class. Just as during absences, students miss important information when they are tardy for school arrival. Please ensure that your child arrives on time for school each day.

## Arrival to School Procedures

Gompers is open for students beginning at 8:00 AM daily in the Main Building. Students should not be sent prior to this time, as there is no supervision prior to 7:45 AM. Students arriving at 7:45 AM will be waiting outside until the doors open at 7:55. All students are to enter the school through the main front doors. Students are permitted to enter the cafeteria at 8:00 AM and students in grades 7 and 8 will line up in the schoolyard at 8:15 to enter portables by the 8:20 start time. Students in Grades 3-6 will enter the recess yard at 8:20 while the K-2 students remain in the cafeteria until 8:30. At 8:35, after staggered release from the cafeteria, Grades 1-6 will be picked up and brought into the building so instruction can begin by 8:40. The K students remain in the cafeteria and teachers pick them up from cafeteria by 8:35. Upon entering the building with their homeroom teachers, students will transition and begin instruction by the 8:40 bell. School begins promptly at 8:40 AM. Students are late to advisory after 8:40 AM. Late students, arriving after 9:00 AM must report to the main office and complete a late pass after 9:00 AM. **Students arriving to class without a late pass will be marked late by the teacher at that time.**

Once students enter the schoolyard, they are on school grounds and are not permitted to leave to go anywhere including the corner store. The 7th and 8th Grade students start the day at 8:20 but still arrive with students through the Main Building. They should not report to the portables directly. All early students will be directed to the auditorium for safety and shelter.

Students may bring footballs, basketballs, or soccer balls to school. However, if balls are used indoors or in a harmful way, they will be taken for the day and that student will be assigned a lunch detention or other action for the infraction.

Gompers students are expected to take responsibility for their behavior and safety when traveling to and from school. They should travel with one or two other students whenever possible and should use good judgment. Our students are expected to act appropriately at all times and to be responsible students capable of attending Universities in the future.

## Breakfast Program

Breakfast is provided daily beginning at 8:00 AM. Students who wish to eat breakfast should proceed to the lunchroom located on the 2nd floor. We have a full service kitchen with healthy, tasty meals for the students to enjoy.

# Lunch Program

Lunch is provided, however, students are welcome to bring their own lunch. Remember, no glass bottles are permitted on school premises. Since lunch is an essential meal, students should consume foods that are healthy, including fruits, vegetables, milk, and juice. Sunflower seeds and chewing gum are prohibited.

## Cafeteria Norms

- Walk in
- Sit at your assigned tables
- “Give me 5”
- Listen to announcements
- Line up and get your lunch
- Sit and eat your lunch
- Use good table manners
- Respect adults supervising the lunchroom
- Clean up your area of the table
- Throw away your trash
- Return to your seat
- Line up and go to class or recess yard

2 minutes before the bell rings, students are to be in line

Teachers are to be ready to receive students when the bell rings to transition students back into the building.

- Food is to be kept in the lunchroom at all times and may not be taken out of the lunchroom to the yard
- Students must have permission from the adult in charge to leave their seats during lunch

## Curriculum & Instruction

The Gompers Team believes in the philosophy of “Students As Center Stage.” Children should be actively engaged in learning that is interesting and thought provoking. Making school student-centered involves building on the natural curiosity that children bring to school. Our teachers infuse child-focused curriculum that contains all the skills, knowledge, and concepts that our state, district, and society mandate. Teachers draw upon their deep understanding of children’s needs and interests to design experiences that develop life long learners.

Gompers is focused on using a rigorous Literacy and Mathematics instructional block the focuses on gradual release model and time for small group instruction. We use Researched Web based Math and Reading programs to support all of K- students.

## Preparation for Class

Each student is expected to report to class with the required supplies. The teacher determines the required supplies for individual classrooms. Teachers will issue school textbooks within the first two weeks of school. Students are responsible for the care of issued materials. Below is a list of some basic supplies that your child may need for the 2017-2018 school year:

Notebooks (spiral, binders, 3 composition books)

Loose leaf paper

Writing Utensils Pencils (pens – blue or black only, 3 pencils)

Folders

Please see your child's classroom teacher for a complete list of supplies needed for this academic year.

## Physical Education

All students must remember to be prepared for Physical Education on their gym days. Students must come dressed in school uniform and sneakers. Some activities experienced by students include soccer, basketball, softball, track, physical fitness testing, line games, and kickball. Female students should not wear skirts or rompers on gym days. See Uniform letter. Students are cycled in

10 week courses so students will have gym for 10 weeks strait, 1 marking Period and it will be every day. The students will get Health during gym cycles as well.

