Mendez Fundamental Intermediate School A California Distinguished School 2000 N. Bristol Street Santa Ana, CA 92706 (714) 972-7800

School Website : <u>www.sausd.us/mendez</u> ***Todas las paginas de la agenda estan disponibles en español en el internet**

Mendez Fundamental Intermediate School Mission Statement

At Mendez Fundamental Intermediate School, a California Distinguished School, it is our mission to provide students with a rigorous learning environment that encourages high expectations for success through standards-based, student-centered instruction. We believe education is the shared responsibility of the student, parents, school and community. Together, we provide an academically rich, caring, and supportive environment that promotes respect and motivates students to learn, to act responsibly, to monitor their own academic progress, and to develop skills for life-long success.

This agenda belongs to:

Name		Student I.D. Number
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City		Zip
Best phone numbe	ers to reach legal gua	rdians:
Name of guardian		
Home()	Work()	Cell()
Name of guardian		
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MY CLASS SCHEDULE

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				Period 2	8:35	90:6	(0:31)
1 st Nutrition(6 th)	9:30	9:45	(0:15)	1^{st} Nutrition(6^{th})	9:06	9:21	(0:15)
Period 3 & 4(7 th & 8 th) 9:35 Period 3 & 4(6 th) 9:50	9:35 9:50	10:53 11:08	(1:18) $(1:18)$	Period 3(7 th & 8 th) Period 3(6 th)	$9:10 \\ 9:25$	9:56	(0:31) $(0:31)$
$\mathcal{Q}^{\mathrm{nd}}$ Nutrition(7th & 8th) 10:53	10:53	11:08	(0:15)	$\mathcal{Q}^{\mathrm{nd}}$ Nutrition(7 th & 8 th)	9:41	9.56	(0:15)
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Period 5 & $6(7^{th} \& 8^{th})$ 11:13	11:13	12:31	(1:18)	$1^{\rm st} LUNCH_{(6^{\rm th})}$	11:06	11:41	(0:35)
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Mon/Thurs – Periods –- 1, 3, 5, 7 Tues/Fri – Periods –- 2, 4, 6, 8	- Periods 1, 3, 5, 7 - Periods 2, 4, 6, 8	-1, 3, 5 2, 4, 6	5, 1 5, 8		Every Wednesday	sday	

MENDEZ FUNDAMENTAL

MENDEZ FUNDAMENTAL



A College Degree in every Home by 2020

GOAL: To see a college degree in every home in Santa Ana by 2020

Strategy: Beginning in fall 2011, the Santa Ana Partnership including the Santa Ana Unified School District, Santa Ana College, California State University, Fullerton and the University of California, Irvine will provide a variety of educational benefits and services to participating SAUSD graduates.

- Early college and career planning beginning in the 6th grade for both parents and students in the SAUSD.
- All 6th grade students and parents will sign the "My College-Going Pledge".
- SAUSD seniors will receive priority registration to SAC the fall semester prior to graduating from high school.
- The City of Santa Ana will continue to promote the Santa Ana Futures Scholarship as part of their annual employee payroll deduction program, providing continuing financial support.
- All SAUSD students attending SAC will receive individual assistance to ensure they access all available financial aid while at SAC.
- Continued and coordinated early outreach efforts and college-bound activities for parents and students, 9th through 12th grade, led by *Achieving College*, a network of high school counselors and outreach staff from SAC, CSUF, and UCI
- CSU Fullerton and UC Irvine will provide guaranteed college admission to all SAUSD students who
 successfully meet admissions standards and complete all transfer requirements on time at SAC.

We, the undersigned chief executive officers of our respective institutions, agree to the implementation of the program outlined above and to its continuous improvement thereafter. It is understood that the first students eligible to participate in this program would graduate from SAUSD in spring 2011, matriculate at SAC fall 2011, and transfer to CSUF or UCI within five years, depending on their ability to enroll in required transfer classes at SAC, with additional cohorts advancing annually thereafter.

