



**WAYNE GERI ACADEMY
STUDENT HANDBOOK
2010-2011**

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WGA Academic Calendar 2010-2011

Orientation*	August 23 rd – August 24 th
First Day of School	August 25 th
Labor Day (school closed)	September 6 th
WGA Day (school closed)	October 8 th
Explorers Day (school closed)	October 11 th
Ashland Shakespeare Festival TRIP	October 19 th – October 21 st
Halloween Party/End Quarter 1	October 29 th
Quarter 1 Report Cards issued	November 4 th
Teachers Available for Parent/Conferences	November 5 th
Veteran's Day observed (school closed)	November 12 th
Thanksgiving (school closed)	November 20 th – November 28 th
Holiday Party	December 10 th
Holiday Community Service (required)	December 17 th
Winter Holiday (school closed)	December 18 th – January 2 nd
Martin Luther King, Jr. Day (school closed)	January 17 th
End of Quarter 2	January 28 th
Quarter 2 Report Cards issued	February 3 rd
Teachers Available for Parent/Conferences	February 4 th
President's Day (school closed)	February 21 st
End of Quarter 3	April 7 th
Cesar Chavez Day Observed* (school closed)	April 8 th
Quarter 3 Report Cards issued	April 14 th
Spring Community Service (required)	April 15 th
Teachers Available for Parent/Conferences	April 15 th
Spring Break (school closed)	April 16 th – April 24 th
Memorial Day (school closed)	May 30 th
Last Day of School (half day)	June 10 th
WGA Extravaganza 2011	June 11 th

*~Dates of community service, fundraisers, parties, and field trips are subject to change
~Many field trips, events, etc. are TB*

Parents and Guardians,

Welcome to Wayne Geri Academy, a non-sectarian private school for 6th through 12th grade students. It is our mission to foster critical thinking and a passion for learning in each of our students by treating them as individuals with thoughts and opinions that matter. By empowering students to make their own choices about their education, we give students a feeling of ownership regarding their education which allows them a much higher potential for success. We believe that the middle and high school years are the key time that young people decide what they truly want to achieve with their lives. Students need to realize the power they have within them to change and/or enhance the world around them. We believe it is our job to inspire our students to find what they love to do and then to pursue that with confidence and determination.

Your participation in your student's education is invaluable to us. Please feel welcome to call or email us any time you have a question or a concern. We want to hear what you have to say!

We look forward to working with you this year,
Ms. Sarah Barbulesco,
Mr. Robert Kohler,
& Mr. Justin Altman

CURRICULUM

STANDARD CURRICULUM:

Middle School:

Math Levels: Number Theory, Pre-Algebra, Algebra, Geometry, Algebra II, Statistics, Trigonometry, Calculus (placement based on former teacher recommendation, parent conference and diagnostic testing during Orientation Week)

English Subjects: Grammar/Mechanics, Early American Literature, Modern American Literature, World Literature

History Subjects: California History (6th grade), American History (7th grade), World History (8th grade)

Science Subjects: Earth Science (6th grade), Biology (7th grade), Chemistry/Physics (8th grade)

Physical Education and Health: Students will be given a choice to play recreational sports, join physically-active games, or take dance lessons and will also attend Health classes in Nutrition, Fitness, Successful Communication, and Self-Defense. Students who bring proof of playing for a minimum of two seasons on a sports team, dance team, or otherwise qualifying physical activity will be excused from P.E. at our discretion. However, these students still need to attend Health classes.

High School:

Math Levels: Number Theory, Pre-Algebra, Algebra, Geometry, Algebra II, Statistics, Trigonometry, Calculus (placement based on former teacher recommendation, parent conference and diagnostic testing during Orientation Week)

English Subjects: Grammar/Mechanics, Early American Literature, Modern American Literature, British Literature, World Literature

History Subjects: World History, Modern World History, American History, Government

Science Subjects: Introduction to Physical Science, Biology, Chemistry, Advanced Physics, Advanced Biology

Physical Education and Health: Students will be given a choice to play recreational sports, join physically-active games, or take dance lessons and will also attend Health classes in Nutrition, Fitness, Successful Communication, and Self-Defense. Students who bring proof of playing for a minimum of two seasons on a sports team, dance team, or otherwise qualifying physical activity will be excused from P.E. at our discretion. However, these students still need to attend Health classes.