## Textbooks/Educational Materials

Textbooks are the property of the School District of Philadelphia and Gompers School students assume **full responsibility** for the care of these materials on loan. Books will be issued by classroom teachers and must be returned to the same teacher at the conclusion of the school year or withdrawal from Samuel Gompers Elementary School. In the event of lost and/or stolen books, students will be fined at a cost of \$50.00 for used books and at a cost of \$75.00 for new books.

Lost books due to theft or other circumstances will not be accepted as an excuse for non-payment or for not completing class assignments. If a textbook is lost, you will be required to pay for that book before another one will be issued. Also, you will be required to pay for the cost of a new book if a textbook is damaged. Students are permitted to cover all textbooks and replace the covers if they become worn during the school year.

Students are expected to take their textbooks and essential materials home every night, including weekends.

## Library/Instructional Materials Center (IMC)

All Gompers students in good standing may borrow books. Students may only take out 1 book at a time. Most books are signed out for a two (2) week period, renewable once. Books may be returned before the due date. Magazines, certain old copies of reference books of which the Library has other copies, and books on teacher reserve for class assignments are signed out overnight only. Students are responsible for lost or damaged books and will be expected to pay full replacement value for lost books.

## Homework Policy

Educational research clearly demonstrates that time spent on homework is positively related to student achievement. Meaningful homework is assigned to help students become more self-reliant, learn to work independently, improve the skills taught in the classroom and to complete assigned projects. Through homework, classroom instruction is reinforced, high expectations are supported, students are motivated toward self-direction, and the relationship of school and home in the learning process is strengthened.

Homework will be assigned at least four (4) times a week. Projects and long-term assignments may require additional work during weekends. Homework assignments should be returned when due. The length of homework assignments increases with grade level. If a student does not study or complete tasks at home, it will be considered as an indication that he/she is not satisfactorily fulfilling class requirements. It is the student's responsibility to:

Copy all homework assignments neatly and completely.

Have all necessary materials at hand.

Follow study techniques demonstrated by teachers.

Practice skills learned in class.

Complete all assignments on time and have them signed by parents.

Return all assignments when due.

Parents should encourage systematic study habits, show interest in assignments, commend satisfactory performance and provide proper conditions for home study. Parents will be notified when students consistently fail to complete and submit homework assignments.

***Please note:*** *Since reading and research are vital components of our instructional program, we encourage all Samuel Gompers Elementary School Students to have a Library Card from the Free Library of Philadelphia.*

***(Lexia)and Imagine Learning (Math) are the school's web based intervention programs and are accessible 24 hours a day. See your teacher for login details. Lexia and Imagine Learning can be assigned for homework and incentives are awarded for improvements demonstrated in the program.***

## Test Taking Hints

Relax and ignore any distractions.

Read the directions carefully and then follow them.

Review the entire test FIRST to see what is asked, then plan your time accordingly.

Read each question twice before answering.

Think before you write.

Be certain to answer the question that is asked.

Check your paper for spelling and grammar before you turn it in.

Make every effort to complete the test.

Always answer the easier questions first, and then return to the more difficult ones.

## Report Cards

Students are expected to maintain an average of “B” or better. As we prepare our students to be productive global citizens, the ability to effectively write and read will be necessary. Therefore, writing will be a school wide emphasis on all grade levels. Additionally, we will continue to emphasize content standards, performance standards, student exhibitions, problem solving and critical thinking in all subject areas.

### **GRADES 1 THROUGH 8**

A = 90-100 (EXCELLENT)

B = 80-89 (GOOD)

C = 70-79 (FAIR)

D = 60-69 (PASSING)

F = 59 and below (FAILING)

## Interim Reports

Interim reports will be issued approximately one month prior to the distribution of report cards. This report will inform parents of students who are failing, performing successfully, misbehaving and having

attendance/lateness problems. Parents are expected to sign these documents and return them to the classroom teacher. Dates are listed below:

October 9 - 11, 2017

January 3 - 5, 2017

March 14 - 16, 2018

May 9 - 11, 2018

## Honor Roll

### PRINCIPAL'S LIST

r All A's in content areas and all 1's in behavior

### ***DISTINGUISHED HONOR ROLL***

r All A's and one (1) B in content areas and 1's in behavior

### ***MERITORIOUS HONOR ROLL***

r All A's and B's in content areas with 1's in behavior

# School Wide Expectations

We have adopted four principles for the members of the Samuel Gompers Elementary School family. Please integrate these school-wide PBIS expectations throughout daily instruction:

Be Responsible

Be Respectful

Be Peaceful

Be Safe

## SCHOOL Pledge and Rules

Gompers School Pledge

I am a student of Gompers Elementary School.

