



Aspire Golden State College Preparatory Academy
Student and Family Handbook Addendum
School Year 2023-2024

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Dear Parents, Guardians, and Scholars,

Welcome to Aspire Golden State College Preparatory Academy, the home of Panther Pride!! I am delighted to welcome our new and returning families to the 2023-2024 school year.

I am excited to begin my third year as Principal of GSP!! Golden State Prep is a school with strong traditions, and is known for its academic excellence, strong parent support, and dedicated staff. Our GSP Vision: Our students are **critically literate and empowered**. By embodying our GSP values of family, equity, growth mindset, respect/integrity, and purpose/passion, they become **leaders**, ready to **leverage college and careers to enhance their lives** and those of their families and communities. Our focus on Linked Learning through our Entrepreneurship Pathways, SEL implementation, and reading comprehension continues to provide a well-rounded education for all students.

GSP's staff is knowledgeable, committed, and dedicated to the success of all of our students. We share the belief that through a strong, active collaboration with students, parents, guardians, and community members, we can create a safe and exciting learning environment that challenges all of our students. Each child receives a well-rounded education that comprises California Common Core Standards, California Content Standards in Science, Social Studies, Music, Art, and Physical Education. For the 23-24 SY, we will be implementing **AVID** (Advancement Via Individual Determination) elective courses school wide. AVID's mission is to close the opportunity gap by preparing all students for college and career readiness and success in a global society. **No matter what post secondary path high school graduates choose, students must develop certain essential skills to design their own futures: critical thinking, collaboration, reading, writing, and relationship building.** The development of these skills is rooted in the belief in self. If students believe they are capable, there is a foundational confidence to learn and a resiliency to overcome setbacks. AVID provides a systematic and intentional framework approach to build student agency and staff capacity that promotes college and career readiness/high expectations for all students at GSP.

As a collective staff, we are looking forward to a productive partnership with you to ensure that your children can achieve their highest potential. We recognize that in order to be successful in school, your children need support from both the home and school. We know a strong partnership with you will make a great difference in your child's education. Thank you for giving us the amazing opportunity to educate your children. We hold this responsibility with the highest regard!

Families, here are some ways that you can support your child(ren)'s education at Golden State Prep:

- Make sure your child attends school daily and arrives on time, ready to learn
- Ensure your child completes all classwork and homework assignments given by teachers
- Have your child read daily to develop a love for reading and to improve literacy skills
- Ask your child about their school experiences so that you are aware of her/his school life
- Ensure your child takes good care of all Aspired issued devices and properties.

I look forward to an amazing 2023-2024 school year with you all!

Deloris V. Brown
Building Principal
deloris.brown@aspirepublicschools.org
415-816-2303



About the School

Aspire Golden State College Preparatory Academy is a direct-funded charter school in Oakland. It is chartered through Oakland Unified School District and is located on 66th Avenue in East Oakland.

The school is designed to serve approximately 610 students in grades 6-12. The school's demographic profile from 2019 - 2020 is 83% Latino/a, 16% African-American, and 23% English Language Learners.

Aspire Golden State College Preparatory Academy is part of the non-profit Aspire Public Schools (APS). Aspire's vision is that every student is prepared to earn a college degree and was founded to address the long-standing inequities in TK-12 public education.

Starting in 2016, Golden State Prep launched an Entrepreneurship Pathway. By the time students graduate from GSP they will have completed a 3-year course sequence in Entrepreneurship as well as annual experiences aligned to the Work Based Learning continuum.