BEYOND TRADITIONAL ACADEMICS:

1. The Community College Partnership

It is our goal to have our students enter the college system as soon as they are ready. If we see a student who displays potential on a college level in any subject, it will be our recommendation (with parent permission) that the student enroll in a Community College, regardless of his/her age. We will provide any student who takes a class through a Community College with tutoring and extra help during the school day's time for that subject as well as help the student's family with the application and enrollment process in the Community College for no extra charge.

2. Student-Interest Courses

All students will be able to take two extra courses per quarter. These classes will be created purely based on student interest and, thus, will include a wide range of subjects. Students will choose their student-interest courses on parent conference day before school commences, and will have the opportunity to alter these choices on a quarterly basis.

DAILY SCHEDULE

7:30	School Opens
8:30	Block 1
10:00	Math or Foreign Language
11:00	Math or Elective
12:00	Lunch
12:30	Health and P.E.
1:00	Block 2
2:30	Math or Foreign Lang. or Elective
3:30	Regular School Day Ends
3:45	Study Hall Begins
4:15	Study Hall Ends
5:30	School Closes

REGISTRATION AND TUITION

To officially register, you must be sure to turn in the following:

- Completed Application
- Student's Health Insurance Card copy
- Registration Fee of \$500 (includes a \$300 charge for a laptop)
- First Month's Tuition

TUITION DUE DATES

Every month, tuition is due on the first (1st) day of the month to pay for that month's tuition, with a grace period up to the fifth (5th) of the month.

This school year, August 2010 and June 2011 are one-half tuition months.

EARLY WITHDRAWAL

If you wish to withdraw your student before June 10th, 2011, you must provide a written thirty-day notice. You will continue tuition payments for thirty days after our receipt of your notice.

REFERRAL PLAN

Earn a free month in tuition when you refer a new student to our school! Your free month will be credited when the new student has been enrolled for 30 days.

Student Arrival and Departure

Students may be dropped between 7:30am and 8:30am. *Students arriving after 8:35am will be considered tardy.*

The school day officially ends at 3:30pm, and students may be picked up after this time. Parents may park and enter the building when picking up their children or they may call the school to have us send their students down. With a parent written approval as well as a conversation (on the phone or in person), students may leave the campus after school by themselves.

All students remaining after 3:30 will participate in study hall and after school tutoring. Students are required to notify teachers before leaving the building.

Students who need to leave the building before 3:30 must be picked up by one of their parents or guardians.

If a student needs to leave school at anytime without a parent, or with another student's parent, this request must be made by a parent/guardian in advance on the phone or in person.

Field Trips

Parents will receive ample notice of field trips and a permission slip will need to be returned before students may attend. Some field trips may require an adequate number of parent chaperones and, if appropriate coverage is not available, students may not be able to attend.

While on field trips, students will be required to wear attire that meets dress code standards unless there is a different dress code required by the event (in this case, dress instructions will be included in the parent permission slip).

All students will be required to follow the school rules and regulations while on the trip. If appropriate behavior is not observed, WGA reserves the right to send home students or have them picked up at their parents' expense.

Attendance Policy

Regular attendance is essential to the satisfactory completion of the school year's work. Parents are requested not to ask that a student be excused from school except in the case of illness or family emergency. Medical and dental appointments should be scheduled, whenever possible, during vacation or before or after school.

EXTENDED VACATIONS AND ABSENCES

Vacations and holidays are listed on the school calendar. Request for permission for earlier dismissal or later return, as well as other extraordinary vacation time, is discouraged. We want all of our students to succeed and regular absences and/or tardies will affect your student's ability to perform and achieve at our school. However, if your student needs to miss multiple days of school for any reason, please arrange a meeting with WGA so that we can ensure academic success for your student. Students will be responsible for making up all work that is missed during their time of absence.

UNEXCUSED ABSENCES

Students with unexcused absences will not be able to make-up any missed work, tests, or projects. Unexcused absences include (but are not limited to) an absence without parent permission and teacher-mandated removal from class.

Parent Communication Procedures

To create an optimum educational environment, open lines of communication between the school and the parents are a must. It is important for parents and teachers to share the responsibility for creating a working relationship that fosters children's learning and development. Students need to know that their teachers and their parents have formed an alliance in order to make sure that their learning experience is positive and supportive and that the rules and expectations that govern the classroom will be reinforced at home.

We have put into place a structured system of access to information relating to your student. Please follow these guidelines in your attempt to garner more information:

1. Check the school website (www.wgascholars.com) for upcoming assignments under the "Assignments" tab.
2. Check the grading website at www.engage.com for current grades/progress.
3. If you have a concern or your student has a question of an academic nature, email is always the best way to contact us. If, for some reason, you do not hear from us or you need immediate feedback, please call.

