

# JACKSON JOURNAL

Andrew Jackson Language Academy  
1340 W. Harrison Street, Chicago, IL 60607

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Summer 2015

Dear Students and Families,

Greetings Andrew Jackson Language Academy students and families! I hope that your summer has been enjoyable and that you are looking forward to the start of a new school year.

I am very excited to begin this coming school year as Principal of AJLA. I am extremely fortunate to be surrounded by teachers, faculty, staff, students, and parents who strive for excellence. I know that with our collective efforts and collaborative work, we will make great things happen for our school and most importantly, our students.

Please join us for our Open House on Wednesday, September 2 from 12:00-1:30 PM and on Thursday, September 3 from 8:30-10:00 AM. This is a great opportunity to meet your child's homeroom teacher, drop off supplies, sign-up for volunteer opportunities, and to connect with other families. Homeroom assignments will be posted in the atrium.

The first day of school will be on Tuesday, September 8, 2015. Kindergarten students will meet in the Art Room and remain there until the kindergarten teachers arrive and pick-up students. The first bell will ring at 7:41 AM to signal 1st -8th grade students to line up. Please refer to the attached morning entry procedures to determine the location for classroom line up. The second bell will ring at 7:45 AM to signal the start of the school day. Teachers will be coming down to pick-up their students. Parents are invited to walk their children to their classroom during the first day of school. The third bell will ring at 8:00 AM to signal the start of the first period. At this time, parents are to proceed to the cafeteria for the first Principal's Coffee Day.

Dismissal will begin at 2:35 PM. Please review and adhere to the AJLA dismissal procedures attached and distributed to your child on the first day of school. In order to help us with a speedy and smooth dismissal, we ask that you do not leave your vehicle unattended as you proceed to the car pick-up line on Loomis Street. Thank you for your support.

When you arrive on the second day of school, please proceed to your morning entry location where teachers will meet their class. Teachers will hold their homeroom number sign signaling where students need to line up. When the second bell rings at 7:45 AM, teachers will take their students to the classroom. Please help us with a smooth morning transition by saying goodbye to your child at their designated areas. We appreciate your support.

Please know that we are here to support you and your family. If you have questions or concerns, please do not hesitate to contact the school or write us a note.

I look forward to seeing all of you very soon and working together to have a successful academic school year. Enjoy the rest of summer!

Sincerely,

Marilou S. Rebolledo

**Marilou Rebolledo**

Principal

**Carmen Basile**

Assistant Principal



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## Chicago Public Schools Policies

### **A Safe and Orderly School**

The best way to have a safe and orderly school is by adhering to the school rules. **Parents, please discuss this page of the newsletter with your children so they are aware of the rules and your expectations of following them.** By working together, we will ensure a safe and orderly school for your children.

### **Student Code of Conduct**

The Student Code of Conduct provides guidelines for students and parents to create a safe and respectful learning environment. Our philosophy and process at AJLA is to work with our students and to help them become leaders. We work with our students and their families to have a break-through when there is a break-down. We encourage our families to be proactive by discussing behavior expectations prior to the start of school year utilizing the 7 Habits and reviewing the Student Code of Conduct at [www.cps.edu/Pages/StudentResourcesCodeofConduct.aspx](http://www.cps.edu/Pages/StudentResourcesCodeofConduct.aspx) or refer to a copy given to each student the first week of school.

The Board of Education's Student Code of Conduct stipulates that certain items are not allowed in public schools and having them can result in serious disciplinary actions. **Laser pointers, knives, weapons, and illegal substances are not permitted in the city's schools or on school buses.** Students should not accept or hold any contraband items for a friend.

**Individuals found with such items are subject to the disciplinary actions in the Board of Education's Student Code of Conduct which may result in police action.** The Board of Education has authorized that random searches occur within the schools. These searches may occur as people enter the building or as students move about the building during the school day.

Students should only bring the materials necessary to do their schoolwork. **Toys, cards, inappropriate pictures or magazines, radios, CD players, iPods, video games, or any other electronic devices distract students and do not belong in school or on the school bus.** Parents please make sure that your children do not bring these items to school.

**Neither the school nor the teacher can assume responsibility for such personal items if they are misplaced or stolen.** If such items are brought to school, they will be confiscated by the teacher. The parent will need to come to the school to collect the item.