School Site Mission and Vision

Our **students** are critically literate and empowered. By embodying our GSP values of family, equity, growth mindset, respect/integrity, and purpose/passion, they become leaders, ready to leverage college and careers to enhance their lives and those of their families and communities. **#leaders**

Our **staff** is connected and purposeful. By embodying our GSP values, especially equity and purpose/passion, they work collaboratively to prepare our students to thrive in their post-secondary lives and challenge injustices in our world.
#teammates

Our **families** are valued and active partners. By embodying our GSP values, especially family, they take collective ownership of the success of our school and ensure our students are on the path of college/career readiness and becoming leaders in our society. **#partners**

Linked Learning - Entrepreneurial Skills:

Collaboration, Communication, Grit, Innovation, Problem Solving, Self-Management

General School Information

School Contact Information

1009 66th Avenue
Oakland, CA 94621
Phone: 510-567-9631
Fax: 510-632-1569

OFFICE HOURS

Monday - Thursday 8:00am to 4:30pm
Friday / Minimum Day 8:00am to 2:00pm

School Site Calendar

| July '23 | | | | | | | January '24 | | | | | | | |
|---------------|----|----|----|----|----|----|--------------|----|----|----|----|----|----|------------------------------------|
| S | M | T | W | Th | F | S | S | M | T | W | Th | F | S | |
| 25 | 26 | 27 | 28 | 29 | 30 | 1 | | 1 | 2 | 3 | 4 | 5 | 6 | 1 to 5: No School (Winter Break) |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 7 | 8 | 9 | 10 | 11 | ★ | ★ | 8: No School (Staff Development) |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 12: First Friday Celebration |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 13: Senior Portraits (12th Grade) |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 28 | 29 | 30 | 31 | | | | 15: No School (Dr MLK Jr Birthday) |
| 30 | 31 | | | | | | | | | | | | | |
| August '23 | | | | | | | February '24 | | | | | | | |
| S | M | T | W | Th | F | S | S | M | T | W | Th | F | S | |
| | | 1 | 2 | 3 | ★ | 5 | | | | | 1 | 2 | 3 | 2: No School (Staff Development) |
| 6 | ★ | 8 | 9 | 10 | 13 | 12 | 4 | 5 | 6 | 7 | 8 | ★ | 10 | 7: First Day of School |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 7 to 15: Strong Start Minimum Days |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 19: No School (President's Day) |
| 27 | 28 | 29 | 30 | 31 | | | 25 | 26 | 27 | 28 | 29 | | | |
| September '23 | | | | | | | March '24 | | | | | | | |
| S | M | T | W | Th | F | S | S | M | T | W | Th | F | S | |
| | | | | | ★ | 2 | | | | | | ★ | 2 | 1: First Friday Celebration |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 4: No School (Labor Day) |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 10 | 11 | 12 | 13 | ★ | 15 | 16 | 15: No School (Staff Development) |
| 17 | ★ | 19 | 20 | 21 | 22 | 23 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 18: Picture Day (Round 1) |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 25-29: End of Term Minimum Days |
| | | | | | | | 31 | | | | | | | 25 to 29: No School (Spring Break) |
| October '23 | | | | | | | April '24 | | | | | | | |
| S | M | T | W | Th | F | S | S | M | T | W | Th | F | S | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | | 1 | 2 | 3 | 4 | 5 | 6 | 2 to 6: No School (October Break) |
| 8 | 9 | 10 | 11 | 12 | ★ | 14 | 7 | 8 | 9 | 10 | 11 | ★ | 13 | 9: No School (Staff Development) |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 13: First Friday Celebration |
| | | | | | | | | | | | | | | 1 to 5: No School (Spring Break) |
| | | | | | | | | | | | | | | 8: No School (Staff Development) |
| | | | | | | | | | | | | | | 12: First Friday Celebration |

| | | | | | | | | | | | | | | | |
|----|----|----|----|---|----|----|-----------------------------------|----|----|----|----|----|----|----|--|
| 22 | 23 | 24 | 25 | ★ | 27 | 28 | 26: Make-Up Picture Day (Round 2) | 21 | 22 | 23 | 24 | 25 | 26 | 27 | |
| 29 | 30 | 31 | | | | | | 28 | 29 | 30 | | | | | |

| November '23 | | | | | | | |
|--------------|----|----|----|----|----|----|-------------------------------------|
| S | M | T | W | Th | F | S | |
| | | | 1 | 2 | ★ | 4 | 3: First Friday Celebration |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 10: No School (Veteran's Day) |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 20 to 24: No School (Harvest Break) |
| 26 | 27 | 28 | 29 | 30 | | | |

