



Simpson Academy For Young Women

Student Handbook 2024-2025

1321 S. Paulina
Chicago, IL 60608
Ph# 773-534-7812 Fax# 773-534-7819
www.simpsonacademy.cps.edu

This Simpson Academy Handbook belongs to:

- Name:
- Advisory Mentor:

Our Mission

The mission of Simpson Academy is to educate and empower young mothers and prepare them for success in college, career, and life. Our school offers a competitive academic standards-based curriculum, as well as wrap-around services focused on parenting, health, and life-skills education. We tailor our programs to guide students toward success in a 21st century world.

Our Vision

Simpson Academy for Young Women will be a national model in educating, equipping and empowering teen mothers. Our safe and nurturing environment will be a place where young mothers, their families, teachers and the community are working collaboratively to bring about high quality resources, parenting supports and relevant academic learning experiences necessary in this global society. Our young women will graduate possessing Determination, Respect, Integrity, Vision, and Empathy which will make them more than ready to successfully navigate the requirements of motherhood while also recognizing and achieving their college, career and life goals.

Simpson Academy Core Values D.R.I.V.E

Our D.R.I.V.E core values are the foundation for maintaining a safe and supportive school with a positive culture and climate. You, along with every staff member, are required to strive for excellence in each value. Each semester, students will be recognized during our Butterfly Awards ceremony if they are chosen by any staff as showing great strides and being a champion in either of these core value areas.

Determination	Arrived early/ stayed late for academic assistance or make-up work _____	Attended every day for an extended partner or group project _____	Set and achieved a goal within a class _____	Completed an extra credit assignment _____
Respect	Celebrated a peer's success _____	Listened to and accepted feedback for improvement _____	Expressed an opinion without criticizing others _____	Helped a peer understand an assignment/ work _____
Integrity	Completed a study guide for a test _____	Fulfilled responsibility in partner or group work _____	Turned in 1 week's worth of completed assignments on time _____	Made a courageous decision to do the right thing even when others were telling you wrong _____
Vision	Applied for or researched a college/ career _____	Record assignments in planner for 1 full week _____	Created a long-term goal: _____	Made a vision poster during an academic or advisory lesson _____
Empathy	Lent a school supply to a peer _____	Provided emotional support to a peer _____	Complimented a peer on a positive choice or action _____	Cooperated in a diverse group or situation _____

Simpson Bell Schedule 2024-2025

PURPLE DAYS - MON & FRI

Period	Time
Period 1	8:00 - 8:50 (50)
Passing	8:50 - 8:53 (03)
Period 2	8:53 - 9:43 (50)
Passing	9:43 - 9:46 (03)
Period 3	9:46 - 10:36 (50)
Passing	10:36 - 10:39 (03)
Period 4	10:39 - 11:29 (50)
Passing	11:29 - 11:32 (03)
LUNCH	11:32 - 12:02 (30)
Passing	12:02 - 12:05 (03)
Period 5	12:05 - 12:55 (50)
Passing	12:55 - 12:58 (03)
Period 6	12:58 - 1:48 (50)
Passing	1:48 - 1:51 (03)
Period 7	1:51 - 2:41 (50)

PURPLE w/Advisory Period - WED

Period Week A/Week B	Time
Period 1/5th	8:00 - 9:05 (65)
Passing period	9:05 - 9:08 (03)
Period 2/6th	9:08 - 10:13 (65)
Passing period	10:13 - 10:16 (03)
Period 3/7th	10:16 - 11:21 (65)
Passing period	11:21 - 11:24 (03)
LUNCH	11:24 - 11:54 (30)
Passing period	11:54 - 11:57 (03)
SEL Advisory & Announcements	11:57 - 12:47 (50)
Passing period	12:47 - 12:50 (03)
Period 4/ACA	12:50 - 1:55 (65)
Passing period	1:55 - 1: 58 (03)
Partner/Parenting	1:58 - 2:41 (43)

