

**UNIVERSITY OF CALIFORNIA, DAVIS
AND
CA JACOBS MIDDLE SCHOOL**

2010 SUMMER MATH ACADEMY





CA JACOBS MIDDLE SCHOOL
June 16 – July 16, 2010
PARENT/STUDENT HANDBOOK



C.A Jacobs Intermediate School
"Home of the Cougars"

**200 North Lincoln
Dixon, CA 95620**

Phone: (707) 678-9222 Fax: (707) 693-1247

TABLE OF CONTENTS

| | |
|--------------------------------------|--------------|
| Welcome | 3 |
| CAJ Math Academy Calendar | 4-5 |
| CAJ Summer Math Academy | |
| Staff Listing and Rooms | 6 |
| Map of School Site | 7 |
| General Information | 8 |
| Attendance Policy | 9 |
| Student Rules and Regulations | 10-11 |
| College Readiness Seminars | 12 |
| Counseling Referral Form | 13 |
| Parent Consent Form | 14 |

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3100 DUTTON HALL
(530) 754-8106
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ONE SHIELDS AVENUE
DAVIS, CALIFORNIA 95616

June 14, 2010

Dear CA Jacobs Middle School Parents and Student,

I would like to enthusiastically welcome you to the **2010 Summer Math Academy** brought to you by the Dixon Regional Educational Alliance Movement (DREAM), a partnership between Dixon Unified School District and University of California, Davis.

The primary goal of the Summer Math Academy is to prepare students to succeed in 7th grade math (Pre-Algebra) and other academic courses. Additionally, the Academy will help students to succeed at CA Jacobs Middle School, with a specific focus on preparing for the A-G college admissions courses. This is not traditional summer school; the Academy sets extremely high standards, both personal and academic. Students are required to attend all classes and absences and/or tardies may result in removal from the Academy. The ultimate goal of the Academy is for students to enroll in higher education immediately after high school graduation. Academic preparation and success are required to ensure college admission, thus, the program will focus on academic content, study skills, and college exposure.

Each student in the Summer Math Academy will take a challenging math course, participate in College Readiness Seminars, and visit at least one university campus. This challenging academic experience provides all students with a variety of learning experiences to advance personal and academic skills to pursue higher education. Success in the Summer Math Academy depends upon bringing together strongly motivated high school students with dedicated instructors and staff in a setting that goes beyond the traditional school curriculum.

We are very excited to offer the Summer Math Academy. If you have any questions, please contact me at (530) 754-9458 or by email at lesparza@ucdavis.edu. You can also contact Mary Grace Brooks-Votran at (707) 678-9222 ext. 213 or by email at mbrooks@dixonusd.org.

Sincerely,

Luis Esparza
Regional Assistant Director

2010 CAJ SUMMER MATH ACADEMY

INSTRUCTORS

Jennifer Fung, Room 211
Nadia Bakhos, Room 210

jfung@dixonusd.org
nbakhos@dixonusd.org

COLLEGE TUTORS

Ly Votran, Room 210
Clara Skaug, Room 211
Evan Ferguson, Room 210
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ADMINISTRATIVE SUPPORT STAFF

Mary Grace Brooks-Votran, Program Director, Room 213
mbrooks@dixonusd.org

Maria Hernandez-Becerra, Counselor, Room 212
mhernandez-becerra@dixonusd.org

Margarita Rios, Program Assistant, Room 213
mrios@dixonusd.org

Luis Esparza, EAOP Regional Assistant Director
lesparza@ucdavis.edu

CAJ SMA MAIN OFFICE

Room 213
Phone #: (707) 678-9222 ext. 213

You will receive a voice message and must dial in the extension number to reach the SMA office.

2010 SUMMER MATH ACADEMY

General Information

Attendance

There is a maximum of 2 absences per class. At the 3rd absence, the student is dismissed from the program. Three tardies equal one (1) absence. Attendance will be taken daily. **If there are special circumstances, please contact the SMA Office and speak with the Counselor or Director.**

Workload

Students will receive an average of 30 minutes of homework each night.

Grading

Students will receive a Pass or No-Pass grade after completing the program. Instructors will provide a detailed assessment chart of students' academic progress.

Completion

Students who complete the Pre-Algebra Academy will have priority registration for future Math Academies.

2010 SUMMER MATH ACADEMY

Attendance Policy

The CAJ Summer Math Academy is an intensive four-week academic enrichment program. The length of classes and the amount of homework assigned requires students maintain near perfect attendance. Below is the official attendance policy:

A. Students will be dropped from the CAJ Summer Math Academy on the **THIRD** absence from class.

B. Absences are counted regardless of whether they are caused by illness, vacation or any other excuse, unless prior approval by Director or Counselor has been granted.

