**Chicago Heights School District 170**

**STEM Magnet Academy**

**Parent/Student Handbook**

**2015 - 2016**

 

STEM Magnet Academy

25 W. 16th Place

Chicago Heights, IL 60411

Phone: 708-756-4846

*Preparing Our Students for the 21st Century!*

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Dear Parent(s)/Guardian(s):

Welcome to the Chicago Heights School District 170 **STEM** Magnet Academy! This handbook has been prepared to provide you with general information regarding the procedures and organization of our school. Our comprehensive magnet school provides students with an enriched, **STEM** focused curriculum that will instill students with 21st century learning skills and dispositions. We are committed to providing a high quality education in a safe, comfortable, and inspiring learning environment. This handbook should provide answers to many questions you may have concerning the procedures of our school. If you have any further questions, please contact the school and we will be happy to assist you.

 We are more than confident that the 2015-2016 school year will be both positive and productive. Please take time to review the **STEM** Magnet Academy Policy Handbook with your student. Communication and cooperation between the home and school are essential to ensure the best education for each of our students.

**STEM** Vision: The STEM Magnet Academy of [Chicago Heights School District 170](http://www.sd170.com/) will provide an advanced, enriched curriculum that will prepare all students for college, careers, and life in an ever-changing global economy.

**STEM** Mission: The STEM Magnet Academy of Chicago Heights will provide student centered learning experiences that motivate all students to take responsibility for their own learning in order to achieve at their highest potential. Through a rigorous, technologically infused curriculum which incorporates real-world learning problems and projects, students will aspire to be creative, critical, and analytical problem solvers of the 21st century.

Respectfully,

The **STEM** Magnet Academy Staff

Mr. Nick Pezzuto Mrs. Angela Novak Mr. David Fazzini

Mr. J.R Entsminger Mr. Joe Barker Mr. Ken Hanson

**Entrance Requirements**

To enter the **STEM** Magnet Academy, students must apply during their 6th grade year. Students must also meet the following criteria:

* Minimum GPA (Grade Point Average) of 3.25 in core classes (Science, Social Studies, Math, and Reading/Language Arts).
* Minimal absences (below the state mandated number), appropriate behavior data, and few missing assignments as reported in TeacherEase (the student reporting system).
* Sufficient PARCC and MAP scores.
* The interview process including a short, open-ended writing assignment.

**Registration**

After a student is accepted into the **STEM** Magnet Academy, he or she must still register to be in the program. We want to make the registration process as convenient as possible for our parents and students. In the past, we have held registration at Washington/McKinley. We acknowledge that many of our students have siblings who will remain at their home schools, thus, requiring parents to register a sibling at the sibling’s home school, and then register the other child in **STEM**at Washington/McKinley. Therefore, we have changed our registration procedures in order to accommodate our families. This year, you will be able to register your **STEM** student at his/her home school. In order to register your child for the **STEM** Magnet Academy, please follow the **Early Registration Information** below:

1. Location: You may register your child at your child’s home school.
2. Directions: PLEASE CALL YOUR CHILD’S HOME SCHOOL TO SCHEDULE AN APPOINTMENT FROM JUNE 8TH THROUGH JUNE 16TH. IF YOU PLAN TO REGISTER BETWEEN JULY 20TH AND JULY 30TH, PLEASE CALL 708-756-4165 TO SCHEDULE AN APPOINTMENT.
3. Registration Requirements:
	1. Proof of Residency
		1. Category 1 (*One Document is Required*):
			* Proof of home ownership (deed, recent property tax bill, mortgage agreement, or payment book).
			* Signed and dated lease agreement or Section 8 voucher. The lease must have the name and phone number of the owner of the property.
			* Letter of residence from landlord in lieu of lease.
		2. Category 2 (*Two Documents Showing the Address are Required)*:
			* Current utility bills (gas, electric, water, home telephone or cable)
			* Recent bank or credit card statement
			* Auto or home insurance documents
			* Proof of government benefits (disability, Medicare, food stamps, etc.)
* Residency: Only students who are residents of the district may attend a district school without a tuition charge. A student’s residence is the place in which the student eats and sleeps on school days and on weekends. For proof of residency, the required number of documents from each of the following categories is needed to establish residency.
* All continuing students must be registered for school each year on the dates and at the places designated. The parent(s)/guardian(s) of continuing students must show proof of residency as described above.