PINK DAYS - TUES & THURS

Period	Time
Period 7	8:00 - 8:50 (50)
Passing	8:50 - 8:53 (03)
Period 6	8:53 - 9:43 (50)
Passing	9:43 - 9:46 (03)
Period 5	9:46 - 10:36 (50)
Passing	10:36 - 10:39 (03)
Period 4	10:39 - 11:29 (50)
Passing	11:29 - 11:32 (03)
LUNCH	11:32 - 12:02 (30)
Passing	12:02 - 12:05 (03)
Period 3	12:05 - 12:55 (50)
Passing	12:55 - 12:58 (03)
Period 2	12:58 - 1:48 (50)
Passing	1:48 - 1:51 (03)
Period 1	1:51 - 2:41 (50)

SEL (Social Emotional Learning) and Community Building Advisory/Announcements would be teacher lead.
Partner/Parenting Block would include partners and our counselor/clinician team facilitating parenting education and other important topics for our women.

ACA (Academic Intervention Advisory) will take place every other Wednesday (B week) during the same block as 4th period and would be another opportunity for work recovery, interventions, projects, counselor check ins, etc.

STUDENT POLICIES & PROCEDURES

Simpson's Attire Guidelines

The school reserves the right to determine the appropriateness of student attire. If a student is dressed inappropriately, that student will be sent to the Simpson Boutique for issuance of an article of clothing.

Students must wear:

- Bottoms
- Tops
- Shoes
- Clothing that covers genitals, buttocks and breasts/areolae/nipples, bras with opaque material. Opaque material is material that is not able to be seen through.

Students may NOT wear:

- Violent language or images
- Images or language depicting drugs or alcohol (or any illegal item or activity) or the use of same
- Hate speech, profanity, pornography
- Images and/or language that create a hostile or intimidating environment based on any protected class
- Visible underwear or bathing suits of similar design – visible waistbands or straps on undergarments worn under other clothing are not a violation
- Clothing/fabric that is sheer or see through to undergarments or private parts.
- Helmets, hoods
- Hats with rims (**head covering for Cultural, Medical or Religious reasons will be allowed**)
- Costumes that cover the face. The only facial covering are masks specific to stopping the spread of Covid-19
- **Sleepwear:** Bonnets, house shoes, pajama sets (pants, tops, nightgowns, onesies, etc.; except in the case of a school spirit day)
- House shoes (these types of shoes are a safety hazard and are not appropriate in the school building)

Masking

Masks significantly reduce your chances of getting COVID-19 along with other illnesses.

Some students and staff will choose — or need — to wear a mask. Other students and staff will choose not to wear a mask. Choosing whether or not to wear a mask can be a deeply personal decision, and it is important that all students and staff respect each other's choices about mask-wearing.

There are certain situations when masks will be REQUIRED in school:

- Anyone returning from isolation due to a positive COVID-19 test must wear a mask for ten days after the positive test.
- If a student or staff member has been identified as a close contact — meaning they have been exposed to COVID-19 — they are encouraged to wear a mask for ten days after exposure.
- If there is an outbreak in a classroom, individuals in the classroom must wear a mask for ten days.
- A classroom can be directed to mask by the Chicago Department of Public Health (CDPH).

Violating Dress Code Policy will result in selection of your outfit from the boutique OR Simpson loaner clothes for the day.

Simpson ID Cards

Students must have their Simpson issued photo ID cards to ensure the safety of all students and to prevent trespassers from entering the building. The ID card is necessary to swipe during morning entry, when entering the lunch line, and when participating in extracurricular activities. Lanyards will be provided so IDs could be worn around the neck. Lost ID cards will cost \$5 for every replacement card after the initial one is issued.

Students are to present their ID cards to any staff member upon request. Doing so shows respect and integrity towards school expectations. Students will be subject to disciplinary action for using someone else's ID card. See CPS Student Rights and Responsibilities for additional information regarding the use of student ID cards.

