

The O'Farrell Elementary School

Student/Parent Handbook



The
O'FARRELL
— Charter School —

Mrs. Cindy Wagner, Superintendent

Ms. Kathryn Leenerts, Principal

Mrs. Maya Sykes, Vice Principal

[Board of Directors Information](#)

"I have the power to create a GREAT life for myself!"

Name	Grade
Teacher	Room #
My school email:	@ofarrellschool.org
Email password:	

The O'Farrell Charter School

History

The O'Farrell Charter School opened to students as a district-run magnet school on Tuesday, September 4, 1990 after one and one-half years of planning. OCS was the first middle level magnet school in the San Diego area whose instructional program was determined through the collaborative efforts of teachers, administrators and community members.

The original design of the school program and organizational structure resulted from a careful study of reports regarding middle level schooling, including *Caught in the Middle* by James J. Fenwick, 1987 and *Turning Points* by the Carnegie Council on Adolescent Development's Task Force on Education of Young Adolescents, 1989. Today, O'Farrell models its program after research-based educational initiatives such as "Teach Like a Champion" by Doug Lemov, "Good to Great" by Jim Collins, and methodologies set forth by the AVID Institute.

President Bill Clinton visited San Diego in 1995 to sign the "Goals 2000" education bill and during this visit he came to The O'Farrell Charter School to see the innovative techniques that The O'Farrell Charter School was implementing. The O'Farrell Charter School is also mentioned in Hillary Clinton's book *It Takes a Village*. In 2015, The O'Farrell Charter School won the National Excellence in Urban Education award from the National Center for Urban School Transformation.

Since opening its doors in 1990, The O'Farrell Charter School and its staff have been dedicated to the success of its students through developing strong positive relationships with students and families to understand the unique educational needs of each child. Now, The O'Farrell Charter School is an AVID National Demonstration School creating successful learners in grades kindergarten through twelve. With three educational schools working with one another, The O'Farrell Charter School is proud to offer its students a quality education in a safe, structured environment.

The O'Farrell Charter School's vision uses a student-centered, activity-oriented learning program with state-of-the-art technology and community participation.

Mission Statement

The O'Farrell Charter School is a community-oriented institution dedicated to fostering high academic standards, ensuring emotional and social growth, and maintaining a safe and secure learning environment for all its students.

OCS's academic and extracurricular programs draw on the sustained efforts of motivated students, a talented and well-prepared faculty, and the ongoing commitment of supportive parents or guardians—all committed to the FALCON Way—such that all students are empowered to become critical learners and thinkers and responsible, contributing citizens.

OCS provides a multicultural, linguistically and racially diverse learning environment in which students experience educational equity and are encouraged to celebrate their own individuality. Each year, all students are expected to have acquired the skills needed to move seamlessly onto the next grade level.

Vision Statement

The O'Farrell Charter School will achieve academic excellence, build strong relationships with students and families, and develop students with exceptional character.

- Academic Excellence:
 - Academic excellence will be reached through a highly qualified and innovative staff who teaches to the highest standard in a safe learning community that enables students access to top colleges and careers.
- Relationships:
 - Our dedicated staff will motivate students to succeed by building relationships with students and families and fostering unity between all stakeholders.
- Character Development:
 - Staff will teach students to act with integrity, treat others with respect, be resilient in the face of obstacles, and take responsibility for their actions.

School Governance

The Board of Directors is the governing board of the school. For information about meetings and agendas visit our website at www.ofarrellschool.org.

School Contact Information
<p>Main Office (619) 263-3009 Office hours: 7:30 a.m. – 4:00 p.m. M-F</p> <p><i>Principal</i> Kathryn Leenerts.....EXT. 2219 Kathryn.Leenerts@ofarrellschool.org</p> <p><i>Vice Principal</i> Maya SykesEXT. 2204 maya.sykes@ofarrellschool.org</p>

Leadership

Ms. Kathryn Leenerts – Principal

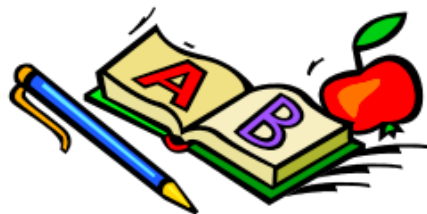
The principal oversees all student activities, teachers, and academics within the elementary school.

