



## STARSHINE ACADEMY™

### **School-Parent-Student Contract**

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 7th & 8th as well as May 23rd & 24th

#### **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 **STARSHINE Academy School**.

- ❖ These meetings will occur from 5:30 p.m. to 6:30 p.m. on the first Monday of the month (unless a holiday.) They are planned for the following dates: August 1<sup>st</sup>, September 12<sup>th</sup>, October 3<sup>rd</sup>, November 7<sup>th</sup>, December 5<sup>th</sup>, January 9<sup>th</sup>, February 6<sup>th</sup>, March 6<sup>th</sup>, April 3<sup>rd</sup>, May 1<sup>st</sup>, June 5<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 Phoenix Children's Discovery Museum, the Arizona Science Center and Museum, the Phoenix Art Museum, The Butterfly Wonderland, Phoenix Herpetological Society, the Desert Botanical Gardens, the Phoenix Zoo, 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 14<sup>th</sup> (Back to School and Community Night), October 5<sup>th</sup> (Family Literacy Night and Community Night), October 25<sup>th</sup> (College Visit Day), December 7<sup>th</sup> (Winter Celebration and Community Night), January 11<sup>th</sup> (Family Science Night), May 2<sup>nd</sup> (Family Math Night), June 6<sup>th</sup> (End of the Year Event)

#### **Empower**

**STARSHINE Academy Schools** are comprised of committed, collaborative communities of educators and families. We aspire for parents of STARSHINE students to be engaged, long-term advocates for their own children's education and for improving their communities. Through active participation in the **STARSHINE** community, each parent has the

opportunity to develop firsthand experience of educational excellence, a sense of personal ownership over educational choices for all students available in their community, and an understanding of what it takes to prepare kids for a great future. Parent empowerment at STARSHINE's K-12 schools enables parents to extend the growth trajectory of students through upper grades, college and life.

Parental engagement ensures high levels of achievement for:

- **Prompt Attendance**
- **Completion of homework**
- **Reinforcing high expectations and aspirations**
- **Home visits from a STARSHINE teacher**
- **Volunteering at the school**

Parents who express a desire to be heavily involved with STARSHINE are presented with opportunities to participate on the Parent Leadership Group. The Parent Leadership Group participates in the annual teacher interview process and is an advocate for the school-wide parent community at community meetings.

Beyond STARSHINE, we envision parents becoming active champions to expand excellent educational opportunities in their communities. Armed with the knowledge, skills and mindsets, STARSHINE parents will influence the opening of great schools or the transformation of all 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, STARSHINE parents will continue to reinforce the mindsets, expectations, and habits that will ensure success over their child's long-term educational career.

### **STARSHINE Academy Spiral Curriculum - Academic Program**

**English-Language Arts • The English-Language Arts** curriculum is reading and writing intensive.

- It includes reading comprehension, deductive and inductive reasoning and writing.
- Students are required to read daily.

#### **Mathematics**

- Courses prepare students for higher-level thinking and reasoning, integrating music, the arts and complex engineering thought processing, needed for college level and beyond
- Students study number sense; computation; pre-algebra; measurement; fractions and decimals; ratios, percent and proportions; probability and statistics; and geometry.
- Students focus on real-world applications of mathematical processes and learn how to integrate mathematics into their daily lives.

#### **Science**

- In addition to learning the scientific method, students learn content in the areas of earth and sustainability science, chemistry, physics, space science and environmental science.
- Students consider scientific processes; structure and properties of matter; chemical reactions; pollution; the Earth's properties and materials; how scientists study the Earth; weather and climate; the Earth's constructive processes, the Earth's destructive processes; the Earth, Moon, Sun system; the Solar System, stars, galaxies and the Universe.

#### **History and Geography**

- Students focus on the historical aspects of a topic, as well as the civic, economic and geographical strands related to such topics.

- Students are required to research and write essays and reports and are evaluated not only on the content of the essays and reports, but also on style, organization and mechanics.

### **Spanish**

- In Spanish class, students study the fundamentals of the proper use of the Spanish language, as well as the culture and the history of the people who speak Spanish around the world, including Latino-Americans.
- Students integrate their abilities to communicate important information, to understand additional cultural STARSHINES of the Spanish-speaking world and to compare such cultural attributes to their own.

### **Physical Education, Athletics, Health and Ballroom Dance**

- Students learn to become more physically fit, as well as learn the benefits of fitness, the rules of various sports and the benefits of teamwork.
- Ballroom Dancing instruction is a major component of Physical Education at STARSHINE Academy. Students learn at least six different dances, as well as receive instruction in etiquette and social interaction.

