



STUDENT/PARENT HANDBOOK

Davis-Monthan Air Force Base

6630 Lightning Drive - Tucson, Arizona 85708

Office - (520) 584-4600

Attendance - (520) 584-4602

Website: <https://bormank8.tusd1.org/>

On behalf of our Borman K-8 staff, I would like to welcome you to the 2023-2024 school year! We look forward to working with our families to create a learning environment in which all children will excel. If you have any questions, please contact your child's teacher or the office at 584-4600.

Brian Huss - Principal

SCHOOL HOURS

- The school office will be open from 7:30 AM – 3:30 PM daily
- **School Bell Schedule**
 - **K-5** – 8:20 AM – 2:30 PM – M, T, Th, F
8:20 AM – 1:30 PM – W
 - **MS** – 8:20 AM - 3:15 PM - M, T, Th, F
8:20 AM – 2:15 PM – W
- If students arrive after 8:25 AM, they will be marked tardy. Parents are required to sign their student in after 8:25 AM.
- Our monitors will be available to provide supervision on the playground at 7:45 AM. The cafeteria will also be open for breakfast. **Students may not arrive at school prior to 7:45 AM as there will not be supervision available.**

- We cannot accept the responsibility of students before 7:45 AM. If a student continually arrives early, parents will be contacted.
- Supervision is not provided for students after school dismisses.
- All students are required to leave the campus immediately at dismissal.
- Parents, please help us by keeping classroom teachers informed if there are any changes in after school care.

ATTENDANCE AND ILLNESS

- When a student is going to be absent or tardy, please inform our school office.
- Absences require a written note if the office was not previously notified. To report an absence please call 520-584-4602

CELL PHONES – TUSD GOVERNING BOARD POLICY - JICJ

For purposes of this policy, “electronic devices” include, but are not limited to, cell phones, Mp3 players, iPods, personal digital assistants (PDA’s), e-book readers, compact disc players, portable game consoles, cameras, digital scanners, lap top computers, tablet computers and other electronic or battery powered instruments which transmit voice, text, or data from one person to another.

Students may possess and use cellular telephones and/or other electronic signaling devices subject to limitations of this and other policies of the district under the following conditions and guidelines:

- **Cell phones and/or electronic devices are to be kept out of view in a student’s locker, or a carrying bag.**
- **Such devices shall not be turned on or used during instructional time, except as authorized by the teacher.**
- **The principal shall establish additional guidelines appropriate to campus needs.**
 - *(Use of cell phones will not be allowed once students are on campus)*
- **Students violating the policy will have the electronic device confiscated and be subject to disciplinary action.**
 - *Any search of the contents of an electronic device shall be by an*

administrator in accordance with the Guidelines for Students Rights and Responsibilities.

Reasonable efforts will be taken to secure property that has been confiscated; however, neither the School District nor the School District Staff is responsible for loss, damage, or theft of any electronic device including but not limited to cell phones, laptops, tablet computers, portable media player brought to school, even if loss, damage, or theft results from the device being confiscated.

CONFERENCE DAYS

- We will have five early dismissal days scheduled for Parent-Teacher conferences this year. (Sept. 20-22 and Feb. 8-9) **K-5 students will dismiss at 11:30 am and MS students will dismiss at 12:15 pm.**

DRESS CODE – TUSD GOVERNING BOARD POLICY – JICA

Student attire and grooming must permit the student to participate in learning without posing a risk to the health or safety of any student or school district personnel.

- Students must wear clothing including both a shirt with pants or skirt, or the equivalent (for example dresses, leggings, or shorts) and shoes.
- Hats and other head coverings are not permitted on school grounds except as an expression of religious beliefs.
- Hats and sunglasses may be worn while outside in the sun for an extended period of time for protection from the sun.
- Dark glasses may not be worn inside buildings unless a documented health problem exists.
- Clothing must cover the chest and torso and must cover buttocks while standing and sitting.
- Clothing must cover undergarments.
- Clothing must not be see-through.