Mrs. Maya Sykes – Vice Principal

The vice principal oversees all student behavior and activities. Any student concerns resulting in an investigation, mediation, or possible suspension from school will be overseen by the vice principal.

Mrs. Rita Gaskill– Team Leader

The team leader serves as a primary support and resource for teachers and students. Team leaders are available to assist if the classroom teacher is unavailable.



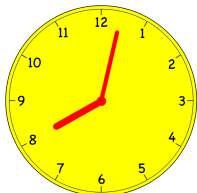
Teachers

OCS teachers support their students. They are the main link between home and school. Teachers contact parents, hold conferences, and keep student records. The classroom teacher is the student's primary advocate and advisor.

Principals

Each school has a principal and vice principal to oversee daily operations of the school. The principal and vice principal work with teachers to handle all major issues and discipline. However, all concerns should first be discussed with the student's teacher.

School Times



Mondays, Tuesdays, Thursdays, and Fridays:

8:00 a.m. – 3:00 p.m.
(TK: 8:00 a.m. – 3:00 p.m.)

Wednesdays:

8:00 a.m. – 12:50 p.m.

Students are released to the gate on 61st street, at the entrance to the elementary school campus at 3:00 p.m., or they may be picked up on campus by an authorized parent/guardian.

Students attending The Expanded Learning Program are released at 2:55 p.m.

Students who have earned after-school detention are released to serve detention at 2:55 p.m.

Middle/high school students attending OCS who are picking up their elementary school siblings will enter the elementary school through the gate between the middle and elementary school. Students will be asked to show a pass to pick up their sibling. All students must exit through the back gate after picking up their sibling.

Any students who have not been picked up by 3:15 p.m. will be escorted to room 406 to wait for their parents/guardians. OCS staff may call the San Diego Police Department if a student is not picked up by 3:45 p.m. (4:15 p.m. for students who attend after-school tutoring).

Drop off/Pick up

All students should be dropped off and picked up on 61st Street or at the parking lot (enter via 61st street). Families also have the option of dropping off their student at the Pastor Timothy Winters Dr. drop off area from 7:30 a.m. to 8:00 a.m. each day. Students walking to and from school must use the crosswalks and obey traffic signals.

Students should not be dropped off at school earlier than 7:30 a.m., as there is no supervision available until that time.

The entrance gate is closed and locked during school hours. From 2:55 p.m. to 3:20 p.m., it is open to pedestrian traffic only.

Parents may pick up their students after school by entering through the gate, or students may walk through the gate to meet their parents/guardians off campus.

During the school day, all parents/visitors must enter through the main gate and check in at the front office prior to visiting classrooms or other areas of campus. Please be careful entering the back parking lot when students are present and obey all traffic signs, traffic lights, and crossing guards/safety patrol.

When Students Are Tardy

Students arriving at school between 8:00 a.m. and 8:30 a.m. should report straight to their classroom. Students who arrive after 8:30 a.m. should report to the front office. Each time a student is tardy, he or she may be assigned a consequence.

Absences

To report an absence, please email the office at elementaryattendance@ofarrellschool.org or call the attendance office at (619) 263-3009 and ask to speak to the elementary school office staff. If parents know that their student will need to be absent for any reason (health issues, family emergency, etc.) an independent study contract may be obtained from the front office. For specific questions about independent study contracts, please contact the office.

Attendance at school is extremely important to ensuring academic success. Students who accrue a total of thirty or more absences during the school year will be retained at the end of the school year. Independent study contracts or long-term health issues may be exceptions that will be handled on a case-by-case basis.

Portfolio Exhibitions

OCS students at all grade levels present a portfolio of work at the end of the school year. Students provide evidence that they are prepared to move on to the next grade level. They also show their community service and evidence of following the FALCON Way.

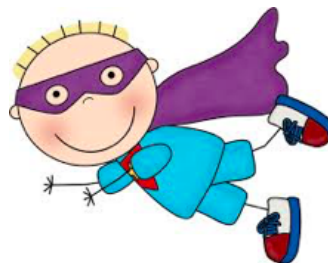
The Falcon Way

The FALCON Way is our code of conduct. All children and adults follow the FALCON Way at all times at school.