### **Music**

- All students participate in Music classes throughout the year.
- Instrumental Music allows students to learn a string instrument including: violin, viola, cello, guitar and double bass. Other instruments, marching band, orchestra and choir are available.
- The curriculum is designed to engage students in the art of string playing that will develop the fundamental skills necessary to perform.

### **Fine and Applied Arts**

- Arts are a focus at STARSHINE as a healing form as well as an inspirational one. Working with the arts has a direct effect on brain and learning function. Many art forms will be discovered and experienced each day, throughout the year.

### **Performance**

- Each student participates in theater, communication, radio, television, video, debate, speech and improv.

### **Assessment**

Shortly after a student enrolls in STARSHINE Academy, he/she takes "Starting Point" assessments in math and language arts to provide the faculty with an understanding of the initial strengths and weaknesses of each student, class and grade.

- Every six to eight weeks, students are further assessed using what we call STARSHINE Academy Interim Formative Assessments (FAIFAs). These standardized assessments are designed to allow us to carefully track student progress toward mastering their own understanding of curriculum and state standards.

The key elements of our "No Excuses" program are:

- 1. High and Clear Expectations**
- 2. More Time on Task**
- 3. Data-Driven**
- 4. Rewards and Consequences**
- 5. Values Focused on STARSHINE 15 Guiding Principles**

### **High and Clear Expectations**

- We base our curriculum on the Arizona and International Standards as well as standards approved by our AdvancED accreditation.
- We assess our students regularly on their progress toward graduation and college entrance requirements.

- We benchmark our students' performance against the best schools in the world and we adjust our instructional program based on how we compare.

#### **More Time on Task**

- We have a longer school day flexible to students' needs -- with before and after-school care - 8½ hours
- We have a longer school year - 187 days
- By the time students graduate from STARSHINE, we have provided them with the equivalent of one additional one to two years of schooling. Some of this is achieved with college/university dual enrollment with our partnered colleges.
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#### **Data-Driven**

- We judge our performance as professionals based on student results on state standards other external assessments, as well as observation of the student's daily performance.
- We provide reports to our parents every six weeks on their child's progress in school.

#### **Rewards and Consequences**

- We use a set of common conduct expectations in each classroom and we enforce them from the first day of school to the last, through the integration of STARSHINE Social Skills Checklist.
- Students earn privileges, including social events and special trips, based on their conduct.
- Students are denied privileges when they fail to do their homework, do not wear their school uniform properly or do not meet STARSHINE's conduct expectations.

#### **STARSHINE Fifteen Guiding Principles Are Values Focused**

- We recognize students in front of the school community when they exemplify our core values.
- We expect our students to apologize to the school community if they violate our core values.
- We require students to perform community service and participate in co-curricular activities.

#### **Compact Linked to Learning:**

"This compact pledges our school community to increase student learning so that all STARSHINE students will be proficient."

#### **Parents Pledge: I will:**

- ◆ Send my child to school on time every day.
- ◆ Say positive things about the school dress and discipline.
- ◆ Limit TV watching time to one or less programs per day, **some days the television stays off.**
- ◆ Let the teacher know if my child has any problems with learning.
- ◆ Use reading and math materials the school sends home each week to help and learn with my child.
- ◆ Read to or listen to my child read to me 20 minutes every day.
- ◆ Keep a list of new words, and link letters to sounds.
- ◆ Play (and sing) numbers games with my child every week
- ◆ Help my child see how to use reading and math to pursue his/her interests and goals.

#### **Students Pledge: I will**

- ◆ Complete my classwork
- ◆ Come to school rested, prepared to learn
- ◆ Respect adults, myself and other students
- ◆ Obey and respect school rules
- ◆ Complete my homework

- ◆ Let my teacher and family know if I need help
- ◆ Read on my own and with my family every day
- ◆ Work on my math and reading skills at home, using the materials my teacher sends home
- ◆ Write down assignments, do my homework every day, and turn it in when it's due
- ◆ Write a report each week about a TV program I watch

**Teachers Pledge: We will**

- ◆ Have high expectations for all students
- ◆ Develop a classroom climate that is comfortable for all students
- ◆ Develop proficient learners
- ◆ Enforce rules fairly and consistently
- ◆ Provide the books and necessary supplies for education
- ◆ Create a partnership with every family in my class
- ◆ Monitor student progress in each subject, especially in reading and math and update parents monthly
- ◆ Make sure all students get help as soon as it's needed
- ◆ Send home learning materials, especially in math and reading
- ◆ Explain my approach to teaching, expectations, and grading system to students and their families
- ◆ Continually work on my teaching strategies so that I can successfully teach all children.
- ◆ Assign work that is relevant to each students' goals and interesting
- ◆ Make sure students understand the assignment and what they'll learn from it, and grade it promptly.