Thelma Meléndez de Santa Ana, Ph.D. Superintendent Santa Ana Unified School District



Erlinda J. Martinez, Ed.D. President Santa Ana College



Milton A. Gordon, Ph.D. President California State University, Fullerton



Michael V. Drake, M.D. Chancellor University of California, Irvine



CODE OF STUDENT CONDUCT

Gonzalo and Felicitas Mendez Fundamental School has been designed to help students focus on academic success. It is expected that every student will cooperate fully within the framework of the Code of Student Conduct.

CAMPUS CONDUCT

Mendez Fundamental Intermediate School is a community of students gathered for the purpose of formal learning, wherein each respects himself, others and the school. All students are expected to:

- 1. Demonstrate acceptable behavior in the classroom, on the school grounds, and on the way to and from school, during assigned detentions or Saturday School Programs.
- 2. Comply with the school dress code or the district mandatory uniform policy.
- 3. Attend classes on time, every day, unless out of school for a valid reason (e.g. illness or bereavement).
- 4. At no time deface damage, destroy, steal, or litter (on) school district property or the property of other persons.
- 5. Be honest, courteous, respectful, and demonstrate good manners.
- Demonstrate respect for our country and its symbols through participation in appropriate patriotic activities.
- 7. Move quietly and in a safe and orderly manner throughout the campus.
- 8. Bring appropriate materials to all classes daily.
- Refrain from inappropriate or public display of affection. (This means holding hands, kissing and/or hugging)
- 10. Eat food in the lunch area only. Maintain a clean campus by disposing of all trash in the proper containers.
- 11. Obey directions for seating, conduct, and dismissal at assemblies.
- 12. Maintain the standards of Mendez Fundamental Intermediate School when not under the direct supervision of a teacher or supervisor and when attending school activities off campus.
- Complete the registration process for all bicycles being ridden to school. Bicycles must be securely locked in the bicycle racks.
- 14. When riding to and from school, students are expected to obey all traffic regulations. The law requires that all students must wear a bicycle helmet.
- 15. Use the library responsibly, respecting the rights of others, using materials properly, and returning book on time (see textbook contract).
- 16. Promptly pay for lost, damaged, and/or overdue library books and textbooks.
- 17. Use the computer labs and hardware appropriately at all times.

STUDENTS WILL NOT AT ANY TIME:

- 1. Cheat, forge signatures, or copy other student's work.
- 2. Leave class or come to the office without a pass from the teacher or supervisor.
- 3. Leave Campus during the school day for any reason without permission from the Attendance Office.
- 4. Use profane or vulgar language or make obscene or suggestive gestures.
- Make any threat to commit, attempt to commit, or commit any physical violence against other students or school personnel.
- 6. Push, hit, kick, "play fight", wrestle, tease or call other students inappropriate names.
- 7. Spank, pour liquid upon, or participate in any form of harassment or hazing of a student.
- Bring any form of toys, balls, bats or similar equipment/ or collectibles such as trading cards.
- 9. Ride bicycles, skateboards, or roller skates on school grounds, especially in the parking lot, at anytime (including athletic events and practices)
- 10. Chew gum on campus at any time or at any school-sponsored event.
- 11. Loiter on or near school grounds, in parking structure or in the commercial shopping center before or after school.
- 12. Climb fences or safety railings.
- 13. Touch, lift, push, sit on or deface any vehicle on or near the school grounds.
- 14. Privately sell candy or other items on the Mendez campus.
- 15. Gamble, State and Federal laws pertaining to minors outlaws all forms of wagering or betting in any manner.
- 16. Use possess or distribute tobacco, any controlled substance (including marijuana), narcotics, alcohol or intoxicant, or other contraband or drug paraphernalia on the school campus or at any time when under the jurisdiction of the school.
- 17. Posses or use lethal weapons (including knives), or any item that may be constituted as a weapon (brass knuckles, razors, etc.), explosive devices or any forms of caps, poppers, fireworks, stink bombs, or replicas.
- 18. Take medication at school without a written notification from parents and doctors. <u>The</u> <u>medication must be in an original box or</u> <u>container with a pharmacy label attached.</u> <u>All medication must be administered</u> through the Health Office.
- 19. Write on backpacks, except the student's name.
- 20. Fold, tear, or cross through pages in the Student Agenda.

