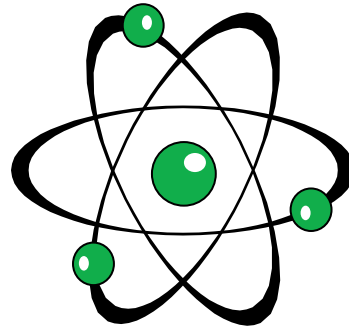


# **ACCESS Academy**



## **PARENT AND STUDENT HANDBOOK & CALENDAR**

**2010-11**

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# GENERAL INFORMATION A-Z

Information contained in the ACCESS Academy student calendar is based on the Portland Public Schools Student Rights and Responsibilities Handbook.

## ACADEMIC PROGRAM/EXPECTATIONS

It is our goal at ACCESS for students to develop into independent learners and to acquire lifelong learning skills. Coming to class prepared with all materials, maintaining a responsible attitude and turning in assignments on time all contribute to responsible citizenship and higher grades. Students who develop these habits feel positive and are more successful in school.

Students are expected to act in an honest and responsible manner. Copying other student's work, representing any other person's work as one's own, cheating on tests, taking or using teacher instructional materials inappropriately is subject to disciplinary action.

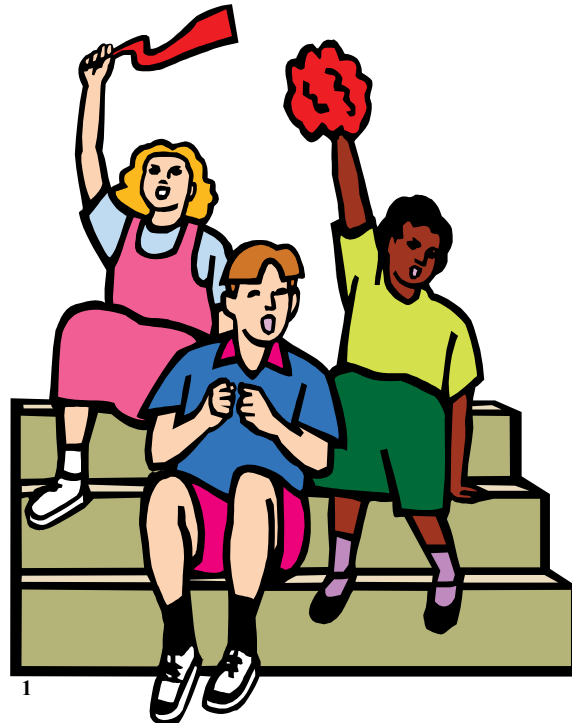
## ALLERGIES

Please be aware that some people have specific allergies to food items and/or fragrances/perfumes. ACCESS classrooms are peanut free zones and fragrances/perfumes should be used sparingly.

## ASSEMBLY BEHAVIOR

Each year, a variety of assemblies are held at ACCESS including concerts, plays, guest speakers, and other special events. Students are expected to:

- Sit with assigned class.
- Be attentive to the speakers and performers.
- Express appreciation appropriately by clapping.
- Remain seated until dismissed.
- Leave in an orderly manner.



## ATTENDANCE

Regular and prompt attendance is very important to your success in school. Regular school hours are 8:30AM to 3:00 PM. It is your responsibility to be on time to each class. Families are encouraged to plan vacations and appointments at times that do not require students to miss valuable classroom instruction.

When a student is absent, parents should call the school (503-916-6482) to notify the school of their student's absence. If a phone call is not made, the student must present a written excuse to the office for an admit slip upon returning to school. If a student arrives late to school, they must report to the main office to sign in.

Students will only be dismissed from school or class early with permission from their parents/guardians.

If you are going to be absent for an extended period of time, it must be prearranged with the office. If not, it will be considered an unexcused absence and teachers can decide whether to allow you to make up the assigned work. State law requires us to drop any student who is absent for ten consecutive days.

## BICYCLES

Care must be taken while riding bicycles to school. Students may ride bikes to school, but once they are on school grounds, they must walk their bikes. This is also true for scooters and/or skateboards. The school district is not responsible for damage to or theft of bikes.