C. The policy for classroom tardiness is as follows: students entering class late before the first twenty minutes of class are considered tardy. If a student enters class beyond the first twenty minutes, that student should be marked as absent for the entire class. Three tardies equal one class period absence. Parents will be notified by phone that their child has been tardy. If attendance becomes a concern, continued participation in the CAJ Summer Math Academy will be subject to conference with student, parent, and Counselor or Director.

All matters regarding the CAJ Summer Math Academy attendance policy and record keeping procedures should be directed to SMA Office at (707) 678-9222 ext. 213

RULES AND REGULATIONS FOR PARTICIPATION IN THE CAJ SUMMER MATH ACADEMY

I. STUDENT CONDUCT

- a. Students are expected to behave as responsible young people at all times. Students are expected to respect the rights of others.
- b. Students are to be considerate and must minimize noise when going to class.
- c. Students are expected to pick-up litter and materials from projects after each class. It is very important that classrooms are left as clean as when you first entered.
- d. Fighting will result in immediate suspension and removal from program of ALL parties involved. Verbal abuse or threats made to any staff member by a student will be grounds for suspension and dismissal, pending a hearing.
- e. If you are dismissed from class early, please do not remain on campus.
- f. Visits to the restrooms will be allowed between class sessions.

II. DRESS CODE

The following guidelines are intended to define appropriate student attire and personal grooming. The purpose is to prevent disruption of the classroom atmosphere and educational process, eliminate disturbances among students, ensure student safety, and encourage appropriate dress for post-secondary life.

Dress Code Prohibited Clothing Illustrations



*Specific to white or any-colored see-through "underwear" tank tops

Approved head-gear includes baseball caps, bucket caps, and beanies/knitted caps. These may be worn when a student is outside of a classroom. Students may not wear any of the approved hats inside a classroom or other school building. Before entering, a student must remove his/her hat and it may not go back on until leaving the classroom or building. This policy remains in effect on spirit and "dress-up" days as well.

III. CELLULAR PHONES AND ELECTRONIC DEVICES

Dixon Unified School District Board Policy states:

"Students may possess or use personal electronic signaling devices including, but not limited to pagers, beepers, and cellular/digital phones, except those devices with the capability to capture digital images and/or take photographs of any kind shall be prohibited. No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which are limited to health-related purposes (Education Code 48901.5).

Permitted devices shall:

1. Be turned off during class time and at any other time directed by a district employee.
2. Not disrupt the educational program or school activity."

Students will not be allowed to use cell phones and other electronic devices during instructional time. Cell phones and electronic devices cannot be visible or audible at any time during instructional time. If a student violates these conditions, the following progressive discipline plan will be followed:

- **1st Offense:** Teacher will take electronic device and give the student a warning. Student may claim electronic device from teacher at the end of the end of the day.*
- **2nd Offense:** Teacher will take electronic device and give it to appropriate administrator; administrator will notify parents. Student may claim electronic device from administrator at the end of the day.*
- **3rd Offense:** Teacher will take electronic device and give it to appropriate administrator. Parent must come and claim it at school from an administrator or administrator may confiscate phone until the end of the program. *

* A student who continues to violate this policy may be prohibited from possessing a personal electronic signaling device at school or school-related events. Additional consequences for defiance will be administered for each offense.

Note: CAJ is not responsible for any lost or stolen cell phones or electronic devices. Students bring these devices at their own risk. Confiscated items left after the last day of school will be donated to a local charity

2010 SUMMER MATH ACADEMY:

College Readiness Seminars

In the CAJ Summer Math Academy, students will participate in college and academic advising. The College Readiness Seminars will take place on Wednesdays during the program. Students will be introduced to DHS graduation requirements, college entrance requirements, career information, and visit the UC Davis college campus.

In the academic advising component, students learn the entrance requirements for the University of California, the California State University, and Community College educational systems. Students will participate in academic seminars and workshops that discuss university and college entrance requirements, financial aid, contrasts between the three systems, and university/college locations.

Students will also visit at least one university campus during the program. This will give the students an opportunity to view the campuses and get a feel for college life. There may be space for parents to also visit the universities; interested parents should contact the SMA Office at (707) 678-9222 ext. 213.

SUMMER MATH ACADEMY COUNSELING REFERRAL FORM

To: Summer Math Academy Counselor/Director

Date: _____

From: _____

Student: _____

_____ Student's having attendance problems (tardy, leaving early, etc.)

_____ Student is exhibiting disruptive behavior in class.

_____ Student's academic progress is not as expected.

_____ Student's participation in class activities and discussions is minimal and will affect grade unless improvement is made.

_____ Other (Please specify): _____

What action would you like to see taken in regards to this issue?

Counselor/Director Action

Date counseled: _____

Date Parent contacted: _____

Comments:

Action Taken:

Recommendation:

Timeline for Student:

Follow-Up Scheduled for:

