



# Rocketship Discovery Prep



## 2011-2012 Student/Parent Handbook

Express Yourself Creatively.

Be Respectful.

Be Responsible.

Be Empathetic.

Be Persistent in Attaining Excellence.

Be a Rocketship Rocketeer!

# Rocketship Discovery Prep

Student/ Parent Handbook

Mission and Guiding Principles

## Commitment to Excellence Contract

### *Parents'/Guardians' Commitment*

We fully commit to Rocketship Discovery Prep in the following ways:

- ☐ We will always help our child in the best way we know how, and we will do whatever it takes for him/her to learn and prepare for college and life by supporting him/her and encouraging him/her to adhere to his/her "commitment to excellence."
- ☐ We will make sure our child arrives at Rocketship Discovery Prep on-time every day by 7:15 A.M. if they intend to eat Breakfast or 7:50 A.M. if they do not (Monday – Friday).
- ☐ We will make arrangements so our child can remain at Rocketship Discovery Prep until 3:30pm (K), 4:00pm (1<sup>st</sup> – 2<sup>nd</sup>), or 4:10pm (3<sup>rd</sup>) Monday, Tuesday, Wednesday and Thursday.
- ☐ We will make arrangements so our child will be picked up from Rocketship Discovery Prep at 2:00pm (K – 3<sup>rd</sup>) every Friday.
- ☐ We will follow all arrival and dismissal regulations and parking procedures.
- ☐ We will make sure our child follows the Rocketship Discovery Prep dress code.
- ☐ We will ensure that our child is reading or being read to every night.
- ☐ We will check our child's homework every night, sign his/her agenda, and we will read carefully and sign (if requested) all the papers the school sends home to us.
- ☐ We will meet regularly with teachers to discuss our child's progress, including home visits, sites off campus, and parent conferences and support their work to help our child excel.
- ☐ We will participate in all school activities including parent/family meetings, exhibition nights, community meetings, open house nights, conferences, etc.
- ☐ We will volunteer at least 30 hours per year for the Rocketship Discovery Prep community
- ☐ We, not the school, are responsible for the behavior of our child.

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### *Rocketship Discovery Prep Commitment*

We fully commit to our families and students in the following ways:

- ☐ We will create a safe place to learn.
- ☐ We will respect the background, culture, and individuality of each child.
- ☐ We will communicate regularly with you about your child's progress and special needs.
- ☐ We will hold high expectations for all students.
- ☐ We will work hard to help your child feel successful and increase their sense of self-worth.
- ☐ We will provide your child with the academic base and moral compass they need to be successful through college and the rest of their lives.
- ☐ We will provide support to you and your child as you determine the best educational path upon graduating from Rocketship Discovery Prep.

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## **Parent Empowerment**

Great schools are comprised of committed, collaborative communities of educators and families. We aspire for parents of Rocketeers to be engaged, long-term advocates for their own children's education and for closing the achievement gap in their communities. Through active participation in the Rocketship community, a parent develops firsthand experience of educational excellence, a sense of personal ownership over educational prospects for all students, and an understanding of what it takes to effect real change for kids. Parent empowerment at Rocketship's K-5 schools enables parents to extend the growth trajectory of students through upper grades and college. Also, since schools will inevitably experience staff transition, parents are critical participants in leading schools to excellence over time.

Rocketship parents are expected to complete at least 30 hours of volunteer service per each child over the course of the entire school year. Parental engagement starts with how parents influence positive outcomes for their own children, by ensuring high levels of prompt attendance, managing the completion of homework, and reinforcing high expectations and aspirations for student learning. More broadly, parental engagement at the school level includes active, productive participation in community meetings, parent/family meetings, home visits from a Rocketship teacher, actively participating in parent conferences and volunteering at the school. School staff members work directly with parents to reinforce the knowledge, skills and mindsets that encourage parents' active participation and integration into the Rocketship community.

Parents who express desire to be heavily involved with Rocketship can become Parent Leaders who help develop initiatives for Rocketship Discovery Prep and take ownership for one of the ten Parent Volunteer Groups on campus. As a Parent Leader, you attend one additional meeting per month and facilitate small group meetings & events for your specific team. As a Parent Leader, you are a role model for your child/children and help to ensure Rocketship Discovery Prep accomplishes all of its goals.

Beyond Rocketship, we envision parents becoming active champions to expand excellent educational opportunities in their communities. For example, Rocketship parents will influence the opening of great schools or the transformation of underperforming schools; they will influence the outcomes of school board and other local elections to ensure that elected candidates are advocates for change in policy decisions. For their own children, Rocketship parents will continue to reinforce the mindsets, expectations, and habits that will ensure success over the long-term.



# **Rocketship Discovery Prep**

## **Fire Drills/ Natural Disasters**

Posted in every room is a map detailing the evacuation protocol required. Students are to follow their teacher outside in the event of a fire drill, fire, or natural disaster and to stay with their class. Students must not stop at the restrooms. They must proceed directly to the designated area and wait for instructions. Any student violating this procedure is jeopardizing the safety of themselves and of our school and will face consequences including possible suspension.

## **Family Involvement**

In addition to the duties listed in the signed contract, parents are expected to participate in their children's learning in the following ways:

### **Parent/Guardian, Student, Teacher Conferences**

Both parent/guardian and child must attend conferences to meet with teachers to go over student's progress report and/or report card.

### **Exhibition Nights**

All parents/guardians are required to attend the scheduled Exhibition Nights. If you cannot attend, a representative must attend in your place. During these meetings, parents have the opportunity to see student presentations and discover what their child has learned for the past 9-12 weeks.

- Exhibition Nights have been scheduled on December 7<sup>th</sup> & 8<sup>th</sup> as well as June 6<sup>th</sup> & 7<sup>th</sup>

### **Community Meetings**

All parents/guardians are required to attend the scheduled Community Meetings. These meetings are very important to your ability to stay informed regarding your student, school procedures and policies, and become actively involved in further developing the school's mission. Attending these meetings helps parents stay informed and completes their 30-hour commitment to Rocketship Discovery Prep.

- These meetings will occur from 6:00 p.m. to 7:30 p.m. on the second Monday of the month. They are planned for the following dates: August 8<sup>th</sup>, October 10<sup>th</sup>, November 14<sup>th</sup>, December 12<sup>th</sup>, January 9<sup>th</sup>, February 13<sup>th</sup>, March 12<sup>th</sup>, May 14<sup>th</sup>, June 11<sup>th</sup>

### **Parent/Family Meetings**

All parents/guardians are invited and strongly encouraged to attend the scheduled Parent/Family Meetings. These meetings are open to the entire family and typically take place on the weekends or on a weeknight. Some of the possible destinations may include the Children's Discovery Museum, the Tech Museum, the San Jose Museum of Art, Emma Prusch Park, etc. Attending these meetings helps parents to play an active role in their child's life and learning.

- These meetings are planned for the following dates: September 19<sup>th</sup> (Back to School Night), October 4<sup>th</sup> (Family Literacy Night), October 22<sup>nd</sup> (College Visit Day), December 15<sup>th</sup> (Winter Celebration), January 25<sup>th</sup> (Family Science Night), May 23<sup>rd</sup> (Family Math Night), June 14<sup>th</sup> (End of the Year Event)