**Arrival Procedures**

As **STEM** Magnet Academy Students engage in advanced math classes at Bloom High School, students must arrive at their designated Bloom bus stop in order to be received by the Bloom provided bus transportation. Once Bloom has finalized their bus route schedule, we will inform our parents of these times. However, as the Bloom Math class will begin at **7:50 AM**, please plan to be at the bus stop around **7:00 AM** **- 7:15 AM**. After Bloom Math, **STEM** students will take District 170 provided bus transportation back to the **STEM** Magnet Academy at Washington/McKinley School.

**Dismissal Procedures**

Students will be dismissed from Washington McKinley School at **2:45 PM**. At that time, students will be bused back to their home schools. Upon arrival at their home schools, students can be picked up by a parent/guardian or walk home.

If for some reason a parent/guardian must pick up a student from the **STEM** Magnet Academy at Washington McKinley School, **the parent/guardian must provide a written note or call the Washington McKinley School office prior to the pickup.** It is important that staff members and administrators are aware of any modifications to the regular **STEM** dismissal procedure.

Unless a student’s home school is Washington/McKinley, he or she will **NOT** be allowed to walk home. In addition, **STEM** students **MUST** ride the bus back to their home school at dismissal unless the parent/guardian has submitted a written note or called the Washington/McKinley School Office. Additionally, students will not be allowed to ride home with relatives or other **STEM** students unless prior arrangements have been secured.

**Tardiness**

**STEM** students are expected to arrive at Bloom Math **ON TIME**. This will require them to be at their bus stop **ON TIME**. If students miss the Bloom provided bus transportation, a parent or guardian must drop the child off at Bloom for math class. If for some reason a student misses Bloom Math, they can be transported to Washington/McKinley in order to engage in their regular school day at the **STEM** Magnet Academy. However, if a **STEM** student misses Bloom Math, the student will be responsible for making up the work that he/she missed during class. In addition, if a student continually misses Bloom Math, a mandatory parent conference will be scheduled.

**Absences/Vacations**

State law requires that parents report their child’s absence to the school. Please call Washington McKinley School (708-756-4841) or the **STEM** Magnet Academy (708-756-4999) regarding your child’s absence before 8:00 AM. If you would like your child to obtain his or her homework before an extended absence such as a vacation, please contact the **STEM** staff and arrange for homework to be sent home or picked up. Please provide the **STEM** staff with time to gather homework or assignments before the day of the student’s absence.

**Absent Work:** Full credit will be given for work assigned by the teacher and completed by the student within a reasonable amount of time after returning to school.

**School Closing**

Parents may contact any of the following sources to find out about school closings:

1. Go to www.emergencyclosingcenter.com. If closed, our school will be listed.
2. View the following television stations: Channel 2, 5, 7, WGN, FOX News, and CLTV.
3. Listen to WGN radio AM 720.
4. Call Central Office at 708-756-4165.
5. Download the Remind App on any iPhone or Android device to receive updates.

**Attendance/Tardy/Absence Policy Enforcement**

Consistent attendance and on-time arrival at school is an important part of any student’s education. As a result, the Academy Director/Asst. Director has the authority to enforce the policy through a variety of methods. The Academy Director/Asst. Director may at his/her discretion enforce other penalties to ensure compliance with the attendance and tardy policies and Illinois Laws.

**Classroom instruction** is essential to student success. Therefore, the **STEM** staff encourages parents or guardians to plan extended vacations in coordination with the school calendar.

**Enrichment**

**Homework**

Homework is an integral part of the child’s educational process. All curricula and activities administered by the **STEM** Magnet Academy require student participation outside of school and can be enhanced when parents assist in the completion of homework.

Homework assignments are a part of each student’s grade. Therefore, missing assignments must be turned in as soon as possible. Students are also responsible for homework assignments missed during an absence from school. Continual failure to complete or turn in homework assignments on time will result in appropriate consequences determined by the classroom teacher and/or Principal of the school.

* Parents may be required to work with their child on special projects and provide materials that can be found at home.
* Parent/student reading is strongly recommended on a regular basis.

