

Meet the Teacher









· Griffey is 10-ish, but still a puppy to us!













Contact information



- You can contact me via:
 - o email:

gretchen_gegen@chino.k12.ca.us

- Parent Square
- 0
- Class Website: <u>Mrs. Gegen's Class Website</u>

I will respond to all messages within 24 hours, often times between 3-4 pm.



Communication Classroom

. PARENT SQUARE

- Here's where I post what's happening in our class!
- I also post announcements regarding our schedule and special events.
- Parent Square works just like text messaging! I will receive your message on my phone and will do my best to respond as soon as I am able to.

Aeries Parent Portal & Parent Square

- CVUSD uses Aeries Parent Portal and Parent Square as communication tools.
- ParentSquare is designed to keep parents informed and facilitate participation at schools. It provides a safe way for school principals, teachers, staff, and parents to communicate.
- To activate your ParentSquare account, enter your Aeries Parent Portal, tap on Communications, and confirm the data you see there.
- The Emergency Card is completed in Aeries Parent Portal. It is critical that you update your emergency contacts for each child so that we have someone to contact if you are unavailable.

Parent Square messages can be delivered in several forms, and parents may choose whichever is the

most useful, practical version.

most useful, practical version.

- Email
- Smartphone app
- Phone (voice)
- SMS (text) message
- Web app within Aeries Parent Portal





Legacy Academy Website

www.chino.k12.ca.us/LegacyAcademy

Weekly Newsletter
Every Saturday at 11:30 am in Parent Square





Puede traducir a cualquier idioma seleccionando el botón de traducción en la parte superior.









HEADLINES & FEATURES







Principal's Message

Legacy Academy Families,

Communication School Mide

Parent Handbook

Please read the parent handbook that is posted online. Particular topics will be highlighted each week in the newsletter. Website -> About Us -> Student Parent Handbook

Legacy Academy

Leave a Legacy, Make your Mark

Optimism, Wonder, Leadership, Success



Student-Parent Handbook

16450 East Preserve Loop Chino, CA 91708 Phone (909) 364-2319 Fax (909) 703-6110

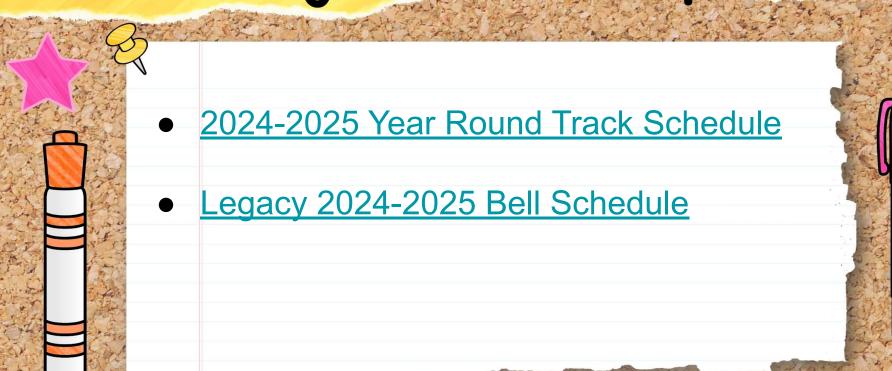
http://chino.k12.ca.us/LegacyAcademy Instagram & Facebook: @LegacyAcademyCVUSD Office Hours: 7:00 am to 4:00 pm

Fun Club Hours: 6:30 am to 7:45 am & 11:30 am to 6:00 pm



- A Plastic Pencil Box
- Sharpened Pencils
- Crayons
- Glue sticks
- Scissors
- Addition and Subtraction Fact Flash Cards (for Home)

Daily Schedule





Mon.,Tues.,Wed.,Fri

8:00 a.m. School Begins

8:00-8:20 Morning Meeting/Announcements

8:15-9:47 ELA

9:47-10:00 Recess

10:00-11:30 Science

11:30-12:10 Lunch

12:10-1:35 Math

1:35-1:48 Recess

1:48-2:20 Social Studies

2:20-2:50 P.E.