- Clothing must be suitable for all scheduled classroom activities, including physical education, science labs, shop classes, and other activities where unique hazards or specialized attire or safety gear is required.
- Students who volunteer for extracurricular activities, such as athletics, band, chorus, etc., are subject to the standards of dress as defined by the sponsors of such activities.

Attire or grooming depicting or advocating violence, criminal activity, gang-related activity, use of alcohol, vaping, tobacco or drugs, pornography, or hate speech are prohibited. Clothing containing images, symbols, slogans, words, or phrases that are homophobic, religiously, or racially discriminatory or that perpetuate gender-based discrimination or defamation are distracting and interfere with the teaching and learning environment.

Borman also requires:

- **Students to wear appropriate shoes that can be worn during PE or Recess.**
- **No flip flops(thong sandals) or sliders**
- **Sandals and Crocs must have straps that goes around the heels.**
- **No revealing clothing: spaghetti straps, short shorts, muscle shirts,**
- **Shorts or skirts should be mid-thigh length.**
- **No pajama pants, onesies, or blankets used as a jacket/coat**

DISCIPLINE

Kindness, consideration, courtesy, and respect for others is expected at all times at Borman K-8 School. Borman has been designated as a Kind Campus through the Ben's Bells Kind Kids program.

- **Our students should be responsible and behave in a manner that does not interfere with or disrupt other student's rights to an education. The TUSD Code of Conduct will be in effect at all times, supported by Restorative Practices and PBIS.**

FIRE & LOCK-DOWN DRILLS

- One fire drill will be held each month.
- We will also have one "*Secure*" lock down drill and one "*Shelter in Place*" lockdown drill during each semester of the school year.

FOOD SERVICES

2022-2023 meal prices:

- K-12 reduced price breakfast \$0.25, reduced price lunch \$0.40
- K-5 breakfast \$1.50, lunch \$2.50
- 6-12 breakfast \$1.75, lunch \$3.00

The following meal charge policy applies when funds are not available to pay for breakfast or lunch:

For Grades K-8 – Meals will be charged to the student's meal account. Parents/Guardians will be notified weekly of unpaid account balances.

For Free and Reduced lunch application or to pay to your student's lunch account , use this link:

<https://linqconnect.com/>

HOMEWORK

Homework may be assigned **four (4) nights a week during the week**. Homework should **not be assigned on a weekend** with the exception of missed or unfinished assignments and special projects. **Time limits will vary but should not exceed:**

- **K-2 Students - 20 - 30 minutes/ night of uninterrupted work**
- **3rd, 4th, 5th Grade Students - 45 minutes to 1 hour /night**
- **Middle School homework guideline: 1 – 1.5 hours/ night – in total.**

Homework - Teacher Expectations

- **Communicate classroom homework policies and procedures with students and parents.**
- **Design assignments that are within the ability level of the students to complete independently or with minimum parental assistance.**
- Fully explain the assignment, as well as its purpose. Use formative assessments to check for understanding prior to finalizing the assignment.
- Review with students the necessary materials needed to complete the assignment.
- Monitor completed assignments to provide feedback to students.
- Establish and maintain contact with parents of students who do not complete or turn in assignments.

- Limit make-up work due to illness to essential concepts / skills covered allowing adequate time to complete the assignments.
- Evaluate assignments based on quality of work done and include score/ grade.

Homework - Student Expectations

- **Listens to directions given in class and ask questions if not understood.**
- Takes home materials and instructions needed to complete the assignments.
- Sets a daily time to complete assignments and does so in a neat and legible fashion.
- Do his/her own personal best work.
- Put forth his/her best effort and then show completed assignments to parents.
- **Return assignments to school and submit them to the teacher at the designated time and place.**
- **Advise the teacher of the need for assistance upon entry to the room the following day if the assignment is not completed for lack of understanding.**