**Field Trips/Distance Learning Opportunities**

Educational field trips are scheduled during the school year. Field trips are planned to enhance the child’s educational experience and must be relevant to what is being studied at the time the field trip is planned.

Permission slips must be signed by a parent/guardian and returned to the **STEM** Academy staff before any student may participate in a field trip.

**Dress Attire:** Students attending a field trip are required to follow the **STEM** Magnet Academy uniform policy unless otherwise noted in the field trip permission slip sent home prior to the field trip, or as stipulated by a teacher.

**Grading Policy**

Because the **STEM** Magnet Academy is an advanced and enriched learning environment and experience, the grading policy utilized in this program **differs** from the grading policy used by the rest of the schools in District 170. Students in the program will be held to higher, more rigorous expectations. Students are expected to complete all assignments on time, and do well on all exams and projects. The **STEM** Magnet Academy grading policy is as follows:

1. Homework counts for 25% of the student’s grade.
2. Class work and projects count for 35% of the student’s grade.
3. Tests and quizzes count for 40% of the student’s grade.

**Uniform Policy**

**STEM** students have two options in terms of appropriate clothing they may wear on a daily basis. First, students can always wear their usual District 170 uniform (white/blue collared shirt and khaki pants, belts, and **NO HOODIES**). Second, students may wear Business Casual clothing as well. Business Casual attire can be defined as the following:

|  |  |
| --- | --- |
| **Business Casual** | **NOT Business Casual** |
| -Collared Shirts (Polo shirts, button up shirts, blouses)-Khaki Pants (khaki colored, navy blue, black)-Ties-Sweaters (sweater vests, cardigans)-Dress Slacks (black, grey, khaki colored)-Blazers-Dress Shorts (Tucked in with belt) | -Tank Tops, Spaghetti Straps, Strapless Tops, Halter Tops-Leggings-Jeggings-Skirts and Shorts Shorter than the Knee-Colored Jeans-Multicolored Khakis-Pants with Jean Pockets or Rivets-Hoodies-Sweatshirts-Gym Shoes-Sunglass Inside the School-Hats, Caps, Sweat Bands, Bandannas, or Other Head Wear  |

If students earn a dress down day, students may wear the following:

|  |  |
| --- | --- |
| **Appropriate Dress Down Attire** | **Inappropriate Dress Down Attire** |
| -Jeans-Shirts-Gym Shoes-Spirit Wear (**STEM** Polos, District 170 Attire)-Shorts (when the weather is warm) | -Jeans with Holes-Tank Tops, Spaghetti Straps, Strapless Tops, Halter Tops-Ripped or Torn Shirts-Gang Colors-Sagging or Excessively Baggy Clothes-Clothing that is Excessively Tight-Shirts or Pants that Expose Undergarments or Bare Skin-Skirts and Shorts Shorter than the Knee-See-through or Mesh Garments-Bare Feet or Bedroom Slippers -Hoodies-Sunglass Inside the School-Hats, Caps, Sweat Bands, Bandannas, or Other Head Wear  |

If a student’s dress or appearance violates this dress code, the **STEM** staff may require the student to change his or her dress appearance and may result in a phone call home. A second violation of this policy will result in disciplinary action, which may include a phone call home and/or a detention. Further violations of the policy may result in the revocation of admission into the program. This policy shall apply to all students in the **STEM** Academy during the regular school day, on field trips, and when students represent the school, unless stated otherwise by the **STEM** staff.

**Disciplinary Action**

The **STEM** staff does not anticipate behavior problems that would result in disciplinary action. However, if such behavior does occur, there are multiple repercussions that students may face, including loss of privileges (dress down days or access to technology), phone calls home, mandatory parent conferences, detentions, and ultimately, expulsion from the **STEM** Magnet Academy. The following is a list of behavioral consequences:

1. Verbal Warning
2. Lunch Detention in ISS (In-School Suspension) Room and Parent Phone Call
3. After School Detention with Parent Conference
4. ISS (In-School Suspension) with Parent Conference
5. Out-of-School Suspension with Parent Conference

If these consequences have been exhausted, the student will be removed from the

**STEM** Magnet Academy.

\*Disciplinary action resulting from serious offenses are up to teacher discretion.