2:50 Dismissal

<u>Thursday (Minimum Days)</u>

8:00 a.m. School Begins

8:00-8:30 Second Step

8:30-9:00 ELD/ELA Centers

9:00-9:35 ELA

9:35-10:05 Lunch/Recess

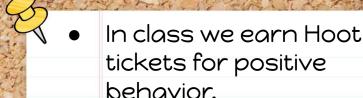
10:05-11:00 Math

11:00-11:30 Math Centers

11:30 Dismissal

Daily Schedule

Class Management



 Check out the next 2 slides to see what 1st grade expectations look like in classand school wide!

A HOOT is given

Ex. ... for demonstrating safety by walking to your class line after recess.



CIRCLE ONE OR MORE: RESPECTFUL RESPONSIBLE SAFE

Name: ______ Given by: _____



Legacy Academy PBIS Behavior Flow Chart/Discipline Ladder



MISSION STATEMENT

Through a literacy-based STEAM instructional approach, our community works together to create a safe and secure learning environment that prepares all students to leave a legacy and make their mark.



intervention ideas. Incident Log #4 =

Precorrect, Redirect.

Reteach, Reinforce

expected behavior

Incident Log #1 with

parent contact and

documentation of

classroom interventions.

Incident Log #2 & 3

classroom

interventions.

Collaborate with team & administration for

Minor Referral Attach Incident Logs contract #1-3 to the referral and submit to the office.

Admin will call student out of class for intervention & corrective action...

Once a MINOR referral is completed, the process starts over. If the behavior is habitual. contact the PBIS Team for support.

Teacher/Staff Administration Interventions Interventions

· Clarify how behavior

did not meet

Student reflection

· Student role play

· Conference with

· Loss of privilege

activities/schedule

· Check for progress

Rehavior contract

· Restorative practices

· Counseling referral

· In-house suspension

· Committed obscene act

· Destruction of property

· Culturally inappropriate

· Fighting or Assault

· Possession of stolen

· Sexual harassment

· Threatening others

· Possession/use of

tobacco, drugs, alcohol

(Ed Code 48900 & 48915)

Profanity toward faculty

language

Plagiarism

property

Suspension or

expulsion

Alternative

· Conference with parent

Remove obstacles for

 5:1 Positive praise · Clarify how behavior did not meet expectation

- Reteach/practice correct behavior skill Provide choice
- Incentive/privilege · Establish a behavioral cue/prompt Restorative practices
- · Seat change Proximity
- Redirection Extra assistance
- with parent contact and · Student conference documentation of · Loss of privilege
 - · Send to partner for a break/think time Contact Parent
 - · Contact authorities · Other

Teacher/Staff Administration Managed Behaviors Managed Behaviors

Respectful · Cell phone/electronics

- Defiance Disagreeing
- inappropriatel Disrespectful/profanity toward neers
- Inappropriate language Responsible · Academic dishonesty Disrunting instruction
- Dress code violation · Excessive talking Not on task
- · Not working well with others
- · Property misuse Running/Horseplay

Administration

Teacher/Staff writes MAJOR referral and sends the referral document of the office. Only send student if it poses a safety threat.



Administration will call student to the office to determine interventions and corrective actions.



Administration follows through with student(s) & parent(s).



Administration provides teacher feedback regarding actions taken.

If behavior continues & interventions are not modifying behaviors the student should be referred to Tier 2 or 3 PBIS Teams and/or for MTSS-B STEP

Positive Behavioral Interventions & Supports (PBIS)

ATHLETICS/ACTIVITIES V CLASSROOMS PARENTS V STUDENTS V

Introduction to PBIS

Acknowledgement System

Request for Support

Discipline Ladder Expectations by Location **PBIS Data**

ave a Legacy, Make Your Mark

Legacy Academy utilizes PBIS to establish and maintain a positive school culture. We expect all OWLS to be RESPECTFUL, RESPONSIBLE, and SAFE at all times. Our staff is diligently working on getting expectation posters created and posted around the campus. Parents can support Legacy Academy's expectations by using the PBIS language at home.

