

# **Pride Academy**

## **Parent/Student Handbook 2019-2020**

**"Lion Pride"**

**Pride Academy**



**1701 South 6<sup>th</sup> Street  
Camden, NJ 08104  
856-966-8955**

**[www.camden.k12.nj.us](http://www.camden.k12.nj.us)**

**One Vision, One Mission, One Goal---Success for All Students.**

# **AS MEMBERS OF THE PRIDE ACADEMY WE WILL ALWAYS BE...**

## **Productive**

**Be productive every day in and out of school**

## **Respectful**

**Respect individual differences, property, our environment, and ourselves**

## **Intelligent**

**Use intelligence and reasonable logic to define the truth and make decisions**

## **Determined**

**Face challenges with hard work, determination, and dedication**

## **Empathetic**

**Understand the struggles of others and respond with compassion**

## **Beliefs**

### **We believe...**

Caring teachers make a difference.

Students learn differently and at different rates.

Students are accountable for their actions.

The determined student is the successful student.

Student attendance directly affects student progress.

Motto

Attitude + Effort = Success

"To achieve something that you have never achieved before, you must become someone you have never been before." - Les Brown, Motivational Speaker

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## **Mission Statement**

Pride Academy will offer an alternative setting as well as academic and extracurricular opportunities necessary to provide students with the knowledge and skill-set needed to become productive, respectful, intelligent, determined, and empathetic members of their community with the ability to thrive and be successful.

## **Vision Statement**

Provide students the opportunity to recover credits through rigorous and relevant instruction within a nurturing and safe environment. Our main goal is to meet the unique educational, social, and emotional needs of our diverse student population. We expect all students to be life-long learners, leaders within their community, and to pursue and obtain post-secondary opportunities.

# Pride Academy Calendar

## First Semester

August 29 – September 4

September 5

September 26

**October 18**

**November 5**

**November 7-11**

November 26

November 27

**November 28-29**

December 20

**December 24 -31**

**January 1**

January 6

January 20

February 3

Pre-planning

**First Day of School**

Back to School Night

**School Closed**

**School Closed (Election Day)**

**School Closed (NJEA Conference)**

Early Dismissal (**Parent/Teacher Conferences**)

Early Dismissal

**Thanksgiving Holiday**

Early Dismissal

**Christmas Break**

**New Year's Day**

Three Kings Day

Dr. Martin Luther King Day

End of Semester 1

## Second Semester

February 4

February 7

February 17

March 20

April 9

**April 10-17**

April 28

May 25

June 10-12

June 19

First Day of Semester 2

**School Closed for Students** (Teacher Workday)

**School Closed (Presidents Day)**

**School Closed for Students** (Teacher Workday)

Early Dismissal

**Spring Break**

Early Dismissal (**Parent/Teacher Conferences**)

**School Closed (Memorial Day)**

Finals

**Last Day of School** (Graduation)

## Daily Schedule 2019-2020

1 <sup>st</sup> Period	8:30am – 9:14am
2 <sup>nd</sup> Period	9:16am – 10:03am
3 <sup>rd</sup> Period	10:05am – 10:49am
4 <sup>th</sup> Period (Transitional Program Lunch)	10:51am – 11:35am
5 <sup>th</sup> Period	11:37am – 12:21pm
6 <sup>th</sup> Period (Accelerated Program Lunch)	12:23pm – 1:07pm
7 <sup>th</sup> Period	1:09pm – 1:53pm
8 <sup>th</sup> Period	1:55pm – 2:39pm
9 <sup>th</sup> Period	2:41am – 3:25pm

### **Semester 1 Schedule for Accelerated 2019-2020**

September 5-November 13                      Finals: November 4,6,11  
November 14- January 31                      Finals: January 27, 28, 29

### **Semester 2 Schedule for Accelerated 2019-2020**

February 3-April 8                              Finals: April 2, 3, 6  
April 9- June 19                                  Finals: June 8, 9, 10, 11

### **Marking Period Schedule for Transitional 2019-2020**

Marking Period 1: September 5- November 13  
Marking Period 2: November 14- January 31  
Marking Period 3: February 3-April 8  
Marking Period 4: April 9- June 19

# General Procedures

## **Enrollment**

Pride Academy has enrollment for the Accelerated program from August 26 through September 23. All students seeking to enroll must make an appointment with the Senior Manager, Leadership Team, and Principal. Transitional program students can enroll during the first, second, or third marking period. Intake meetings take place every Thursday.

