
2021-22



Beacon
College Prep

Family Handbook

Educating for college
Empowering for life

<http://beaconpride.org>

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GENERAL SCHOOL INFORMATION

CONTACT INFORMATION

Beacon College Prep
13400 NW 28th Ave
Opa Locka, FL 33054
<http://beaconpride.org>
786-353-6109

FACILITIES

We are located at the corner of NW 27th ave and NW 135th Street in Opa Locka, FL. Our school is co-located on a campus with Florida International Academy (grades 6-8). All of our operations are located in the “A Building.” Please be sure to sign in at the main office each time you visit.

WHO WE ARE

BOARD OF DIRECTORS

Beacon College Prep is governed by a Board of Directors that reflect parental, community, educational, and professional perspectives to maintain a viable and thriving school. Members of the Board of Directors include:

- **Patrick Evans**, (Ex-Officio) Founder and Head of Schools, Beacon College Prep
- **John Flickinger**, (Ex-Officio) Director of Development, Beacon College Prep
- **Jeffrey Miller**, (President)
- **Patrick Range** (Member)
- **Melissa Krinzman** (Secretary)
- **Octavio Verdeja**, (Treasurer)
- **Virginia Akar** (Member)

Beacon College Prep’s board meets quarterly, and all meetings open to public comment. The dates of each board meeting will be posted on our website at <https://beaconpride.org> at least one week prior to the meeting. To request the opportunity to address the board, email our board member Virginia Akar @ vakar@beaconpride.org prior to the board meeting date.

SCHOOL-BASED LEADERSHIP

- **Patrick Evans** – Founder and Head of Schools – pevans@beaconpride.org
- **Heather Torretta** – Vice Principal – htorretta@beaconpride.org
- **Marissa Puryear** – Director of Operations – mpuryear@beaconpride.org
- **Cutis Bryant** – Dean of Students – cbryant@beaconpride.org
- **Rose-Ann Kelly** – Office Manager and Registrar – rkelly@beaconpride.org
- **Khenita Derby** – Assistant Principal, Student Services – kderby@beaconpride.org

POLICIES AND PROCEDURES

HOURS OF SCHOOL OPERATION

Activity	Elementary School (K-5)	Middle School (6-8)
Before-care	6:15 – 7:45	6:15 – 7:45
Breakfast	7:45 – 8:20	7:45 – 8:20
Homeroom/Morning Meeting	8:20 – 8:50	8:25 – 8:57
Academic Blocks	8:50 – 3:15	9:00 – 4:00
Dismissal	3:15 – 3:45	4:00 – 4:30
After School	3:15 – 5:30	4:00 – 5:30

DAILY SCHEDULE

The daily schedule for middle school students (grades 6 – 8) students can be found below. Please be advised that this schedule is subject to change should we need to make tactical adjustments to help us get closer to achieving our mission:

BCP Middle School 6 Block Schedule 2021/22					
	Monday	Tuesday	Wednesday	Thursday	Friday
7:30					
7:45	Breakfast Window 7:45 - 8:25	Breakfast Window 7:45 - 8:25	Breakfast Window 7:45 - 8:25	Breakfast Window 7:45 - 8:25	Breakfast Window 7:45 - 8:25
8:00					
8:15	Homeroom 8:25 - 8:57 30 Min	Homeroom 8:25 - 8:57 30 Min	Homeroom 8:25 - 8:57 30 Min	Homeroom 8:25 - 8:57 30 Min	Homeroom 8:25 - 8:57 30 Min
8:30					
8:45					
9:00	Block 1 9:00 - 10:02	Block 1 9:00 - 10:02	Block 1 9:00 - 10:02	Block 1 9:00 - 10:02	Block 1 9:00 - 10:02
9:15					
9:30					
9:45	Block 2 10:05 - 11:07	Block 2 10:05 - 11:07	Block 2 10:05 - 11:07	Block 2 10:05 - 11:07	Block 2 10:05 - 11:07
10:00					
10:15					
10:30	Block 3 11:10 - 12:12	Block 3 11:10 - 12:12	Block 3 11:10 - 12:12	Block 3 11:10 - 12:12	Block 3 11:10 - 12:12
10:45					
11:00					
11:15	Block 4 Lunch Block A Lunch 12:15 - 12:40 B Lunch 1:15 - 1:45	Block 4 Lunch Block A Lunch 12:15 - 12:40 B Lunch 1:15 - 1:45	Block 4 Lunch Block A Lunch 12:15 - 12:40 B Lunch 1:15 - 1:45	Block 4 Lunch Block A Lunch 12:15 - 12:40 B Lunch 1:15 - 1:45	Block 4 Lunch Block A Lunch 12:15 - 12:40 B Lunch 1:15 - 1:45
11:30					
11:45					
12:00					
12:15					
12:30	Block 5 1:48 - 2:50	Block 5 1:48 - 2:50	Block 5 1:48 - 2:50	Block 5 1:48 - 2:50	Block 5 1:48 - 2:50
12:45					
13:00					
13:15	Block 6 2:53 - 3:56	Block 6 2:53 - 3:56	Block 6 2:53 - 3:56	Block 6 2:53 - 3:56	Block 6 2:53 - 3:56
13:30					
13:45					
14:00					
14:15					
14:30					
14:45					
15:00					
15:15					
15:30					
15:45					
16:00					