Support Services

Homebound

At the start of your 8th month of pregnancy, the Homebound Coordinator (Ms. Winston) will contact you for your homebound check in. Homebound starts when your baby is born! Once your baby is born, you will be required to submit proof of delivery (electronically or in person) before getting approved for homebound leave. During your time on homebound, you will receive daily instruction for one hour per day from a homebound teacher, who will work with you to complete assignments from school. You are responsible for working with your homebound teacher to create a schedule, and for being present and ready to work when the homebound teacher visits your home. **Students earn a ½ day of attendance for each day of actual Homebound instruction.** When you return from homebound, you will fill out an exit survey and meet with the school nurse to discuss postpartum care. The best and only way to contact Ms. Winston is by contacting the school or communicating via email. Ms. Winston's cps email is alwinston@cps.edu.

Baby Boutique

The Baby Boutique will be open before school, during lunch periods and by appointment in the case of emergency. Periodically, throughout the year, there will be job openings for student workers in the boutique. See Ms. Winston in the main office if you have any questions regarding the operations of the Baby Boutique or possible employment.

Simpson High School Health Center

Rush Health Center at Simpson provides primary care, dental and mental health services at no cost to Simpson students. When missing a class due to a scheduled clinic appointment, students are required to notify the classroom teacher with an appointment slip prior to their appointment. Without an appointment, students will only be permitted to go to the clinic in case of a true medical emergency.

Call (773) 534-7202 or stop by the health clinic to schedule your mandatory school physicals and/or immunizations. The health center also provides preventive health care education, treatment of acute health problems, initial emergency treatment of injuries or illness, referral and linkage to other appropriate resources.

Medication

Students who need medication during school hours must have a note from the doctor on file indicating this information. This note must be filed in the student's health folder and a copy must be given to the main office, counselor and nurse.

Grade Promotion

Freshman→ Sophomore	5-7 credits necessary
Sophomore → Junior	11-14 credits necessary
Junior→ Senior	17-21 credits necessary

Simpson Graduation Requirements/CPS

- 24 course credits are required for graduation
- 1 credit represents a year's successful work in a subject
- 0.5 credits equals a semester passed
- HS graduates must also complete the following credit bearing courses and non-credit bearing tasks as outlined below:

Subjects/Credit Courses	Credits
English: I, II, III, IV	4
Math: Algebra, Geometry, and Advanced Algebra with Trigonometry	3
Science: Biology, Chemistry, and Physics	3
Social Science: World Studies, US History, and Civics	3
Fine Arts	2
World Language (Spanish I and II offered at Simpson; must take the same sequence of language classes)	2
Physical Education	2
Career to Education (i.e. Dual Credit Business courses, etc.)	1
Computer Science	1
Electives (i.e Seminar classes, H. Precalculus, Senior Math)	3
Non-Credit Requirements	
Financial Education	Must Pass Unit Exam/Tasks
Public Law	Must Pass Exam
SAT OR ACT	Junior Year

Health Education	Must Complete Health Units
Driver's Education	Must Pass Exam
2 Service Learning Projects (one must be Civics-based)	Must complete 2
FAFSA (Financial Aid Application)	Must submit in senior year
L.P.S. Learn-Plan-Succeed	Due by May 1st of Senior Year

Total of 24 Credits required for graduation

Attendance

Daily attendance is necessary in your personal and professional life. For school purposes, regular school attendance is necessary for academic success and being on track for graduation and grade level promotion.