| May '24 | | | | | | | |
|---------|----|----|----|----|----|----|------------------------------|
| S | M | T | W | Th | F | S | |
| | | | 1 | 2 | ★ | 4 | 3: First Friday Celebration |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | |
| 26 | 27 | 28 | 29 | 30 | 31 | | 27: No School (Memorial Day) |

| December '23 | | | | | | | |
|--------------|----|----|----|----|----|----|------------------------------------|
| S | M | T | W | Th | F | S | |
| | | | | | ★ | 2 | 1: First Friday Celebration |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 11 to 15: End of Term Minimum Days |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | 18 to 5: Winter Break |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | |
| 31 | | | | | | | |

| June '24 | | | | | | | |
|----------|----|----|----|----|----|----|------------------------------------|
| S | M | T | W | Th | F | S | |
| | | | | | | 1 | 7: Senior Graduation |
| 2 | 3 | 4 | 5 | 6 | ★ | 8 | 10 to 14: End of Term Minimum Days |
| 9 | 10 | 11 | ★ | 13 | ★ | 15 | 12: 8th Grade Promotion |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 14: Last Day of School |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | |
| 30 | | | | | | | |

| Closure Dates |
|--|
| September 9: Labor Day |
| September 15: Staff Development |
| October 2 to 6: October Break |
| October 9: Staff Development |
| November 10: Veteran's Day |
| November 20 to 24: November Break |
| December 18 to January 5: Winter Break |
| January 8: Staff Development |
| January 15: Rev Dr MLK Jr Birthday |
| February 2: Staff Development |
| February 19: President's Day |
| March 25 to April 5: Spring Break |
| April 8: Staff Development |
| May 27: Memorial Day |

Bell Schedules

| <i>Aspire Golden State Preparatory Academy High School Bell Schedule</i> | | | <i>Aspire Golden State Preparatory Academy Middle School Bell Schedule</i> | | |
|--|----------|----------|--|----------|----------|
| High School Full Day (Monday, Tuesday, Thursday) | | | Middle School Full Day (Monday through Thursday) | | |
| Period | Start | End | Period | Start | End |
| Advisory | 8:30 AM | 8:50 AM | Advisory | 8:30 AM | 8:50 AM |
| Period 1 | 8:53 AM | 9:48 AM | Period 1 | 8:53 AM | 9:48 AM |
| Period 2 | 9:51 AM | 10:46 AM | Period 2 | 9:51 AM | 10:46 AM |
| Period 3 | 10:49 AM | 11:44 AM | Period 3 | 10:49 AM | 11:44 AM |
| Period 4 | 11:47 AM | 12:42 PM | Lunch | 11:47 AM | 12:17 PM |
| Lunch | 12:45 PM | 1:15 PM | Period 4 | 12:20 PM | 1:15 PM |
| Period 5 | 1:18 PM | 2:13 PM | Period 5 | 1:18 PM | 2:13 PM |
| Period 6 | 2:16 PM | 3:11 PM | Period 6 | 2:16 PM | 3:11 PM |
| Period 7 | 3:14 PM | 4:09 PM | Middle School Minimum Day (Friday) | | |
| High School 3/4 Day (Wednesday) | | | Period | Start | End |
| Period | Start | End | Period 1 | 8:30 AM | 9:05 AM |
| Period 1 | 8:30 AM | 9:20 AM | Period 2 | 9:08 AM | 9:43 AM |
| Period 2 | 9:23 AM | 10:13 AM | Period 3 | 9:46 AM | 10:21 AM |
| Period 3 | 10:16 AM | 11:06 AM | Period 4 | 10:24 AM | 10:59 AM |
| Lunch | 11:09 AM | 11:39 AM | Period 5 | 11:02 AM | 11:37 AM |
| Period 4 | 11:42 AM | 12:32 PM | Period 6 | 11:40 AM | 12:15 PM |
| Period 5 | 12:35 PM | 1:25 PM | Advisory | 12:18 PM | 12:53 PM |
| Period 6 | 1:28 PM | 2:18 PM | Lunch | 12:53 PM | 1:23 PM |
| Period 7 | 2:21 PM | 3:11 PM | High School Minimum Day (Friday) | | |
| Period | Start | End | Period 1 | 8:30 AM | 9:05 AM |
| Period 1 | 8:30 AM | 9:05 AM | Period 2 | 9:08 AM | 9:43 AM |
| Period 2 | 9:08 AM | 9:43 AM | Period 3 | 9:46 AM | 10:21 AM |
| Period 3 | 9:46 AM | 10:21 AM | Period 4 | 10:24 AM | 10:59 AM |
| Period 4 | 10:24 AM | 10:59 AM | Period 5 | 11:02 AM | 11:37 AM |
| Period 5 | 11:02 AM | 11:37 AM | Period 6 | 11:40 AM | 12:15 PM |
| Period 6 | 11:40 AM | 12:15 PM | Period 7 | 12:18 PM | 12:53 PM |
| Period 7 | 12:18 PM | 12:53 PM | Lunch | 12:53 PM | 1:23 PM |
| Lunch | 12:53 PM | 1:23 PM | | | |

