

2015-2016 Parent/Student Handbook

Monterey Park School



**1101 Monterey Avenue
Chowchilla, CA 93610
Phone: (559) 665-8050
FAX: (559) 665-8026**

Principal: Dr. Sandra Frisby

Stephens 665-8060 * Ronald Reagan 665-8080 *
Fairmead 665-8040
Wilson 665-8070 * District 665-8000

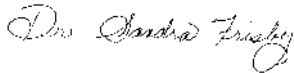
See back cover page for Dismissal Options

MISSION STATEMENT

The mission of Merle L. Fuller School is to meet the unique individual needs of all children in a safe, clean and technologically up-to-date environment. We believe in an enriching curriculum with high performance standards at every grade level and advocate early intervention for students performing below expectations. We value parent participation in the education of their children. We encourage shared decision-making through input by teachers, administrators, support staff, parents and the community.

TO THE STUDENTS AND PARENTS OF FULLER SCHOOL:

On behalf of the Chowchilla Elementary School District and the staff at Fuller School; Welcome! We are looking forward to serving your child for the 2015-2016 school year. We have compiled this handbook for you and your child, so that you will better understand the operation of Fuller School. This handbook, in conjunction with the mandatory Notices for Parents and Legal Guardians booklet, is designed to help you learn about our school and district policies and procedures. We have tried to anticipate your questions. If you have any questions or would like to discuss an issue pertaining to your child's education at Fuller, please contact the school office (665-8050). We look forward to meeting you.



**Dr. Sandra Frisby, Principal
Merle L. Fuller School**

Chowchilla Elementary School District Mission Statement

"The mission of the Chowchilla School District is to provide each student a superior education in a safe and positive climate that promotes high academic performance, personal responsibility and respect for self and others."

Chowchilla School District Board of Trustees

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Kenneth Lasiter
Charlene Petitt
Leslie M. Rogers
Barbara Schnoor**

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Associate Superintendent of Curriculum & Projects
Coordinator Special Education/District Psychologist

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Linda Russell-Scheet
Jessica Drake

District Management

Assistant Superintendent of Administrative Services
Supervisor of Maintenance/Operations/Grounds/Transportation
Cafeteria Manager

Lynette Walker
Kevin McDaniel
Maurice Burress

FULLER SCHOOL STAFF

Principal
Secretary
Clerk
Head Custodian
Custodian

Dr. Sandra Frisby
Paula Hansen
Martha Gonzalez
Joe Ellison
Jose Cota

Custodian
Custodian

Frank Robinson
Eliza Rodriguez

<u>1st GRADE TEACHERS ROOM NO.</u>		<u>2nd GRADE TEACHERS</u>	<u>ROOM NO.</u>
Natalie Kern	15	Casie Cox	35
Kulwinder Mathauda	22	Jamie Nichols	34
Lisa Heffington	23	Beth Thompson	1
Shelly Williams	24	Jalynn Miller	2
Shae O'Neill	26	Amanda Hardcastle	4
Nancy Brown	27	Rachel Lehan	5
Karen Bonner	28	Barbara Moran-Jimenez	6
Nancy Council	29	Doreen McIntyre	8
Tracy Boether	30	Linda Bryant	10
Jamie Rust	31	Lacey Romine	11
Tricia Placencia	32	Cyndi Fosnaugh	12

<u>TITLE I READING TEACHER</u>	<u>ROOM NO.</u>
Susie DeLay	13

<u>SPEECH THERAPIST</u>	<u>ROOM NO.</u>
TBA	3B

<u>SPECIAL DAY/RESOURCE</u>	<u>ROOM NO.</u>
Suzanne Molina (1 & 2)	15
Cecelia Dunlavy	13
Rachelle Teleford (Pre K & Kindergarten)	21

<u>PSYCHOLOGIST</u>	<u>ROOM NO.</u>
Jeri Ross	3A

FULLER SCHOOL REGULAR DAY SCHEDULE

8:00 a.m.	School Begins
10:00 a.m.	Recess Begins
10:15 a.m.	Morning Recess Ends
11:45 a.m.	Lunch Begins
12:00 p.m.	Lunch Line-up for 2nd Grade
12:30 p.m.	Lunch Ends
1:50 p.m.	Review Day, Prepare for Dismissal
1:55 p.m.	Dismissal