I am somebody, somebody special, somebody caring, somebody ready to learn.

I am somebody who attends school everyday on time and prepared.

I am respectful, responsible, and have a positive attitude.

I am a student of Gompers Elementary School - A great place to be somebody!

High Five!!!!!!

## GOMPERS ELEMENTARY SCHOOL SCHOOL RULES -MR. DELUCA - PRINCIPAL

### BE RESPONSIBLE

- clean up after yourself
- be on time
- bring your gear

### BE RESPECTFUL

- treat people and things with care
- use nice words and soft voices
- listen when others are talking

### BE PEACEFUL

- be kind to others
- help others
- stop and think

### BE SAFE

- keep hands, feet and things to yourself
- walk at all times
- follow directions

## **STUDENT BEHAVIOR**

All students are expected to behave in an acceptable and responsible manner at school in the lunchroom, classroom, yard, on trips and in other school related situations. A school wide set of rules are on display and discussed in each classroom. Students are made aware of expected behavior and good citizenship by their teachers and the principal. Students who do not follow the school rules will be subject to classroom consequences which may include time out, loss of a privilege, detention, suspension or notification to the parents. **See Student Code of Conduct, School Rules, Saturday School Letter, and Student Contracts.**

**In addition, students are rewarded through a school wide points program that can see students participate in fun activities on Friday afternoons. This point program will be explained via teachers syllabus.**

## ***Gompers Elementary School Detention Policy***

**Who:** Students who misbehave after several warnings and parental contacts, can be given a detention by the teacher. Students will serve a morning, lunch or after school detention based on teacher preference and with parental consent.. These detentions can be used as in school interventions for appropriate offenses. See Student Code of Conduct. A “Saturday School”, when possible, can only be issued by the Principal.

**What:** Detentions are given by the teacher as an in school prevention and to be progressive prior to a potential OS suspension.

**Where:** Teacher’s Classroom or Lunchroom for some students who received detention by Specialist Teacher or violate lunch/recess rules.

**When:** Detentions can be held in the AM from 8:00 AM - 8:35 and during all lunches. After school detentions can only be held if the parent is made aware and agrees. Saturday Schools are held on certain Saturdays from 10AM -12PM pending funding.

**How:** Teachers must escort students to the lunchroom at the designated lunch times. Teachers who are holding detentions in class must pick up all student lunches and then return to their class with all lunches and detention students. All Detentions are to be documented and given to the Principal using Pink Slip EH-20

**Why:** Students must make up lost instructional time or homework. Please have an incentive program and daily report for all students being referred for repeated detentions.

**Students who show severe behavior problems must be referred to RTII and or STS**

### **Gompers Elementary School Behavior Contract**

**I, \_\_\_\_\_ (student name) Room # \_\_\_\_\_ Grade \_\_\_\_\_ , will work to the best of my ability. I will be responsible. I will come to school every day. I will be on time (8:30 AM). I will clean up after myself. I will bring all my materials including pens, pencils and paper. I will be respectful by treating people and things with care, using nice words and soft voices, and listening when others are talking. I will be peaceful by being kind to others, helping others and stopping and thinking before I act. I will be safe by keeping hands feet and things to myself, walking at all times, and following directions. I will work in class. I will not sleep, put my head down or refuse to try. I will read, write or participate when asked. I will not fight, bully, tease,**

threaten, or hit others. I realize that if I break these rules I may serve a recess detention, or be suspended. \_\_\_\_\_(Student Signature) \_\_\_\_\_(Date)

The School District of Philadelphia’s Student Code of Conduct is in full effect.

**Students with Level 1 offenses**

- 1. Student will be warned with documentation by Teacher or School Personnel (pink slip) and a Parental Phone Call.
- 2. Parent will be contacted for conference with Principal (failure to attend will lead to immediate suspension until meeting is held. (again Pink Slip)
- 3. Child will be excluded from Lunch Recess due to repeated disruption. All 3 incidents must be documented on Pink Slip EH-20.

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 Please Tear off and Return signature portion by \_\_\_\_\_ to your child’s teacher. I have read the Gompers Elementary School Behavior Contract and understand I must do my best. I agree with this policy and will do all I can to follow these rules.

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Mr. Phillip DeLuca - Principal

## Communication to Parents/Guardians

Administration will send home all calendars and newsletters during the week. Parents should ask for this information when they check students' homework. Time sensitive information will be sent out immediately.

## Transpasses

Students living 1.5 miles or more from the Gompers School are entitled to a free transpass in accordance with current School District Policy. Absentees may receive their transpass at the end of the day on which they return to school. **Lost or stolen transpasses will not be replaced.** Transpasses are provided for Gompers students and should be sold or shared with family members or others. SEPTA provides a map for distances to Gompers, as well as, computerized lists of students eligible for free transpasses. Decisions made by SEPTA are final.

## Lockers Grade 7 and 8th Only

Students will be assigned a locker for their personal use. It is a privilege to have a locker, a privilege that may be taken away due to disciplinary concerns. Students are not permitted to go to their lockers during class or in between classes. Students are not permitted to put their own locks on their lockers. It is most important that the locker combination be kept confidential. Since each student will have his/her own locker, there is no reason why any student should know another student's locker combination. Lockers are the property of the School District of Philadelphia. The School District reserves the right to enter lockers at all times, without the permission of the pupil assigned to the locker. It is further agreed that entry into lockers by the School District of Philadelphia is a lawful search, and any items found therein which are unlawful to possess, or which have been used contrary to school policy, may be confiscated.

## Code of Conduct

The School District of Philadelphia's has adopted a new Code of Conduct for 2017-2018 school year, which is available on the School District of Philadelphia Website. Parents and students should review the contents of the code and recommended interventions.

# Respecting Members of the School Community

The fundamental premise of this policy is that students will show tolerance to all members of the school community. All students have the right to be free of intimidation either by word, gesture or deed that is sexual, racial, cultural or religious in nature. We strive to teach our children to love and respect themselves first. All Samuel Gompers Elementary School students will be required to respect all members of our learning community (fellow students, teachers, administrators, etc.) Students who violate this premise will be subject to disciplinary action as determined by the administration.

## DISCIPLINE

Discipline, as a minimum, has three objectives in mind:

**PRESERVE** the optimum environment in which to deliver instructional services.

**RESPOND** to disruptive influences with corrective measures in a firm and consistent manner while attempting to correct defiant behavior and keep disrupters in school.

**REMOVE**, as a last resort, the disrupters from the educational environment so that the majority may pursue their educational goals.

The School District of Philadelphia has the authority to make reasonable and necessary rules governing the conduct of students in school. As provided by Section 1317 of the School Code of the Commonwealth of Pennsylvania: Authority of Teachers, Vice Principals and Principals over Pupils. Every teacher, assistant principal and principal in the public schools shall have the right to exercise the same authority as to conduct behavior over the pupils attending this school, during the time they are in attendance, including time required going to and from their homes, as the parents, guardians or persons in parental relation to such pupils may exercise over them. (Amended July 25, 1983, P.L. 315)

## WEAPONS POLICY

The Pennsylvania General Assembly has enacted legislation (ACT 26), which requires all public schools to take a **mandatory** course of action in dealing with students who are found to be in possession of weapons. The law requires the arrest and expulsion, of at least one year, of any student found in possession of a weapon school property, in a school program, or while traveling to or from a school program, including time on public transportation.

The law defines a weapon to include, but is not limited to, any knife, cutting instrument, cutting tool. Firearm, shotgun, rifle, and any other tool or implement capable of inflicting serious bodily injury. **There is no requirement that the student use or try to use the weapon, and possession for self-protection is not an acceptable defense.**

Parents are encouraged not to send tools or supplies such as metal or sharp scissors with your child. The law requires that violations become a part of a student's permanent disciplinary record, and will be available to any school in which the student may later enroll. Parents will be required to sign an affidavit prior to enrolling their child in any public school to disclose the existence of any weapons violations or other serious violations.

## BULLYING

**The School District of Philadelphia has a strict policy on bullying. The policy is attached to the Samuel Gompers Elementary School Student Handbook.**

## AUDIO & ELECTRONIC DEVICES

Electronic games, radios, compact discs (CD's), compact disc players (CD player), tape recorders, beepers, cellular phones, ipods, mp3 players, iphones, digital cameras or any other electronic devices are not permitted to be used or brought into the building during school hours. If a student is using the device during school hours it will be confiscated. The school is not responsible if a student brings an electronic device to school and the device is stolen, lost or damaged.

Students are never to use a cell phone during school hours. If parents need to contact their children during the school day, they must do so through the Main Office. Students who need to contact their parents during the school day will be given the opportunity to do so via the Main Office, School Counselor, or the School Nurse.

Teachers may decide to collect phones every AM and then return them at dismissal. Please inform parents that you are willing to do this to keep the validity of the no cell phone policy.

### Staff Responsibilities

Engage all learners with instructional strategies and assessments that will support high expectations and equitable opportunities for learning

Provide challenging, advanced level classwork and homework for every student

Provide support and interventions for students who need additional assistance

Create a supportive learning environment in every classroom, where teachers and students mutually respect one another

Establish an assertive discipline plan including rules, rewards, and consequences

Maintain an open line of communication with all parents

Expect Success!