## **Attendance/Early Dismissal**

Although Pride Academy is a non-traditional middle school and high school, all students are permitted only ten absences each semester. Students who exceed the allotted number of absences may be withdrawn from that class. Students are expected to be prompt for each class. Six late arrivals will result in disciplinary actions and may lead to withdrawal from class.

Parents and/or students are required to contact the main office when absent for emergencies or appointments and provide official documentation for school record-keeping purposes. The following are considered emergencies: Legal matters, car accidents, hospitalization, and/or death in family. Students must submit all absence notes, tardy notes, and early dismissal notes, signed by a physician, dentist, or court system official, to the main office immediately.

In order to be granted an early dismissal, the parent or legal guardian must come, in person, to the school's main office to process the early dismissal. Early dismissals will also be granted with a valid appointment slip from a physician, dentist, or court system. Parents/guardians can pick up their child from school if they are listed as a parent/guardian or emergency contact. To pick up a child, the parent/guardian must stop by the front desk. They will be asked to present a state ID or driver's license to ensure the safety of their child.

## **School Hours**

Students are expected to arrive promptly by 8:00am, Monday through Friday. Classes begin at 8:30am and conclude at 3:25pm every day. During our half-day schedule, dismissal time is 12:50pm. Breakfast and lunch will be provided on full and half-days.

## **Late Arrival**

Students are expected to arrive on time each and every day. Students arriving after 9:00am must sign-in at the main office and obtain a pass prior to going to class.

## **Leaving Campus**

Students are expected to remain in the building and in respective classes as outlined on their early schedule. Students who leave the building without proper authorization may not return to school for the duration of the school day. They will receive a parent phone call and detention for the first offense. A second offense will result in a parent conference. A third offense will result in a student suspension.

## **Main Office Telephone**

Use of the main office phone is limited to emergencies during class time. Students must have a pass from a teacher to use the main office phone. The telephone will be available during breaks, lunch, and after school. Please be considerate of others waiting to use the phone and limit calls to one minute. Students are not permitted to make phone calls to go home early. The school nurse will call home in the event that a student is ill or needs to go home due to other medical concerns. **The main office does not deliver messages to students except in emergency situations.**

## **Visitors**

All visitors must enter at the main entrance and proceed directly to the main office. Front office team will direct you to sign in, ask to see ID, and assist you as needed. A visitor's badge must be displayed at all times.

## **Uniform Policy/Dress Code**

### **STUDENTS MUST ALWAYS BE IN UNIFORM**

- Green, Black, or White collared shirts
- Khaki or Black bottoms

The following are **not permitted** at Pride Academy:

- Clothing that contain vulgarity, reference to alcohol, drugs, tobacco, racist or any offensive language
- Sun glasses, hats, or scarves. Head covering or head gear of any kind (permission granted for religious purposes through parental note only)
- Clothing which is:
  - excessively tight
  - revealing or immodest (plunging necklines)
  - Crop tops, exposed stomachs, bare sides, exposed undergarments- panties, bras, boxers, etc.
  - Sleeveless shirts
  - bicycle pants or spandex
  - Clothing with holes, rips, or slits
- Outer coats/jackets, sweatshirts, and hoodies are not to be worn in classrooms or hallways during the school day. All outerwear worn to and from school are to be placed in the school locker assigned to the students upon arrival at school and not removed until ready for departure.

School attire should be neat, clean, and appropriate. Students whose attire, in the judgment of teachers and administrators, does not meet these criteria, will be referred for appropriate disciplinary action. We urge all students to dress neatly and in good taste when in the classroom and/or on other academic and school social occasions.



# Classroom Procedures

## **Class Attendance**

All students are expected to be present, punctual, and attend each scheduled class for the entire period. Students must remain alert and attentive during all classes.

## **Log Book**

All student must sign in and out of their respective teacher's logbook in order to maintain accurate attendance records. It is the student's responsibility to sign in to each class every day. A student may leave class only for emergencies; he/she must sign out and obtain a signed pass from their teacher.

## **Coursework**

Pride Academy offers a variety of instructional models:

- **Personalized Learning:** This method provides direct teacher instruction, virtual learning, and facilitates individual student mastery.
- **Odyssey Ware:** This method of instruction offers online courses offered by the Camden City School District and the New Jersey Department of Education.
- **Internships:** All students are required to complete 2 internships a year.