Drop Off and Pick-Up Procedures

On time drop off and pick up is important to your child's success.

For the safety of our campus, students, parents and/or guardians are not to drop students off, nor are students to arrive at school, prior to 30 minutes before the start of school, unless the student is involved in a regular school activity, meeting, or community program. Similarly, it is the responsibility of the parents or guardians to arrange to have their student be picked up right after school, unless the student is involved in a regular school activity, meeting, or community program or is staying at the request of school personnel. In order to make drop off and pick up as efficient for you, your child and other families, please follow the below procedures.

Drop Off Time: 8:00am - 8:25am

66th Avenue is a very busy street, to ensure student safety, please pull into the Aspire GSP parking lot and pull up to the curb in front of the office. When leaving the parking lot please make a right on 66th Avenue towards San Leandro Street. Please do not stop in the middle of the street and allow your child to get out of the car onto oncoming traffic, Please do not make illegal u-turns, they put our students and community in danger. Ensure you are following all traffic signs and speed limit (school zone, 25mph or less). Students must use designated crosswalks on 66th Avenue and Lion Way or 66th Avenue and Fenham Street.

Pick - Up: 20 minutes after dismissal

66th Avenue is a very busy street, to ensure student safety, please pull into the Aspire GSP parking lot and pull up to the curb in front of the office. When leaving the parking lot please make a right on 66th Avenue towards San Leandro Street. Please do not stop in the middle of the street and allow your child to get into the car with oncoming traffic. Please do not make illegal u-turns, they put our students and community in danger. Ensure you are following all traffic signs and speed limit (school zone, 25 mph or less). Students must use designated crosswalks on 66th Avenue and Lion Way or 66th Avenue and Fenham Street.

Early Pick-Up Policies and Procedures:

Each student should have at least two (2) emergency contacts other than parent(s) and/or guardian(s). For all early pick-up/early sign-out the adult / emergency contact picking up the child must provide the main office with a Photo ID matching the name on PowerSchool.

- All emergency contacts must be adults (18+), current GSP students are not permitted to be emergency contacts for younger siblings.
- In case of emergency, all students should go directly to the school office at any time before or after school.
- Please refrain from picking your child up during the last 30-45 minutes of the school day, unless absolutely necessary.
- Please refrain from picking your child up from school during school lunch hours (12pm - 1:30pm), unless absolutely necessary.
- Students 18+; must still notify parents of early sign-out before leaving the GSP campus.
- **All students must be physically signed out by a parent/guardian, emergency contact in the main office. Students are not allowed to remove the clipboard from the office to bring out to cars.**
- Parent(s) who request their student to sign themselves out and walk home alone must contact the main office directly in writing (via email, matching a PowerSchool email) confirming their student has permission to walk home, alone.