SEARCH LEGACY



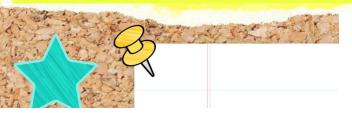
Behavior Incentives



School Wide Incentives

PTO Helps to run the Burrow Store. Every Thursday, students take their earned Hoot tickets to this store and purchase fun items.

Incident Logs, Minor Offence, Major Offense



	STUDENT INCIDENT LO	OG: Legacy Ac	ademy
lent:		Staff:	Grade:
of Incident:	Date of Incident:		Based on Citation: ☐ Yes

Time of Incident:	Date of Incident:	Based o	n Citation: Yes No	
LOCATION	PROBLEM BEHAVIOR	PARENT COMMUNICATION		
□ Cafeteria □ Classroom # □ □ Uibrary □ Lunch Area □ MPR □ Office □ Parking Lot □ Playground/Field □ Restrooms □ Other:	Not Respectful Cell phone/electronics contract Defiance Disagreeing inappropriately Disagreeituf/prolanity toward peers nappropriate language Other: Not Responsible Candemic dishonesty Disrupting instruction	□ Contacted parent on □ phone □ Parent □ conference □ email □ other: □ Incident Log copy sent home: □	Square	
MOTIVATION/FUNCTION	☐ Dress code violation	TEACHER INTERVE	NTION(S)	
Attention seeking from: adult peer(s) Not on task aduit I ardy (2n=6) period) activity Item Not Safe group work task Property misses		Counseled student Developed a behavior contract with student and parent Provided corrective teaching Reinforced classroom incentive system Restricted or lost privilege/activity. Retaught Scood STEP lesson		

☐ Running/Horseplay

Other:

☐ seat work ☐ peers

□ event

	White: Teacher	Yellow: Parent/Guardian
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☐ Sent to another classroom w/instructional support

MINOR Offense: Legacy Academy Student Office Referral Form

Chino Valley Unified School District

Administrator's Signature:

- 1) Attach three (3) Incident Logs to this document.
- 2) Fill out the top information & check the appropriate boxes describing the problem behavior and possible function. Include additional comments as needed.
- 3) Deliver all pages of this duplicate form to the office.
- 4) Do not send students to the office with this form. An administrator will call the student out of class to address the form submission, and then return the form to you after the student is seen.

Referring Staff: Student: Time of Incident: Date of Incident Grade: PROBLEM BEHAVIOR ADDITIONAL COMMENTS ☐ Cafeteria Classroom # ☐ Cell phone/electronics contract □ Library ☐ Defiance ☐ Lunch Area ☐ Disagreeing inappropriately Disrespectful/profanity toward peer □ MPR □ Office ☐ Inappropriate language ☐ Parking Lot Not Responsible ☐ Playground/Field ☐ Academic dishonesty Restrooms Other: ☐ Disrupting instruction Dress code violation ☐ Excessive talking ☐ Not on task □ adult ☐ Tardy (2nd-6th period) Gain/Obtain: □ Other: ☐ activity □item Not Safe revenge/retaliation

group work task seat work peers event	☐ Property misuse ☐ Running/Horseplay ☐ Other:			
eferring Staff Signature:				
	ACTION TAKEN BY ADM	IINISTRATION (Office Use Only)		
☐ Assigned target skill development		☐ Assigned detention:		
☐ Conferenced with parent/guardian		☐ Benched in Office w/instructional support		
☐ Contacted parent/guardian		☐ No Contact Contract		
☐ Counseled student		Reinforce the student's behavior contract		
☐ Provided corrective teaching and facilitated reentry		☐ Reinforced the teacher's/school's incentive system		
☐ Retaught/practiced the behavior skill		☐ Restricted or lost privilege/activity:		
□Warned student		☐ Sent to another classroom w/instructional support		
☐Tier 2 or 3 Intervention Request		☐ Restorative Practices		
□Other:				

MAJOR Offense: Legacy Academy Student Office Referral Form

Chino Valley Unified School District

Instructions for Teachers:

☐Warned student ☐ Tier 2 or 3 Intervention Request ☐Suspension: □Other:

Administrator's Signature:

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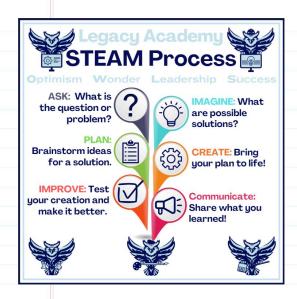
- 1) Fill out the student's information and the date and time of the incident.
- 2) Check the appropriate boxes describing the major offense and possible function.
- 3) Describe in detail what you witnessed and/or what took place.
- 4) Deliver this referral to an Administrator or the Front Office if an Administrator is unavailable.
- 5) The Administrator overseeing this discipline referral will contact you with the outcome of the referral.

Referring Staff:

Time of Inciden			Gra	
LOCATION	MAJOR OFFENSE (Ed Code	48900 & 48915)	MOTIVATION	
Cafeteria Cafeteria Usaroom # Usaroom # Usaroom # Under Area MPR Office Parking Lot Playground/Field Restrooms Other:	□ Bullying □ Control of property □ Control of property □ Culturally inappropriate languag □ Fighting or Assault □ Plagarism □ Possession of stolen property □ Profamity toward faculty or staf □ Sexual harassment □ Threatening others □ Possession/use of tobacco, drug □ Weapon □ Other:	ge f gs, alcohol	Attention seeking adult Gain an: activity Avoidance of: group work seat work event Other:	from: peer(s)
	e, faculty, staff, and/or students involve			
	ACTION TAKEN BY ADMIN	IISTRATION (Office L	ise Only)	

White: Office Yellow: Teacher

Culliculum







twig Science

Reading



- In First grade, reading is a huge focus! **HUGE**! Your child should be reading aloud to someone **every** night.
- Every Week, in our homework, I will be sending home a decodable reader that correlates with our lesson. Your child will need to read this to you. You, the parent, will then sign the spot on the homework indicating that, yes, my child did read this book with me. This simple task will help tremendously in your child's ability to read.

Spelling



Every Friday, on the homework cover page, you will get a list of spelling words to practice for the spelling test... I don't just test the word, I give them a dictation sentence with the word in it. Practice for the dictation sentences will be part of the weekly homework.

I am looking for appropriate uppercase and lowercase letters, neat writing, a space in between each word, and punctuation at the end in each sentence.





To be prepared for first grade math curriculum, practicing **math facts** is always a good idea.

Click to the right for a link to our timed tests. We take these often; 100 problems in 5 minutes. Flash cards help too. There's also Xtra-Math. Their goal is to pass 1-10 for addition and 1-10 for subtraction before they reach **2nd grade**.

Name:

Teacher:

| State | Sta

Link to print your own timed tests!

Science

We discover many new things in first grade!...Space, plants, animals, sound, light... Owls take flight!

twig Science

Social Studies

In first grade, students develop their understanding of basic concepts and ideas from civics, economics, geography, and history. The context for social studies learning in first grade are ways families live and work together. To develop students' understanding of the basic social studies concepts, students are asked to think about families nearby and those far away.

Honework



- Every Friday, I will send home a packet in your student's Legacy folder that includes:
 - Passwords to login to their school accounts... They will have access to Prodigy Math, and Epic Reading (although Epic has a curfew).
 - A sticker sheet for checking complete homework. They get a sticker if the packet is turned in on time, neatly written, and complete. They should NOT be doing their homework unsupervised. It takes a village to raise these kiddos and you might have a unique way of explaining something to your child... we are a team!

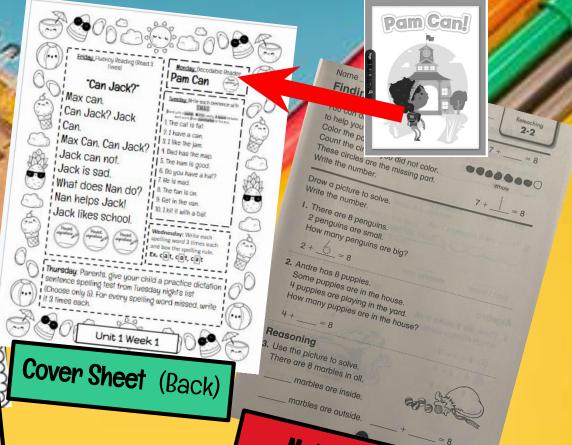
Homework Continued...