## **Enrichment**

Each department has a clear policy for providing additional help a student may need in order to be successful. It is the student's responsibility to seek assistance from their teachers.

## **Student Folders**

Students are issued a work folder in each course. Student assignments are kept in their folder and may not be removed from the classroom without the teacher's permission. These folders remain on file with the teacher. Once the course has been completed, each folder serves as a record of the student's mastery of the course objective.

## **Homework Policy**

Pride Academy provides a written homework policy which is unique to each Department. The homework policy must be included in each teacher's course syllabus.

## **Academic Probation**

Student who do not pass, or are in jeopardy of not passing all courses, will be placed on academic probation. Students placed on academic probation must attend 3 after-school program sessions during the semester. If the student does not improve academically, the student will be withdrawn and required to return to their home school.

## **Hall Passes**

Student with a hall pass must go to the location designated on their pass.

## **Field Trips**

Field trips are a vital part of the educational program. Students under the age of 18 years old must have the written permission of their parent or guardian to participate in field trips. All students must have the signature of each teacher to attend. Students will not be permitted to attend unless written permission has been submitted.

### **Emergency Drills**

Emergency drills will be conducted periodically, no less than once per month. When the alarm sounds and/or an announcement is made all students and personnel are to follow the assigned routes to evacuate or take cover. All students are to remain with their teacher. Teachers are to report all absences to designated personnel. Administration will notify all persons when the drill has ended.

# Graduation Requirements

All students must successfully complete the graduation requirements adopted by the Camden City School District and the New Jersey Department of Education.

**(See Principal Taylor, Mr. Yancey, or Ms. Edmonds for additional information)**

## **Graduation Exit Process**

All potential graduates will have to complete the graduate exit process in order to graduate from Pride Academy. Graduates will be provided all information needed to complete this process. The process includes the following:

- Senior Exit Survey
- Diploma Information
- Community Service hours (40 required hours)
- Cap and gown pictures
- Receive invitation to the graduation
- Receive commencement handbook
- Participate in the PSAT/SAT
- Complete appeals, if needed, for math and literacy

## **New Jersey State Minimum Graduation Requirements by Content Area 120 credits (N.J.A.C. 6A:8-5.1)**

English Language Arts:	20 credits (English 1,2,3,4)
Mathematics:	15 credits (Algebra 1, Geometry, Algebra 2)
Science:	15 credits with 5 credits in each (Biology, Life Science, Chemistry, Environmental Science, Physics)
Social Studies:	15 credits (Global Studies, US 1+2 AA History)
Business/Finance:	5 credits
Health/Physical Education:	20 credits (Gym 1,2,3,4 and Health 1,2,3,4)
Visual and Performing Arts:	10 credits
World Languages:	5 credits (10 credits if college bound)
21 <sup>st</sup> Century Life and Careers:	15 credits

## **Diplomas**

If a graduating Pride Academy student has attended their home-school for at least two years they may choose to receive their diploma from their home-school or from Pride Academy. Graduating students will receive their diploma from the Senior Manager's office approximately 6-8 weeks after their completion date.

### **Grading Scale**

The Camden City school district grading scale is as follows:

A	90-above
B	80-89
C	70-79
D	60-69
F	Below 60

### **Grade Placement/Classification Status**

Students are classified according to the number of credits they have earned.

<b>0 -30 credits:</b>	<b>9<sup>th</sup> grade</b>
<b>31-60 credits:</b>	<b>10<sup>th</sup> grade</b>
<b>61-90 credits:</b>	<b>11<sup>th</sup> grade</b>
<b>91-120 credits:</b>	<b>12<sup>th</sup> grade</b>

**Students must earn a total of 120 credits in order to receive a High School Diploma.**

### **Transcripts**

Students may order transcripts by filling out a form in the main office, or by speaking with Mr. Yancey or Ms. Edmonds, or by electronic request on the Pride website.

# Student Support Services

## **College/Career Center**

The College/Career center, located on the 1<sup>st</sup> floor in Room 8 of the Accelerated program side of the building, is a resource information room coordinated by the Senior Advisor, Ms. Edmonds. The classroom provides the school with current resources and information to assist students and their parents with career exploration and planning for post-secondary options. Ms. Edmonds and Ms. Smith-Gibbs will be available during certain periods by appointment only to discuss college and career options for students.