**STARSHINE Academy School-Parent-Student Contract**

**The contract is divided into three parts:**

- **STARSHINE's Commitment**
- **Parents' / Guardians' Commitment**
- **Student's Commitment**

**STARSHINE ACADEMY's Commitment**

- ❖ We will work tirelessly to ensure that your child secures the academic knowledge and skills to prepare him / her for the nation's finest colleges.
- ❖ We embrace and model the values of caring, respect, responsibility and honesty, and work to instill them in all of our students.
- ❖ We will open our doors ready to accept students daily at 7:15 a.m., and will remain open daily until 4:30 pm, from the beginning of the summer session in August through the month of June.
- ❖ We will always come to class prepared and will continually engage students in the challenging, hard work that paves the way for success in school and life.
- ❖ We will assign each student a faculty or staff advisor to oversee the child's individual needs and progress within the school.

- ❖ We will maintain an open-door policy for parents, who may come into the school at any time – after gaining office clearance – and enter any classroom for observation, as long as there is no disruption.
- ❖ We will communicate with you regularly about your child’s performance and make ourselves available in person and by telephone. We will return your telephone calls and emails within 24 hours.
- ❖ We will assign productive, meaningful homework each night (except in special circumstances) to focus students on working to their fullest potential.
- ❖ We will enforce the STARSHINE Academy Code of Conduct consistently and fairly. If your child is suspended, we will promptly notify you of the reason.

Faculty Member Name: Trish McCarty, Founder & CEO

Faculty Member Signature 

Date

**Parents' / Guardians' Commitment**

**ATTENDANCE**

- ❖ We will ensure that our child comes to school every day by 7:30 a.m. properly in a clean, pressed, uniform.
- ❖ We understand that if our child is absent for more than 12 days in the school year without a school-approved excuse, he/she will risk losing enrollment at STARSHINE.
- ❖ We will make sure that our child promptly makes up missed work following absences.
- ❖ We understand that our child will not earn credit for work missed due to absences, unless arrangements are made.
- ❖ We understand that the school day ends at 3:30 p.m., and we will make arrangement so that our child can remain at STARSHINE Academy until that time and be picked up promptly at that time.
- ❖ We understand that our child will not be permitted to enter the school building before 7:15 a.m.
- ❖ We understand that the school year runs from the beginning of August through June and we will not plan family vacations or other extended absences to occur on school days.
- ❖ We will telephone the school prior to 8:00 a.m. on the day of any absence to report why our child is out.
- ❖ We understand that if our child is late for school without a school-approved excuse, he/she will be required to serve after-school detention that same day.
- ❖ We understand that every three unexcused tardies or early dismissals will be recorded as an unexcused absence on our child’s record and put him/her at risk of losing enrollment at STARSHINE.

**HOMEWORK**

- ❖ We understand that our child will have 90 minutes to two hours of homework each night, including weekends.
- ❖ We will provide a quiet, undisturbed time and space for our child to complete his/her homework.
- ❖ We agree to check our child’s homework daily to ensure that it’s complete, accurate and neat.
- ❖ We understand that our child will be required to serve an after-school detention the same day if he/she does not complete assigned homework or completes homework that does not meet STARSHINE Academy standards.

**DRESS CODE**

- ❖ We will ensure that our child comes to school each day in proper dress, according to the guidelines listed in the Parent-Student Handbook.
- ❖ We understand that if our child comes to school in violation of the school dress code, he or she may not be permitted to attend class, may need to wait for the appropriate clothing to be brought from home and will receive an automatic after-school detention to be served that day.

**PROMOTION POLICY**

- ❖ We understand that our child must pass all but one class in order to be promoted to the next grade. Our child will show mastery (75% or higher) before moving to the next level.

**DISCIPLINE**

- ❖ We have read, understand and support the STARSHINE Academy Code of Conduct including all its rules, rewards and disciplinary consequences.
- ❖ We understand that our child will have to remain in school until at least 5:20 p.m. if he/she commits a detention-level offense and that we are responsible for ensuring his/her safe transportation home after detention.
- ❖ We understand that detentions happen on the day of the offense.
- ❖ We understand that it is our child’s responsibility to contact us and let us know that he/she has earned an after-school detention.
- ❖ We understand that our child cannot be excused from detention unless there is a documented family emergency.
- ❖ We understand that our child may be suspended if he/she misses an after-school detention and could be in jeopardy of losing enrollment status.
- ❖ We understand that if our child is suspended that he/she will have to be picked up from school on the day of the offense, that we will have to accompany the child for a meeting in order for the child to return to classes and that our child will have to present a sincere written and verbal apology before the community.