## CAFETERIA BEHAVIOR

Students will stand quietly in the lunch line, refrain from roughhousing, loud talking or giving "cuts". Students are expected to sit and eat their lunch for the entire lunch period. Students must wait to be excused before they can leave the cafeteria or throw away their trash.

## CAMPUS

ACCESS Academy is a closed campus. Once students arrive at school, they are not to leave. If a student's class leaves campus, the student must remain with the class and follow their teacher's directions.



## COUNSELOR

The ACCESS counselor addresses the social and emotional needs of students through implementing a preventative program, in accordance with the National Standards of School Counseling. The counselor seeks to support every student's school success by providing opportunities for students to participate in individual, small and large group experiences in the area of academic, personal, social and career development. These interventions encourage personal and social growth as well as responsible, respectful behavior. Some of the goals of the counseling program are to help students to:

- Appreciate and respect individual differences.
- Acquire effective interpersonal and conflict-resolution skills.
- Learn decision making and problem solving skills.
- Identify strengths and talents in yourself and others.
- Gain inner motivation and confidence.
- Adopt a positive attitude about school.
- Understand the relationship of academics to the world of work and to life at home and in the community.

## DRESS CODE

Dress and grooming are a primary responsibility of students and parents. However, students are expected to wear clean and appropriate clothing to school. Clothing that is a distraction to the learning environment is not allowed and will result in consequences. Students will be expected to call home for a change of clothing or be given alternative clothing for the day when violating this policy. Please review the following guidelines:

1. Tops with straps need to have straps that are at least 1 inch in width (lasagna straps). No spaghetti straps, tube tops, halter tops, or clothes that are overtly tight are allowed. Bra straps must be covered. Tops that expose midriffs, bare backs, or excessively low neck lines are not allowed
2. Shorts, skirts, and dress may be no more than 6 inches above the kneecap. This includes slits in skirts.
3. Open toed shoes are not allowed. This includes flip flops and sandals.
4. All items at school, including clothing and binders need to be free of alcohol or drug references or sexually suggestive or derogatory messages (this includes violent displays).



## EARLY DISMISSAL

In the event that an emergency makes it necessary to close school early, parents need a clear understanding of the district's operating procedures. An early closure may result from severe weather conditions, loss of power, loss of heat, fire, or other emergency conditions. If it becomes necessary to close school before the regular dismissal time (one school, a few schools, or all schools), local radio and television stations will be notified, and other reasonable efforts will be made to notify parents. School offices will remain open for a reasonable period of time after the departure of students to assure that all children reach home safely.

In the rare event of an early dismissal, parents should assume the following responsibilities:

Prepare a family plan for emergencies early in the school year. Make sure that children understand the emergency plan.

When severe weather conditions or other emergency situations occur that could result in an early school dismissal, we would appreciate your listening to the radio or TV stations for information, rather than calling the school. In such an event, school personnel and phones are very busy preparing for school dismissal. Please monitor the district web page [www.pps.k12.or.us](http://www.pps.k12.or.us) or [www.pdxinfo.net](http://www.pdxinfo.net). Information is usually posted on these sites immediately after a decision is made by the district.



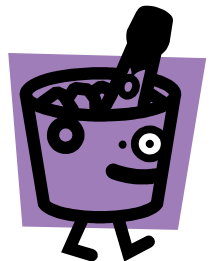
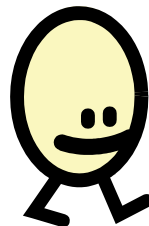
## ELECTRONIC EQUIPMENT

iPods, radios, CD players, cell phones, video games, etc., are not to be used during the instructional day (8:30 AM to 3:00 PM). Students are asked to turn them off and put them away. The first time a student is in violation of this rule, they will be warned and instructed to put the device away. The second time will result in the device being confiscated and stored in the office for the student to pick up after school. The third time will result in the device being confiscated and stored in the office and a parent/guardian will have to pick it up after school.

The main office phone is available for emergencies. Students should use this phone if they need to contact their parent/guardian in this case. The phone is not available to situations other than those that are an emergency.