ASSIGNMENT CARDS

Each teacher will keep a file of "Assignment Cards" to monitor students who fail to complete class assignments and homework. Student failing to complete an assignment will be required to sign the "Assignment Card" and the parent will be notified. If the problem persists, the following consequences will be employed:

- 1ST TEACHER/STUDENT CONFERENCE/PARENT NOTIFICATION
- 2ND TEACHER CONSEQUENCE/ PARENT NOTIFICATION
- 3RD COUNSELOR REFERRAL: (30 min. Central Detention)
- 4TH COUNSELOR REFERRAL: (60 min. Central Detention)
- 5TH COUNSELOR REFERRAL: (Parent Conference w/counselor/ Saturday School Program)
- 6TH ASSISTANT PRINCIPAL REFERRAL: (Saturday School Program/ Parent Conference)
- 7TH PRINCIPAL REFERRAL: (Possible SST)

TARDY CARDS:

All students must be in their assigned seat when the bell rings. If a student fails to comply, the students will be required to sign a "**Tardy Card**". The tardy card will monitor the number of times the student is late to class. If the problem persists, the following consequences will be employed.

- 1ST WARNING
- 2ND 15 MINUTE TEACHER DETENTION/ PARENT NOTIFICATION
- 3RD COUNSELOR REFERRAL: (30 min. Central Detention)
- 4TH COUNSELOR REFERRAL: (60 min. Central Detention)
- 5TH COUNSELOR REFERRAL: (Parent Conference with counselor/ Saturday School Program)
- 6TH ASSISTANT PRINCIPAL REFERRAL: (Saturday School Program/SST)
- 7TH ASSISTANT PRINCIPAL REFERRAL: (Sat. School Program/Possible SARB)
- 8TH PRINCIPAL REFERRAL: (Parent/Student Conference)





A STUDENT WHO WILLINGLY CONTINUES TO FAIL TO ABIDE BY THE SCHOOL CONTRACT SIGNED AT THE BEGINNING OF THE SCHOOL YEAR WILL NOT BE ALLOWED TO REMAIN AT MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL.

MENDEZ DRESS CODE POLICY

The uniform and dress code policy is a fundamental part of the contract each family signs upon enrolling at Mendez Fundamental Intermediate. This policy is in place to reinforce appropriate dress and behavior and also to reduce the cause for teasing and clothing competition among our students.

GENERAL GUIDELINES FOR SCHOOL ATTIRE

Model of dress for girls:

- Plain white, black, grey, navy blue or royal blue shirts/blouses with sleeves and a collar, tucked in at the waist (not bloused)
- Navy blue, black, grey or khaki skirts, culottes, skorts, Bermudas, dresses with sleeves and a collar, jumpers, or slacks; no jeans
- Plain white, black, grey, navy blue or royal blue sweater, jacket, or sweatshirt
- Plain white, black, grey, navy blue or royal blue socks (at knee or below)
- Navy blue vests are permitted when worn over a blouse/shirt

Model of dress for boys:

- Plain white, black, grey, navy blue or royal blue shirts with sleeves and collar, tucked in at the waist
- Navy blue, black, grey or khaki slacks or Bermuda shorts with waistbands no higher than two inches; no jeans
- Plain white, black, grey, navy blue or royal blue sweater, jacket, or sweatshirt
- Plain white, black, grey, navy blue or royal blue socks (mid-calf or below)
- Navy blue vests are permitted when worn over a shirt

General Guidelines for School Attire:

- Clothing must be free from tears, rips, holes, etc.
- Clothing should not be oversized (*must fit appropriately*).
- Pants must fit *appropriately*, cannot be oversized, and must be hemmed.
- Socks will not be pulled up to meet bottom of shorts.
- There should be no visible initials, insignias, pictures, or logos on clothing, except for Mendez school logos.
- Shoes must be worn at all times and must be enclosed. Steel toes or western-type boots are not to be worn.
- Colored or thick shoe laces, and black gloves are not permitted. Shoes and laces must be neutral in color: black, white, beige, brown, grey, navy blue or royal blue
- Hats, bandanas, hair nets, and other head gear such as beanies are not permitted. Only those students, with the approval from the principal because of medical/religious purposes, may have an exception. Hoodies worn over the head may be permitted during inclement weather.
- Hats are not to be worn indoors. No ball caps other than a school issued ball cap.
- Visible jewelry is limited to small watches, rings, necklaces, and bracelets; earrings should be a small stud or a hoop no larger than a dime. Wallet chains, and/or spiked and sharp jewelry are not allowed.
- Gang slogans and graffiti will not be allowed on backpacks or purses.
- No shirts with gang, drug, graffiti or sexual connotations including OC or SA in old English lettering.
- Jerseys or shirts with team logos are not allowed.
- No belt buckles with logos or initials (including anything related to weapons, drugs, or of a sexual nature) are allowed.

SPECIAL NOTE

As with all school rules, the dress code will be enforced and applied on the way to school, at school, on the way home, and at all school functions and events.

If students come dressed inappropriately, parents may be called to bring a change of clothes or take the students home to change Students may need to put on PE clothes if no one at home can be reached and dress is inappropriate.

VIOLATIONS OF THE DRESS CODE WILL RESULT IN DISCIPLINARY ACTION.

As fashion trends change, there may be a need to modify the dress code. When this occurs, parents will be notified in the "Parent Newsletter" or by special written announcement. Students will be notified in the Good Morning Mendez announcements.

Concerning new fad clothing and hair styles, please call the school for clarification prior to clothing purchase or hair appointment at (714) 972-7800, or bring the clothing to school for approval.

*Other attire additions or changes can occur depending on style changes, and Administrator approval.

DRESS CODE VIOLATIONS

Each time a student violates the Mendez Dress Code parents will receive a written notice from the school listing the specific infraction and consequence. Students who chose to disobey either the Uniform Policy or the Mendez Dress Code will receive one or more of the following consequences: warning, campus clean-up, detention, Saturday School.



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October

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Elective P.E.			Sci PE	A	B	C C C	D	F
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Elective		6 WEEK PROGRESS REPORT School Picture make ups at 8:00 am	Sci PE	A	B	C C C	D	F
Elective		6 WEEK PROGRESS REPORT School Picture make ups at 8:00 am	Sci PE	A	B B B	C C C	D D D	F
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Bools NOTES Bools Successful Planning Which resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resources have you been using? Ubray future resource will you focus on? The to teacher Table to parents' other family members Table to parents' other family members Uarge to parents' other family members Table to parents' other family members Uarge to parents' other family members Ubray future resource will you focus on? Uarge to parents' other family members Ubray future resource will you focus on? Uarge to parents' other family members Ubray future resource will you focus on? Uarge to parents' other family members Ubray future resource will you focus on? Uarge to parents' other family members Ubray future resource will you focus on? Uarge to parents' other family members Ubray future resource will you focus on? Uarge to par		THURSDAY Oct. 22	FRIDAY Oct. 23	SATURDAY Oct. 24
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	THURSDAY Nov. 26	FRIDAY Nov. 27	SATUR	DAY			No	ov. 28
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ocial			Computer	Lab	Ν	ΛТ	W	TF
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Math			Call a Stu	dy Budo	dy			
Σ			Talk to co	unselor				
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Math			Which re	esource	e will yo	ou focu	s on?	Why?
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December

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	THURSDAY Dec. 10	FRIDAY	Dec. 11	SATURE	DAY			De	ec. 12
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Math				Call a Stud		ly			
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				Talk to par	rents / c	other far	nily mei	mbers	
				Which re	source	will yo	ou focu	s on?	Why?
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nce				ELA	А	В	С	D	F
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	THURSDAY Dec. 24	FRIDAY Dec. 25	SATURI	DAY			De	ec. 26
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			Su	icces	sful	Plan	ning	
es			Which re	esourc	es hav	e you b	been u	ising?
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S			Talk to tea	acher				
			Tutoring w	vith teac	her M	тW	ΤF	
Math			Call a Stu	dy Budo	ly			
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February