## **Office of Student Services**

All students are assigned a Case Manager. During the intake process each student will obtain the specific name of their Case Manager. Case managers monitor students from the time students are admitted to our school through graduation. Services include, but are not limited to, the following:

1. Enrollment screening
2. Post-Secondary planning
3. Small Groups
4. Individual Counseling
5. Classroom Guidance

Parents may call the Office of Student Services to schedule a conference.

## **Change of Address and Phone Number**

For emergency purposes, we must have updated information for each student. Please notify the main office of any changes of address, phone numbers and/or email addresses. Proof of address must be provided.

# **Student Code of Conduct**

**\*A copy of the Student Code of Conduct and Student Handbook is located in each classroom**

## **Smoking**

The use of tobacco products/paraphernalia of any kind is prohibited on Pride Academy School property.

## **Drugs**

In keeping with the philosophy of the Camden City School District Drug-Free School program, the unlawful manufacture, distribution, possession, sale or use of illegal drugs and/or alcohol on school premises is strictly prohibited. If a student appears or smells under the influence of drugs they are required to be drug tested by the school nurse.

## **Physical or Verbal Assault**

Students are not permitted to verbally and/or physically assault any person.

## **Harassment**

Students must treat others with respect and fairness. Sexual, gender, ethnic, religious and/or racial harassment of any kind will not be tolerated.

## **Bullying**

- Willful attempt or threat to inflict injury on another person when accompanied by an apparent present ability to do so.
- Intentionally exhibiting a display of force causing the victim a reason to fear or expect immediate bodily harm.
- Any intentional written, verbal, or physical act, which a reasonable person would perceive as being intended to threaten, harass or intimidate, will not be tolerated.

## **Honor Code**

Students must be honest and submit his/her own work. Cheating, plagiarism, and other Honor Code Violations are strictly prohibited.

## **Cell Phone/Electronics Policy**

Students must turn in cell phones or any other electronic devices upon entering the building. Electronic devices will be returned to students during dismissal. If a student leaves the building without permission, they will not receive their belongings until the following day.

## **Weapons**

To ensure the safety of all students and staff, all book-bags, backpacks, and tote bags are checked upon entering the building. Weapons are strictly prohibited on school property. Mace, pepper spray, etc. or razors, box cutters, razor blades, knives, brass knuckles, guns, etc.\* are deemed as weapons.

**\*This is not an exhaustive list**

## **Technology**

Students have access to a wide variety of state-of-the-art technological resources. The Camden City School District User agreement governs the use of technology resources. All students are required to sign the agreement upon enrollment. Violations are handled in accordance the Camden City Board of Education policy.

## **Food and Beverages**

Food and beverages are NOT permitted in any classroom or entering the building unless you are a Lion and up. The Cafeteria is available for consumption of these items.

## **Lunch**

Students are not permitted to leave the building during their lunch period. Students may bring their lunch if they are an "executive" or "lion". Lunch may not be delivered from surrounding restaurants.

## **Trespassing and Loitering**

Loitering will not be tolerated on school premises. Persons other than students currently scheduled for classes and/or students who have not registered in the main office are considered trespassing. If a student has been given authorization to sign out from the main office for an emergency, he or she must promptly exit the building and leave campus. All students must leave campus at dismissal.

## **Disciplinary Action**

If all de-escalation techniques have failed and the student becomes a threat to him/herself and/or others, staff members trained in Emergency Safety Intervention procedures will restrict the student according to Emergency Safety Intervention protocol. The restraining staff will use the least amount of physical restraint as possible until the student is no longer out of control or a threat to him/herself and/or others. At this time, staff will take this opportunity to talk with the student and use the incident to help the student mature and grow.

Pride Academy follows the discipline procedures of the Camden City Board of Education. A student may be withdrawn from school at any time for lack of attendance, performance, and/or failure to adhere to the school's expectations, at the discretion of the administration. In addition, any student given out-of-school suspension is not permitted on school grounds for any reason.

**Common Offenses which may result in suspension\*:**

- Use of tobacco products on campus
- Disregarding school rules
- Insubordination/failure to comply with a school official's request
- Leaving campus without permission/authorization
- Using profanity and/or flagrant disrespect to a staff member
- Possession, use, or attempt to sell drugs or illegal substances, alcohol, or drug paraphernalia
- Fighting or provoking a fight
- Threatening or bullying (direct or cyber)

**\*This is not an exhaustive list. Please review the Pride Academy Code of Conduct for an in-depth summary of the school culture systems.**

**For every action, there is a reaction, and every decision comes with a consequence. Make wise decisions!**