Preamble

"I have the power to create a great life for myself. My character is demonstrated through high personal and academic standards. I always behave in a way that brings me closer to my goals of success in college and life. I respect the cultural differences in my school community. I follow the rules to keep my community safe and strong. To achieve my goals, I will follow the FALCON Way of Focus, Attitude, Leadership, Citizenship, Organization, and Non-Violence.

Focus
Attitude
Leadership
Citizenship
Organization
Non-Violence



Focus

- I pay attention in class and do my absolute best on all assignments.
- I come to class on time with all necessary materials.
- I never bring materials to school that may interfere with my learning and my cell phone is turned off during school hours.

Attitude

- I treat my teachers with total respect and use a positive tone and body language when speaking with adults on campus.
- I bring a positive attitude even if things don't go my way.
- I SLANT (Sit up straight, Lean forward, Act interested, Nod my head, Track my teacher with my eyes).
- I recognize that students have the right to be different from me.

Leadership

- I am a positive role model for others.
- I always comply with the uniform policy and dress properly.
- I support and celebrate the achievements of others.

Citizenship

- I have integrity and character. I do not lie, cheat, or steal.
- I complete community service hours because it helps my home, school, and community.
- I take responsibility for my actions and accept my consequences without making excuses.
- I make an effort to understand and respect people whose background is different from mine.

Organization

- I am aware of my progress and grades in each of my classes.
- I use my student planner and keep my binder and backpack organized.
- My homework and classwork are always neat and complete.

Non-Violence

- I seek to settle my disputes peacefully through discussion and involve adults when I need assistance.
- I treat my classmates as I wish to be treated. I never tease, laugh at, or put down others.
- I never engage in play-fighting or games that involve hitting.

Citizenship

Students are graded according to a citizenship rubric that outlines specific behaviors expected of students. Students will reflect on their citizenship in class every two weeks for parents to review. The rubric is below:

Citizenship Grade	Descriptor
E I help myself and I help others.	All of the below G behaviors, plus... <ul style="list-style-type: none">• I greet people as I walk past them on campus.• I participate in class, help others, and encourage them without being asked.• I do not receive warnings for my behavior.• I always clean up after myself and others.• I am a role model and I redirect others without prompting.
G I help myself and I help others when directed.	All of the below S behaviors, plus... <ul style="list-style-type: none">• I participate in class and volunteer to answer questions.• I advocate for myself in a positive way and ask how I can improve my grade.• I receive no more than two warnings per week.• I take responsibility for my own actions and clean up after myself most of the time.• I redirect others with prompting.
S I help myself.	<ul style="list-style-type: none">• I bring required materials and I make an effort to clean up after myself.• When I receive a warning, I redirect my behavior.• I participate when asked, but I don't volunteer.• I follow directions adults give me around campus.• I keep my hands to myself.

	<ul style="list-style-type: none"> • I receive no more than four warnings per week.
<p>N</p> <p>I hinder my own efforts.</p>	<ul style="list-style-type: none"> • I do not bring materials to class. • I am not prepared for class in a timely manner. • I try to get out of taking responsibility by blaming others. • I do not improve when I am given warnings.
<p>U</p> <p>I hinder myself and others.</p>	<ul style="list-style-type: none"> • I am argumentative when I am given warnings. • I am usually unprepared for class. • I disrupt others in class with sounds and actions. • I don't clean up after myself and I run when I am supposed to walk. • I refuse to do work, don't listen to adults, or do nothing when I am supposed to be working.

5th Grade Promotion Ceremony

The fifth grade promotion ceremony is a celebration and recognition of students who have worked hard to accomplish their academic and citizenship goals in order to show readiness for middle school. In order to participate, all criteria below must be met before the promotion ceremony date.

