

# BEL AIRE CITIZENSHIP PLAN 2011-12



**WELCOME!**

**Welcome to Bel Aire School.  
You are entering a community of  
learners, inventors, creators,  
explorers, thinkers, problem  
solvers, peacemakers, and friends.  
We are proud of our team of  
staff, students and parents.  
We are proud of our school!**





# **Introduction**

**Citizenship is defined as the “duties, rights and privileges” of being a member of a community. Bel Aire School is a learning community of staff, students and parents working together. We seek ways to model behaviors that exemplify our pillars and our MOSAIC values. We celebrate our successes, our diversity and our individuality.**

**This Citizenship Book outlines our program. It has been written by staff and students. Please read through it and join us in partnership as we strive to create one school, one community with respect and dignity for all.**



## BEL AIRE SCHOOL PLEDGE

I pledge to show respect and care for myself, others and my environment.

I promise to accept responsibility for my own actions and learning.

I will be trustworthy and fair in all that I do.

I will strive to be good a citizen of my school, my community and my world.

I believe that I can make a difference!



# **BEL AIRE SCHOOL SONG**

**Original Bel Aire School Song written by Elaine F. Lange, September 1970**

**We are California kids from a California school  
And we make our home in a town called Tiburon  
It is where we love to live  
And we live the golden rule  
Nestled high up in the hills of Tiburon  
And we go to Bel Aire School  
And we go to Bel Aire School**

**On the shores of the San Francisco Bay  
And we go to Bel Aire School  
And we go to Bel Aire School  
That's where we get our chance to learn and play**

# SCHOOL GUIDELINES

Bel Aire School guidelines have been written by the students. The rules are based on the Character Pillars and MOSAIC values. Additional "game" and "playground" specific rules are taught by the teachers and are posted.

**RESPECT** - Be courteous and polite to other people by listening and getting to know one another. Keep your hands, feet and all objects to yourself.

**M-**Mutual Respect - No put downs, no hurting each other physically or emotionally. Respect and appreciate yourself and others.

**CITIZENSHIP** - Be an active member of the Bel Aire community to make it a positive environment for all.

**O-**Open Mindedness - Talk to someone you do not know. Make a new friend and try any new activity that Bel Aire presents to you.

**RESPONSIBILITY** - Be aware of the consequences of your actions and accept your part in a mistake.

**S-**Self-Respect - Take responsibility for your own actions and learning. Be your own self, at your very best, all of the time. Celebrate you!

**CARING** - Support one another to feel and be their best by being considerate, helpful and appreciative. Use kind words that are appropriate for school.

**A-**Attitude - Have a positive attitude and show your appreciation to others through "put ups". Use a little empathy.

**TRUSTWORTHINESS** - Be honest and a reliable student and friend.

**I-**Individuality - Contribute your own special gifts and be an ally for your friends and peers.

**FAIRNESS** - Give other people a chance and play by the rules.

**C-**Community - Build a community, include everyone and use teamwork and cooperation.



# MOSAIC

MOSAIC is a program we have embraced at Bel Aire School. The MOSAIC song that students sing voices the attributes of the program:

## **The MOSAIC Project Theme Song**

©2001 The Mosaic project

Music by Brett Dennen, Lyrics by Brett Dennen and Lara Mendel

**M** is for Mutual Respect

Don't put me down and don't hurt me.

**O** is for OPEN MINDEDNESS

See me for who I am and don't judge me.

**S** is for SELF RESPECT and

**A** is for ATTITUDE

You gotta love yourself and stay positive

**I** is for INDIVIDUALITY and

**C** is for COMMUNITY

When we come together in the places we live.

**MO MO MO MO MO saic** (many times)

And if we live by these lessons  
And spread them across land and sea  
We can create a better future  
And live together in peace.

The MOSAIC program emphasizes building self-esteem, community, and empowerment to create a peaceful future using four themes:

- Celebration of diversity and awareness of stereotyping, prejudice, and discrimination
- Respect for and appreciation of self and others
- Teamwork and cooperation
- Communication and nonviolent conflict resolution

Students are all trained in peacemaking skills. They learn and practice these techniques:

### **5 Steps to Conflict Resolution:**

1. STOP. Cool off. Take a deep breath.
2. TALK. Share your feelings using I Statements
3. LISTEN to each other. Find out what you both need.
4. EMPHATHIZE!
5. PLAN. Brainstorm solutions and agree on a plan.