## FOOD

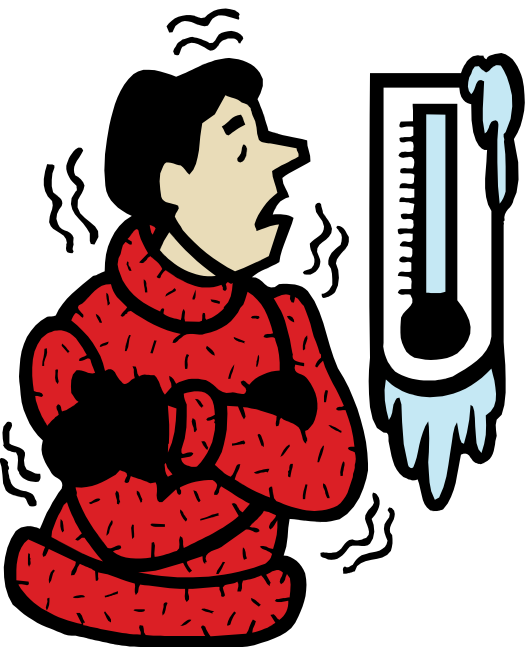
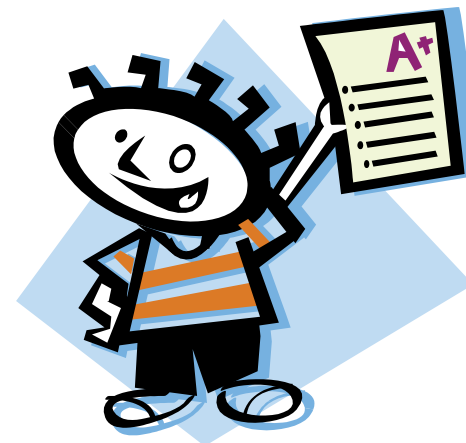
All food must be eaten in the cafeteria. The only exception will be for special classroom activities. Food is not to be eaten in hallways, play areas, or passing areas.



## GRADES

Each teacher will explain the learning objectives to students during the first few days of class and to parents on Back to School Night. At midterm, students not meeting objectives will receive a report indicating their academic progress. Report cards are mailed home each trimester. Scheduled parent conferences, held during the first trimester, will provide the opportunity for students, parents, and teachers to sit down together to discuss school progress. Students and parents are encouraged to talk to teachers about their progress at any time. To improve skills, students should:

- List homework assigned in their planner;
- Take home necessary books and materials and complete assignments;
- Establish a consistent time to student each night; and
- If assigned homework is complete, read a book for the allotted study time.



## INCLEMENT WEATHER

Internet access is the most accurate and current source for information about weather related school closures. The Portland Public Schools web page [www.pps.k12.or.us](http://www.pps.k12.or.us) posts its decisions about school openings/closures immediately and directly to the web page linked there. Click on "weather & emergency closures." Also check [www.pdxinfo.net](http://www.pdxinfo.net). Television and radio stations get their information regarding closures directly from that source and broadcast it at their convenience. Student Transportation will send home information about alternate emergency snow routes, with all bus riders. Please read this information and be familiar with your child's alternate and/or snow bus routes. On late opening days, school begins two hours late. Television news stations, radio, and the internet will announce whether buses will be on snow routes. School buses on a snow route in the morning will stay on the snow route in the afternoon, even if the weather has cleared up by that time.

## LUNCH TICKETS

We are on a computerized lunch ticket program. Each student has a lunch card that they can use to purchase lunches. Student's accounts are charged for each lunch they purchase. Parents can load the accounts by going to the following web address: [www.pps.k12.or.us/departments/nutrition/](http://www.pps.k12.or.us/departments/nutrition/). This service allows parents to use a credit or debit card to place money on the student's lunch account. Another way is to pay with cash or a check to the kitchen staff, with checks written to Nutrition Services.

Free and reduced price lunches are available upon approval of completed request forms. Students who qualify for these will also have a number and will go through the same line as all other students. Neither the office nor the cafeteria has money to loan for lunches.



- Full Price: K-5 is \$2.30
- 6-8 is \$2.55
- Reduced Price: .40¢
- Milk .50¢

## MAKEUP WORK

Students are expected to turn in classroom assignments on time. The following guidelines have been established to help make up work following an excused absence. If an absence is excused the teacher will allow you the time to make up the work (same amount of days you were gone to make up the work). Please remember that since many class assignments reflect active participation, not all work can be made up.

- Students are responsible for finding out exactly which assignments require makeup and for collecting any work or other material that may be required.
- It is the student's responsibility to return completed makeup work and return it to the teacher on the due date.
- Due to the nature of some classes, there may be work that cannot be made up.
- Late work due to school absence must be made up in the time period designated by the teacher.
- Homework requests may be phoned into the office by a parent or guardian. Assignments will be available for pick up after giving the teacher 24 hour notice. Please call for homework only when you expect to be absent longer than two full days. It is your responsibility to have someone pick up the homework.



## **MEDIA CENTER**

Our Media Center is much more than a library. It is a place where students can go to study, do research, check out books, read a variety of materials, and use the computers. It is a student's responsibility to return library books on time. We encourage everyone to be respectful when using the center.

## **MEDICATION**

Students who are required to take prescription medication at school must provide the school with the medication in its original container from the pharmacy, accompanied by a written and signed doctor's form, to the school nurse. Medication should be labeled by the pharmacy with the child's name, the name of the drug, dosage, and how long medication should be given. Parents must also sign a release form for medication to be administered at school. The nurse or a staff member, as designated by the principal, will dispense medication. All medication is kept in the nurse's office or in the main office.

Prescription medication must be brought to, replenished at, and picked up from school by a parent only. Over the counter medications (non-prescription) such as aspirin, decongestants, cough drops, etc., also need to be administered by the nurse or a designated Staff member. These medications must arrive at school in their original containers. Parents must sign a release form and leave it in the school office with the medication. Students may not share any medication because of possible allergic reactions. Any medical conditions need to be brought to the attention of the school nurse. All medications, prescription, and non-prescription, must be kept in the nurse's office.

## **LICE INFORMATION 2010-11:**

- Students found with nits remain at school.
- Students with live lice are sent home at the time discovered.
- Students with lice and/or nits receive treatment information.
- Whole school and/or classroom screenings are discouraged in all schools.

The PPS lice policy reflects recommendations from national experts such as Centers for Disease Control (CDC) and the American Academy of Pediatrics (AAP). Current research describes that classroom or school-wide screening and parent notifications about known cases of lice are not good use of resources--academic and staff time. Neither activities diminish the incidence of lice and can give parents a false sense of security if they are not receiving notification.

Again, in accordance with PPS policy, there are no classroom screenings that take place.

It is not to the discretion of the schools to create a unique policy and practice. Rather, all schools must comply with the PPS policy.

If you have any questions, please contact: Megan Melady, School Health Services Coordinator, 503.916.3036, [mmelady@pps.k12.or.us](mailto:mmelady@pps.k12.or.us)

## **PERSONAL ITEMS**

Possession of personal items should never interfere with the learning environment. If personal items such as cell phones, CD players, skateboards, playing cards, toys, and similar items are brought to school, they should be stored in your backpack. They should not be out during the school day. If they are taken out and used during the school day, they are subject to confiscation. They will remain in the office until a parent can pick them up.

## **SCHOOL-WIDE EVENTS**

School-wide events include activity events, classroom field trips, assemblies, promotion, etc. Student participation in these events is considered a privilege. Students who do not maintain good attendance or who demonstrate inappropriate behaviors (receiving referrals or suspensions) are subject to being denied participation. Attendance at these events is at the discretion of the administration.

## **SEXUAL HARASSMENT**

Portland Public Schools is committed to maintaining a learning environment that is free of sexual harassment. Sexual harassment is not tolerated. Sexual harassment is defined as any unwelcome sexual advances, request for sexual favors, and other verbal or physical contact that is repeated after there has been a clear statement to stop. Portland Public schools defines Sexual Harassment as sexual advances, requests for sexual favors, other verbal or physical conduct including inappropriate touching. Your administration pledges to receive, investigate, and resolve all reports of sexual harassment in a prompt and confidential manner as outlined in our district's abovementioned policy.