SCHEDULED MINIMUM DAYS

The Chowchilla Elementary School District, with the approval of the district trustees, schedules minimum days for such purposes as parent conferences, etc. On these days, school operates on an abbreviated schedule starting at the regular time of 8:00 and dismisses at 12:55 p.m. **Monday minimum days begin on August 24, 2015 and end on Monday, May 23rd. In addition to our Monday minimum days we will also be on a minimum day schedule on the following days:**

November 16, 17, 18, 19, & 20, 2015
March 7, 8, 9, 10, & 11, 2016
May 31 & June 1 & 2, 2016

FULLER SCHOOL MINIMUM DAY SCHEDULE

8:00 a.m.	School Begins
9:55 a.m.	Recess Begins
10:15 a.m.	Recess Ends

11:15 a.m. 1st Grade Lunch Begins
 11:45 a.m. 1st Grade Lunch Ends
 2nd Grade Lunch Begins
 12:15 p.m. 2nd Grade Lunch Ends
 12:50 p.m. Review Day, Prepare for Dismissal
 12:55 p.m. Dismissal

FOGGY DAY SCHEDULE

During the winter months, fog is a continuous problem. In order to protect the safety of all students, it is sometimes necessary to delay the start of school until the foggy conditions improve. On these days, buses will run either one or two hours late, as the conditions dictate. **On foggy days, tune your radio to station KMJ 580 or channel 18 on your television, to be advised of any delays in the opening of school.** Dismissal will be at the regular time. All classes will begin at the regular time, however students who walk or ride bikes should be sent to school when the parent deems it safe.

FOGGY DAY SCHEDULE

District Foggy Day Telephone Number 665-8000 (Press 1)

Tune into Radio Station KMJ 580 or TV Channel 18 for Fog Information

Plan A: One Hour Delay
Plan B: Two Hour Delay
Plan C: Cancel Buses

RAINY DAY SCHEDULE

In case of rain during school hours, the scheduled lunch times is as follows. (Subject to change, due to unexpected rains.)

1st Grade Classrooms			2nd Grade Classrooms		
Room #	Begin	End	Room #	Begin	End
21	11:00	11:31	12	11:35	12:05
16	11:01	11:32	11	11:36	12:06
15	11:02	11:33	10	11:37	12:07
22	11:03	11:34	8	11:38	12:08
23	11:04	11:35	6	11:39	12:09
24	11:05	11:36	5	11:41	12:10
26	11:06	11:37	4	11:42	12:11
27	11:07	11:38	2	11:43	12:12
28	11:08	11:39	1	11:44	12:13
29	11:09	11:40	34	11:45	12:14
30	11:10	11:41	35	11:46	12:17
31	11:11	11:42			
32	11:12	11:43			

AUXILIARY SERVICES

The school has a team of professionals to assist parents, teachers, and students when needed. This team consists of:

THE SPEECH AND LANGUAGE SPECIALIST

The speech and language specialist works with children who are in need of specialized remedial and developmental instruction in language proficiency and primary oral language skills.

THE SCHOOL PSYCHOLOGIST

The school psychologist is available to provide testing and psychological information beyond the scope of the classroom teacher. He/she plays a counseling role to parents and students and provides assistance to classroom teachers in the implementation of effective teaching strategies for individual students exhibiting learning or behavior difficulties. All psychological testing requires written parental permission.

CHILD FIND

In the Chowchilla Elementary School District, we want to be sure that every child who has a disability receives the help he or she needs. We want to be sure that no child is overlooked. Everyone in the community who is concerned with the welfare of children may participate in the **Child Find** process.

The **Child Find** program accepts referrals and screens children who may have a disability. The child is then referred to an appropriate education facility for evaluation and services. The assessment is provided at no cost to the parent.

A referral to **Child Find** may be made by a parent or by any person concerned about a child. Parent involvement and agreement is necessary and obtained prior to any further action. Information is confidential and the privacy of children and parents is protected.

If you know of a child who has one or more of the following disabilities (or you suspect a child has a disability), please let us know. We're here to help.