Contact Information

Wayne Geri Academy:	www.wgascholars.com	
Sarah Barbulesco:	sbarbulesco@wgascholars.com	530-400-7619
Robert Kohler:	fears_bane@yahoo.com	916-903-8013
Justin Altman:	altmanjustin@gmail.com	530-304-2043

CLASSROOM ACCESS

Our School is open to families between the hours of 7:30 am to 5:30 pm. Please feel free to visit the classroom and check your child's accomplishments on any given day. We encourage you to see what is going on in our school. However, please respect classroom instructional time and keep your visits general and brief between these hours. It is necessary to schedule all conferences in advance so that you can voice your concerns or propose questions in a private, one-on-one atmosphere. We appreciate you respecting each student's privacy and our teachers' time.

PARENT-TEACHER CONFERENCES

Formal conferences will be held at the end of each quarter. Parents may request additional conferences throughout the year by contacting the teachers.

TELEPHONE CALLS

If you need to contact your student, please call one of the teacher's cell phones. Student cell phones are permitted at school but during class hours, only emergency calls are permitted.

Lunch Program

Beginning in September, hot lunches from area restaurants may be ordered a month at a time. Pick up an order form from the school or download it from our website. To order the entire month in advance, be certain to fill the form out before the beginning of each month and turn it in with cash or a check made out to "Wayne Geri Academy."

STUDENT STORE

Students may also purchase candy and sodas from our student store during. Parents are asked to notify the school if they do not want their students to have access to purchasing items from the student store.

Health and Safety

For the safety of all students, faculty, and family, students who are ill will not be allowed to remain at school. If your student becomes ill (based on our discretion and assessment), you will be contacted and you must pick your student up as soon as possible.

WGA reserves the right to provide medical, dental, or nursing care as directed by a physician or dentist, be it in the school or in the hospital/medical facility, and emergency treatment, including surgery, as may be deemed necessary. If there is not sufficient time, we may need to obtain care from a physician or hospital other than your student's and you authorize us to obtain this care.

Medical Policies

If your student has medical needs that require regular administration of a medicine, we require one of the following:

1. A doctor's note that verifies a need and describes the details of when and how to administer the medicine.
2. A current prescription that verifies a need and describes the details of when and how to administer the medicine.
3. A parent/guardian note that verifies a need and describes the details of when and how to administer the medicine.

Medicine will be kept with the teachers and administered at the proper time. Students are not to carry any medicine on their person unless previously discussed and approved by Wayne Geri Academy.

Student Belongings & Storage Areas

STORAGE AREAS

Each student is assigned one to two storage bins for clothing, cell phones, and school supplies. Students are not to store food, drink, or any perishable items in their storage areas.

MEDIA DEVICES

During class hours, students are allowed to use media devices (such as MP3 players, personal computers, etc) solely to take notes or listen to music. Students may only play music if it is in headphones (at a low enough volume that no one else can hear it) and in a playlist that lasts at least one hour.

Students bring personal items at their own risk. WGA assumes no responsibility for items that are lost, stolen, damaged, or destroyed.

CELL PHONES

Students are allowed to own and use cell phones responsibly throughout the school day within the following guidelines. Students may not make or receive non-emergency calls during class hours. Students may not text during tests, assessments, or when a student/teacher is presenting in front of the class. If a teacher feels a student's texting (or other cell phone use) is disruptive for any reason, then the student will be warned and the student's phone could be confiscated for the day; repeated offenses could result in a banning of cell phones at school for that student.

TEXTBOOKS AND INSTRUCTIONAL MATERIALS

WGA provides the use of textbooks and novels to its students (students may occasionally be asked to purchase their own books). Reasonable wear and tear is expected as a result of daily use. However, unreasonable damage to books must be paid for at the time of damage or loss. ***Graduating eighth graders and seniors as well as any other students who leave the school permanently must return or pay for all texts before their records will be released to their next school.***

STUDENT SUPPLIES

Students will need to keep a few items on their person at all times (in class and at home) so they can complete their assignments properly. Most of these items will be used throughout their school career.

Must haves:

- laptop with wireless capability
- a pleasure reading novel or graphic novel
- Backpack or other supply carrying satchel
- 6th grade: Add/Sub/Multiply/Div Calculator with a $\sqrt{\quad}$ key (around \$5)
- 7th through 12th grade: Scientific calculator (around \$10)
Students in Calculus will need a graphing calculator
- NO Writing Pens (except red correcting pen)
- Pencils (mechanical work great)

Optional (but nice to have)

- White out
- Glue
- Small stapler
- Scissors
- Ruler
- Protractor (required for Geometry) & Compass
- Dictionary
- Thesaurus
- Graphing paper (required for Geometry)
- Jump Drive - Memory Stick (no more than \$25)

Dress Code

The following dress code will be enforced during the academic year. If students are wearing inappropriate dress, they will be asked to call home for a change of clothes.