Excused Absences

CPS defines excused absences as one or more of the following:

<ul style="list-style-type: none"> • Extreme Illness 	<ul style="list-style-type: none"> • Family emergency/Childcare Challenges
<ul style="list-style-type: none"> • Observance of Religious Holiday 	<ul style="list-style-type: none"> • WIC Appointments with documentation including date seen
<ul style="list-style-type: none"> • Death in the immediate family 	<ul style="list-style-type: none"> • Doctor's appointments with documentation (student and/or child)

****Anything not listed here or approved by the Principal is considered unexcused.**

Upon returning to school after an absence, the student must **bring a written note** signed by either parent or legal guardian (listed on enrollment paperwork) stating the **student's full name, date or dates of absence, and the specific reason for the absence**. The school will also accept a **phone call from the parent/guardian** who will have to provide the above information during the call. *Emails, alone, are not an acceptable form of absence documentation.* The school will determine the validity of the absence using the table above.

Ensuring an absence is documented as excused will eliminate a TRUANT status on students' attendance records. Truancy leads to certified letters home, home visits, external agency engagement and eventually removal from school. Excused absences may also give students access to school based attendance incentives.

After an Absence

The student is responsible for arranging make-up work with her teacher, per the teacher's policy as documented in their syllabus. **Students are not permitted to interrupt instruction to request make-up work.** Students may, however, email the corresponding teacher via cps.edu mail and get their work electronically, if the teacher agrees. Assessments must be made up in person on the next date of student attendance.

***** Please note that 18 or more unexcused absences during the course of a semester will severely interfere with your ability to successfully master course content standards and requirements. Accumulating 18 unexcused days during a semester will result in a MANDATORY parent conference to discuss interventions needed or alternative enrollment options for future success.**

Possible attendance incentives	Possible absence consequences
Passing grades	Parent and administrator conferences
Special breakfasts and lunches	Attendance contracts
Incentive field trips	Loss of privileges for special activities and field trips
Simpson Gear	Lunch-time recovery/reflection
Quarterly awards and weekly shout outs	5 and 10 certified letters from CPS and Simpson
Positive calls home	Home visit
In-school participation in special activities	Removal from school enrollment

Extended Absences

An extended absence of more than three days requires parents to notify the Attendance Coordinator and Principal. Documentation supporting the need for absence is required and may include a doctor's statement.

Early Dismissal

Students must be picked up by a parent, legal guardian or other designee listed on their emergency contact form if an early dismissal is required. CPS legal department declares that students MAY NOT be released on their own. ***If you are 18 or older, permission from a parent or guardian is still required.***

TARDIES

Students are expected to be on time for school. Students who arrive after 8:30am five or more times (and depending on the circumstance) will spend the day learning/working in a separate space so as not to disrupt instruction in classes OR serve an after school detention.

Additionally, students are expected to be on time to class. If you arrive tardy to class, you must present a valid tardy pass (or pass from the prior teacher who kept you) to your teacher. Tardies will be documented according to your teacher's classroom policies. In cases of excessive tardiness, you will forfeit opportunities to participate in school-wide events and teachers will list excessive tardies in the behavior tracker in Aspen. Parents will be notified. If students need support with transitioning between classes, please seek consultation with a trusted adult, your counselor, attendance coordinator or the Principal.

School Activities

Activities Eligibility

In order to participate in incentive-based school activities and field trips, students must meet the following requirements:

- No more than 2 minor disciplinary infractions a month (level 1-2) and No major infractions
- Target attendance rate
- No more than 1 failing grade (some academic based incentive require NO failing grades)

School Functions/Field Trips

Students participating in school activities when regular classes are still in session must receive permission from affected classroom teachers prior to the event. Each teacher whose class will be missed must sign an official field trip or activity permission slip. ***A teacher may refuse to grant permission if the student is not meeting class requirements at the time of the function (unless designated as an all-school field trip).***

Students must be in good standing to attend field trips. If a student is failing more than one class, she will not receive approval for certain incentive trips. The school also has the right to request a specific dress code/attire in order to participate in certain school functions/field trips. Students who are ineligible to participate in school activities will report to their regular classes or be directed to an alternate location.