- Autism
- Deafness/Hard of Hearing
- Mental Retardation
- Orthopedic Impairment
- Other Health Impairment
- Specific Learning Disability
- Speech or Language Impairment
- Traumatic Brain Injury
- Visual Impairment

For more information, or to let us know about a child, please call your child's school [Merle L. Fuller School] or the Special Education Office at (559) 665-8034 or (559) 665-8022

THE RESOURCE SPECIALIST

The resource specialist works with children in reading and/or math who qualify through the Individual Education Plan process.

HOMEWORK POLICY

Assigned homework will be an extension of the classroom and will be given only after appropriate instruction has been given to reinforce skills and/or concepts at an individual level. Homework is to be assigned to students appropriate to their grade level. Homework may consist of, but not limited to, work not completed during the regular instructional period and/or appropriate related activities.

Parents will be asked to monitor students who will be required to perform homework assignments in accordance with the following suggested average time frame.

Kindergarten	10-15 Min.	Intermediate Grades	30-40 Min.
Primary Grades	15-30 Min.	Upper Grades	40-60 Min.

Homework will be assigned daily excluding weekends and holidays. Principal and staff at each school will develop a procedure to implement this regulation.

WAYS PARENTS CAN HELP

Provide a study area, good lighting, proper seating at a table or desk, adequate materials and sufficient space. Distractions such as a radio, TV, family conversation, and telephone should be eliminated.

Provide a specific time period (same time period daily). Establish rules against using the telephone, watching television, and listening to music until homework is completed accurately and neatly. If your child doesn't have homework assignments, have your child spend the time to practice spelling words, math (flash cards), etc. Check to make sure all homework is complete and placed in a special spot where it can be easily gathered to take back to school. Supervise homework! Make sure your child has enough time, understands the directions and works carefully. Parents can help by editing or checking over the homework papers.

Help develop the homework habit. If your student doesn't bring homework home, determine whether he/she is completing it in school, forgetting it, or failing to bring it home. Contact the teacher when in doubt.

HOMWORK FOLLOW-UP AT SCHOOL

When your student completes his/her homework, give him/her oral or written encouragement. If a student does not complete homework, at least one of the following steps will be instituted:

- **He/she may lose recess until the homework is completed.**
- **A parent contact will be made to discuss the problem.**
- **A contract could be drawn up between the teacher, parent & student.**
(Specifying expected improvement)

PARENT CONFERENCES

Effective and open communication between the home and the school is essential to the progress and development of our students. Parent conferences are scheduled twice this year. The purpose of these conferences is to share your student's achievements or learning difficulties.

Minimum Days for Parent Conferences Are:

November 16, 17, 18, 19, & 20, 2015

March 7, 8, 9, 10, & 11, 2016

The Trimesters End on the Following Dates:

First Trimester Ends on November 6, 2015

Second Trimester Ends on February 19, 2016

Third Trimester Ends on June 2, 2016

AWARDS

Students will be receiving awards at the end of each of the three trimesters. An assembly will be planned and information will be sent home for parents wishing to attend. **(During a given school year 4 unexcused tardies will exclude a student from the end of the year perfect attendance award & pin.)**

CELEBRATIONS

Classes will have celebrations for Halloween, Christmas, Valentine's Day and Easter. If parent/guardian is interested in sending things or are coming in to help with the celebration, please let the teacher know. Please refer to the nutrition guidelines below.

NUTRITION GUIDELINES

The goal of the District Wellness Committee is to send a consistent message regarding good nutrition and healthy eating. It is equally important that our celebrations reflect the healthy changes being made by the district. Between holidays and birthday celebrations, the number of high fat, sugary foods and beverages a student consumes during the school year can add up quickly. **We are requiring that our schools celebrate with healthy food and snack options.**

The District-wide "Celebration Traditions" need to be changed in order to comply with the state and Federal School Nutrition Guidelines. **At the heart of the change, schools must focus on providing only healthy snacks/food or non-consumable items for classroom parties and celebrations.**

The District may identify, as per the School Nutrition Standards, four (4) exceptions each school year where "Sweet Treats" are allowed. The Wellness Committee has determined these exception days will be Halloween, Christmas, Valentines and Easter. All other holiday celebrations that take place during the school year must meet our District's Wellness Policy standards and include only **healthy food options**. The committee will be working with your child's teacher and room parent(s) to communicate potential "sweet treat" and "healthy food" options.