If a student receives a detention, a note/slip will be sent home that requires parent/guardian signature. Detentions will be served after school from **2:45 PM** until **3:15 PM**. It is the responsibility of the parent/guardian to then pick his/her student up after detention from Washington McKinley School at **3:15 PM**. Bus service will **NOT** be provided for students serving after school detentions.

**Searches**

Desks and lockers are public property and school authorities may make reasonable regulations regarding their use. School officials may inspect desks and lockers when there is reasonable cause to believe that the contents threaten the safety, health, or welfare of students, or include stolen property or contraband. Stolen items and items which are prohibited by law, Board Policy, or school regulations may be removed and impounded, and the parents notified. School authorities may request the assistance of law enforcement officials for the purpose of conducting inspections and searches, including searches conducted through the use of specially trained dogs.

**Probationary Status and Removal from the STEM Program**

Students who do not comply with the rules, regulations, and expectations set forth by the **STEM** Magnet Academy will be placed on Probationary Status. Probationary Status may result when a student continually violates the **STEM** rules and requires continued disciplinary action. In addition, a student may be placed on Probationary Status if he or she purposefully and frequently neglects to submit assignments, which includes both homework and projects. Probationary Status will result if the following occurs:

* A student is missing 10 or more assignments from all classes combined.
* A student receives 3 or more Lunch Detentions.
* A student receives 2 After School Detentions.
* A student receives 1 In-school or out-of-school suspension.
* A student has more than 3 unexcused tardies or absences in a semester.
* A student’s GPA in Science, Math, Reading, and Social Studies falls below a 3.0.

Students placed on Probationary Status will abide by the following regulations:

1. Student will wear school district uniform everyday until removed from Probationary Status. Student may not wear Business Casual attire or Dress Down Days.
2. Students will use technology only to complete technology related assignments. Students will not use technology to listen to music, play games, or for other recreational activities.
3. Student will not participate in any entertaining activities such as movies, Field Day, or field trips until removed from Probationary Status.

In order to be removed from Probationary Status, students must complete missing assignments. If the problem is associated with the student’s behavior, he or she may only be removed from Probationary Status after a mandatory parent/guardian conference with STEM staff is held. If a student does not improve after being put on Probationary Status, he or she may be removed from the program. We intend to work closely with parents, especially in regards to Probationary Status issues and goal setting for improvement.

**Office Hours**

The **STEM** Academy office hours are from **7:30 AM** to **2:45 PM**. If you have questions or concerns during this time, please contact Washington McKinley’s office staff (708-756-4841). If a **STEM** teacher or administrator is not available, Washington McKinley’s office personnel will relay the message in a timely manner. An answering machine will be activated before and after office hours.

**Technology Protection Measures**

It is the district’s policy to comply with the Children’s Internet Protection Act (Pub. L. 106-554). Each district computer with Internet access shall have a filtering device that blocks entry to visual depictions that are (1) obscene, (2) pornographic, or (3) harmful or inappropriate for students as defined by the Children’s Internet Protection Act and as determined by the superintendent or designee.

For purposes of this administrative procedure and accompanying policy, these terms are given the following definitions as set forth in the Children’s Internet Protection Act (Pub. L. 106-554):

Technology Protection Measure. The term “technology protection measure” means a specific technology that blocks or filters Internet access to visual depictions that are:

1. Obscene, as that term is defined in section 1460 of title 18, United States Code;
2. Child pornography, as that term is defined in section 2256 of title 18, United States Code; or
3. Harmful to minors

Harmful to Minors. The term “harmful to minors” means any picture, image, graphic image file, or other visual depiction that:

1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion;
2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or lewd exhibition of the genitals; and
3. Taken as a whole, lacks serious literary, artistic, political, or scientific value to minors.

Sexual Act; Sexual Contact. The terms “sexual act” and “sexual contact” have the meaning given such terms in section 2246 of title 18, United States Code.

**Technology in STEM**

Students in the **STEM** Magnet Academy are given the necessary technological equipment to be successful in the program. Any personal technological devices brought to school are the sole responsibility of the student. The **STEM** Magnet Academy staff assumes **NO** responsibility for any lost, damaged, or misplaced personal technological devices. In fact, we encourage such devices be left at home.