Student Lunchtime Expectations

1. Practice DRIVE values, especially respect, integrity, and empathy while congregating in the lunchroom areas.
2. Simpson has a closed campus. Students are not permitted to exit the building at any time during the school day except in rare instances (approved by admin and security) when you need to visit the Simpson early head start to help with your baby.
3. You are responsible for cleaning up after yourself including tables, chairs and surrounding areas. Throw trash in the garbage bins provided.
4. Students are permitted to leave the lunchroom with a pass that has been issued by the security officer, other lunch monitor or a teacher.
5. Students should ONLY sit in lunchroom chairs.
6. All food must be eaten in the lunchroom except as part of the breakfast in a bag program during 1st period or for lunch tutoring with a teacher who has approved food in their classroom.
7. Teachers may NOT order food for or share food with students unless it has been pre-approved by administration.

DISCIPLINE

Discipline Code

Simpson follows the Chicago Public School system's Code of Conduct (recently referred to as Student Rights and Responsibilities). Each Simpson student receives a copy of these rights and responsibilities at the beginning of the school year. Please review this document if you have questions regarding general student behavior expectations and consequences/interventions.

Roles of Discipline

- Develops and implements positive behavior strategies
- Manages student supervision issues and implements the student code of conduct
- Informs students and parents about school and district policies
- Assists staff and parents in developing student behavioral expectations
- Assists in the planning, developing and implementing of individual student behavior plans
- Serves as a resource to staff in dealing with classroom management issues
- Assists in developing programs to promote positive student behavior as well as intervention strategies
- Confers appropriate restorative practices and logical consequences for behavior including restorative conversations (peace circles), lunch detention, check in check out strategies, parent conferences and as a last resort... out of school suspension.

All student behaviors will be tracked in Aspen and reviewed regularly during individual student check-ins and parent conferences.

Respect of Property

Let's have PRIDE and RESPECT for our school spaces! Vandalizing, marking, or theft of school or personal property will result in arrest and severe disciplinary action pursuant to Chicago Public School policy. Students are not allowed to have any of the following in school: permanent or semi-permanent markers, spray paint, or related items. Anyone defacing property will automatically be required to pay for the cleanup and restoration of the defaced property.

Phones/Electronics

The use of CPS issued chrome books is limited to academic tasks. Students should not access any programs, websites, or content unless it is directly related to a CPS academic task. This includes the use of Apple music, Spotify, Youtube, etc.

Smart devices such as personal tablets/laptops, hotspots, and smart watches must be turned in upon entry. Personal electronic devices (i.e. cell phones, personal tablets, etc.) will be stored daily in individual electronic device lockers. All students are required to check their electronic devices into the locker at the start of each day. ***Students must utilize their CPS issued chromebook while in the building during school hours.*** Other devices will not be allowed. Digital citizenship and responsibility will be addressed, greatly, this year and our student voice committee will continue to work towards refining our tech policies for the betterment and safety of both staff and students. ***Any form of cyberbullying or other harmful activity will not be tolerated and will result in immediate disciplinary actions (i.e. restorative peace circles, parent conferences, after school reflection spaces, out of school suspension, etc.).***

Contact Information

Students and parents are required to keep the school informed of any change in name, address, or phone number throughout the school year. An emergency contact is required for each student in case of emergency. Student personal information will also be collected so we are better able to communicate with students when needed.

School Contact Information

Main Office

773-534-7812

Mrs. Sherita Carter-King – Principal

sdcarter@cps.edu

773.534.7812

Mrs. Ayana Smith - Assistant Principal

aksmith@cps.edu

773.534.0893

Ms. MaToya Marsh - Counselor

mmarsh@cps.edu

773.534.7812

Ms. Ashley Camarena - Counselor

acamarena17@cps.edu

773.534.7812

Ms. Loretta Fields - Case Manager

lfields1@cps.edu

773.534.7201

Ms. Andretta Winston-Thompson

Main Office Clerk/Homebound Coordinator

alwinston@cps.edu

773.534.7812 ext. 21851

Mr. John Henderson

School Security Officer/Disciplinarian

jhenderson84@cps.edu

773.534.0891