KEY CHANGES. School sites will be **eliminating** unhealthy food and beverages during classroom birthday celebrations. We encourage bringing non consumable items such as take home goodie-bags with pencils, stickers, coloring books or age appropriate items to celebrate your child's birthday with their classmates. Again, we will no longer allow unhealthy snacks to be distributed during classroom birthday celebrations. If "Sweet Treat" items, (cookies, candy, cupcakes, cake, ice cream, etc.) are brought to school they will not be allowed to be distributed during classroom instruction.

We know this is a big shift, but it is also a great opportunity to share creative ideas! Prior to any celebration purchases, we encourage all parents to first check with their child's teacher. There are many fun ways to celebrate

without food or with healthy food options. Check out the list attached for some suggestions or share your own creative ideas!

Please help us provide your child and their peers with a healthy and active learning environment. For more information, please go to www.chowkids.com and look under the Food Services Department.

Sample Student Celebration Snack List. (Always **check with teacher** “prior” to bringing any food items to school.)

Examples of Preferred Items •

(Items must meet guidelines unless exempt)

- Fresh Fruits and Vegetables
- Dried Fruit
- Canned Fruits
- Popcorn
- Peanut Butter (consider allergies)
- Pretzels
- Graham Crackers
- Goldfish Crackers
- Yogurt Covered Raisins
- Trail Mix without Candy
- Fruit Snacks (eg. Scooby-Doo)
- Cereal Bars (eg. Kellogg’s Nutri-Grain)

Examples of Limited Items •

(Items must meet guidelines unless exempt)

- Baked Chips (Doritos, Chips, etc.)
- Granola Bars

Examples of Not Allowable •

(Items not meeting guidelines)

- Soda
- Cupcakes
- Cookies
- Candy
- Gum
- Fried Chips (Potato, Doritos, Cheetos, etc.)

CAFETERIA/LUNCH PROCEDURES

The cafeteria serves a well balanced breakfast for \$.75 and lunch for \$1.75. Extra milk is \$.30 and may be purchased by all students. Free and reduced breakfast and lunch is available to qualified families. A new application to determine eligibility must be submitted every year. Applications are available at each school site and at the District Office. **Students who eat a cafeteria breakfast and/or lunch are charged the full amount, until notified by the District Office of free/reduced lunch eligibility.**

Some children prefer to bring a lunch from home. In this event, please make sure that your child’s sack or lunch box is clearly marked with his/her full name. Also, if your child wishes to purchase milk, please tape or secure \$.30 in an envelope within the lunch box for “safe-keeping” until lunch time.

Cafeteria Environment:

- School site cafeterias will be safe and well lit environments. If necessary, lights can be turned off and on quickly to get the attention of the students.

Delinquent Lunch Payment:

- Please note that students will be provided with an alternative meal appropriate to health/wellness concerns expressed by the parent/guardian.
- Students receiving an alternative meal will sit with their class, not be isolated, and receive their lunch on a tray.
- Principals will inform parents of the district Lunch Program Procedures when they become delinquent in lunch payments.

ATTENDANCE

Absences Excused for Personal Reasons (Prior Approval Required: 3 days in advance)

Education Code section 48205 identifies the following acceptable reasons for “excused” absence, although the school does not receive funding. Students will be given an opportunity to complete work, which is reasonably close to, but not necessarily identical to, missed work. Please contact the school three (3) days in advance for any of the following absences:

- Personal court appearance (requires verification)
- Prior Principal approval for a pupil/family situation
- Observance of a religious holiday or ceremony

- Religious retreat (limited to four hours per semester)
- Other justifiable personal reasons

The pupil's absence for the reasons cited above must be requested in writing by the parent or guardian and approved by the principal or his/her designee. **Only in cases of emergency will the principal approve an absence after it occurs.**

A pupil whose absence is excused according to the above conditions shall be allowed make-up privileges. Students shall make arrangements with the teacher to make up missed work prior to the absence, and such work is due upon the return of the student to school. The time for make-up may be extended by the teacher.