In addition, the usage of the **STEM** provided technology is a privilege, not a right. Therefore, students must use the technology appropriately. Using the provided technology to message other students or people during instructional time interrupts learning and is not appropriate. Also, using the provided technology to watch YouTube videos or other non-educational videos during lessons is not acceptable. In addition, if a student is caught using a technological device to view inappropriate content, during or after instruction, the student will lose the privilege of using that piece of technology. If this policy is violated, corrective action will be taken (see Disciplinary Action).

**Technology Acceptable Use Policy**

Through technology, the **STEM** Magnet Academy provides access to resources from around the globe for students and staff. Expanding technologies take students and staff beyond the confines of the classroom, and provide tremendous opportunities for enhancing, extending, and rethinking the learning process. No technology is guaranteed to be error free or totally dependable, nor is it safe when used irresponsibly. Among other matters, **STEM** is not liable or responsible for:

 1. Any information that may be lost, damaged or unavailable due to technical, or

other difficulties.

 2. The accuracy or suitability of any information retrieved through technology.

 3. Breaches of confidentiality.

 4. Defamatory material.

 5. The consequences that may come from failure to follow **STEM** policies and

 procedures governing the use of technology.

**Technology Privileges**

Students may access technology for educational purposes only. Exercising this privilege requires that students accept the responsibility for all material viewed, downloaded, and/or produced. Students will need to evaluate the validity of materials accessed through technology and cite their resources when appropriate. The actions of students accessing the internet while in the **STEM** Academy reflect our organization. Students must conduct themselves accordingly by exercise good judgement and complying with this policy, and any accompanying administrative regulations and guidelines.

**Definition of Acceptable Use**

Students Will:

* Adhere to the rules of copyright and assume that any software that they did not create is copyrighted (unless it is labeled “freeware” or “public domain”).
* Adhere to the licensing agreements governing the use of shareware; note that e-mail is not guaranteed to be private.
* Be responsible at all times for the proper use of their access privileges and for complying with all required system security identification codes, including not sharing such codes.

**Tampering/Hacking District, School, or Educational Software**

**STEM** students may **NOT** hack or tamper with **ANY** websites or software. Doing so will result in immediate corrective action, including but not limited to expulsion from the Academy.

**Cell Phone Acceptable Use Policy**

According to district policy, cell phones are not allowed in the classroom. Unless otherwise stipulated by a **STEM** staff member, students should **NOT** be using their cell phones at all during the school day. Occasionally, there may be times when students can use their cell phones to complete certain projects (video and voice recording and editing applications). However, if a cell phone is needed in order to complete a particular project, the student **MUST** ask permission first. If cell phone usage becomes an issue, the **STEM** staff reserves the right to disallow cell phone usage completely.

**Silent Sustained Reading (SSR)**

In the **STEM** Magnet Academy, we utilize Silent Sustained Reading differently than other schools in District 170. The **STEM** Magnet Academy Library is extensive, complete with magazines, graphic novels, comics, and books. The following policy explains how students will engage in Silent Sustained Reading:

|  |  |
| --- | --- |
| **Day of the Week** | **Acceptable Reading Materials** |
| Monday, Wednesday, and Friday | Students will read print texts. This includes things like books, magazines, newspapers, graphic novels, and comic books.  |
| Tuesday and Thursday | Students can read print texts. However, on Tuesdays and Thursdays, students have the option of reading from Online Resources if they so choose. This includes online articles, online magazines, scholarly websites, and Fan Fiction databases such as Wattpad.  |

During SSR, students **MUST** be reading. Behaviors such as talking, playing games, disturbing other students, using technology for other purposes besides reading (on Tuesdays and Thursdays), and completing homework will not be allowed.

**Library**

The **STEM** Magnet Academy Library is for all students to use. Students may visit the library after receiving permission from a **STEM** staff member during SSR. While visiting the library, students have the option of checking out novels, magazines, or comics. No more than three students at a time are allowed to visit the **STEM** Library. In addition, if a student does visit the library, he or she **MUST** check out a novel, magazine, or comic. Students are not allowed to visit the library in order to meet with friends and talk or hang out. Students are expected to find a piece of reading material, check out the reading material using the Book Sign Out Sheet, and then go back to their seat and begin reading. If students cannot properly engage in the **STEM** Library process and routines, this may result in a loss of library privileges.