1. Grades – Students must earn passing grades in all core classes. Students who must take summer school courses to be promoted are not eligible to participate in the ceremony.
2. Behavior – Students must receive a grade of satisfactory (S or higher) in the FALCON Way (citizenship) in all classes.
3. No suspensions during the school year – A letter of appeal may be written, signed by a parent, and submitted to the elementary school administration at least five days prior to the promotion ceremony.
4. Attendance – Students may not have more than 30 absences (including suspensions) for the entire school year. Independent study contracts or long-term health issues may be exceptions that will be handled on a case-by-case basis.
5. Exhibition – Students must earn a passing grade on their portfolio exhibition.



School Uniform

OCS requires that all students wear uniforms. Approved OCS uniforms may be purchased at our French Toast online store ([click here](#)), at Mario's Family Clothing at 7761 Broadway, Lemon Grove, CA 91945 (phone number is 619-469-8391), and anywhere else that is convenient and carries the proper attire. Please do not purchase anything that is not a part of the OCS uniform policy, as it will not be permitted on campus.

Purpose: Safety and Unity

Research has shown that students who dress alike also enjoy an increased sense of unity. The same evidence shows that uniforms will increase student safety, reduce violence and make it much easier to identify persons who do not belong on campus. Student uniforms ensure that we avoid styles of clothing that could be misinterpreted as gang-related, distracting, or immodest.

Enforcement

Infractions will be routed to the student's teacher, who will then follow through with appropriate discipline actions. Consequences may be assigned for refusal to adhere to the uniform policy.

Student uniforms must fit properly, not exceeding one size beyond the correct size, and may not be modified, altered, or changed in any way. This includes bagging or sagging pants, oversized shirts, skinny pants, safety pins, rubber bands, etc. Clothes may not have a ripped or torn appearance. Rain gear, hats, or other extreme weather and other non-uniform items must be removed and put away upon campus entry.

Thank you for carefully reviewing and adhering to OCS's uniform requirements. In doing so, you are helping to create a safe and structured learning environment for all OCS students.

The O'Farrell Elementary School Uniform

Uniforms may be purchased online at [French Toast](#), at Mario's Family Clothing (7761 Broadway, Lemon Grove, CA 91945), or anywhere where these items are available.

BOTTOMS

Colors: Desert Sand or Khaki.

PANTS OR SHORTS (ANY BRAND)

- Must be khaki or desert sand color.
- Pants must be flat front, straight leg.
- No cargo pants/shorts or any pants that have side-leg pockets.
- Pants must have a front button/snap and zipper with belt loops (no drawstring or joggers).
- Long Pants: Must fit properly, be worn at the waist, and not be altered or modified in any way.
- Pants that are too large (saggy, baggy) or too tight (skinny) are not allowed.
- Capri pants are not allowed.
- Shorts must be no more than 2" above the knee and must also not be more than 2" below the knee. They may not be form-fitting and must fit properly.

SKORTS AND JUMPERS (ANY BRAND)

- Skort in khaki (a skort is a skirt with shorts underneath).
- Skorts must be no more than 2" above the knee and may not be form-fitting. They must fit properly.
- V-Neck Pleated Jumper or Box Pleat Jumper in khaki.

TOPS

Light blue or navy blue OCS embroidered polo shirts.

Undershirts or long sleeved shirts worn under the polo must be plain white, black, or gray (no graphics or other designs) and may not have a hood.

- Short or long sleeved.
- Straight edge or scalloped collar.
- All students in grade 4-5 are required to tuck in their shirts. Students in grades K through 3 are not required to tuck in their shirts.
- Undergarments may not be visible.

WINTER WEAR	
Navy OCS embroidered jackets, sweatshirts, and sweaters.	<ul style="list-style-type: none"> Students may only wear sweatshirts, jackets, fleeces, vests, and sweaters that are navy with the OCS embroidered logo. Students may not wear hoods on campus, unless it is raining. A uniform shirt must be worn underneath any outer garments at all times.

SHOES AND SOCKS	
Solid black, gray, or white, or any combination of black, gray, and white.	
SOCKS <ul style="list-style-type: none"> Socks must be worn at least 4 inches below the knee. Tights or leggings must be black, gray, or white and may not be worn without a skirt or shorts. 	SHOES <ul style="list-style-type: none"> Shoes must have closed toes and heels. Boots that are more than one inch above the ankle, house shoes, shoes/sandals that are open-toed or open-heeled, or slippers with soft soles are not permitted. Any name brand/logo must be black, gray, or white with black, gray, or white laces. Rain boots may only be worn on rainy days only and must be black, gray, or white.