Unexcused Absences and Truancy

Unacceptable reasons for being absent from school are considered truanies (unexcused absences). The absence is considered a "truancy" (unexcused absence) if the student voluntarily does the following or if the parent or guardian requires the student to do the following:

- Go to work with parent or other family member
- Babysitting, taking care of other family members
- Personal problems
- Repairing car or household items
- Waiting for service or repair people to come
- Shopping
- Camping
- Attending a sporting event
- Any other reasons not included in Education Code sections 46010 or 48205

Students absent without valid excuse or tardy for 30 minutes or more for a total of three days in one school year shall be classified as truant. (Education Code section 48260)

Truancy

Key Points

The District is obligated, under statutory law, to notify the parent/guardian when any combination of the following two instances occur:

- Pupil absent from school without valid excuse on three (3) full days in one school year.
- Tardy more than 30 minutes during the school day without valid excuse on three (3) days in one school year.

Notification to parent must include the following:

- Compulsory law, penalties, right to conference, availability of alternative educational programs in the District, appeals process

Truancy

Students absent without a valid excuse (unexcused absence) for more than three (3) days in one school year shall be classified as truant. Students who are tardy in excess of thirty (30) minutes on three (3) or more school days in one school year shall be classified as truant. Such students shall be reported to the Principal or designee. A conference shall be held with the student. (E.C. 48260)

The parent/guardian of a student classified as a truant shall be notified of the following: (Education Code 48260.5):

- The student is truant.
- The parent/guardian is obligated to compel the student to attend school.
- The parent/guardian who fails to meet this obligation may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48260 et. seq.
- The availability of alternative educational programs in the District.
- The right of the parent/guardian to meet with appropriate school personnel to discuss the solution to the student's truancy.

Habitual Truant

Any student who has been reported as truant and who is absent from school without a valid excuse for one or more days or tardy on one or more days shall again be reported to the Principal or designee. The parent/guardian will be notified again and advised that further unexcused absences may result in a referral to SARB. (E.C. 48261)

Students who have been reported as truant three (3) or more times in one school year shall be classified as habitually truant after an effort has been made by either a district officer or employee to hold at least one conference with the student and his/her parent/guardian at the time of the first or second truancy. The student may be referred to SARB. (E.C. 48262)

First Truancy

1st Absence without Excuse OR Tardy 30 Minutes

Student and parents have been advised of the mandatory laws, the district's pertinent policy and procedures. The student is instructed to attend school unless excused by district policy. (*conference, phone call, letter*)

2nd Absence without Excuse OR Tardy 30 Minutes

Student and parents have been advised of the mandatory laws, the district's pertinent policy and procedures. The student is again directed to attend school. The student and parents are notified that failure to do so shall be treated as "defiance of authority." (*conference, phone call, letter*)

3rd Absence without Excuse OR Tardy 30 Minutes:

- Declared **Legal Truant** (1.0 level change)
- Mandatory Conference (*letter sent home*)
- Inform parents 3 truanancies will be referred to SARB
- Special Ed. Requires IEP

Second Truancy

4th Absence without Excuse OR Tardy 30 Minutes

- Parent Informed (*certified letter*)
- Conference with Parents

Third Truancy

5th Absence without Excuse or Tardy 30 Minutes:

- Parents informed by *certified* letter student is a legal "Habitual Truant" and is referred to SARB

Tardy

Students are considered tardy if they are not in their assigned room or work area with necessary materials when the bell rings.

Attendance and Tardy Policies

The California State Education Code requires regular attendance and prompt arrival at school. Regular attendance at school is critical to a student's academic success and progress. When absent, PLEASE NOTIFY your child's school every day your child is absent. If you are unable to call the school, the student must return with a written note from a parent/guardian in order to receive an excused absence. Any absence without a valid excuse will be recorded as unexcused.

Absences must be cleared by parent note, phone call or personal visit to the office within one (1) week. Absences not cleared within this time are considered truanancies (unexcused absences) and will be referred to the administration.

Once a student accumulates **fifteen (15) absences (excused or unexcused)**, a school administrator may place the student on Attendance Supervision, which imposes a requirement that additional absences must be verified by a licensed medical practitioner.