Typical Dress Code:

- Tank tops, T-shirts, polos, or button down shirts with no offensive wording or images
- Shirts should not be excessively long nor have plunging necklines, spaghetti straps, bare-midriiffs, or other revealing features
- Shorts, pants, kilts, skirts or skorts should be worn at the waist. If students do not wear their pants/shorts at their waist, they will need to wear a belt.
- Undergarments should NEVER be visible
- Hats may be worn; however, baseball caps must be worn backwards in class
- Students must have athletic style shoes with them daily for P.E.; however, sandals, flip flops, boots, and clogs may be worn during the rest of the day (no high heels unless it is a special dress day)
- Dangling earrings, bracelets, and necklaces will not be allowed.
- Chains, spikes and any clothing accessories that WGA deems dangerous will not be allowed

SPECIAL DRESS DAYS

The first Friday of every month, students will be required to come in either business dress or formal dress (even months: business dress, odd months: formal dress). **Students not wearing appropriate clothing on these days will be sent home.**

Business Dress:

- Polo/button-down shirt or nice blouse
- Optional jacket/blazer
- Optional Tie
- Slacks, skirt or dress (at least knee length)
- Dress shoes
- Stockings, or black socks

Formal Dress:

- Button-down shirt or nice blouse
- Jacket/blazer (if wearing slacks)
- Tie (if wearing slacks)
- Slacks, skirt or dress (at least knee length)
- Dress shoes
- Stockings, or black socks

Grading Policy

Grades are calculated in percentages:

Next to each percentage is a letter grade and GPA equivalent.

97%-100%: A+(4.0)	83% - 86%: B (3.0)	70% - 72%: C- (1.7)
93% -96%: A (4.0)	80% - 82%: B- (2.7)	67% - 69%: D+ (1.3)
90% - 92%: A- (3.7)	77% - 79%: C+(2.3)	63% - 66%: D (1.0)
87% - 89%: B+(3.3)	73% - 76%: C (2.0)	60% - 62%: D- (0.7)
		0% - 59%: F (0.0)

Honor Roll

Wayne Geri Academy adheres to high academic standards. Scholarship is recognized and encouraged through an academic honor roll compiled at the close of each quarter.

Gold Honor Roll - GPA 3.9 or higher

Silver Honor Roll - GPA 3.5-3.89

Bronze Honor Roll - GPA 3.0-3.49

Academic Integrity

It is necessary that all students take their academic responsibilities seriously and be sure they do not act in any way that may be interpreted as cheating. This includes copying work from students or other authors without citing the sources, looking at other students' work or talking during an exam. Any students involved with cheating in any way – including students who help others cheat – will be given a 0% grade on the exam/project/paper/etc. and a parent conference may be held to decide further punishment.

Homework

We believe that homework serves as a re-enforcer for skills taught in the classroom. Many students need to do homework in certain subjects in order to retain and recall information learned. Due to the fact that we will have many different learning styles and levels in our school, some students may receive more or less homework than others. We believe that fair is not all students getting the same, but all students getting what they need. We ask that you trust that we are giving each student what is required for him/her to be successful as an individual. However, if you are ever concerned about the amount of work given to your student or the reasoning behind it, we welcome your questions.

School Rules

GENERAL BUILDING RULES

Behavior in the building must provide a safe and orderly environment for all.

Students are expected to:

- Walk; not run.
- Maintain a reasonable tone of voice.
- Refrain from disturbing others.
- Keep all areas clean and free from litter.
- Eat only in designated areas.
- Refrain from marking on walls, furniture, books, and other people.
- Refrain from throwing objects in or from the building.
- Use appropriate language (no racist, sexist, or obscene words &/or gestures).
- Chew gum wisely. If we find gum in inappropriate places, gum will be disallowed for all students.
- Return from the bathroom promptly; do not "hang out" there.

OUTDOOR BEHAVIOR

Behavior outdoors during the lunch/P.E. period includes keeping the area safe and clean. Students are expected to:

- Eat only in designated areas.
- Clean up their eating area and dispose of garbage.
- Refrain from throwing food or other non-sport related objects.
- Remain in designated areas.
- Use crosswalks and follow traffic signals when crossing the street.