Any staff member or student who learns that our sexual harassment policy may have been violated is to bring it to the attention of our principal or the principal's designee immediately.

## **STUDENT SAFETY**

The issue of student safety before and after school hours is not only a high concern of school personnel, but of parents as well. In the interest of student security, students should not arrive prior to the opening of the building at 8:15 AM.

Since the teacher's workday begins at 8:15 AM, there is no campus supervision before that time. Students may be in the Cafeteria between 8:15 AM and 8:25 AM. Unless under the direct supervision of a staff member. Students are expected to be out of the building and off school grounds by 3:15 PM. Upon dismissal from an afternoon activity, students are not to remain in the school or on school grounds. Empty and unsupervised schoolyards and buildings may hold unanticipated dangers for students.

## **SUN COMMUNITY SCHOOL**

Sabin's SUN Community School is a partnership of Portland Public Schools, the City of Portland/Multnomah County School Uniting Neighborhoods (SUN) Community School Initiative and Portland Impact. SUN Community Schools aim to extend the school day and develop local schools as "community centers." We all work together at ACCESS and Sabin to meet the needs of our students and their families.

SUN Community School before and after school classes are offered on a trimester basis. Class schedules and registration forms are available in the main school hallway. Scholarships are available.

## **TELEPHONE**

Students must have the permission of a staff member to use the office telephone. It may only be used in the case of an emergency. The use of personal cell phones is not permitted during school hours.

## TEXTBOOKS

Books, including paperbacks, are the student's responsibility and must be cared for and paid for if lost and not found by the end of each trimester. Students should check with their teachers, locker partner, and lost and found as soon as a book is missing. Book prices vary and can be very expensive.

## VISITORS

All visitors to ACCESS Academy MUST report to the main office before going elsewhere in the building. We do not allow our students to have other students spend the day or a portion of the day with them at school. We do have designated days for incoming and new students to tour the building. These tours may be arranged through the main office.

When the need to meet with a staff member arises, parents are urged to make appointments to insure teacher availability. Staff members may not be available with less than 24 hour notice.

## VOLUNTEER ACTIVITIES

All students are encouraged to participate in the numerous activities at ACCESS Academy. We welcome parent/guardian volunteers as well. We need their help in classrooms, in the library, with fundraisers, as chaperones, and a host of other projects. Volunteers must sign in the main office and wear their volunteer badge while they are at ACCESS. Volunteers must also submit paperwork for a background check that is good for two years.



Achieve anything through education.

# ACCESS ACADEMY

**A**ccelerated Curriculum

**C**ultivation and development of skills, abilities, and creativity

**C**haracter and social development

**E**xploration and personal discovery

**S**elf-directed, self-paced challenges toward excellence

**S**ervice to the community and society with tolerance and wisdom

# September

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b> Professional Development/ Teacher Planning Day No School	<b>2</b> Professional Development/ Teacher Planning Day No School	<b>3</b> Schools and Offices Closed	<b>4</b>
<b>5</b>	<b>6</b> Labor Day Holiday No School	<b>7</b> Start of School Year	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b> Late Opening	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		

2010

# October

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Statewide In-Service Day No School	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b> Mid-Term Progress Reports	<b>13</b> Late Opening	<b>14</b>	<b>15</b> School Pictures	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>
<b>31</b>						

2010

# November

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b> Teacher Planning Day	<b>6</b>
<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Veterans' Day No School	<b>12</b>	<b>13</b>
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> School Picture Retakes	<b>18</b>	<b>19</b>	<b>20</b>
<b>21</b>	<b>22</b> Morning/Afternoon/ Evening Conferences No School	<b>23</b> Morning /Afternoon Evening Conferences No School	<b>24</b> Morning Conferences No Evening Conferences No School	<b>25</b> Thanksgiving Holiday No School	<b>26</b> Schools and Offices Closed	<b>27</b>
<b>28</b>	<b>29</b>	<b>30</b>				