## Student Responsibilities

Wait quietly in line to enter the classroom

Be prepared each day with notebooks, paper, textbook, pen and pencil

Keep a daily record of homework assignments

Complete all assignments

Pay attention to rubrics and submit consistently quality work

Strive for perfect attendance and punctuality awards

Follow all school and classroom rules

Seek individual help when necessary

Spend sufficient time on schoolwork every night at home in a quiet, suitable area

## Parent Responsibilities

Provide a definite time and suitable place for study or home activities

Make resource materials available

Check homework for quality and neatness

Check book bag regularly for notices, flyers, and other announcements. Sign and return all test papers.

Make sure your child comes to school every day and arrives to school on time

Encourage success and reward appropriate behavior

Encourage your child to make good choices and to resolve conflicts in a non-violent manner

Become involved in the Gompers Home and School Association and support all school programs and events

Ask for the school to help your child, when necessary

**Gompers' Three-Way Partnership**

It is our goal to establish a partnership of parents, faculty, and students in a three-way commitment that ensures all of our children have opportunities to reach their full potential. With an open channel of communication, where each of us recognizes our responsibilities to the partnership, we can share our high expectations in the areas of student achievement, behavior and effort.

Each Gompers student is very important to us. Any parent is welcome to schedule an appointment to meet with an individual teacher or to leave a message for one of our staff members to return your call. Since Gompers values the importance of providing an educational program with minimal disruption, we regret that our staff cannot be called immediately to the office, either to talk on the telephone or to have a conference. We understand there may be times when it will be extremely important to discuss your child's program with us, and our professional staff members will be accessible to you within a twenty-four hour period to resolve any problems that may arise. With your support, we will work together, as educational partners, to ensure that our actions are in your child's best interest.

We ask that you sign the parent pledge and return it to your child's advisor. Your support is essential since you are the most important person in your child's life. Encourage your child to strive for Gompers' Honor Roll and reward all positive indicators of student success including high test scores, excellent attendance, quality homework assignments completed nightly, and good study habits. This pledge will support your child's adjustment and insure success. Please sign this pledge, keep your copy on the next page for future reference and return the signed copy to your child's advisor.

The Samuel Gompers staff pledges to work with you to make this year a rewarding and productive one for your child. Please feel free to contact the school, at any time during the year, if you would like to discuss your child's progress.

## **SAMUEL GOMPERS ELEMENTARY K-8 SCHOOL**

**5701 WYNNEFIELD AVENUE**

**PHILADELPHIA, PENNSYLVANIA 19131**

**Telephone: (215) 400-7250**

**Fax: (215) 400-7251**

Mr. Phillip DeLuca

Principal

### **Samuel Gompers**

#### **Parent's Pledge**

- My child and I will display courtesy and respect at all times, for all people.
- If any concerns arise, I will communicate directly with school personnel to resolve the problem. If I am not satisfied after speaking to a staff member, I will contact a school administrator. If the issue is still not resolved to my satisfaction, I will make an appointment to meet with the school principal.

- I will sign and return all papers sent home for my signature.
- I will be responsible for the texts and library books that are loaned to my child.
- My child will strive for perfect attendance and punctuality.
- I will establish a scheduled time with my child for homework and studying at home.
- I will expect my child to abide by school rules and follow directions.
- I will make certain my child has the necessary school supplies to achieve success.

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Student's Name (Print)

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Room

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Parent/Guardian's Name (Print)

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Parent/Guardian's Signature

**SAMUEL GOMPERS ELEMENTARY SCHOOL**  
**5701 WYNNEFIELD AVENUE**  
**PHILADELPHIA, PENNSYLVANIA 19131**  
Telephone: (215) 400-7250  
Fax: (215) 400-7251

Mr. Phillip DeLuca

Principal

**Parent/Student Textbook Agreement**

The following textbooks have been issued to:

**STUDENT:** \_\_\_\_\_

**ROOM:** \_\_\_\_\_

| Textbook Title | Book Number | Cost (Approximately) |
|----------------|-------------|----------------------|
|                |             |                      |
|                |             |                      |
|                |             |                      |
|                |             |                      |
|                |             |                      |

I agree to take care of and return each textbook listed above.

Student's Signature: \_\_\_\_\_

I understand that my child is responsible for all textbooks given to him/her this school year and that penalties will result should any textbook be lost or damaged.

**Parent's Signature:** \_\_\_\_\_

## Title One Information and Resources

Violations of the Code for Student in Grade 5 - 12