2021/22 SCHOOL CALENDAR

BEACON COLLEGE PREP 2021-2022 SCHOOL CALENDAR

JULY 2021				
M	T	W	TH	F
5	6	7	8	9
12	13	14	15	13
19	20	21	22	23
26	27	28	29	30

AUGUST 2021				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

SEPTEMBER 2021				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

OCTOBER 2021				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

NOVEMBER 2021				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

DECEMBER 2021				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JANUARY 2022				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

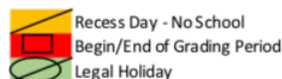
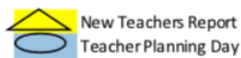
FEBRUARY 2022				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28				

MARCH 2022				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

APRIL 2022				
M	T	W	TH	F
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

MAY 2022				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

JUNE 2022				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	



ATTENDANCE POLICY

There are no factors more important to a student's progress in school than regular and punctual attendance. Students who are tardy or absent excessively from the instructional program will fall behind in academic achievement. Excessive school absenteeism precedes grade failure, loss of interest, and may result in students withdrawing from school.

Truancy refers to students' ages 6-17 who have unexcused absences from school. **"Habitually truant" means that a child has 15 unexcused absences within 90 calendar days** with or without knowledge or justifiable consent of the child's parent or legal guardian, and is subject to compulsory school attendance. Any school absence – excused or unexcused – as well as missed classes and tardy arrivals can affect students negatively. Truancy affects students of all ages and costs students more than their education; it cost them their future.

SCHOOL ATTENDANCE

Students are to be counted in attendance on Gradebook only if they are **actually present for at least two hours of the day** or engaged in a school-approved educational activity which constitutes a part of the instructional program for the student.

Students will be held accountable for work missed due to absences, vacation or suspensions. Work may not be provided in advance of absences.

Students are considered tardy if they arrive after 8:25am each morning.

EARLY DISMISSAL POLICY

Unless a parent or guardian has contacted the school in advance and provided a signed note to the school explaining the situation, and the school has granted permission, **no student will be dismissed early from school.** If an emergency occurs, we will of course honor an early dismissal of your child/children. But to the greatest extent possible, we want to ensure that our students take advantage of our extended day so that we can maximize our impact with them. The parent or guardian must sign the student out with the Main Office before removing the student from school grounds.

In order to minimize disruptions to class, we ask that notification regarding early dismissals be made as far in advance as possible, **but no later than 12:30pm of the day of the early dismissal.** We also ask that doctor and dentist appointments be limited to non-school hours to avoid students missing class time. Parents should inform the classroom teachers of early dismissals in written form by sending a note in the child's homework folder. Teachers will then be responsible for sending students to the main office 5 minutes prior to the requested time in order to minimize disruption to class time.

For safety reasons, no elementary student will be dismissed early between the hours of 1:55pm and 3:15pm. Early dismissal for Middle School students will be cut off from the hours of 2:55 and 4:00pm. If you require an early dismissal, **it must be granted approval from the school, and it must be before 1:55pm. No exceptions will be made to this rule.**

REGISTRATION REQUIREMENTS

To be considered for enrollment at Beacon College Prep, all families must follow a standardized process:

- Apply for enrollment at <https://beaconpride.org>
- All applicants for grade levels where BCP has space will be admitted on a first come, first serve basis
- When space becomes limited (e.g. there are more applications than spaces available) BCP will conduct a randomized lottery to select enrollees, and to place students on a waitlist.
- If your child is selected for enrollment, you'll receive an acceptance letter via US mail, requesting you to physically accept enrollment within two weeks to reserve your spot.
- Upon accepting your child's spot, we'll work with you to secure all necessary paperwork to finalize enrollment.

GRADING POLICY

Beacon College Prep issues student grades 4 times per year. The Gradebook closes on the following dates:

- **Quarter 1 Grades:** October 29
- **Quarter 2 Grades:** January 21
- **Quarter 3 Grades:** April 1
- **Quarter 4 Grades:** June 9

No make-up work will be accepted after these dates. Report cards will be distributed at the school or via US mail in the weeks that follow these dates. You can always use the parent portal to check before report cards are officially issued.

STUDENT PORTFOLIOS

In addition to quarterly grades, students will use their work to develop an ongoing portfolio of their best work in preparation to present their work to families on portfolio nights. Portfolio nights are like open house throughout the school year, and opportunities for families to come and celebrate the hard work of their students over the course of the school year. The dates for the portfolio nights will fall within the ranges below, depending on the child’s grade-level:

- November 8 - November 19
- February 14 - February 25
- May 31 - June 7

ACADEMIC GRADE WEIGHTS

We strive to balance the student experience when assigning weights to assignments. Students will receive credit for participation, classwork, home-learning, and quizzes/assessments. The weight for each category is expressed below:

- Homework: 15%
- Classwork: 30%
- Participation: 30%*
- Quizzes/Assessments: 25%

Please note that a key component of the “Participation” grade will be based on a student’s preparedness to engage. They’ll be checked daily to ensure that they have their materials and are ready to learn.