**FAMILY SUPPORT**

- ❖ We agree to attend all Parent-Teacher Conferences for which we are scheduled so that we may collect our child’s report card and meet with his/her teachers to discuss our child’s performance in school.
- ❖ We agree to support our child’s academic work by communicating regularly with our child’s teachers.
- ❖ We understand that we are not required to sign this contract as a term of our child’s admission to STARSHINE Academy, but do so voluntarily because we believe that STARSHINE Academy is a partnership between parents and educators in creating the best possible education for our child.

Parent / Guardian Name \_\_\_\_\_

Parent / Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

**Student's Commitment**

- ❖ I commit to consistently work, think and behave in the best way I know how and will do whatever it takes for me and my classmates to learn and to prepare myself for college and success in life.
- ❖ I will arrive at school every day by 7:30 a.m.
- ❖ I will remain at school daily until 3:30 p.m.
- ❖ I will attend STARSHINE ACADEMY from the beginning of the summer session in August

through June.

- ❖ I am proud to wear my uniform to school every day and adhere to the STARSHINE Academy dress code.
- ❖ I am proud to complete all of my homework and reading every night.
- ❖ I am proud to raise my hand and ask questions in class if I do not understand something.
- ❖ I am proud to embrace and will consistently model the values of STARSHINE in caring, respect, responsibility and honesty.
- ❖ I am proud and responsible for my own behavior and I will follow the teacher's directions. If I make a mistake, I will tell the truth to my teachers, accept responsibility for my actions and sincerely apologize to those whom I have wronged.

Student Name \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_

#### TITLE I Policy

This policy was presented to parents on Aug.19, 2015 for comments and input. It describes how STARSHINE ACADEMY involves parents in our school and in efforts to raise student achievement. The parents of our students are our most valuable resource for making students successful, and it is the goal of STARSHINE ACADEMY, in developing this policy, that parent involvement will have a huge, positive impact on student achievement.

1. STARSHINE ACADEMY will convene an annual Title I meeting in August of every year to inform parents of our school's participation in Title I. Parents will receive an agenda and invitation to this meeting as well as a posting on our website announcing the meeting in both English and Spanish.
2. STARSHINE ACADEMY will involve parents in the planning, review and improvement of our Title I services. Parents will be asked for their input at the annual meeting, and also at the year---en evaluation of our program.
3. STARSHINE ACADEMY will provide parents:
  - A. Timely information about Title I programs;
  - B. School performance profiles for STARSHINE ACADEMY as determined by Arizona Dept. of Education;
  - C. Assessment results of students, including interpretation of test results;
  - D. A description of our curriculum and the types of assessment we use to measure student progress, as well as the proficiency levels required of students;
  - E. Opportunities for meetings that will allow for parental input and involve parents in decision making that impacts our education programs;
  - F. Timely responses to suggestions made by parents;
  - G. Information regarding the highly qualified teaching status of all teachers and also notification if students are being taught by a teacher who is not highly qualified.
4. STARSHINE ACADEMY will also continue to strive for increasing parental involvement by:
  - A. Improving communication between home and school through the website, newsletters, etc.
  - B. Helping parents understand student ECAPS and other educational opportunities.
  - C. Providing learning at home with supplemental assignments and resources. Teachers will openly communicate with parents the needs of students, especially if students are falling behind, and will also share with parents prescriptions for academic issues students are having;
  - D. Volunteering: making parents welcome in the school as volunteers who support programs; parents are encouraged to call the office and arrange times for volunteering.
  - E. Including parents as participants in school decision---making, governance, and advocacy; parents are informed of Governing Board meetings and will also be encouraged to respond to our



annual evaluation of the school. Parents are involved in decisions, academic or disciplinary, that relate to students.

- F. Collaborating with the community so that community resources are used to strengthen the school, families and assist with student learning.
5. A yearly evaluation will determine if strategies, action steps, and school performance in the parent involvement policy have been effective. Parents will be given opportunities to indicate their satisfaction with the policy and with the school's effectiveness. This evaluation will include:
- A. A measure of increased parental participation: comparing levels of participation prior to and following implementation of the this policy;
  - B. An adequate representation of parents representing all socio---economic levels, ethnicities, disabilities, and limited English proficiency.
  - C. Identifying barriers for greater participation by these groups
  - D. Assessing the effectiveness of parental participation activities, procedures and the policy in improving the school
  - E. Reporting evaluation findings to all stakeholders
  - F. Using findings to revise this policy in order to promote student academic achievement, social and emotional welfare of students, and the school's teaching and learning environment.