**Movie Policy**

**STEM** teachers may choose to utilize a movie to culminate a unit on a certain topic. Chosen movies will either be rated PG or PG-13. All chosen movies will serve an educational purpose. No movie shown in **STEM** will go beyond the PG-13 rating.

**Emergency Information**

In the event of an emergency, the **STEM** Academy will make every effort to contact parents. If unable to do so, the school will contact one of the alternatives designated on the emergency information form. It is extremely important, for your child’s safety, that we have up-to-date emergency information on file and have at least two alternative contacts if you cannot be reached.

The **STEM** Magnet Academy has an emergency plan in place to address the various events that may occur in the building. Please be sure to keep all emergency contact information for child child current at all times. Any changes should be reported to the office immediately.

**Health**

For the protection of your child and others, please do not send your child to school if he/she is feeling ill. If your child has any of the following illnesses, **please seek medical care before sending your child to school**:

* Head Lice
* Vomiting
* Acute Cold
* Inflamed or red eyes
* A rash or skin eruption of unknown origin

**PLEASE CALL AND NOTIFY THE SCHOOL WHEN YOUR CHILD IS ABSENT.**

**Sick During the School Day:** If a child becomes ill during the school day, he or she will be sent to the office. If the child’s symptoms persist and his or her condition remains, parents will be notified. Through mutual agreement, the parent and the school will determine whether the child will be sent home or remain in school. If it is determined that the child will be sent home, it is the parent’s/guardian’s responsibility to either pick up his or her child, or make arrangements for a person listed on the student emergency list to pick up the child.

If a student is absent from school three or more consecutive days, a physician’s note is required upon his or her return to school. Parents/guardians are asked to contact the school regarding any problems concerning their child’s health, medications, or communicable diseases.

**Medication:** No medications will be given at school except for those which have been prescribed by a physician and which are needed to maintain the child in school. Any medication that is taken at school must be brought to the nurse’s office in a container appropriately labeled by the pharmacy. This label must include the child’s name, the prescribing physician’s name, the name of the medication with directions (route, dose, and frequency), and the pharmacy phone number.

If the student needs to take medication at school, the parent/guardian should bring the medication to school and not send it with their child. The parent/guardian is also responsible for picking up his or her child’s medication if it has been discontinued. If the medication is not picked up in a timely manner, the medication will be thrown away. All medications that have not been picked up at the end of the school year will be thrown away.

**First Aid:** The school nurse or office personnel will administer first aid. In the event of serious injury, parents will be contacted immediately. All head injuries will be reported to the parent as soon as possible. ***PLEASE MAKE EVERY EFFORT TO ENSURE THAT THE SCHOOL HAS AN UPDATED RECORD OF YOUR WORKING TELEPHONE NUMBER AT ALL TIMES.***

**Parent-Teacher Communication/Conferences**

Parents are encouraged to call the **STEM** Office or Washington McKinley School if they have questions or concerns regarding their child. Teachers and administrators will contact parents when they feel additional conferences are needed. Besides the district scheduled parent-teacher conferences in each trimester, conferences may also be scheduled by contacting your child’s teacher or administrator to make an appointment.

**Director/Assistant Director Communication**

Parents are encouraged to communicate with **STEM** administrators if they have questions or concerns relating to their child or the **STEM** Academy’s policies. Unless it is a confidential matter, parents are urged to contact their child’s teacher first. **PLEASE NOTE**: Parents should make an appointment with a **STEM** teacher or administrator before coming to the school with the intention of holding a meeting or conference. **Walk-in appointments are NOT encouraged.**

**Birthday Treats and Holidays**

In accordance with the newly created student health policy, the district requires only healthy treats be brought to school for distribution. This may include prepackaged pretzels, crackers, or other healthy and nutritious food items. Please see the board policy manual on the district website for more information.

**Parent/Guardian Volunteers**

Parents and family members are encouraged to volunteer their services to the school. Please contact the **STEM** Magnet Academy at any time if you wish to volunteer.