Academic Grade	% Requirement	Verbal Interpretation
A	90% - 100%	Excellent, above and beyond
B	80% - 89%	Above average
C	70% - 79%	Average, grade-level work
D	60% - 69%	Below-average work
F	>59%	Unacceptable work quality

Effort and Conduct Grades

Each quarter, teachers will provide students with an effort grade (1 – 3) and a conduct grade (A – F) to communicate and document the student’s effort and conduct for that quarter for each subject. Please review these grades – as well as the academic grades – because they’re often related. If a student is struggling academically, perhaps the first two places to work with them are their effort and conduct in class.

Secondary Credits

In alignment with MDCPS policy, middle school students must earn at least a “D” in order to pass a course and earn a credit. This grade reflects all 4 quarters, and is averaged. Middle school students need at least 4 credits per year to be promoted, and they must earn all four of their core credits. This means – at a minimum – they need to pass their ELA, Math, Science and Social Studies course for promotion consideration.

Homework

Beacon College Prep strictly enforces a literacy in the home policy for all students that will be upheld with extreme fidelity. Each student will receive a calendar at the beginning of each month that the parent or guardian must sign off on daily. **A parent or guardian's signature certifies that the parent/guardian either engaged in 25 continuous minutes of literacy-rich activities or observed their child read independently for 25 continuous minutes.** If your child cannot yet read, that is okay – there are several things that you can do with them for 25 minutes a day (practice sight words on flash cards, read to them, play word and picture matching games, etc). As a school, we have resources to make it easier for you to meet this requirement. If you need books, sight word packets, etc, all you need to do is ask and we will do our best to help you access those materials.

In addition to our school-wide homework structure, teachers will assign homework at their discretion and in alignment with the needs of their students and the demands of their curriculum. You are responsible for your students' completion of their homework.

Make-up Work

Make-up work will be provided to students at the discretion of the teacher. Teachers will send home a syllabus at the beginning of the school year to outline their make-up work policy. While some teachers and content areas will allow students to make up work indefinitely, others require the grade to be awarded when it occurs.

Parents are encouraged to contact the main office (rkelly@beaconpride.org) to gain access to the parent portal so that they can monitor student work submissions on a weekly basis. This will enable you to hold your child accountable for completing their best work the first time.

BEACON COLLEGE PREP DISCIPLINE POLICY – CODE OF CONDUCT

Beacon College Prep is committed to providing an achievement-oriented culture in which students can maximize their academic achievement. Students whose behavior does not meet the school community's standards for reasonable and acceptable behavior will not be permitted to disrupt the education of others.

Without a firm and consistent discipline policy, none of what we envision for the school can happen; therefore, we cannot over-emphasize the importance of providing a firm and consistent discipline policy. Students and families have a right to attend a safe and orderly school. Therefore, for every infraction, there will be a consequence. This is the basis of our student code of conduct.

Please note: all students enrolled at Beacon College Prep are students of Miami-Dade County Public Schools, subject to applicable policies and entitled to same rights

SCHOOL-WIDE BEHAVIOR EXPECTATIONS

We align our behavioral expectations to our core values. By aligning our expectations to these aspirational values, we give reason to why we expect our students to behave in a certain way, and we teach them explicitly how to embody these characteristics:

- **Gratitude** – Appreciating the benefits we receive from others and reciprocating those benefits with positive actions
- **Grit** – Persevering through challenges in pursuit of long-term goals
- **Self-Control** – Regulating emotions, feelings, words and behaviors when they will otherwise prevent me from achieving my goal
- **Curiosity** – exploring a wide range of information to apply it to my life
- **Zest** – approaching life with excitement and energy

UNACCEPTABLE BEHAVIORS

Tier I Behaviors

Tier I behaviors are what you would expect from elementary students. Our youngest students will not know how to behave properly until we teach them and reinforce our expectations. These behaviors are often a result of poor habits or a lack of impulse control, which will develop in time. Our response to these behaviors should take that knowledge into account, and be delivered in an encouraging manner:

- Losing focus
- Distracting other students
- Not following directions
- Calling out
- Head down on desk
- Minor nonverbal disrespect
- Excessive giggling
- Getting out of seat

Tier II Behaviors

Tier II behaviors are still what you would expect from an elementary school student, however the behavior is less a result of low impulse control/poor habit, and **more a result of a lack of respect** (for self, others, property, etc) or **intentional manipulation of rules** (e.g. abuse of bathroom privilege because the child is bored) - kids test boundaries in developmentally appropriate ways, but we must be able to tell the difference between boundary testing and disrespect or manipulation:

- **Repeated tier I behaviors without attempts to change**
- Unprepared for class
- Uniform violation

- Homework violation
- Gum/candy in class
- Minor verbal disrespect
- Sucking teeth
- Sulking
- Pouting
- Eye roll
- Stomping feet
- Insulting other students
- Inappropriate touching
- Talking back
- Grunting, groaning or whining

Tier III Behaviors

Tier III behaviors are a more serious breach of our school's Core Values namely because they **endanger the safety and welfare of others in the class and/or violate the integrity of our college- prep learning environment.**

- **Repeated tier II behaviors without attempts to change**
- Throwing things
- Profanity
- Lying
- Cheating
- Stealing
- Destruction of property
- Major verbal disrespect
- Major nonverbal disrespect
- Verbal defiance
- Nonverbal defiance
- Maliciously putting down other student