2010

# December

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b>	<b>2</b> Grading Period Ends	<b>3</b> Teacher Planning Day No School	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b> Late Opening	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b> Winter Break – No School	<b>21</b> Winter Break – No School	<b>22</b> Winter Break – No School	<b>23</b> Winter Break – No School	<b>24</b> Winter Break – No School	<b>25</b>
<b>26</b>	<b>27</b> Winter Break – No School	<b>28</b> Winter Break – No School	<b>29</b> Winter Break – No School	<b>30</b> Winter Break – No School	<b>31</b> Winter Break – No School	

2010

# January

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
						<b>1</b> New Year's Day
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b> Late Opening	<b>13</b>	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b> Martin Luther King, Jr. Day No School	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b> Mid-Term Progress Reports	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>31</b>					

2011

# February

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b> Late Opening	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b> Presidents' Day No School	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b> High School Transfer Application Deadline	<b>26</b>
<b>27</b>	<b>28</b>					

# 2011

# March

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b> Late Opening	<b>10</b>	<b>11</b> Elementary/Middle School Transfer Application Deadline	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b> Grading Period Ends	<b>18</b> Teacher Planning Day Snow Make-Up Day No School	<b>19</b>
<b>20</b>	<b>21</b> Spring Break – No School	<b>22</b> Spring Break – No School	<b>23</b> Spring Break – No School	<b>24</b> Spring Break – No School	<b>25</b> Spring Break – No School	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>		

2011

# April

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b> Late Opening	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b> Mid-Term Progress Reports	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>

2011

# May

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b> Late Opening	<b>12</b>	<b>13</b>	<b>14</b>
<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>
<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>
<b>29</b>	<b>30</b> Memorial Day Observed No School	<b>31</b>				

2011

# June

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
			<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b> Grading Period Ends End of School Year	<b>15</b> Teacher Planning Day Snow Make-Up Day	<b>16</b> Teacher Planning Day Snow Make-Up Day	<b>17</b> Snow Make-Up Day	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		

2011

# July

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2011

# August

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2011



# SCHOOL TRIMESTER CALENDAR



Portland Public Schools  
2010-2011

The Trimester Calendar is one of two district calendars (Trimester, Quarter). To determine which calendar your school follows, see page 2.  
Calendars are on the district website: [www.dps.k12.or.us](http://www.dps.k12.or.us); click on "Calendar" tab.

S M T W Th F S S M T W Th F S S

**JUNE — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**JANUARY — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**JULY — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**FEBRUARY — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**AUGUST — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**MARCH — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**SEPTEMBER — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**APRIL — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**OCTOBER — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**MAY — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**NOVEMBER — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**JUNE — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30					

**DECEMBER — 2010**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**JULY — 2011**

	1	2	3	4	5
6	7	8	9	10	11
12	13	14	15	16	17
18	19	20	21	22	23
24	25	26	27	28	29
30	31				

**SYMBOL EXPLANATION**  
 Students Out of School  
 AM Morning Conferences, No PM School for Teachers (no school for students)  
 AM/PM/VE Morning/Afternoon/Evening Conferences (no school for students)  
 CC Classified Connection (Prof. Dev. for classified employees)  
 END End of School Year  
 EVE<sup>o</sup> Optional Evening Conferences (school decision)  
 GRD Grading Period Ends  
 H Holiday (schools and all offices closed)  
 HC Holiday Commemoration (schools and all offices closed)

INS Inservice (no school - all 190, 200, 210, 225 & 230 employees off)  
 LO Late Opening - Professional Development Time (schools start 2 hours late)  
 MT Mid-Term Progress Reports Entered into eSIS  
 PLAN Teacher Planning Day  
 PROF Professional Development Day  
 START Start of School Year  
 TRFH High School Transfer Application Deadline  
 TRFEMS Elementary/Middle School Transfer Application Deadline  
 Schools and Offices Closed  
 Prof. Dev. Day or Teacher Plan Day (school decision)  
 Snow make-up days - this would move END, GRD, and PLAN days over accordingly  
 (rev. Mar 11, 2010)