**"I" Statements:** "I" Statements are a way of asking for what you need that might make people actually give it to you! With an "I" Statement, the speaker identifies a problem to be solved instead of attacking the other person (as with statements starting with "You did . . ."). This makes the listener feel more willing to try to solve the problem. It is a way of taking care of your own needs and the other person. It is an assertive form of communications. "I" Statements usually have the following format:

I FEEL	_____	(feeling word)
WHEN	_____	(the situation causing that feeling)
BECAUSE	_____	(the reason way you feel that way)
AND	_____	(what you want to happen)

*Example: "I FEEL frustrated WHEN the room is a mess BECAUSE we all agreed that keeping it clean was an important way of showing respect for one another, AND I would like to have that mutual respect in our room.*

*As opposed to: "YOU have made a mess of this room. Clean it up!"*

**Peace Path:** When students are ready, they walk the peace path, throw the issue away and shake hands.

# Rewards & Celebrations

- **ACCELERATED READER AWARDS:** Accelerated Reader is a personalized reading program. Students are assessed and placed on an independent reading level. They choose books to read at their level. After completing the book, they take a short quiz. They accrue points based on the book read and the score on the quiz. The staff sets individual student goals, as well as school-wide goals, at the beginning of each trimester. Students earn prizes for reaching these individual and school-wide goals! Research shows that Accelerated Reader helps students read more and more often, increasing student reading success and achievement.
- **BEAR TRACKS: Keeping “track” of school service!** Students have many opportunities to “contribute” as school citizens. They can participate in Student Council, Team Mosaic, Green Team, Choir, Band, Percussion Ensembles, Yearbook, A.V. Crew, etc. There are also special projects in which students can assist. Each trimester, students will be awarded a “bear track” tag for their service. These can be collected on a key chain and displayed proudly!!
- **BEL AIRE BADGE:** Individual students are recognized by staff members for academic, social and personal achievements. The students are “pinned” with a Bel Aire Badge symbolizing their accomplishment.
- **BEL AIRE BUCKS:** Students awarded a Bel Aire Badge will receive a postcard from a staff member, recognizing them for a personal accomplishment. They will be given a date and time to receive their Bel Aire Badge on our local Bel Aire TV show.
- **BEL AIRE TV SHOW:** Bel Aire has a closed-circuit TV show. Daily students produce the “news” which includes recognition of student achievements and a showcase of student work.
- **CAUGHT BEING GOOD:** This is recognition of an individual student who exemplifies one of the pillars. Students who are “caught being good” will earn a “Caught Being Good” coupon. This coupon will be printed in duplicate: one goes to the student, and one to the office. The person issuing the coupon will check the pillar that the student has modeled. Each week the principal will read the names of four randomly selected “caught being good” students from each grade level, who will be given a prize and invited to sit at special lunch tables for that week.
- **PUT UPS!:** Students have the opportunity to recognize and honor one another. They can write “Put Ups” when they observe a fellow student modeling MOSAIC values. Those “Put Ups” are displayed for all to see.

# Consequences

Should students fail to follow the rules that keep the Bel Aire campus safe for all, the following are consequences that may occur based on the severity of the event:

- **S.T.O.P.:** A student will be given a S.T.O.P. as a reminder about rules that were not followed. **S.T.O.P.** stands for: **S**top, **T**hink, list **O**ptions, make a **P**lan for the future. The S.T.O.P. form will be printed in duplicate: one to the student (to go home to parent); one to the teacher of the student. The student will be expected to attend a STOP "time out" at the lunch recess immediately following the infraction. The staff member issuing the S.T.O.P. will check the "pillar" that was not followed. Any student who fails to attend the S.T.O.P. time out will receive an automatic citation. During the S.T.O.P., the student will complete a S.T.O.P. and THINK form. That form will be signed by the advisor, and sent back with the student to class. Classroom teachers will keep those forms for future reference. If a child has received two S.T.O.P.'s in one trimester, the third S.T.O.P. will be a "citation" (see next section for consequence of a citation). Students are expected to take their copy of the S.T.O.P. form home for parents to review and sign. Teachers will notify parents by call or email that a S.T.O.P. has been issued. The number of S.T.O.P.'s received each trimester will be noted on each trimester report card.

- **CITATION:** A citation will be given for any major infraction. There will be a NO TOLERANCE for any physical violence, name-calling or teasing. It is an immediate (no warning) citation and could (depending upon severity) result in suspension. Citation is followed by a detention with the principal during the lunch hour. Teachers may remove any student from a field trip or special event should the student have received a citation prior to the event. After two citations for the same offense, the third citation may result in a suspension under Ed Code 48900, (k), "*disrupted school activities or willfully defied school personnel.*" Parents will be notified by the classroom teacher if a citation is given to a student. Parents must review, sign and return the citation form. Citations will be noted on each trimester report card.

- **DETENTION:** "Detention" will be held for all students receiving a citation. This will be held during a lunch hour monitored by the principal. During detention students will discuss and write plans for appropriate school behavior. Failure to report to detention will result in another citation.

- **BEHAVIOR CONTRACT:** Three citations, or suspension, will result in a meeting with school counselor, teacher, principal, student and parent. Parents will be notified and given appointments for this meeting. The team will work with the parents to develop a "contract" for behavior for the particular student. This contract can include specific goals for behavior. It also can include consequences for failure to uphold the terms of the contract including loss of privilege for all school related activities.