*Rule of thumb: Only bring items that support your school day.*

### **Attendance**



In order to maintain the high academic achievement of AJLA, it is absolutely necessary that our students are in school for the entire school day. Arriving to school late or leaving school early has a negative impact on student learning. It is also disruptive to the staff and other students. The full school day begins at 7:45 AM and ends at 2:45 PM. Please schedule your family appointments when possible after school so your children will receive the benefit of a full day of instruction.

### **Cell Phones**

Board policy requires parents to complete an authorization form in order for their child to bring a cell phone to school. **Per our cell phone policy, students must turn in all cell phones upon entering the classroom and retrieve during dismissal. All cell phones must be turned off while in school, on the school bus, and/or on school property.** Please note that the school is not responsible for lost or stolen phones. If confiscated, parents must come in to school and retrieve the cell phone during the first violation. Thereafter, the Principal will revoke cell phone authorization. Thank you for your support and helping us focus on academics.

### **Internet**

When properly used, the Internet is a wonderful educational tool. When it is misused, it is disruptive to the learning process and many times individual's feelings are hurt. Parents, please monitor the time and content of your child's Internet usage. Pay particular attention to MySpace, Facebook, Instagram, and any blogs in which they participate. Make sure you have their password so you can check on the content of these or similar sites at any time. Use of the Internet that creates a problem in school will result in disciplinary actions.

### **eBook Reader**



Please be aware that smart/data phones (iPhone, etc.) are not to be used as eBook Readers at school. As with a printed book, **eBook Readers are only to be used as a tool for reading during times deemed appropriate by the teacher.** Students are not permitted to use the Internet portion of the eBook Reader while at school. AJLA is not financially responsible for damage, theft, or loss of the eBook Reader. Neither the school nor any staff member will be responsible for the safe keeping of the eBook Reader. Disciplinary action will be taken if this policy is violated. If confiscated, parents must come in to school and retrieve the eBook Reader and the principal will review and may revoke authorization.

## **AJLA Dress Code**

This dress code has been developed to promote a suitable and safe learning environment for everyone. Please read this together with your child so everyone is aware of the policy. If it is determined that a child is not dressed suitably or safely, parents will be called and offered the choice of bringing their child/children an alternative outfit or footwear within 60 minutes or a change of clothes will be provided by the school including when an attempt has been made to contact parent/s. Your cooperation in helping our students focus on learning is appreciated. The following is a list of what students may NOT wear during the instructional day at AJLA:

1. Due to the active nature of our school day (recess, physical education, and going up and down stairs multiple times a day), students should not wear flip-flops or other open heel or toe shoes.
2. Proper gym attire and gym shoes (rubber bottoms, shoe laces or Velcro) are required on gym days. Shoes not allowed include sandals, crocks, boots, dress shoes of any kind, cleats, and costume foot wear.
3. Tee shirts displaying profane, suggestive, or inappropriate statements/pictures are not allowed.
4. Halter, tank, midriff tops or shirts with revealing necklines (low-cut, tight) are not permitted.
5. Leotards, leggings or jeggings unless covered by a long shirt or skirt are not permitted.
6. Students are not allowed to wear short shorts, short skirts, or low-rise jeans to school at any time.
7. Underwear (including undershirts) worn as outer garments are not allowed. Underwear should not be seen.
8. Hats or bandanas in the school building are prohibited unless a student has a medical issue.
9. Students shall not wear excessive make-up.
10. Students will be asked to remove noisy jewelry (bangles, bells, etc.). Teachers cannot be held responsible for misplaced jewelry.
11. Any form of dress and grooming that can be interpreted as a gang symbol or is disruptive to the instructional process is not allowed (such as earrings worn by boys, pants rolled up on one side, bandanas hanging from back pockets).

*\*\*The school reserves the right to determine what is acceptable or not acceptable. Thank you for your cooperation in helping us to keep our focus on academics.*

## **Money**

Money brought in for field trips or book orders should be given to the teacher in a sealed envelope with the student's name, teacher's name, the amount, and for what purpose the money is intended. Please do not allow students to bring money to school other than for the reasons stated above. **The school cannot assume responsibility for misplaced or stolen money.**

## **Student Fees**

Student fees are \$75 per student for the 2015-2016 school year with a cap of \$225 per family. The student fees are due on September 11, 2015 and will be collected in the form of cash or money order payable to Andrew Jackson Language Academy. **No personal checks will be accepted.** Ms. Kempster, our school clerk, will be collecting fees in the office prior to the first week of school. You may pay your fees at school beginning August 26 from 7:00 AM—3:00 PM.