Example:

Date: 01/01/2022 @ 1:30pm

I, John Smith, parent/guardian of Joshua Smith in 8th grade, give permission for him to walk home alone because he is not feeling well.

Thank you,
John Smith

Parent(s) / Guardian(s) and students who do not comply with these requirements are placing all those at the school at risk by disregarding safety considerations. Students placing themselves or others at risk by violating the above policies may be subject to disciplinary action, including suspension and expulsion.

School Site Attendance and Tardy Procedures

Attendance

Aspire Public Schools (APS) believes that only through daily participation in classroom activities can students achieve success and progress in their academic and social growth. **Regular attendance is also preparation for entry into the world of employment.** All students and parents are accountable for regular class attendance and daily assignments.

Daily Attendance and Participation in Activities

Students must attend school on the day of a school activity or event in order to participate. Students who do not attend school the day of a school activity or event, even if the event is in the evening, may be denied the privilege of attending school activities or events on that date.

Excused Absences

A student not present in class for any reason is considered absent. Students must be excused from compulsory attendance if they are to miss school; a student will be excused for an absence if (1) the reason for the absence is listed below **and** (2) the absence **is communicated to the school within 5 days** of the absence: [Education Code §§ 48205(a), 48205(c)]

1. Due to the pupil's illness.
2. Due to quarantine under the direction of a county or city health officer.
3. For the purpose of having medical, dental, optometric, or chiropractic services rendered.
4. For the purpose of attending the funeral services of a member of the pupil's immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
5. For the purpose of jury duty in the manner provided for by law.
6. Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent.
7. For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of the pupil's religion, attendance at religious retreats (for purposes of this section, attendance at religious retreats shall not exceed four hours per semester), attendance at an employment conference, or attendance at an educational conference on the legislative or judicial process offered by a nonprofit organization when the student's absence has been requested in writing by the parent or guardian and approved by the principal or a designee.
8. For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.
9. For the purpose of spending time with a member of the pupil's immediate family, who is an active duty member of the uniformed services, as defined in Section 49701, and has been called to duty for, is on leave from, or has immediately returned from, deployment to a combat zone or combat support position. Absences granted pursuant to this paragraph shall be granted for a period of time to be determined at the discretion of the superintendent of the school district.
10. For the purposes of attending the pupil's naturalization ceremony to become a US Citizen.

Make-up Work

Students who are absent from school for any of the excused reasons stated under "Excused Absences," as well

as suspension, shall be allowed to complete all assignments and tests. Upon satisfactory completion, the student shall be given full credit for completed work. Local school procedures will guide, pursuant to the regulations of APS, what assignments the student shall make-up and in what period of time the student shall complete such assignments. The tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the student missed during the absence [Education Code § 48205].

REFERENCE: Board Policy 7013 Make-up Work

General Tardiness

Any student who arrives at school after the opening-school bell has rung or the official start of the school day, yet less than 30 minutes into the instructional school day, will be considered “tardy.” Once the school day has begun, students who are not present and actively engaged in the learning activities at the start of a class period and or when the opening class bell has rung are also considered “tardy.”

Individual schools shall create and publish procedures to govern the admission of students that are tardy to school, including, but not limited to those described in the following section.

Chronic Absenteeism

Any student who has been absent from school (excused or unexcused) for 10% or more of the total days of attendance for that school year may be required by the school principal to provide an official medical or judicial verification in order to excuse an absence [Education Code § 60901]. Students with such an excess of absences will be notified in writing of the official verification requirement.

Any teacher may change the grade of a student who has accrued 10 unexcused absences per semester to a failing grade for their courses at the marking period (grade of “F” or “NC”) [Education Code § 49067].

Students with excessive absences may be referred to the school’s Truancy Abatement Program as a way to remediate the excessive absences. The abatement program may include weekly study hall.

Withdrawal due to Excessive Unverified Absences (AWOL)¹

Students not in attendance due to unexcused absences for at least ten (10) consecutive days with no prior notice or without a response to calls, certified letters, or the truancy process may be disenrolled from the school. Aspire shall create a process for communication with families who meet the above seat abandonment criteria.