BELTS
Belts with plain hinge buckles
<ul style="list-style-type: none"> Students in K through 3rd grade do not need to wear a belt, though if they choose to wear a belt, it MUST be the OCS uniform belt. All students in 4th and 5th grade must wear the approved OCS web belt. Solid black web belt with a plain silver hinged buckle - no initials or designs (available at Mario's or OCS).

ACCESSORIES

- **Jewelry & Hair Accessories:** Jewelry and hair accessories may be any color. Bandanas, scarves, or rags are not allowed.
- **Hair:** Hair may only be a natural color of black, brown, blonde, or red. Hair may not be shaved to show letters or numbers. If headwear for religious or medical reasons is required, the head covering must be solid black, white, gold, or silver with no logos or writing.
- **Beanies/Hats:** An OCS beanie will be available for purchase only at OCS in late fall. Students will be allowed to wear the beanie from December to March and on rainy days only when outside. Beanies must be worn above the eyebrows. No other hats, including rags or bandanas, are allowed.
- **Mittens/Gloves:** May only be worn in cold weather from December to March and may only be worn outside. Mittens/gloves must be plain solid black, plain solid gray, or plain solid white cotton only. Leather baseball gloves are not permitted. Students may not wear scarves.
- **Glasses:** Non-prescription glasses or non-prescription sunglasses are not allowed.
- **Backpacks:** Any color/brand is permitted. Backpacks may not be modified or written on except for the student's name.
- **Tattoos and Body Piercings:** Visible tattoos, body piercings, and gauges are not allowed with the exception of earrings. All tattoos, including temporary tattoos, must be covered.
 - Students may wear standard earrings only. Earrings may only have a pin-hole size opening/post.
 - No more than three earrings per ear may be worn.
 - Plugs may be used to replace visible body piercings or gauges. Plugs must be clear or match a student's flesh color.
 - Bandages to cover visible tattoos or body piercing holes must be plain/neutral-colored.

(Accessories or body modifications that prove to be a distraction will be handled on an individual basis.)

Thank you for carefully reviewing and adhering to The OCS uniform policy. In doing so, you are helping to create a safe and structured learning environment for all OCS students.

Free Dress Days

At times, students may be allowed to wear “free dress” to school. On these days, students must follow the following dress guidelines:

Shirts/Sweatshirts/Sweaters

- Your shirts cannot have inappropriate writing of any kind.
- No inappropriate logos that display drugs or alcohol.
- Wear appropriate shirts that are not revealing, see-through, and don’t show your midriff
- Your shirts must have sleeves that cover the shoulders. No halter-tops.
- If you wear a sweatshirt with a hood, remember not to wear the hood on campus

Shorts/Pants/Skirts

- Make sure your pants/shorts aren’t baggy and aren’t skin-tight.
- Skirts and shorts must be no more than 2 inches above the knee.
- Your pants/shorts cannot have inappropriate writing or tears/rips of any kind.

Shoes and Socks

- Make sure you wear closed-toe shoes.
- No sandals (including shoes that are open-toed or open-heeled), slippers (including shoes with soft soles), or house shoes. Boots are o.k.

Accessories

- No hats, bandanas, or sunglasses (documented medical requirements excepted).

Jeans Day

- Denim blue, black, or gray colored jean material is acceptable.
- No inappropriate writing or logos of any kind.
- Long jean pants, jean shorts, capris or jean skirts (to the knee) are allowed.
- Jeans must not be too baggy. They cannot be more than two sizes too large.
- Tears and rips are okay if they don’t show any skin.
- Jeans may not be skin tight. Skintight means the jeans are tight around the thigh, knee, and calf.

- Students must still wear the regular uniform shirt and plain black, gray, or white, or any combination of black, gray, and white shoes.
- A belt is not required on Jeans Day.

Community Service

All students complete community service in grades one through five. Students should complete at least 1 hour per every 6-week grading period.