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Thursday	Friday	Saturday	Notes
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Successful Planning Mich resources have you been using? Unrow Turning 700-735 230-300 M T W T F Compute Lab M T W T F Compute Lab M T W T F Talk to teacher T W T F Talk to counselor T W T F Talk to counselor T W T F Talk to counselor T W T F Talk to parents / other family members T Talk to parents / other family	ting								
main series Which resources have you be using? image: series image: series	Wri								
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Image: Second	Stud			Library Tuto	oring 7:00	0-7:55 2	2:30-3:30	ΜТ	WTF
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S			Talk to teacher
			Tutoring with teacher M T W T F
Math			Call a Study Buddy
2			Talk to counselor
			Talk to parents / other family members
Math			Which resource will you focus on? Why?
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STUDY BUDDIES

Subject	NAME	PHONE	Email
English Language Arts			
Social Studies			
Math			
Science			
Electives			
PE			
Other			

Tutoring in the morning (7:00 am - 7:45 am) or after school (2:40 pm - 3:40 pm)

I will seek out tutoring when....

- I need help on one or two problems that I didn't complete for homework last night
- I need help with my homework after school or just a quiet place to study

Tutoring with my teacher

I will ask my teacher about tutoring when....

- I don't understand some of the material in class
- I did poorly on my last quiz or test

<u>Nurse</u>

I will see the nurse when....

- I have an injury
- I feel extremely sick and have a fever
- I have a health issue

Study Buddy

I will call my study buddy when

- I forget to write my homework down in my agenda
- I struggle with my homework at night

Computer Lab

I will use the computer lab when....

- My printer runs out of ink
- My computer at home is broken

Teacher

I will talk to my teacher when....

- I am absent and I need to make up work
- I am struggling in my class
- Issues arise in the classroom

Counselor

I will talk to my counselor when

- I have any type of personal issue
- I want to discuss ways to improve my grades
- I want to learn more about colleges and careers

Administration

I will talk to the administrators when....

- I need to report a fight or I am being physically bullied by another student
- I see something suspicious on campus

Parents

I will talk to my parents when

- I am struggling in school
- I have parent notifications for them to sign

Tutoring Log

Teacher Name & Subject	Monday	Tuesday	Wednesday	Thursday	Friday

X_____ Student Signature X____

Parent Signature

Mendez's Physical Education Locker Room Guidelines/ Procedures

Entering the Locker Room Procedures

Before Class-

- Must get permission from a PE teacher before entering the locker rooms
- ALL electronic devices MUST be turned OFF and stored in your backpack before entering the locker rooms
- Students are to line up on number lines by grade level and gender

Before exiting the locker rooms at the end of the period-

- Students should lock their little locker (where the PE clothes are stored)
- Throw all trash away
- Tuck in their shirts and exit in a civilized manner

Procedures for Lining Up On Roll Call Numbers:

• Students must go directly to their roll call numbers, be seated and be prepared for roll call (they will be marked tardy if this procedure is not followed). Students that do not follow the guidelines will lose citizenship and/or performance grade points.

Locker Room Guidelines:

- Do not share lockers unless authorized by a PE teacher
- Do not share lock combinations with anyone unless you are instructed by a PE teacher, and are instructed to share a locker
- Do not share clothes
- Clothes must be washed on a regular basis for health purposes
- Only Stick deodorant is permitted No spray or pump deodorants
- No Lotions of any type (Except Sun Screen)
- All backpacks must be properly stored before leaving the locker rooms for their PE class
- Check your lock to be sure the combination is reset and stays in a locked position
- Absolutely no food, drinks or gum in the locker rooms
- Do not bring/store inappropriate items in the locker rooms (i.e. iPods, cell phones, etc.,) The P.E. Department will not be held responsible for your child's negligence.
- When bringing PE clothes or taking PE clothes home, they **must be stored inside** the backpacks at all times on campus.
- No loaner clothes will be provided

Please sign and have your child return this entire document to their Physical Education teacher. I have read and understand all of the Physical Education Guidelines and Regulations set forth for the 2013-2014 school year.