Tier IV Behaviors

Tier IV behaviors are the most egregious student offenses and could result in student suspension (in-school or out) or recommendation to MDCPS for expulsion. These behaviors **pose an immediate threat to school safety and may even break the law.**

- **Repeated tier III behaviors without attempts to change**
- Fighting
- Bringing a weapon to school
- Bringing drugs to school
- Harassment or assault of any kind
- Anything considered tier IV according to Florida Education Code

CONSEQUENCES FOR UNACCEPTABLE BEHAVIOR

95% of behavior challenges will be dealt with through the teacher's well-developed classroom management system. Please expect teachers to reach out directly to families when they observe Tier 1 or Tier 2 behaviors. When students engage in Tier 3 behaviors, our leadership team will be looped in to determine an appropriate consequence. Our consequence ladder is aligned to [MDCPS' Code of Student Conduct](#).

BEACON COLLEGE PREP ANTI-BULLYING POLICY

Beacon College Prep is committed to providing a safe learning environment for all students. To this end, BCP is dedicated to eradicating bullying and harassment in our school by providing awareness, prevention and education in promoting a school atmosphere in which bullying, harassment, and intimidation will not be tolerated by students, school board employees, visitors, or volunteers.

Bullying means systematically and chronically inflicting physical hurt or psychological distress on one or more students or school employees. It is further defined as a pattern of unwanted and repeated written, verbal, or physical behavior, including any threatening, insulting, dehumanizing gesture by an adult or student, that is

severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonably interfere with the individual's school performance or participation that includes a noted power differential.

Bullying may involve, but is not limited to:

1. Teasing
2. Social exclusion
3. Threats
4. Intimidation
5. Stalking
6. Physical violence
7. Theft
8. Sexual, religious, or racial harassment
9. Public or private humiliation
10. Destruction of Property
11. Cyberstalking
12. Cyberbullying
13. Hazing

Our Anti-Bullying policy is the same as M-DCPS' policy, which consistent with F.S.1006.147. Bullying and Harassment Prohibited, its content, definitions and guidelines. This statute may also be cited as the "Jeffrey Johnston Stand Up for All Students Act." To access greater detail about our policy, [visit the website](#)

ZERO TOLERANCE POLICY

The Board of BCP shall promote a safe and supportive learning environment in schools by protecting students and staff from conduct that poses a threat to school safety. A threat assessment team may use alternatives to expulsion or referral to law enforcement agencies to address disruptive behavior through restitution, civil citations, teen court, neighborhood restorative justice, or similar programs. Zero-tolerance policies may not be rigorously applied to petty acts of misconduct, but are instead intended to protect all students from threats to their physical safety. To learn more about the [Zero-tolerance policy 1006.13 F.S.](#), please visit the website.

ACADEMIC INTEGRITY AND PLAGIARISM

Students are expected to do their own work at all times. As adults, we can help guide them, but they'll only learn if they are able to produce it on their own. Plagiarism is the presentation of written or oral work with the intent to deceive the grader into believing it was produced honestly. Plagiarism most frequently occurs when students "copy and paste" from the internet, copy assignments from friends, or have parents complete work for them. This breach of academic integrity will not be tolerated, and students will earn zeros for any plagiarized work.

PREPARING FOR THE SCHOOL YEAR

STUDENT SUPPLIES

The easiest way to manage supplies in primary classrooms without disrupting classroom time or having unprepared students is to have shared supplies within the classroom. All students at Beacon College Prep should be prepared with a set of supplies that remain in their bookbag, and a set of supplies that remain at home. The table below shows our recommendation of the bare-minimum supply requirements:

In Bookbag	At Home	Item
2	1	12 pack of pencils
1	1	Pencil Sharpener
1		Bookbag
1		Three-ring Binder
6		Spiral Notebooks
6		Pocket Folders
1		Dry Erase Markers (12 or 10 pack)
3	1	Highlighters
1	1	Pair of headphones
	1	Pair of Scissors
	1	Pair of Scissors
	1	500 piece lined paper
	1	Pack of Markers
	1	Pack of Crayons
	1	Pack of Colored Pencils
		Glue stick

If your child has special art supplies (for instance, a pack of stamping markers or a jumbo souvenir pencil), please leave them at home unless the teacher specifically requests that students bring in additional supplies.

STUDENT DRESS POLICY

We show pride in our appearance and our cohesion as a community through our uniforms. Students in our community are expected to follow the school dress code in order to be allowed in class.

The uniform for all students is as follows:

*** Students must report to school with their shirts tucked in

***Students must report to school with a belt

***Any over coats or sweaters must be black. Hoodies can be purchased with BCP logo from our uniform vendor

Students who are out of uniform will not be permitted to attend class and will remain in the front office until the student is in uniform. Young Ladies are permitted to wear white or black tights with their uniforms.