Students disenrolled for the above reason may be placed on the waiting list and readmitted on a space available basis.

Truancy

A student is considered truant when the student is:

- absent from school without a valid excuse three school days in one school year,
- tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or
- any combination thereof.

To avoid truancy, please always inform the office if your child’s absence or tardy is for an excusable reason as

¹ Not applicable to Foster Youth as defined by EC 48853.5 (a) and Homeless Youth as defined by Section 11434a(2) of Title 42 of the United States Code.

defined above.

Notifications of Truancy

If your child is classified as truant under the California Education Code, you will receive notification from the school that includes information required by the state. The first notification will come to you once your child has accrued three truancy events. Please reach out to the school on this first notification, as it will allow the school to work with you in support of your child's attendance. You will receive additional notifications after six and then again after seven total truancy events [Education Code §§ 48260, 48261, 48262].

First Notification of Truancy or Excessive Absences

- Letter #1 sent via email, regular mail, or delivered in person when a student has accrued **three (3) truancy events**.
- Student may be assigned, with or without parent consent, to the school's truancy abatement program, including, but not limited to, Weekend Makeup School.

Second Notification of Truancy or Excessive Absences

- Letter #2 sent via email, regular mail, or delivered in person.
- A student must be notified a **second time** once they have accrued at least **six (6) truancy events**.
- Student may be assigned, with or without parent consent, to the school's truancy abatement program.

Notification of Determination of Habitual Truancy and SART

Once your child has received a third notification of truancy after accruing a seventh truancy event, the California Education Code identifies your child as a habitual truant. At this point, the school is required to hold a School Attendance Review Team (SART) meeting with you. At that meeting an attendance contract, including supports, will be discussed and signed and your child will be assigned to the school's truancy abatement program [Education Code §§ 48260, 48261, 48262].

Notification of Determination as an Habitual Truant

- Letter #3 sent regular and delivery confirmation mail. In addition, a parent may be asked to sign the letter in person.
- A student must be notified a **third time** once they have accrued a **seventh (7) truancy event**. Student is identified as a **Habitual Truant**.
 - SART meeting held with student, parent, teacher advisor, and Principal. If not already on file, an Attendance Contract must be signed at this meeting.
 - Student will be assigned, with or without parent consent, to the school's truancy abatement program.
 - If the parent and/or guardian fails to respond in 10 days or does not attend the scheduled conference, the matter may be referred to the Aspire Student Attendance Review Board (SARB).

The school's SART will consist of:

- The principal;
- The student's teacher from the school in which the student is enrolled; and
- Other relevant members, such as another Aspire administrator, an Aspire Home Office representative, other teachers or staff as appropriate, counselor, etc.

Notification of Continued Truancy and Referral to Aspire SARB

Once a student reaches an 8th truancy event, you will receive notification that the student has been referred to the Aspire Student Attendance Review Board process, which is a final attempt to help resolve truancy issues

before more stringent consequences are considered, including, but not limited to: referral to the District Attorney [Education Code §§ 48260, 48261, 48262].

Notification of Continued Truancy—Referral to Aspire SARB

- Letter #4 sent regular and registered delivery confirmation mail from the Regional Office. In addition, a parent may be asked to sign the letter in person.
- A student must be notified a **fourth time** once they have reached an **eighth (8) truancy event**.
- Principal refers student to Aspire SARB with required attachments.
- Student will be assigned, with or without parent consent, to the school's truancy abatement program, including, but not limited to, Weekend Makeup School.
- If the parent fails to respond within 10 days or attend the scheduled conference, the matter may be referred to the District Attorney's office and other appropriate actions.

The APS SARB will consist of:

- The school principal or their administrative designee;
- A teacher from the school in which the student is enrolled;
- The CEO's designee from the Aspire Home Office; and
- Other relevant members, such as local school district representative, District Attorney representative, special education representative, counselor, local police official, etc.