Student Name:	_Student Signature:
Parent Signature:	_Date:
Parent's Cell Phone Number:()	



Mendez Fundamental Intermediate School A California Distinguished School 2015-2016 CONTRACT



As a STUDENT of Mendez Fundamental Intermediate School, I	As a PARENT of a Mendez Fundamental Intermediate School student, I will
will:	support the goals and philosophy of the fundamental school program by:
Strive for Excellence in <i>Academic work</i> by	1. Being responsible for my child's regular attendance and punctuality.
1. Completing all assignments neatly, accurately, and on time.	2. Assisting my child in achieving the required academic standards necessary for
2. Completing all missed assignments due to absences within	grade level proficiency.
the time frame established by the teacher.	3. Reviewing my child's schoolwork, agenda, data tracker, and <i>online grades</i>
3. Participating in all class activities.	regularly and contacting my child's teachers or other staff members via phone, e- mail or agenda, when concerns arise.
4. Writing in my agenda daily, keeping my Data Tracker up-to-	4. Participating in conferences with school personnel when requested and
date, and frequently checking my grades online.	supporting decisions that have been mutually agreed upon between the school
5. Taking responsibility of my own success.	and me.
6. Asking for help when necessary.	5. Knowing and enforcing the Mendez Homework Policy and providing conditions
	at home that are conducive to studying.
Strive for Excellence in <i>Citizenship</i> by:	6. Being responsible for reading the school's Code of Student Conduct with my
7. Complying with all requirements of the Mendez Code of	child and ensuring my child abides by all of Mendez's policies and procedures
Student Conduct.	concerning behavior and citizenship.
8. Showing respect for all students, teachers, administrators,	 Knowing and enforcing Mendez's uniform and dress code policy. Reading, understanding and signing all school correspondence and ensuring that
staff members and guests.	correspondence is returned to school the following day.
9. Exhibiting behavior that supports learning within the	9. Attending Back to School Night, Open House and a <i>minimum of 2 parent</i>
classroom and throughout the campus.	meetings per year.
10. Attending all classes punctually.	10. Volunteering at Mendez a minimum of 2 hours per year per family.
11. Complying with the Mendez uniform/dress code policy.	I understand that Mendez Fundamental Intermediate School provides an alternative program, that no
12. Giving my parent/guardian all school correspondence and	transportation is provided, and that instruction is in English only. I further understand that a bilingual program may be available in my neighborhood school, but I elect for my child to attend Mendez
having my parent/guardian read and sign such	Fundamental Intermediate School.
correspondence to be returned to school the following day.	
I INDEDCTAND THAT FAILURE TO COMPLY WITH THE CTANDARDO	I understand that I must live or work within the boundaries of Santa Ana Unified School District in order for my child to attend Mendez Fundamental Intermediate School. I also understand that my child will be
I UNDERSTAND THAT FAILURE TO COMPLY WITH THE STANDARDS AND REQUIREMENTS SET FORTH IN THIS AGREEMENT WILL BE	transferred if I no longer live or work within those boundaries.
GROUNDS FOR TRANSFER FROM MENDEZ FUNDAMENTAL	
INTERMEDIATE SCHOOL AT THE DISCRETION OF THE SCHOOL	I UNDERSTAND THAT FAILURE TO COMPLY WITH THE STANDARDS AND REQUIREMENTS SET FORTH IN THIS AGREEMENT MAY BE GROUNDS FOR TRANSFER FROM MENDEZ
PRINCIPAL.	FUNDAMENTAL INTERMEDIATE SCHOOL AT THE DISCRETION OF THE SCHOOL PRINCIPAL.
	I have read the above agreement and will abide by it.
I have read the above agreement and will abide by it.	Thave read the above agreement and will ablee by it.
Student's Signature Date	Parent's Signature Date
-	



Mendez Fundamental Intermediate School A California Distinguished School 2015-2016 CONTRACT



As a TEACHER/ STAFF MEMBER of Mendez Fundamental Intermediate School, I will:

- 1. Support the Mendez Fundamental Intermediate School philosophy consistently and enforce the rules with all students. This includes, but is not limited to Mendez Dress Code, Assignment Cards, and Tardy Cards.
- 2. Clearly communicate school expectations, instructional goals, and grading systems to students and parents.
- 3. Maintain a classroom environment conducive to outstanding student achievement.
- 4. Provide a challenging and rigorous academic program to all students through the development of lessons, activities, and assessments, which focus on student engagement and mastery of the Common Core Standards.
- 5. Develop a progressive classroom discipline plan, which fosters student responsibility and adherence to the Student Code of Conduct.
- 6. Show respect for all students, parents, staff members and guests.
- 7. Serve as a positive role model.
- 8. Notify parents of student progress in a timely manner including, but not limited to maintaining up-to-date student grades online.
- 9. Recognize outstanding student achievement.
- 10. Actively participate in all staff, department, collaborative team meetings and staff development opportunities.
- 11. Support and promote school programs, extracurricular activities and clubs on campus.
- 12. Recognize the uniqueness of the middle school child and their varying levels of maturity.

As a representative for all of your child's teachers and Mendez staff, I have read the above agreement and will abide by it.

<u>August 2015</u> Date

As the PRINCIPAL/SITE ADMINSTRATORS of Mendez

Fundamental Intermediate School, I will:

- 1. Communicate to all students, parents, and staff the philosophy of Mendez Fundamental Intermediate School.
- 2. Provide instructional leadership by supporting teachers in their classrooms, allocating for important instructional resources and making available appropriate training for staff and parents.
- 3. Reinforce and support the partnership between parents, students, and staff by creating a welcoming environment.
- 4. Ensure a safe, clean, and orderly school environment where academic achievement is the focus.
- 5. Consistently enforce the rules and regulations of Mendez Fundamental Intermediate School.
- 6. Inform parents of academic or behavioral concerns about their children in a timely manner.
- 7. Provide Parents with Volunteer opportunities.
- 8. Be responsible for the operation of the school.

As a representative for all Mendez administrators, I have read the above agreement and will abide by it.

Principal's Signature

August 2015 Date

Period 1 Teacher's Signature

Assignment Card

1st Semester

Date	ELA	SOC. STUD	МАТН	SCI	ELECTIVE	PE	Assignment	Reason	Parent Signature	

Assignment Card

2nd Semester

Date	ELA	SOC. STUD	MATH	SCI	ELECTIVE	PE	Assignment	Reason	Parent Signature	

Principal, Dennis Cole

714-972-7800



Technology use plays an integral part of students' lives. In order to meet increasing demands of 21st Century learning, Mendez has instituted a voluntary Bring Your Own Device (BYOD) program. Use of personal devices is not required. Personal mobile devices allowed in the classroom include cell phones, Smart phones, iPods/ iPads and tablets with Internet capabilities.

Mendez Fundamental Bring Your Own Device (BYOD) Policy

- 1. BYOD refers to student-owned mobile devices. This policy encompasses all electronic devices used on campus including those owned by the student and those provided by the school.
- 2. Student use of personal electronic devices requires adherence to the District's Technology Use Policy.
- 3. The school district IT department is not responsible for the maintenance and repair of personal electronic devices used under the BYOD policy. The school district is not responsible for damaged, lost, or stolen devices used under the BYOD policy.
- 4. Student use of electronic devices in the classroom is for educational purposes and done only at the discretion of the teacher. Any personal use of devices is not allowed during classroom instruction.
- 5. Student use of electronic devices must not disrupt the learning environment of the classroom.
- 6. Students may not use an audio recording device, video camera, or camera (or any device with one of these functions, including but not limited to a cell phone, laptop, or tablet) to record media or take photos during school unless they have permission from a staff member and those whom they are photographing or recording.
- 7. Personal electronic devices shall be charged prior to bringing the device to school and shall be capable of running off its own battery while at school.
- 8. All Internet access in the BYOD program shall be through the district's server/website. Access to the district WiFi is for Internet access for district-approved educational purposes only. No access to other network resources is provided.
- 9. Students not following the above stated guidelines will be prohibited from the use of personal electronic devices on campus, in accordance with the Technology Use Policy.
- 10. Students who do not have a device but wish to use a device in class in accordance with this document shall contact the teacher.
- 11. Electronic devices may NOT be used in restrooms, locker rooms, hallways or during passing periods.