**Student Privacy**

Highlighting achievements in our schools is an integral part of reporting responsibility to our community and is a way of sharing in the successes of our schools and students. During the year, the staff or the press may photograph or videotape students in a variety of school-related activities. Student recognition assemblies, sporting events, and academic programs are a few examples of these activities. These personally identifiable photographs and/or videotapes may be used in the District Newsletter, newspapers, television, the district website, or other forms of electronic communication such as wikis, blogs, and social media. It is the district’s policy never to associate student names with pictures on the internet; however, it is our primary goal to respect your privacy. If you object to the inclusion of your child in any of the above, you must file your objection in writing, stating your child’s name, grade, and school. The request must be submitted by the parent or guardian of the student within two weeks from the first day the student is enrolled in a school year, and be sent to the school principal. **STEM** students/parents/guardians may use the *Parent-Student-School-Community Compact* to inform the **STEM** staff of their objection to this policy.

**Supply List**

The **STEM** Magnet Academy staff asks that **ALL** students have the following supplies on the first day of class:

* A backpack or other type of bag to help students carry books and technology to and from school
* 7 spiral notebooks (1 spiral each for Math, Reading, Writing, Social Studies, Science, PLTW)
* 2 composition notebooks
* Loose-leaf paper
* 7 pocket folders (one for each class)
* A supply box or pencil bag
* Black or blue pens
* Pencils and erasers
* Markers and crayons
* Highlighters
* Glue and glue sticks
* Scissors
* 2 combination locks
* 1 Texas Instruments TI-30X IIS Scientific Calculator
* Kleenex
* Hand sanitizer (optional)

Stores such as Staples, Office Max, Office Depot, Target, and Wal-Mart often sell these supplies at discounted rates over the summer.

\*Please reference the District 170 handbook for policy information not covered in the **STEM** Magnet Academy Handbook such as:

* Health Examinations/Dental Examinations/Eye Examinations/Immunizations/Hearing Screenings
* Student Accident Insurance
* Truancy
* Breakfast/Lunch
* School Bus Safety Rules
* Promotion and Retention
* Athletics
* Eligibility for After School Events
* Telephone Use
* Student Record

Student Name: Date:

Chicago Heights School District 170 **STEM** Magnet Academy

*Parent-Student-School-Community Compact*

In order to help our students reach their full potential, school families and staff will work together collaboratively. Research shows that family involvement in education can make the difference in a student’s achievement at school and in life. This compact is a written commitment indicating how students, parents, teachers, and the principal agree to share responsibility for student learning and improved academic achievement.

As the **parent/guardian** of a **STEM** Academy student, I pledge to:

* Ensure that my child arrives to school on time daily.
* Provide my child with all required materials and supplies for class.
* Designate a quiet place and time for my child to complete homework and study.
* Establish and maintain communication between teacher or administrator on a periodic basis through written and verbal communication.
* Expect my student to behave responsibly and treat others with respect.

As the **teacher** of the **STEM** Magnet Academy, I pledge to:

* Maintain and foster high standards for academic achievement and positive behavior.
* Provide high quality teaching and leadership.
* Communicate regularly with students and parents concerning individual achievement and behavior.
* Model and help develop positive behavior in my students.

As a **director** of the **STEM** Magnet Academy, I pledge to:

* Provide a safe, interesting, relevant, and motivating learning environment for students and staff that allows for academic success.
* Support staff in their efforts to educate students.
* Reinforce the partnership between parents/guardians, students, teachers, and the school.

As a **student** of the **STEM** Magnet Academy, I pledge to:

* Attend school daily, and arrive on time ready to learn.
* Come to class organized and prepared with homework, required materials and supplies, and actively participate in class.
* Seek extra help from my parents, teachers, or available tutors.
* Display a sense of school spirit and pride and follow school rules, policies, and procedures.
* Commit to do all that I can to ensure I am academically sound.

Director: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Assistant Director:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Parent:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Parents/guardians signing and returning this document acknowledge and understand **ALL** information within the Handbook. Please sign, detach this form, and return it to your student’s teacher.

**Failure to return this acknowledgement will not relieve a student or the parent/guardian of the student’s responsibility for knowledge or the non-compliance of the contents of the STEM Magnet Academy Handbook.**