- **HOMEWORK LAB:** It is the responsibility of each student to complete homework. At Bel Aire we do not accept homework that is brought in by parents after the start of the school day. Each teacher will communicate a plan for "missed homework" and consequences.

• **SUSPENSION:** California Education Code Section 48900 clearly outlines "suspendable" offenses. Some of which include:

a. 1

*"Caused, attempted to cause, or threatened physical injury to another person."*

a. 2

*"Willfully used force or violence upon the person of another, except in self-defense."*

b.

*"Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, unless, in the case of possession of any object of this type the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal."*

f.

*"Caused, or attempted to cause, damage to school property or private property."*

g.

*"Stolen, or attempted to steal, school property or private property."*

h.

*Possessed or used tobacco, or any products containing tobacco or nicotine products, including but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.*

i.

*Committed an obscene act or engaged in habitual profanity or vulgarity.*

k.

*"Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties."*

n.

*Sexual Harassment (grades 4-12)*

o.

*Engaged in harassment/threats/intimidation against student(s) which disrupted class work, disorder, invaded rights of student(s) by creating an intimidating OR hostile environment*

Suspension from school requires that the student remain at home under the personal supervision of parents during the regular school hours. The student is not to be on or near a school campus during the time of suspension. The student also may not attend, as a participant or spectator, any school event. Depending upon the terms of the suspension, it can result in the immediate loss of privilege to participate in any subsequent school activity.



# SCHOOL CITIZENSHIP & SPIRIT

Bel Aire students understand their responsibility to serve their school, their community and their world. They understand their call as a “community” of learners to be positive, contributing members of their school. Several programs are in place to foster that sense of community responsibility and citizenship.

- **ALL SCHOOL ASSEMBLIES/SPIRIT DAYS:** The school community will come together on a regular basis. During assemblies, students or outside guests may perform. There will be recognition of classes for their contribution to the school. There will be designated “spirit days” organized and run by students. These will include a variety of fun activities during the lunch hour.
- **BUDDY CLASSES:** All classes are paired with a buddy class. These classes meet together to work on common projects and engage in special activities.
- **CLASS MEETINGS:** Every classroom teacher guides a class meeting. During class meeting time, students discuss MOSAIC values and what they look like in all areas of the school: in the classroom, on the playground, on the bus, at lunch tables, etc. Students recognize one another for their positive influence and behavior.
- **SCHOOL GARDENS:** Students are provided many opportunities to learn to be true environmental stewards. There are gardens throughout the campus, and parents are asked to volunteer and support “planting and harvesting”. Students can participate in a school Green Team which leads the school community to reduce, reuse, recycle and rethink about our environmental footprint.
- **LUNCH TIME ENRICHMENT:** Various enrichment activities will be offered for students during lunchtime. These may include Technology, Multi-Media, Gardening, Yearbook, Book Clubs, etc. Students will have an opportunity to sign up for different programs.
- **MOSAIC:** All students at Bel Aire participate in MOSAIC value training and ongoing activities. The staff from MOSAIC provides age appropriate workshops for each grade level. These assemblies focus on MOSAIC “tools” and give students practical strategies and techniques for getting along, standing up for one another, empathizing and for solving conflicts.

- **MOSAIC CAMP:** Like many other school districts in Marin County, the Reed Union School District has adopted six Pillars of Character, the "Pillars", that we use as a guide for appropriate school behavior. Bel Aire students are actively involved in promoting the Pillars with the help of MOSAIC. Each year a team of fourth and fifth grade students become Team MOSAIC. They have the opportunity to attend a weeklong diversity camp in the fall of each year. At the camp they learn ways to resolve conflicts and serve as "peacemakers" on the campus. Throughout the year they are provided additional training in conflict resolution techniques. They assist students in using the "I Messages", the Active Listening techniques, and the Peace Path. They serve as conflict managers on the playground during recess and support students to find peaceful ways to play together.

- **SCHOOL NEWSPAPER:** The Bel Aire Buzz is produced by students. The newspaper crew covers all aspects of the school, complete with editorials, interviews, cartoons, etc.

- **SCHOOL TV:** Bel Aire produces a daily TV show. Students announce the news, day events, sports, and recognition of fellow students. There are also special guests, weekly features and mini documentaries on school events.

- **STUDENT COUNCIL & SERVICE GROUPS:** The Bel Aire Student Council is a leadership group that sponsors activities that promote school spirit. Representatives from each class meet to discuss and plan activities that benefit the Bel Aire student body. In addition there are other service groups that support the school programs. The A.V. Crew assists at all assemblies and student gatherings. The S.O.S. (Serve our School) team supports school-wide activities and events. The Green Team and Solar Cookers support the overall "greening" efforts that are embraced by the Bel Aire community. Students also have the opportunity to help other students by serving as Peer Tutors, and Reading Buddies.