Inside the Friday Folder, you should expect:

- A packet which includes: a Cover Sheet (2 sided) stating what is assigned each day and math pages.
- The **homework cover sheet** includes the topics for the week, spelling, vocabulary, and math assignments
- The **2nd side** of the cover sheet explains spelling homework. Spelling can be done on a blank page or lined paper. Staple spelling to the packet when complete.
- 5 pages of math (sometimes less if we have a test scheduled, there will be no math assigned on those nights)
- Homework is due every Thursday MORNING at arrival





Math Pages

Orading Policy

CVUSD Student Performance Levels

- 4 Excelling: Students at the Excelling level of performance are consistently performing at grade level, can demonstrate independence, and can extend the grade level standards, when applicable, expected a this point of the school year.
- **3 Achieving:** Students at the Achieving level of performance demonstrate an adequate understanding of and ability to apply skills needed to meet grade level standards at this point of the school year.
- **2 Progressing:** Students at the Progressing level of performance are partially meeting the grade level standards expected at this point of the school year.
- 1 Beginning/Standard Not Met: Students at the Beginning/Standard Not Met level are not yet meeting grade level standards expected a this point of the school year.

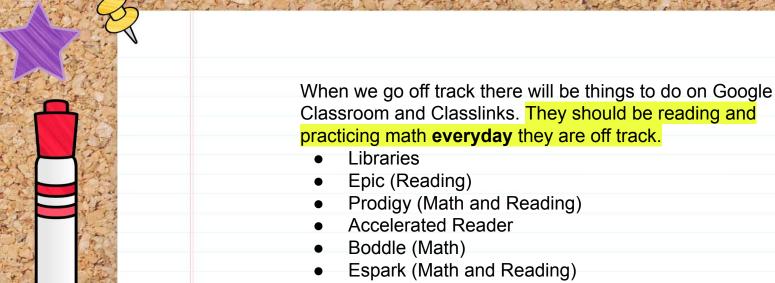
Agegments

- Every Friday, we will be taking a spelling test. The words will be provided for you the Friday before on the homework cover sheet.
- Math, Social Studies, & Science
 Assessments come at the end of each
 unit so there is not a set date for each of
 these assessments.

Google Classoon

I will be using Google Classroom to assign classwork during class. The only other time students need to sign on to this platform is if they are on an independent study or off track. This is where I would assign work for them to do if they are out for an extensive amount of time.





Classroom and Classlinks. They should be reading and

- Xtra Math
- Math-Aids timed tests...

Report Cards



1st Trimester: 10-18-24

2nd Trimester: 2-21-25

• 3rd Trimester: 6-30-25

Depending on how you filled out your student information in the Aeries Portal, your child will be handed their report card by me and they will take it home. If you decided against this, you'll need to pick it up from the office.



Morning recess is 9:47-10:00 am Afternoon recess is 1:35-1:48 pm

Recess is a quick 13 minutes to use the restroom, eat and play.

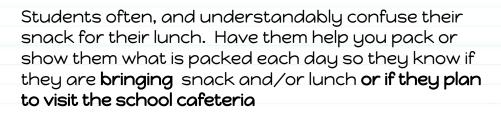


It is a good idea to bring 1 or 2 small snacks to morning recess. Please pack your student's snack separate from their lunch to help them understand which is snack, and which is their lunch.



unchlime

LUNCH from 11:30-12:10 (M,T,W,F), BRUNCH 9:35-10:05 (Thursday).



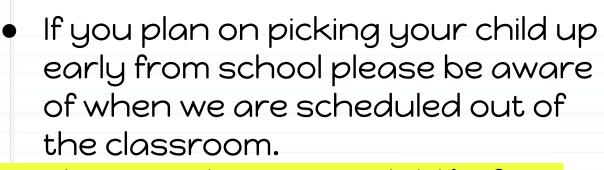
*Thursdays: We only have one nutrition break on Thursdays, so although it is often called "lunch," think of it more as *brunch*. You're welcome to pack what you think your student would like, or visit our school cafeteria.

Dismissal

M, T, W, F we dismiss at 2:50 pm and on Thursdays at 11:30 am. Please make sure to communicate with your child so they know where they are being picked up.

If you have plans to pick them up in another location, please let me know so I am aware..

Dishissal



- Plan to pick up your child before or after recess and lunch times.
- It takes time to locate your child.

Attendance

- Students are expected to be at school (unless it is an excused reason). Each day of school should provide an important learning experience, and if your child(ren) are not in class, they miss the learning continuity.
- Board Policy requires a parent verification of each absence within 5 school days of the student's return to school. On the sixth day, the absence becomes unverified and cannot be changed. State law requires that each absence be cleared.
- Please contact the office at (909) 364-2319 to report absences.
- Contacting the teacher about an absence is not the same as clearing the absence with the office.



Legacy Academy (909) 364-2319

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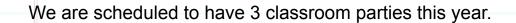








Class Parties



- Winter: Holiday Party
- Valentine's Day: Friendship Party
- End of the year: Drive-In Movie Party?







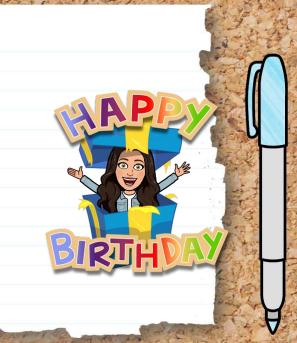




Birthdays can be an exciting time for students, and we want to recognize their special day; our teachers will do their best to verbally recognize birthdays. However, in order to minimize loss of instructional time, and to follow our wellness policy, treats and goodie bags are not to be brought to school. We ask that you do not place a teacher in an awkward position by asking them if you can have a party or bring in cupcakes, cakes, goodie bags, etc.

Gifts/balloons/flowers should not be sent to the school. If these items are brought to school, they will remain in the office until the end of the day.

William manual &



Conferences



A parent Square sign-up will be sent out soon.

ParentSquare

Parent Conferences are <u>September 16, 17, & 18</u>
These days are also minimum days.

School Events

- Fundraiser (possibly, the Fun Run)
- 3 class parties (Winter, Valentine's Day, End of the year)
- Carnival
- Mother/Son event
- Father/Daughter Event
- And Much More...

Important Dates

Off track in July School Begins July 29th

Track Off 2: October 18th Return: November 18th

No school the week of Thanksgiving Winter Break December 21- January 5th

Track Off 3: February 21st

Return: March 31st

Last Day of School: Monday, June 30, 2025

Fall Picture Day: 8/14/24

TOMORROW

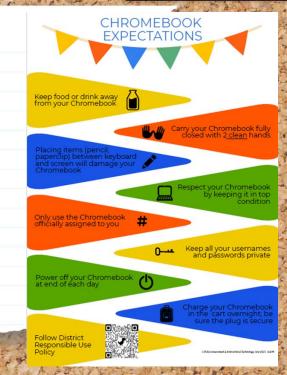
Additional Minimum Day:

10/ 18 12/20 2/7 2/21 6/30

Open House: June 18th

Tech-9logy

- Students in **Kinder 3rd grade** have access to their Chromebook in the classroom.
- Charging towers/cabinets are in each room so they can be charged at night.
- Chromebooks are checked out to students through our textbook checkout system.
- The district offers a device protection plan for lost and damaged devices.



Legacy Parliament PTO

- We have a fantastic PTO and strong parent involvement.
- Please consider joining PTO this year. Membership drive information will be posted on our website.
- Spirit Wear orders will be made available again very soon!



Legacy PTO Interest Survey

We are looking for parents who want to be part of the inaugural PTO. A group of owls is called a parliament, so it is fitting to name our PTO the Legacy Parliament.