School Site Specific Dress Code

Uniforms are mandatory daily, unless indicated otherwise by the administration team. GSP has a small number of uniforms in a small variety of sizing options for sale on campus. For more specific sizing please purchase school uniforms at Bancroft Uniforms.

590 Dutton Avenue San Leandro, CA 94577
 (510) 638-1622

| | |
|-------------|---|
| Shirts | Middle School: <ul style="list-style-type: none"> • Purple ASPIRE GSP Polo (sold at Bancroft Uniforms) High School: <ul style="list-style-type: none"> • Black/Gray Entrepreneurship Polo (sold at Bancroft Uniforms) |
| Pants | ALL Students: <ul style="list-style-type: none"> • Black Jeans are okay as long as they are fully black • No basketball shorts, sweatpants, leggings/jeggings • Avoid pants with excessive or revealing rips -- if rips are large/revealing, the expectation is that students wear leggings under their ripped pants |
| Outerwear | <ul style="list-style-type: none"> • All outerwear OK; must be school appropriate. Does NOT promote drug use, guns, violence, etc. • GSP hoodies acceptable. |
| Undershirts | Shirts with sleeves may be worn under your uniform shirt, but the uniform shirt must remain on top of the undershirt throughout the day (the only exception is if a student is actively participating in sports/PE) |
| Shoes | Closed toe shoes are required on campus at all times. |

School Site Specific Cellphone / Electronics Policy

At GSP, we understand that most of our students have cell phones for better communication before and after school hours. Therefore, rules for cell phones/electronics on school campus are as follows:

- GSP is not responsible for any **lost, stolen or broken** cell phones or other electronics (i.e. Apple watches, airpods, other headphones/ devices) GSP will **not replace or reimburse** for any cell phones or other electronics **lost, broken or stolen**.
- Cell phones must be turned **OFF or silenced** during instructional minutes.
- Cell phones should not be out (on desk, in hand, checking for time, etc) during instructional minutes.
- Under **NO** circumstances should a student have a cell phone out during instructional minutes.
- Should you need to contact a parent/guardian or should your parent/guardian need to contact you, please head to the main office.
- **MIDDLE SCHOOL: STUDENTS cell phones will be collected during advisory to be stored and locked away until the end of the day.**
- **HIGH SCHOOL STUDENTS may use their cell phones during passing period / lunch ONLY. During class students will place their phones in pouches.**

If seen using a cell phone OR if the cell phone rings during class time, a staff member/teacher may ask for the cell phone and hold it until end of period/end of day. If a cell phone has been confiscated more than once, a parent will be asked to pick up the phone from the main office. *Regular cell phone confiscation could result in discussion of further consequences.*

School Culture and Student Life

Aspire GSPs core values are: Family ~ Equity ~ Growth Mindset ~ Respect/ Integrity ~ Purpose/ Passion

Some traditions and activities that GSP actively uses to build school culture are:

- Town Hall Assemblies
- Spirit Weeks
- Field Trips
- Honor Roll Celebrations
- Senior Activities
- Senior Graduation
- 8th Grade Promotion

Social-Emotional Learning (SEL)

To support the social and emotional learning (SEL) development of our scholars, Aspire GSP uses a systemic approach through strategic implementation of the SEL curriculum, *RULER*. *RULER* is an acronym for the five skills of emotional intelligence. These skills include:

- **Recognizing** emotions in self and others
- **Understanding** the causes and consequences of emotions
- **Labeling** emotions accurately
- **Expressing** emotions appropriately
- **Regulating** emotions effectively.

GSP is partnering with Mindful Life Project (MLP) for a second year for SEL development and for scholars to engage in mindfulness practices. Read more about the Mindful Life Project [here](#).

Family Engagement

- Back to School Day
- School Site Committee (SSC)
- English Learner Advisory Committee (ELAC)
- Black Family Advocacy Group
- Black Excellence Celebration (regional)
- Volunteering on campus

Extracurricular Activities

- Athletics
- Student Council (middle school)
- Leadership (high school)
- Yearbook
- GSA
- BSU
- Student Led Clubs