Students are required to complete a total of six hours of community service. Community service is a part of students' homebase grade. Helping family members and others in the community is a great way to learn citizenship and recognize your impact in your community.

Here are some suggested activities for students:

Community Service		
Home: 2 hours	School: 2 hours	Community: 2 hours

<ul style="list-style-type: none"> · Clean up around the house. · Do another family member's chore when needed. · Visit the elderly. · Prepare and serve a meal. · Read to a younger sibling. · Take care of younger siblings. · Help take care of elderly family members. · Walk the dog. · Help with yard work. 	<ul style="list-style-type: none"> · Help others in after school tutoring class. · Participate in school fundraisers. · Help a teacher after school. · Turn in outgrown uniforms or PE clothes. · Offer to help in the office or library at lunch or after school. · Pick up trash at lunch. · Help keep the playground clean. · Donate needed items to the classroom. 	<ul style="list-style-type: none"> · Bring in cans for the canned food drive. · Help a neighbor (someone who's not a stranger) with yard work. · Pick up trash in the community. · Help at church. · Help with clubs or sports teams. · Participate in school-sponsored service events.
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Academic and Behavior Information

Promotion to the next grade level

Students are promoted to the next grade level if they pass all core subjects by earning a 60% "D" or higher in each subject area and demonstrate adequate academic progress.

Progress reports are made available every six weeks. Report cards are mailed home at the end of each semester.

Retention at current grade level

All students being considered for retention will be notified as early in the year as possible; will be provided opportunities for interventions, supplemental instruction, and/or remediation; and will be afforded all rights in accordance with Education Code 48070. The decision to promote or retain a student in a grade level is made by the school principal, in consultation with the teachers. Students may be considered for retention at grade level if:

- Results of CAASPP assessments from the previous school year demonstrate that the student is performing at the “standard nearly met” or “standard not met” level.
- Student’s academic performance/grades are below standard as identified in grading period report cards and/or grade level benchmark assessments.
- Students’ performance in reading and math on the local verified data assessment is below grade level.
- Any student being considered for retention at grade level must be identified and assisted through a Supportive Learning Plan that is put into place by the end of December of the current academic school year.

Students with up to two failing subject grades on the second semester report card will have the opportunity to make-up the failed classes in summer school. Students with three or more failing grades will be considered for retention.

Inappropriate Behaviors and Consequences

The FALCON Way should be followed at all times. Any inappropriate behavior will be reported to the teacher and/or administrator. The teacher and/or administrator will meet with students and parents as needed.

Recording/Cell Phone Information

Cell phones and smartwatches are to be turned OFF (not on vibrate or silent) during the school day. Cell phones and smartwatches that are seen or heard any time before 3:00 p.m. or on campus will be confiscated and must be picked up by the parent/guardian at the end of the school day. Parents or guardians who need to contact their child are welcome to call the main office to either send a message or have the child called to the office to speak with them. Students are not allowed to take pictures or record on campus without the permission of the teacher. Any student who violates this policy will receive a school consequence. In addition, unauthorized photography and recording is against the law. (Ed Code 51512)

Discipline

Progressive discipline steps reset each day and with each teacher.

Progressive Discipline Steps:

- Verbal warning #1
- Verbal warning #2
- Verbal warning #3 and logical consequence
- Referral assigned

Once a student earns a referral, each referral and subsequent referral will adhere to the following progression steps. Serious infractions may warrant a consequence being assigned from a higher tier, as determined by the teacher in consultation with administration.

Once a student earns a referral, each referral and subsequent referral will move them up on the following progression steps. Students must go ten school days without earning a referral in order to reset back to step one.

Referral # 1: Parent/guardian contacted and student assigned morning recess activity.

Referral #2: Parent/guardian contacted and student assigned lunch detention.

Referral #3: Parent/guardian contacted and student assigned after school detention.

Referral #4: Parent/guardian contacted and student assigned to complete a project related to their specific behavior. Behavior plan is created and put into place.

Referral #5: Parent/guardian contacted and student assigned to a ½ day placement in another classroom.

Referral #6: Parent/guardian contacted and student assigned to a full day placement in another classroom.

Referral #7: Parent/guardian contacted and student is assigned to a full day placement in the counseling office or another classroom.