Excused Absences

Education Code section 46010 identifies the acceptable reasons for "excused" absences for which the school receives funding (A.D.A.) Students who are "excused" will be given opportunity to complete work which is reasonably close to, but not necessarily identical to, missed work. The types of absences identified in this code include the following:

- Personal illness (school may require doctor's note and will require verification if school deems absences are excessive)
- Quarantine under the direction of health officer
- Personal medical, dental, and optometric appointment
- Funeral services of parent, sibling, grandparent, brother-in-law, sister-in-law, or any relative living in the child's immediate household (limit is 1 day in the state and 3 days out-of-state)
- Exclusion for medical reasons (not to exceed 5 school days)

Students shall be permitted to make up missed assignments. Students shall be allowed 2 days for each day of absence to make up the work. The time for make-up may be extended by the teacher. Responsibility for requesting missed work lies with the student and parent.

Chowchilla ESD
Administrative Regulation
Dress and Grooming

AR 5132

Students

In cooperation with teachers, students and parents/guardians, the principal or designee shall establish school rules governing student dress and grooming which are consistent with law, Board of Trustees policy and administrative regulations. These school dress codes shall be regularly reviewed and updated.

(cf. 0420 - School Plans/Site Councils)

Each school shall allow students to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

In addition, the following guidelines shall apply to all regular school activities:

1. Pupils must dress safely. Shoes must be worn at all times. Sandals must have heel straps. Flip-flops or backless shoes or sandals are not acceptable.
2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice, or other unlawful acts.
3. Hats, caps, and other head coverings may be worn only outdoors, not inside school facilities, to protect against harmful exposure to the sun. In order to shade the face, head coverings must have brims or bills, which extend outward at least three inches from the headband. Caps or visors must be worn with the bills facing forward, and not to the side or backwards.

As with other clothing, head coverings may not bear any of the following: names, insignia, or logos/mascots associated with college, university or professional sports; gang-related symbols of any kind; writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive; depictions of drugs, alcohol or tobacco; or messages that advocate racial, ethnic, gender or religious prejudice.

Hats, caps, or other head coverings may also be worn to protect against inclement weather according to the following guidelines. Whenever the current temperature falls below forty (40) degrees (Fahrenheit), or on rainy days, students may be allowed to wear hooded sweatshirts/coats with hoods pulled up; head coverings specifically designed as rain gear (even if such headgear does not have a 3"- (three-inch) wide brims or bill); and stocking/knit caps fashioned from yarn. In all other respects, such head coverings shall conform to the restrictions that apply to sun-protective coverings, that is, they may not be worn indoors and they may not bear prohibited designs or inscriptions.

Individual schools may limit this authorization to wear head coverings. They may restrict the use of head coverings to only those, which conform to the color or design requirements specified by the school's administration. Students and parents are advised to consult with the administration at the school of attendance in this regard, prior to purchasing or wearing hats, caps, or other head coverings.

4. Clothing must be worn as its design was traditionally intended.

5. Dark glasses may not be worn indoors.
6. Clothes shall be clean so as not to promote unhealthy or unsanitary conditions.
7. Clothes must be sufficient to conceal undergarments at all times. Underwear-type sleeveless shirts/blouses, biker shorts, see-through or fishnet fabrics that expose the body in a sexually suggestive manner are not acceptable. All shirts/blouses and other upper garments must cover the torso. Bare midriffs, tube tops, or halter-tops are prohibited, including tops or blouses that show midriff when arms are raised above the head. All shoulder straps must be of sufficient width to cover undergarment straps. Openings for neck and arms that expose the body in a sexually suggestive manner are not acceptable. Students in grades 5-8 when attending formal dances may wear strapless gowns/dresses provided that by doing so community standards of modesty are not offended.
8. Dresses, skirts, and shorts are considered too short if they are less than fingertip length when the arm is naturally extended down.
9. Bandannas are not allowed.
10. Body Adornments, jewelry or accessories of any kind that may be considered unsafe, including but not limited to, safety pins, studs, etc., or deemed inappropriate by the principal or designee, may not be worn to school. Students may wear earrings in each ear. Any other rings or other devices such as a stud, etc., shall not be visible on other parts of the body, including inside the mouth. Excessive ear piercing is not permitted.
11. Hair shall be clean and neatly groomed. Haircuts or hairstyles that draw undue attention to the wearer or detract from the educational process are not acceptable (i.e., unusual designs, colors, symbols, razor cuts, and the like). Hair may not be sprayed by any coloring that would drip when wet.

Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

(cf. 3260 - Fees and Charges)

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

(cf. 5121 - Grades/Evaluation of Student Achievement)

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities.