Digital Code of Conduct

- 1. Students will only use images that are appropriate and have legal permission to use (i.e. in the public domain or original).
- 2. Students may not post photos or videos showing themselves or classmates without their permission.
- 3. Students may use posts to discuss school-related content only.
- 4. Students must use a respectful tone of voice when posting. All school rules and consequences related to harassment apply.
- 5. Students must use appropriate grammar and punctuation on assignments (No texting language etc.)
- 6. Students may not use posts to promote personal causes, websites or chat rooms.
- 7. Students may not reveal any personal information online. This includes telephone numbers, addresses, emails, etc...

Failure to follow these policies will result in school consequences.

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Parents, please sign below to confirm th	at you have review	wed the above policy with your son/daughter- and ou will abide by these policies then return this letter
Student ID #	_Grade	
Print Parent/Guardian Name:		Print Student Name:
Parent/Guardian Signature		_Student Signature
Date		Date

Hall Pass

NAME_____

ID _____ GRADE ___

1 ST SEMESTER					2 ND SEMESTER						
DATE	TIME OUT/IN	DESTINATION	TEACHER		DATE	TIME OUT/IN	DESTINATION	TEACHER			
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Codes for Destination:

N = Nurse; R = Restroom; C = Counselor; O = Office; L = Library

CLASSROOM BEHAVIOR MATRIX									
	All	Assembly	Assembly Bathroom Class		Hall	Lab			
Respectful	Encourage others to do their best	Applaud at the end and wait to be dismissed by the teacher	Keep the restroom clean	Follow all rules	Line up for your teacher	Use computers properly			
Responsible	Keep the campus looking great	Give the speaker your full attention	Wash your hands	Complete work on time and ask for help when needed	Walk on the right	Log out when finished			
Ready	Always do your best	Leave your backpack in the classroom	Have a hall pass during class	Come prepared to learn with all materials	Get where you need to be on time	Have your ID and login/passwords			

MUSTANG MUST-Behavior In Common Areas										
	All	Assembly	Bathroom	Class	Hall	Lab	Library	Lunch Area	P.E.	Stairwell
Respectful	Encourage others to do their best	Applaud at the end and wait to be dismissed by the teacher	Keep the restroom clean	Follow all rules	Line up for your teacher	Use computers properly	Use whisper/ quiet voice	Be polite to cafeteria staff and other students	Show good sportsmanship	Stay on the right when walking up or down stairs
Responsible	Keep the campus looking great	Give the speaker your full attention	Wash your hands	Complete work on time and ask for help when needed	Walk on the right	Log out when finished	Return library books promptly	Clean up your area and throw away trash	Use equipment safely and properly	Use the correct stairwell to get to/from class
Ready	Always do your best	Leave your backpack in the classroom	Have a hall pass during class	Come prepared to learn with all materials	Get where you need to be on time	Have your ID and login/ passwords	Have your ID ready to check out materials	Have your ID ready when buying food	Be dressed and on your number when class begins	Don't stop at the bottom of the stairs – continue walking to your destination

"Free Dress" Guidelines

MENDEZ FUNDAMENTAL INTERMEDIATE SCHOOL

Occasionally Mendez students will receive permission to have a "free dress" day to reinforce positive behavior and to encourage them to maintain a clean campus. On these days, students are expected to dress appropriately. The following attire is not permitted:

- Gang-like attire: This includes oversized khaki/jean pants, oversized athletic jerseys, beanies or non-school baseball caps
- Inappropriate logos on clothing
- Excessive "Gothic" type clothing: This includes patches/buttons pinned to jackets and backpacks, pants rolled up to show boots, silver/black jewelry and make-up.
- Excessively tight and/or short **t-shirts** or **tank tops**. The midriff (tummy) area must be covered at all times.

Remember to dress appropriately? Check your agenda for more dress code guidelines.



Mendez Fundamental Intermediate School 2000 N. Bristol St. Santa Ana, CA 92706 Phone: (714)-972-7800 Fax: (714) 972-7899

STAY RIGHT-WALK RIGHT

Gonzalo and Felicitas Mendez Fundamental Intermediate School Map

06/24/15