PURCHASING UNIFORMS

School uniform shirts are available for purchase through SK Wholesale. You can either purchase uniforms directly at SK Wholesale (see locations below) or <https://www.dazoli.com/pick-your-school>

Tops	BCP Polo (green or black) BCP Button-up (White with tie) BCP Athletic Shirt BCP Tee-shirt BCP Hoodie
Bottoms	Khaki pants/shorts/skirt Black pants/shorts/skirt Blue jeans/shorts/skirt *if your student wears skirts, she must wear biker shorts underneath
Exclusions	The following items are NOT allowed: -leggings or jeggings -colored jeans -jeans with holes -jeans with jewels -jeans that are not black or blue -short skirts or skirts without biker shorts under -hoods and hats (students can wear BCP hoodies with the hood down)

Store locations:

SK Wholesale
6073 NW 167th Street C-20
Miami, FL 33015

BATHROOM ACCIDENTS – EXTRA SET OF UNIFORM CLOTHES IN BOOKBAGS

Parents of kindergarten students and of older students with a record of bathroom accidents will be asked to send an extra pair of pants, extra underwear, and an extra pair of socks to school and the extra clothes will be kept in the child's cubby at school. Accidents sometimes occur during our long school-day, even for students who do not normally have accidents, and your child can quickly and easily change clothes only if parents have provided a change of clothes in their child's backpack.

Additionally, please consider donating your child's used uniform pieces when he or she outgrows them; this ensures that we have sufficient extra uniform pieces at school and will enable us to provide recycled uniforms at a lower cost to some families.

STUDENT PROGRESS

STUDENT PROGRESSION PLAN

Beacon College Prep follows the [MDCPS Student Progression Plan](#) with regards to placement, promotion and retention criteria. This plan can be reviewed at the link provided [here](#).

STUDENT GOALS

Our goals align to our mission of preparing every student for success in college, and are informed by the imperative to dramatically improve educational opportunities for students in Liberty City and Opa Locka. We believe that **preparation for college must start in elementary school**. By setting ambitious academic goals at each grade level and using data to support every student in reaching them, we will ensure that our students leave elementary school prepared to transcend mediocrity en route to college.

For the 2021/22 school year, our academic goals for our students are as follows:

- 1.25 years worth of reading growth (as measured by F&P)
- 10-15 percentile point growth on national norm-referenced assessment (as measured by the NWEA)
- Proficiency on grade-level standards and developmental learning goals (e.g. Kindergarten – 300 sight words, 2nd grade – 100 addition/subtraction facts in 60 seconds)
- Proficient or advanced proficient on the FSA Math and FSA Reading (Level 3, 4 or 5)

We also measure a variety of non-performance related goals that are statistically proven to improve a child's chances at success in college and life:

- 96% average daily attendance
- 96% average daily homework
- 25 minutes of reading at home every night (this is incredibly important, and if your child is not yet an independent reader, you should read to them 30 minutes a night)
- 80% participation in extracurricular activities outside of school (choir, track and field, etc)
- Proficiency using instructional technology independently

Statewide Assessments

Students in grades 3-8 participate in Florida's Statewide Assessment Program per the table below:

Grade	ELA	Writing	Math	Science	Social Studies
K	SAT 10	-	SAT 10	-	-
1	SAT 10	-	SAT 10	-	-
2	SAT 10	-	SAT 10	-	-
3	FSA 3	-	FSA 3	-	-
4	FSA 4	FSA 4	FSA 4	-	-
5	FSA 5	FSA 5	FSA 5	FCAT 5	-
6	FSA 6	FSA 6	FSA 6	-	-
7	FSA 7	FSA 7	FSA 7	-	EOC 7
8	FSA 8	FSA 8	FSA 8	FSA 8	-

These assessments are incredibly important and determine the students eligibility for gifted, required remediation, and school grade. At Beacon College Prep, we take the FSA seriously and believe that our

performance can and must be on par with the best schools in the state. To that end, we use opportunities like Saturday School, after school tutoring, and academic interventions to ensure that all students have the opportunity to be successful. However, our efforts **MUST** be supported by you at home.

Interim National Norm Referenced Assessments

Beacon College Prep students take national norm-referenced assessments to measure their progress each year in math and literacy. Using the iReady Assessment in Reading and Math, as well as the Write Score Assessment in Writing, will assist us in targeting specific skill gaps to help students reach grade-level mastery. It is our goal for all of our students to be in the 75th percentile or higher at the end of 4th year at BCP or to make at least 20 percentile point’s worth of growth in each year.

Formative Assessments

Teachers create formative assessments that are aligned to grade-level standards and developmental learning goals to measure student growth and ensure that our kids are on track. Students will be tested on sight words, spelling, math facts, unit lessons in math and reading, writing, social studies and science.

CURRICULUM AND ACADEMIC PROGRAM

Beacon College Prep will offer our students the opportunity to engage in a variety of courses that contribute to a well-rounded academic and personal foundation. We follow all Florida State Standards based on the student’s current grade, as well as the MDCPS Student Progression Plan with regards to required course offerings. To support your student, please access the following resources aligned to state standards:

- <https://www.cpalms.org/public/search/Standard>
- <https://khanacademy.com>

STUDENTS RIGHTS AND RESPONSIBILITIES

It is important that we distinguish early and often between the rights and responsibilities our students have regarding education. In the school accountability driven climate in which we operate, it has become common for parents and students to conflate rights and responsibilities, but at Beacon College Prep **students earn their education**, and we provide them with the best opportunity to do so.