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus.

(Education Code 32282)

12. Attire that may be used as a weapon may not be worn (e.g., steel-toed boots, chains, items with spikes or studs, etc.).
13. Pupils shall not display any material or paraphernalia which incites a disruption of the school process or creates a clear and present danger of either the commission of unlawful acts on school premises or the violation of District or school-site policies or rules.
14. Gang-related apparel or paraphernalia, including symbols, emblems, insignia, or other gang identifiers, may not be worn or displayed. This rule prohibits the presence of any apparel, jewelry, accessory, notebook, or manner of grooming which by virtue of its color, arrangement, trademark, wording, or other attribute, denotes membership in or affiliation with gangs.

This rule also prohibits the presence of any apparel, jewelry, accessory, notebook, or manner of grooming which, in combination with other conditions or circumstances, denotes membership in or affiliation with gangs. For example, the wearing of a blue or red shirt, in and of itself, may or may not be indicative that the shirt is gang related. However, when a blue or red shirt is worn in the company of other persons who are wearing blue or red shirts and who are flashing gang signs or are speaking in a manner suggestive of gang affiliation, then it may legitimately be concluded that the blue or red shirt worn in such conditions and circumstances is gang-related apparel.

The Board finds that there is an increasing tendency for youth to use brand name clothing and apparel as a means of signifying gang membership and/or affiliation. Therefore, on a case-by-case basis, administrators may prohibit students from wearing clothing/apparel which bears certain brand names, whenever it is reasonably determined that the student is using the brand name as a means of proclaiming her/his gang membership or affiliation.

In case of doubt as to whether an item is gang-related, the principal or designee will consult with local law enforcement or with other persons, with expertise in gangs and are knowledgeable about recent trends in local gang-related apparel, activities, etc. In addition, any apparel, jewelry, accessory, notebook, or manner of grooming that has been determined by these officers, based upon intelligence supplied by the Gang Task Force, is prohibited. Regular updates regarding such matters will be provided to site administrators.

15. Clothing that depicts names, insignia, or logos/mascots associated with college, university or professional sports is prohibited (e.g., Bulldogs, Hoyas, Raiders, etc.). Clothing that depicts names, insignia, or logos associated primarily with college or university academic programs and does not depict names, insignia, or logos/mascots associated primarily with college or university sports programs is permitted (e.g., C.S.U.F., Georgetown, etc.).

Modified college or professional team sport clothing, from which team logos and team names have been removed, are prohibited whenever numerals, player names or other distinctive elements of design remain on display.

16. Initial belts and/or belt buckles are prohibited. Belt straps are not permitted to drape (NO HANGING BELTS).
17. Any apparel, hairstyle, cosmetic, accessory, or jewelry, even if not specifically mentioned above, that creates a safety or health concern, draws undue attention to the wearer, or tends to detract from the educational process, is prohibited.

Limited exceptions to this policy may be made by the principal for special days, special events, or other unusual circumstances, such as the need to accommodate health or religious concerns.

Principals may exempt very young students from certain provisions of this policy, specifically in those instances in which it is clear that the age of the students in question makes a material difference. For example, female students in kindergarten through the primary grades may be permitted to wear tops which are in conformity with community standards, but not necessarily with this policy.

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed as needed and updated whenever related information is received.

Progressive discipline will be imposed for violations of the Dress Code which will include verbal warning and counseling; documentation of the incident, parent contact/conference, confiscation, suspension, or possible expulsion if violations of the policy are not followed. As to each offense, the parent will be notified to bring acceptable clothing or the student will be supplied with a suitable garment from the site, if available.

Regulation	CHOWCHILLA ELEMENTARY SCHOOL DISTRICT
Approved:	January 11, 2010 Chowchilla, California
Revised:	May 12, 2014

Gang Symbols

The Governing Board desires to keep Chowchilla School District schools and students free from the threats or harmful influence of any groups or gangs which advocate drug use, violence or other disruptive behavior. The Board therefore prohibits the presence of any apparel, jewelry, accessory, notebook or manner of grooming which, by virtue of its color, arrangement, trademark or any other attribute, denotes membership in such a group as above described or any attempt to create territorial control at any district facility. (cf. 6145.5 - Organizations)

Any student wearing or carrying overt gang paraphernalia or making gestures that symbolize gang membership shall be referred to the principal or designee. The student's parent/guardian shall be contacted and the student may be sent home to change his or her appearance if necessary.