# SCHOOL TRIMESTER CALENDAR

## Schools following Trimester Calendar:

• Abernethy	• Bridlemile	• Creston	• Hayhurst	• Lent	• Odyssey	• Sallwood	• Woodlawn
• Buckman	• Capitol Hill	• Durivuth	• Humboldt	• Lewis	• Pennsula	• Siton	• Woodmere
• Almsworth	• Chapman	• Chief Joseph	• Irvington	• Llewellyn	• Richmond	• Skyline	• Woodstock
• Beach	• Clarendon-Portland	• Glencoe	• James John	• Maplewood	• Rieke	• Stephenson	
• Beverly Cleary	• Groul	• King	• Forest Park	• Markham	• Rigler	• Sunnyside	
• Boise-Elliott	• Harrison Park	• Laurelhurst	• M.L.C.	• Maysville	• Rosa Parks	• Vernon	
• Bridger	• Creative Science	• Lee	• Oakley Green	• Scott	• Whitman		

## TRIMESTER CALENDAR DATES FOR SCHOOL YEAR 2010-2011

Summer Scholars	First Semester: June 28-July 19 / Second Semester: July 26-August 13, 2010		
Classified Connection Training Day	August 17, 2010		
Community Care Day	August 28, 2010		
Professional Development Day or Teacher Planning Day* (school decision)	August 31, 2010		
Professional Development Day or Teacher Planning Day* (school decision)	September 1, 2010		
Teacher Planning Day	September 2, 2010		
Schools and Offices Closed	September 3, 2010		
Labor Day Holiday (schools and all offices closed)	September 6, 2010		
First Day of School for Students	September 7, 2010		
(Kindergarten and PK classes will begin regular classroom instruction no later than September 10. Schools may choose to use the 7th, 8th and 9th for kindergarten assessment.)			
Statewide Inservice (No school - all 190, 200, 210, 225 & 230 employees off)	October 8, 2010		
PSAT Testing for All High School Sophomores (during regular school hours)	October 13, 2010		
Teacher Planning Day and Classified Connection Training Day (no school for students)	November 5, 2010		
Holiday in Celebration of Veterans' Day (schools and all offices closed)	November 11, 2010		
Conferences			
Morning, Afternoon and Evening Conferences (no school for students)	November 22, 2010		
Morning, Afternoon and Optional Evening Conferences (no school for students)	November 23, 2010		
Morning Conferences (no school for students; no afternoon school for teachers)	November 24, 2010		
Thanksgiving Holiday (schools and all offices closed)	November 25 & 26, 2010		
End of 1st Grading Period	December 2, 2010		
Teacher Planning Day (no school for students)	December 3, 2010		
Students' last day prior to Winter Break	December 17, 2010		
Schools and Offices closed	December 24, 2010		
Holiday in Celebration of New Year's Day (schools and all offices closed)	December 31, 2010		
Students return following Winter Break	January 3, 2011		
Martin Luther King Jr. Day Holiday Commemoration (schools and all offices closed)	January 17, 2011		
High School Transfer - Opens	January 21, 2011		
Elementary/Middle School Transfer - Opens	January 28, 2011		
Presidents' Day Holiday (schools and all offices closed)	February 21, 2011		
High School Transfer Deadline	February 25, 2011		
Elementary/Middle School Transfer Deadline	March 11, 2011		
End of 2nd Grading Period	March 17, 2011		
Teacher Planning Day and Classified Connection Training Day (no school for students)	March 18, 2011		
Spring Break (no school for students)	March 21-25, 2011		
ACT Testing for All High School Juniors (during regular school hours)	April 27, 2011		
Memorial Day Holiday (schools and all offices closed)	May 30, 2011		
Last Day of School for Students	June 14, 2011		
Teacher Planning Day (no school for students)	June 15 & 16, 2011		
Snow Make-Up Days (END, GRD, PLAN days would be moved back accordingly)	June 15, 16 & 17, 2011		
Summer Scholars	June 27 - August 12, 2011		
Graduation Dates	June 5, 6, 7 & 8, 2011		
<b>GRADING PERIOD SCHEDULE FOR 2010-2011 SCHOOL YEAR</b>			
Start of <b>First</b> Grading Period	September 7, 2010	Start of <b>Third</b> Grading Period	March 28, 2011
End of <b>First</b> Grading Period	December 2, 2010	End of <b>Third</b> Grading Period	June 14, 2011
Start of <b>Second</b> Grading Period	December 6, 2010		
End of <b>Second</b> Grading Period	March 17, 2011		
<b>EMPLOYEE WORK YEAR 2010-2011</b>			
<b>190-Day</b> Employees	August 31 to June 16	<b>225-Day</b> Employees*	August 16 to June 30
<b>200-Day</b> Employees	August 23 to June 22	<b>230-Day</b> Employees*	August 16 to June 30
<b>210-Day</b> Employees	August 16 to June 29	<b>260-Day</b> Employees	July 1 to June 30
<b>215-Day</b> Employees*	August 16 to June 30	*Refer to 2010-2011 Employee Work Year Schedule for July/Aug. work day details	