CLASSROOM BEHAVIOR

Students are required to do all assignments given to them by the teachers. They should not disrupt the classroom or disturb other students. Since different subjects require different forms of behavior (for example: physical education, science lab, or history lecture), each teacher has the right to set up his/her own classroom rules in addition to the established school rules. Students are required to come to classes prepared to study; that is, they should bring their laptop, paper, pencil, pleasure reading book, and any other material required by the teacher.

OTHER ADULTS

When students have a guest teacher, aide, or volunteer, they must behave as requested, in addition to following the regular teacher's expectations.

AREAS OF AUTHORITY

Assuming the authority granted to it by law, Wayne Geri Academy establishes the following areas of authority:

- While a student is attending school or school function
- While a student is in a school vehicle
- While a student is under the jurisdiction of the school
- While a student is at a school-related event or activity

DISCIPLINE POLICY AND PROCEDURES

If discipline problems continue to arise, parents will be informed by means of email or a phone call, and a plan will be designed to work collaboratively in reaching a solution. If the problem cannot be resolved, or (*in our sole discretion*) if the problem is serious, we reserve the right to dismiss a child for unsatisfactory behavior in order to insure the health and safety of all children. We may also dismiss a child (*in our sole discretion*) for lack of parental assistance in efforts to work with a child and/or violations of our policies.

Our goal is to provide all students with a positive learning climate. All students have a responsibility to behave in a manner that allows teachers to teach and students to learn. Each individual deserves to be treated fairly and courteously.

Behavioral Infractions

Type One Infractions

Disrespectful	Dishonesty	Repeatedly late for class
Inappropriate language	Repeatedly not prepared	Hallway disruption
Minor destruction of property	Inappropriate physical contact	Disruptive during class
Abusing electronics/media privilege		Leaving school without permission

*This list is not intended to be all-inclusive.
Type One Infractions not listed are punishable accordingly.*

When engaging in a Type One infraction, the student will first be warned by a teacher. If the student continues to engage in this behavior, the student will be assigned a task that can include one or more items from the following list: take out the trash, sweep the school, mop the school, clean outside the school, clean the windows, clean the boards, or any other activity the teacher finds appropriate. Or, the student may lose privileges, such as use of technology or participation in a particular activity.

If the student continues to engage in the behavior or refuses to complete the assigned activity, the student may be removed from class and sent to the office for until the student demonstrates behavior that aligns with WGA rules. The amount of time spent removed from class must be made up during the student's elective period (the student must make up all work missed and it is up to the teacher's discretion as to whether this work will be counted for points). If more time is spent in the office than can be made up at elective, the student must serve this time after school. If the student cannot stay after school that day, the parent/guardian must arrange a time for the student to make up the time after school on the following school day.

If a student has multiple Type One Infractions, parents will be asked to come in and meet with the teachers and the student to work on a plan for improving the student's behavior at school. The student may also lose privileges regarding an upcoming field trip, event, or activity, based on the sole discretion of the school.

Type Two Infractions

Cheating	Theft	Willful Disobedience
Bullying	Consistent harassment of a Student or Adult	Major Vandalism
Fighting	Destruction of School Property	Sexual Harassment
Distribution or Use of Illegal Drugs or Alcohol		Possession of Weapons

This list is not intended to be all-inclusive.

Type Two Infractions not listed are punishable accordingly.

Any student committing a Type Two Infraction will, in many cases, be sent to the office and parents will be contacted immediately to pick up the student. A parent conference will be required and other consequences, such as a formal punishment, loss of privileges as well as dismissal may be discussed.

LAPTOP/INTERNET USE

It is important that all students endeavor to use their laptops and the internet in an appropriate manner. Students found to be using the internet in inappropriate ways will lose privileges to use the internet which may put their ability to succeed in certain class projects/activities at risk. We ask that you recognize that even proper use of the internet can result in exposing your student to dangerous and/or inappropriate material. WGA will strive to keep your student from seeing any such material; however, it will not be held liable for any charges or damages due to your student's use or misuse of the Internet.

DISPLAYS OF AFFECTION

There is a proper time and place for expression of romantic affection and the school campus is not considered a proper place. Students are asked to avoid embarrassment to themselves and others by avoiding inappropriate displays of romantic affection during the school day and at school events.

SUSPENSION

We do not believe suspension for a period of days to be an effective punishment. We may send students out of the classroom for a period of time to re-group or send students home for the day if their behavior necessitates removal from the school environment for a day. However, we believe that there are much more positive and effective ways to alter behavior than giving students time off from school.