Serious violations will cause immediate disciplinary action as determined by the school administrator(s) and according to the school's pupil suspension and expulsion policy (Board policy 5001).

Playground Rules

- No food or drink on the playground, blacktop, or field at any time.
 - Food is only allowed in the lunch court.
- No backpacks in the playground area.

- Balls may only be used on the blacktop and on the field.
- Run only on the playground and field areas—not on the cement/hallway.
- One at a time on the slide.
- Take turns on the swings. The time limit is two minutes.
- Make single file lines and don't cut in line.
- Put all equipment back when finished.
- When the whistle sounds, freeze.
 - After unfreezing, everyone picks up one piece of trash to throw away before lining up.
- Treat others with kindness and say "please" and "thank you."
- Pushing or shoving will result in a consequence.

Referral-Free Weeks

Students may earn rewards by class for having weeks where all students practice the FALCON Way and do not earn a referral.

Inappropriate Items

OCS students are committed to making a great life for themselves by remaining focused on academics during the school day. Students cannot have items at school that distract from this goal. The FALCON Way says, "I never bring materials to school that may interfere with my learning." For all offenses, the item will be confiscated and, after one warning, the student will receive a referral, and a parent must pick up the item.

These items are NOT ALLOWED at school:

- Personal pictures/photos.
- Toys and electronics.
- Gum, candy, and caffeinated drinks.
- Items mentioned in the zero tolerance policy.
- Cell phones or smartwatches that are turned on.
- Any materials with inappropriate content or graphics.
- Any other items that distract from learning.
- Excess cash.

Grading

Our grading system is based on the following:

A = 90% – 100%
 B = 80% – 89%
 C = 70% – 79%

D = 60% – 69%
F = 59% and below

Students earn a letter grade for math, language arts, social studies, science, music, PE, homebase, and power hour.

All assignments are weighted in the following ways (for each

- 40% – Practice
- 60% = Demonstrate Mastery
- (kindergarten – 80% demonstrate mastery & 20% practice)



subject)

Citizenship grades are based on following the FALCON Way.

E=Excellent

G=Good

S=Satisfactory

N=Needs Improvement

U=Unsatisfactory

Grades, citizenship, and attendance can be viewed through Powerschool by using the link found on our website under the PARENT tab.

Awards and Recognitions

Students are recognized for their accomplishments in several ways throughout the school year.

- Academic awards:
 - Dean's list (3.75 GPA – 4.0 GPA)
 - Honor Roll (3.25 GPA – 3.74 GPA)
 - Accelerated Reading Goal Attainment
- Other Awards:
 - Perfect Attendance and Improved Attendance
 - Good Citizenship ("Excellent" in every subject)
 - Student of the month

Field Trips

It is expected that all students behave in a manner that is consistent with the school's policies and rules during field trips off campus. Students who are unable to do so may be asked to

return to school if necessary instead of participating in the field trip. This decision will be made by the classroom teacher in conjunction with the principal or vice principal.

Breidenstein Library

To use the library during class or at lunch, students must get a pass from their teacher. Library books can be checked out for 14 days. No more than three books may be checked out at a time. For specific information regarding library fines, please see the Annual Parent Notification.



Health Office

Any medications for students must be left in the health office. A doctor's note and proper documentation is required to administer any prescription medicine. A doctor's note is also required for students to be excused from school or PE activity for more than one day.

Nut-Free Zone

Due to food allergies on campus, OCS strives to be a "nut-free zone." No nuts of any kind (e.g., peanuts, walnuts, almonds) are sold or distributed on campus. Please be careful when bringing food on campus and when sharing with others. Students should avoid bringing food containing nuts to school, including peanut butter. Food containing nuts may be confiscated by school personnel, to be picked up by a parent/guardian at the end of the school day. Students with food allergies should see the health office for special dietary options.

Meeting with Staff

Parents wanting to meet with a teacher or staff member may request a meeting via telephone or email directly to the staff member (or through the front office if the staff member cannot be reached). All meeting requests must be submitted at least 24 hours before the desired meeting time and are subject to teacher/staff availability.

Changes to the Handbook

Changes to this handbook may be made periodically and will be reflected in the online version.