What follows is a list of rights and corresponding responsibilities so that we remain grounded in the idea that it is our duty to educate and empower, **and that the onus of taking advantage of the opportunity we provide falls squarely on our students and families.**

Students have the right to...	Students have the responsibility to...
be taught skills and content that is aligned to State Standards	work hard so that you can master the skills and State Standards
study all subjects in a classroom setting, in a language you can understand, with good, fair teachers. These teachers will let you state your opinions freely	help create a school climate that is fair and helpful
a clear explanation of the code of student conduct	become familiar with the code of student conduct and observe classroom rules

be treated with courtesy and respect	show respect and courtesy to fellow students and staff
a school that is bully and harassment free	not to bully or harass other students
know how your teacher determines your grade	earn the desired grade by meeting the teacher's criteria
be notified when you are performing unsatisfactorily	improve your grade when you get an unsatisfactory notice
fair and accurate conduct and effort grades	exhibit good behavior and effort in class

PARENT GRIEVANCES – CONFLICT RESOLUTION

In the event that a parent or guardian has a grievance with a procedure, staff member or decision made by the school, we've standardized a process help resolve the issue.

1. **Articulate the grievance:** Either directly to the main office. When articulating your grievance, please be as specific as possible by identifying **who** is involved, **what** happened, **why** you're upset, and **how** you'd like to see the issue resolved.
2. **Schedule a time to meet with leadership:** Our main office collects parent meeting requests weekly, and schedules necessary meetings with either the Assistant Principal or the Principal.
3. **Prepare for the meeting:** Bring any necessary documentation to support the claim you're stating in your grievance. For example, if you disagree with a student's grade, bring evidence that suggests the student should have a higher grade.
4. **Meet with school leadership:** School-based leadership will carve out time to meet with you to hear your concerns, and problem-solve collaboratively with you. Leadership will ensure that they follow school and district protocol with regards to decision making and policy enforcement. The purpose of this meeting is to come to a decision that is correct, fair and agreeable for all parties
5. **If the result is not mutually agreeable,** you'll be provided with the contact information for our parent representative and conflict resolution specialist. This number is also posted in our main office on the bulletin board. This individual will speak directly with you to hear your concern, and your disagreement with the decision that school-based leadership made. The conflict resolution specialist will make the Board of Directors aware of your continued concern, and will confer with the principal of the school to arrive at a final decision.

BUILDING SAFETY AND SECURITY

There are a number of basic procedures the school has in order to ensure the safety and security of its students and staff. Cooperation on everyone's part will go a long way in guaranteeing that the business of the school – teaching and learning – can take place.

CLOSED CAMPUS

Under no circumstances are students to leave the school building without permission. A student with permission to leave may only leave under the escort and supervision of an authorized adult. Once students have entered the school in the morning, they may not leave the building unless they are escorted by a school staff member or other authorized adult.

VISITOR POLICY

All visitors are required to report to the Front Office upon entering the building. Any visitor, including parents, who does not report to the office or is found in the building without authorization, will be asked to leave immediately. Parents are encouraged to visit the school; parent involvement is discussed in more detail later in this handbook.

FIRE SAFETY PROCEDURES

In case of an emergency – if a student or staff member sees fire or smells smoke—he or she should close the door and pull the fire alarm located at either end of the corridor. Upon hearing the alarm, school staff will assemble students in their rooms and proceed out of the building according to the fire evacuation plan posted in each room. Students should follow the direction of the staff, who will verify the safety of the stairwells/ramps and lead students outside the building to the designated locations, where school staff will line up students by class and take attendance.

During the first month of school and monthly throughout the school year, students and staff will participate in fire drills to ensure that the entire school community is familiar with the appropriate response in the event of an emergency.

EMERGENCY DRILLS

In alignment with Florida law, Beacon College Prep conducts at least two (2) non-fire emergency drills per month. These drills train students on what to do in the event of a code yellow or a code red on campus. Please talk to your students about the importance of taking these drills seriously and knowing what to do in the event of an emergency.

SUBMITTING SAFETY TIPS ON FORTIFY FL

Anybody on campus or at home can submit a safety tip on FortifyFL. Access <https://getfortifyfl.com/Tip.html> and search for our school to submit a tip. If you're aware of an incident in the neighborhood or have come across a threat online, you can utilize this mechanism to submit an anonymous tip.

COVID-19 AND OTHER COMMUNICABLE ILLNESSES

Beacon College Prep is working to keep all of our students, staff and families safe. As we return to more of a normal school year, it is important to remember that COVID-19 is NOT yet behind us. We will rely on your support and patience to prevent an outbreak on campus. Please consider the following:

1. Vaccination – adults in your household should be vaccinated by now for the highest level of protection against the worst outcomes from COVID-19. If you have not gotten yourself or other adults in the household vaccinated, at the very least you should talk to your doctor about it and get all of the facts before you decide to vaccinate yourself. Nonetheless, the research and data are clear: the vaccine is effective at preventing serious illness or death.
2. Keep your children home when they're sick – it is more important now more than ever that we're all cautious. If your child has any of the COVID-19 symptoms, keep them home and get them tested.
3. Communicate positive results to the main office immediately – if you or your child falls ill with COVID-19, please contact the main office at BCP at 786-353-6109 to notify us immediately, as we are required to engage in contact tracing.
4. Continue to wear masks indoors – this is especially important for those who are not vaccinated. At BCP, our goal is to have a successful and safe school year without outbreaks on campus or in the homes of our students. You'll help us achieve that goal by continuing to be mindful of baseline safety precautions like hygiene, masks and physical distance.

MEDICATION POLICY

If your child takes medication for a chronic condition, please be sure to notify the main office at 786-353-6109 or rkelly@beaconpride.org with the name of the medication, the name of the prescribing doctor, and any directions required for administration. We will reach out to you to notify you of the necessary steps with regard to formally providing our staff with consent to administer medication.

FAMILY INVOLVEMENT

SCHOOL-FAMILY PARTNERSHIP

Parental involvement in a child's educational life is critical to a child's success. We encourage parents to develop strong positive partnerships with the school, and to be on the same page with regards to working towards our mission of preparing all of our students for success in life. Being on the same page looks like:

- Having shared goals for our kids
- Viewing one another as being a united front
- Doing whatever it takes to support learning inside and outside of school
- Always putting children first in our decision-making.

If we stay on the same page throughout the school year, our partnership should take on the following characteristics:

- Talking about school in the same way to the student
- Assuming the best of one another and reserving judgment
- Displaying mutual respect for one another, especially in front of children
- Responding to texts/phone calls in a timely manner
- Honoring commitments to one another
- Learning from one another
- Problem solving in the face of challenges instead of giving up

FAMILY VOLUNTEERING

At Beacon College Prep, we believe that it takes a village to raise a child, and know that we cannot achieve our goals without your help and your input. We believe that volunteering at our school is a terrific way to offer your help, share your perspective, be informed, and **most importantly, demonstrate to your children through your actions that you value and care about their education.**

We encourage all parents to attend at least 75% of all parent events. We hold parent events for the purposes of acknowledging student accomplishments, informing parents of student progress, teaching parents about the curriculum, and basic fellowship. Your attendance at these events makes it worthwhile to hold them. It reinforces the importance of school for your child, and it helps us build a trusting relationship with one another so that we can work together to support your child. If you cannot attend one of these events, we recommend assisting in one of the following ways instead:

- Making copies or filing
- Classroom helper
- Office helper
- Lunch or breakfast duty
- Tutoring after school
- Teaching an after school club
- Arrival/dismissal helper
- Chaperone field trips
- Read to students/literacy events
- Help organizing and facilitating special events (conferences, family fun nights, etc)
- Plan/assist with fundraising activities
- Assist with ongoing programs (i.e. boxtops)
- Help with delivery of materials
- Baking or providing luncheon items
- Prepare flyers for events
- Recruit students for upcoming school year
- Publicity (photography, press, etc)
- Translating documents

Please note that all volunteers must be fully cleared by MDCPS prior to working directly with students. This means passing a background check and drug test at MDCPS.

COMMUNICATION

It is vitally important that the school have methods of contacting parents or other family members at all times. This is of critical importance in case of emergency, illness, or behavior requiring immediate family contact. Parents are advised to notify the office of moves, changes of home or emergency telephone numbers, and/or places of employment.

In case of an emergency, parents or guardians should contact the Front Desk either by phone or in person. Under no circumstances should parents or guardians contact students in their classrooms or attempt to withdraw students from the building without notifying and receiving permission from staff members in the Front Desk.

VISITING CLASSES

Our school has an open-door policy that allows parents to sit in on class during any time after the first few weeks of school. During the beginning of school, it is critical for students to transition into their new setting, and parental presence in the classroom can slow this process. After open house, we encourage parents to come into the classroom and see our amazing teachers and students at work. When observing in the classroom, parents are asked not to disrupt the education of their child or of other children or to attempt to conduct individual conversations with the teacher during instructional time. Parents who are disruptive to the educational process will be asked to leave. Parents need to sign in at the office before visiting a classroom and wear a visitor sticker while in the school.

PARENT CONFERENCES

Parent-teacher conferences are a crucial component of our educational program. Parents are expected to attend conferences after each of the first two report cards are sent home and at other times as requested by the classroom teacher or School Leader. Parent conference days are scheduled for the end of each Semester. Parents should plan on attending a 30-minute conference during that school day or at a pre-arranged time before or after school during that week.

SCHOOL FOOD

SCHOOL BREAKFAST & LUNCH

The school participates in the National School Breakfast and Lunch Program, which provides free or reduced price meals and free milk to eligible students. At the beginning of the school year, each student will be given an application for families to complete. Once the student's application for free or reduced meals has been returned to the school, families will be notified by mail of their eligibility. For students that do not qualify for free or reduced meals, the price for breakfast is \$1.50 and the price for lunch is \$2.40. For students that qualify for reduced price meals, the price for breakfast is \$0.30 and the price for lunch is \$0.40.

Breakfast is served from 7:40 am until 8:00am. Students who arrive after 8:00 am will be served an alternative breakfast to ensure that they are able to get into class and begin instruction promptly. Students may either purchase lunch and milk from the school or bring their own lunches from home. Monthly menus will be sent home in Homework folders.

Students are welcome to bring a lunch from home. They will not have access to a microwave to heat any lunches. Soda and candy are never permitted at school, even in lunches brought from home.