## **AJLA Grading Scale**

90-100	A - Substantially exceeding the standard.
80-89	B - Exceeding the standard.
70-79	C - Meeting the standard.
60-69	D - Less than acceptable progress on standard.
Below 60	F - Does not meet the standard.

## **New Bell Time**

Please note that our new bell time for 2015-2016 will be: **7:45 AM start time - 2:45 PM end time.** Please note that there is no supervision for students prior to 7:30 AM. Thank you for your support and keeping our children safe.

## **Breakfast and Lunch Prices**

CPS through the Community Eligibility Provision (CEP) program will be able to provide students with breakfast and lunch at no cost for the 2015-2016 school year. In order to qualify for this opportunity, all parents have to complete a lunch form application. More information will follow.



## **Supply Lists**

Please note that the 2015-2016 Supply List for each grade level and World Language can be found on our school's website, [www.andrewjackson.cps.edu](http://www.andrewjackson.cps.edu).



## J at School

We are pleased to announce our partnership with JCC Chicago as our after school programming. JCC is available for Kindergarten-8th graders every day that school is in session. Please note that JCC will have two pick up times: 5:00 PM and 6:00 PM. Online registration began August 1, 2015. Financial assistance is also available for those who qualify. For more information or questions, please contact JCC at 312-775-1848 or email [jatschool@gojcc.org](mailto:jatschool@gojcc.org).

## 2015-2016 Health Requirements



The State of Illinois requires that all students complete all health requirements and be up-to-date with their immunizations prior to the beginning of school.

The following health requirements apply to all CPS enrolled students. For more information, please visit [http://cps.edu/OSHW/Documents/MinimumHealthRequirements\\_English.pdf](http://cps.edu/OSHW/Documents/MinimumHealthRequirements_English.pdf) or call 773-553-1800.

**Physical Examination** -Please note that Physical Examination must be completed within one year to entry for all entering Kindergarten and 6<sup>th</sup> grade students and students entering CPS for the first time.

**Vision Examination** -Eye examinations must be provided and completed for all entering kindergarten students and students entering State of Illinois schools for the first time.

**Dental Examination** - Dental exams must be provided and completed for all entering kindergarten, 2<sup>nd</sup> or 6<sup>th</sup> grade students.

**Immunization Requirements** - Students must have up to date immunizations for Diphtheria, Pertussis, Varicella (chicken pox), and Meningitis (MCV4) vaccine. Haemophilus Influenza -Type B (HIB) and the Pneumococcal Disease (PC) - are not required for children 5 and older.

**New for the 2015-2016 School Year** - All students entering 6<sup>th</sup> grade will need proof of the Meningitis or MCV4 vaccine (one dose only).

## 2015-2016 Calendar

The following list of important dates including **student non-attendance**. We hope this helps you coordinate your schedule along with your children's school schedule. Please refer to this as you plan your family's vacations. **Remember the first day of school is Tuesday, September 8, 2015. This is a full day of attendance. Please note our new bell time: 7:45 AM—2:45 PM.**

September 2	Supply drop-off & Meet and Greet 12-1:30 P.M.
September 3	Supply drop-off & Meet and Greet 8:30-10:00AM  Kindergarten Orientation 5:00- 6:00 p.m.
September 7	Labor Day Holiday
September 8	First Day of  School
October 12	Columbus Day
November 11	Veterans Day -No School
November 13	School Improvement Day—No student attendance
November 18	Report Card Pick Up /Parent-Teacher Conferences
November 25-27	No School —Thanksgiving Holiday 
Dec. 21 - Jan. 1	Winter Vacation— School resumes Jan. 4, 2016
January 18	No School -Dr. Martin Luther King's Day 
February 5	School Improvement Day—No student attendance
February 15	No School—President's Day
April 8	School Improvement Day—No student attendance
April 13	Report Card Pick Up /Parent-Teacher Conference
April 18-22	Spring Vacation—School resumes April 25, 2016
May 30	No School -Memorial Day 
June 21	Last day of School—Full day of attendance



Visit our school on the web:  
[www.andrewjackson.cps.edu](http://www.andrewjackson.cps.edu)