Homework - Parent Responsibilities

- **Provide an environment that is quiet and conducive to learning.**
- Schedule a regular time for beginning and completing assignments.
- Encourage the child to complete assignments carefully, thoughtfully and on time.
- **Establish contact with the teacher if the child is unable to complete the assignments within a reasonable amount of time or due to degree of difficulty.**
- Reinforce the effort given by your child in a positive fashion.
- Reinforce the effort given by your child's teacher, to support student achievement.
- **Acknowledge the effort given by your child on an assignment by signing the work prior to it being returned to school.**

K-5 SPORTS

Cross Country (all grades K-5) September-November – Coach - TBD

Track (Grades 3-5) January-April - Coach - TBD

LUNCH SCHEDULE

Grade	Begin Lunch	Leave Cafeteria	Bell
Kindergarten	10:50	11:05	11:25
First Grade	11:05	11:20	11:40
Second Grade	11:20	11:35	11:55
Fourth/ Fifth	12:30	12:45	1:05
Third Grade	12:20	12:35	12:55
Middle School	11:59	12:15	12:31

***Students must stay in the cafeteria at for at least 15 minutes to eat their lunch.**

At no time will a Borman staff member force a student to leave the cafeteria before they eat their lunch. The total time scheduled for lunch and recess is 35 minutes. If a student needs 35 minutes to eat they may use that time, however, it will reduce their recess time. (If your child has difficulty eating within a set amount of time, please contact the office. We will have a conversation regarding how to best help your student.)

***We encourage all students to bring healthy lunches.** Sandwiches, fruits, and vegetables are great!

*Please do not send soda or sugary treats in your child's school lunch.

*Please see the "**Healthy Snack Policy**" which is attached.

MEDICATION

If it is necessary for a student to take any medication at school, the student's doctor must prescribe the medicine. All prescription drugs must be in a pharmacy container, labeled with the student's name, date, medication dose, time to be taken at school and the date to be discontinued. The school nurse or an authorized agent, will administer medicine. Non-prescription medication will not be given or administered by school

personnel unless requested in writing by the physician. Any medication will be taken from the student and returned to the parent. All medication must be kept in the school health office. For further information, please contact the school health office.

MIDDLE SCHOOL SPORTS

1st Season

Boys and Girls Cross Country – Coach TBD

Boys Basketball – Coach Love

Girls Volleyball – Coach Haag

2nd Season

Boys Volleyball – Coach Haag

Girls Basketball – Coach Hudson

3rd Season

Boys and Girls Soccer – Coach TBD

4th Season

Track and Field – Coach Freeman

NEWSLETTERS

Parents, staff, and teachers will receive the monthly Borman Blast regarding school activities and updates via Parent Link. If you do not have internet service, please stop by the school office to pick up a hard copy.

PARENT-TEACHER ORGANIZATION

- The PTO sponsors many activities during the school year for the expressed purpose of supporting Borman and our programs.
- **The efforts of the PTO and volunteers are always appreciated!**
- They welcome as much support as possible from our entire Borman community.
- Please watch for more information.

VALUABLES

- One of the best ways to avoid the loss or damage of personal items is not to bring them to school. **Students will be advised on the first day of school that they may not bring toys or other items to school.**
- Radios, electronic games, and like items are not allowed at school. Students who bring such items will have them placed in the office for the day. The items will be sent home with them at the end of the school day, with a reminder to leave the item at home, or the parents may be asked to pick the items up from Borman.
- Bicycles should be locked to the bicycle racks at all times and taken home each day.

VISITORS

- **We encourage parents and members of the community to visit the school.** All visitors must come to the office to sign in, pick up a visitor badge, and state the purpose for the visit prior to going anywhere in the building.
 - *Exception: Parents will be allowed on campus the first seven school days **only** to escort primary(K-2) students to their line and to class if needed.*
- Children must be registered as students in order to spend time in a classroom.

VOLUNTEERS

- Parents/ Guardians must complete the volunteer paperwork and file it with our office staff.
- Grandparents/ community members must have a fingerprint clearance cards.
- Parents may not bring any siblings/children to the classroom when they volunteer.

Welcome to Borman! Please let us know if you have any questions.