**Portland Public Schools Nondiscrimination Statement:** Portland Public Schools recognizes the diversity and worth of all individuals and groups and their roles in society. All individuals and groups shall be treated with fairness in all activities, programs and operations, without regard to age, color, creed, disability, mental status, national origin, race, religion, sex, or sexual orientation. — Board of Education Policy 1.80.020-P

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(rev.) June 11, 2010

## New Immunization Requirements for the 2010-11 School Year

Oregon law requires new students, including Pre-Kindergarten, Kindergarten, and 1<sup>st</sup> grade students, to have at least one dose of each required vaccine or appropriately signed exemption before attending school.

For 2010-2011, the following vaccines are required for a child 19 months old or older to be up to date.

<b>Pre-Kindergarten</b>	Diphtheria/Tetanus/Pertussis (DTaP): <b>4 doses</b>
<b>Head Start</b>	Polio: <b>3 doses</b> Measles, Rubella, Mumps (MMR): <b>1 dose</b> received on or after first birthday Hepatitis B: <b>3 doses</b> <b>Hepatitis A: 2 doses</b> Haemophilus influenzae type B (Hib): <b>1-4 doses</b> (if under 5 years of age) Varicella (Chickenpox): <b>1 dose</b> received on or after first birthday or has chickenpox history
<b>Kindergarten, 1<sup>st</sup> and 2<sup>nd</sup> grade</b>	Diphtheria/Tetanus/Pertussis (DtaP): <b>5 doses</b> Polio: <b>4 doses</b> Measles, Rubella, Mumps (MMR): <b>2 doses*</b> first dose received on or after first birthday Hepatitis B: <b>3 doses</b> <b>Hepatitis A: 2 doses</b> Varicella (Chickenpox): <b>1 dose</b> received on or after first birthday or has chickenpox history
<b>Grade 3-6 or 10-12</b>	Diphtheria/Tetanus/Pertussis (DtaP): <b>5 doses</b> Polio: <b>4 doses</b> Measles, Rubella, Mumps (MMR): <b>2 doses*</b> first dose received on or after first birthday Hepatitis B: <b>2 or 3 doses</b> (depending on vaccine type) Varicella (Chickenpox): <b>1 dose (or 2 doses</b> if vaccine is given at age 13 or older) received on or after first birthday or has chickenpox history
<b>Grade 7-9</b>	<b>In addition to all vaccines for Grades 3-6 or 10-12, Grade 7-8 students also require Tdap: 1 dose</b> * "Measles only" vaccine is acceptable for 1 dose

If additional vaccines are needed, call 503.988.3816 for Multnomah County Clinic locations

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District Title VI and Title IX Contact: Carolyn M. Leonard, Compliance (503-916-3183)  
District 504 Contact: Suzy Harris, Integrated Student Support (503-916-2000 x74234)  
American Disabilities Act Contact: Jeff Fish, HR Legal Counsel (503-916-3246)

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