HEALTHY SNACK POLICY

Because we want to ensure that our students are healthy, we have a healthy snack policy. Students have a morning snack and an afternoon snack, and we always offer a fruit or other healthy snack (such as pretzels, whole wheat goldfish, yogurt, or string cheese). Students do not need to bring a snack from home, but if they do bring a snack from home, it needs to be healthy. Examples of healthy snacks include fruit bar, granola bars, celery, carrots, strawberries, grapes, apples, and 100% fruit, dried fruit snacks. Examples of unhealthy snacks include potato chips, hot cheetos, cookies, fruit roll-ups, and cupcakes, even if the serving is in a 100-calorie pack. Please note that juice boxes are only permitted if they are 100% juice. If a snack is not considered healthy by the classroom teacher, he or she will ask the child to take the snack home and eat one of the school snacks instead.

FOOD ALLERGIES

The school will make all reasonable efforts to accommodate students with food allergies. Parents are required to inform the school of all food allergies and their severity. Once parents have informed the school, school officials will meet with the family in order to develop an Individual Health Care Plan. A parent of a child with food allergies is responsible for providing classroom snacks and lunch for his or her own child. These snacks can be kept in the classroom in a separate snack closet. Sharing or trading of food is prohibited for all students.

MISCELLANEOUS GUIDELINES

CELL PHONES AND OTHER ELECTRONIC DEVICES

Students are permitted to bring cell phones and other electronic devices to school provided they are turned off and kept in the student's book bag at all times during the school day.

If at any point a student is found to have an electronic device that is turned on and/or on his or her person, the device will be immediately confiscated by a staff member. Failure to follow the rules for electronic devices may result in:

- Confiscating the device until a parent comes to claim it;
- Loss of the privilege of bringing devices to school;
- Other consequences described earlier in the Discipline Policy.

Please note that students' book bags are sometimes left unattended during the school day, and we cannot guarantee the safety of devices left in them. Therefore, we strongly encourage students not to bring expensive electronic devices to school.

CLEAN SCHOOL

Given the school's emphasis on pride and responsibility, each student homeroom will be responsible for cleaning their classroom at the end of the day. While the school also employs a custodial staff, it is important that everyone in the school – students and staff alike – participate in daily cleaning activities, especially in assuring shared, common spaces are kept neat and clean.

HALLWAY BEHAVIOR

Hallways are shared spaces and carry noise. We ask that all students and adults using the hallway during the school days keep in mind that classes are disrupted by hallway noise. Classes should transition from one space to another silently, in a single file line, with their hands to their sides, not touching the wall, and towards the right side of the hall. Students in the hallway without permission and students who talk in the hallway will receive a consequence.

NONDISCRIMINATION

Beacon College Prep does not discriminate in admission to, access to, treatment in, or employment in its services, programs and activities, on the basis of race, color or national origin, in accordance with Title VI of the Civil Rights Act of 1964 (Title VI); on the basis of sex, in accordance with Title IX of the Education Amendments of 1972; on the basis of disability, in accordance with Section 504 of the Rehabilitation Act of 1973 (Section 504) and Title II of the Americans with Disabilities Act of 1990 (ADA); or on the basis of age, in accordance with the Age Discrimination in Employment Act of 1974 (ADEA). If you have concerns or need to contact somebody to report discrimination, you can reach Mr. John Flickinger at 305-905-5418

FAMILY CONTRACT

I, _____ (Name of parent/guardian), commit to supporting Beacon College Prep during the 2021-22 school year by ensuring:

1. My student(s) **will arrive daily by 8:25am** to be marked “present and on-time” for attendance;
2. My student(s) **will not be picked up prior to 3:15pm** (elementary) or 4:00pm (middle) daily unless an emergency occurs;
3. My student(s) **will not miss more than three (3) days of school** – excused or unexcused – in a single quarter of instruction unless they’re physically unable to attend;
4. My student(s) **will complete all homework and required reading at home**, prior to coming to school each day;
5. I (parent or guardian) **will gain and sustain access to the dadeschools.net portal** to stay up-to-date on my child’s grades;
6. I (parent or guardian) **will provide Beacon College Prep with updated contact information**, and make myself available to discuss my child’s progress with teachers and administration;
7. I (parent or guardian) **will hold my child accountable to behaving in school**, and support teachers when my child misbehaves by upholding the consequence at home;
8. I (parent or guardian) **will not tolerate my child being disrespectful to any of his/her peers, or to any BCP Staff members**;
9. I (parent or guardian) **will ensure that my child’s cellphone has all appropriate censors to filter out inappropriate content**, and will hold my child accountable to the acceptable use of their cellphone.
10. I (parent or guardian) **will always approach BCP staff members (teachers, office, administration) with the same level of respect that I would want from them**, and;
11. I (parent or guardian) **will ensure that my child comes to school daily with all appropriate materials for learning, and in proper uniform**;

Parents and families that commit to the abovementioned non-negotiables often find that their child is successful at earning strong grade and progressing academically. By enrolling at BCP, you’re committed to supporting our efforts by making a good-faith and consistent effort to meet these expectations. Failure to meet these expectations is not grounds for dismissal from BCP, however it will be a reason to discuss your students’ progress.

Parent Name: _____

Name of Child: _____

Grade of Child: _____

Parent Signature: _____

Date: _____