Disciplinary problems shall be handled as individual problems and not labeled as gang problems. The Superintendent or designee shall provide staff in-service training in gang recognition and communicate to all staff current emblems of gang membership.

In order to refrain from giving gangs publicity, any gang graffiti shall be quietly removed, washed down or painted over as soon as possible, preferably by those responsible for creating the problem. Prior to removal, graffiti will be photographed for interpretation.

The Board encourages each school to provide programs designed to enhance individual self-esteem, to foster interest in a variety of wholesome activities, and to promote membership in authorized student organizations.

HEALTH INFORMATION

First Aid

If illness or a serious accident occurs during the school day an attempt is made to notify the home at once. For this reason, the school requires an emergency number to call when parents are not at home. If the parent cannot be reached, the school will send the child to the hospital when necessary. **It is important that the school be notified immediately of any changes of phone numbers or addresses for the benefit of your child.**

Medication

California State Law states that over the counter medications and prescriptions may not be dispensed by school personnel without a physician's order and without permission from the parent. Occasionally a child under medical care may continue to provide a physician's order which includes the medication dosage, time and duration the medicine is to be given to the child. **The medication must be delivered to the school in the original container from the pharmacy by the parent/guardian or his/her adult representative. All medication shall be kept in a locked drawer or cabinet in the school office. At the beginning of each school year a new medication release form must be completed and signed. Including a new physician's order. You may obtain this form from the school office. Never allow your child to carry or take medication of any type at school.**

INDEPENDENT STUDY

When a family trip makes it necessary to remove your child from school for any period of time it is suggested to place the child on independent study. **Arrange for independent study at least 24 hours before the needed material is to be received.** To make these arrangements, please contact the Fuller School Office, 665-8050. All independent study contracts must be approved by the principal/designee before any work is given to the student. The contract and work are to be picked up at the Fuller School office. **The work is to be returned the first day the student returns to school.** The child will receive credit for these days if the contract is followed.

HEAD LICE

As you know, each year many public schools experience head lice that infest particular areas of the state. While few children get the nits, at times they are spread through children's contact with each other. When the lice issue occurs in the Chowchilla Elementary School District, our school secretaries and nurse check the children involved as well as some classrooms if need be.

Board Policy 5141.33 and the state law regarding, "Exclusion from attendance" states that the Board of Education may exclude children of filthy or vicious habits or children suffering from contagious or infectious diseases. On occasion a child comes back to school with repeated lice infestation and must be sent back home. The district

understands this may present a family hardship, but it is a necessary action to maintain good health standards for the school children

The National Pediculosis Association, which studies head lice and their spread, offers guidelines for parents to help their children avoid head lice.

- Watch for signs of head lice, such as frequent head scratching. Anyone can get head lice mainly by head to head contact but also from sharing hats, brushes and headrests. **Lice do not jump or fly.**
- Check all family members for lice and nits (lice eggs) at least once a week. **Only those infested should be treated.** Lice are reddish, always oval shaped, and are attached at an angle to the side of the hair shaft.
- Be sure not to confuse nits with hair debris such as bright white irregularly-shaped clumps of dandruff stuck to the hair shaft or elongated segments of dandruff encircling the hair shaft and easily dislodged. Lice treatment is not appropriate for hair debris.
- Consult your pharmacist or physician before applying or using lice treatment pesticides when the person involved is pregnant, nursing, has allergies, asthma, epilepsy, other preexisting medical conditions, or have lice or nits in the eyebrows or eyelashes. **Never use a pesticide on or near the eyes.**
- Remember, all lice-killing products are Pesticides. If you choose to purchase an over the counter treatment, follow the directions carefully and use with caution. The NPA strongly discourages prescription treatments containing lindane. Based on increasing reports of possible insect resistance on a national level, the NPA advises parents to discontinue their use at the earliest sign of treatment failure. Manual removal is the best option when possible, especially when treatment products have failed.
- Follow package directions carefully. Use the product over the sink, not in the tub or shower. **Always keep the eyes covered.**
- Remove all nits. This assures total lice treatment. Separate hair in sections and remove all attached nits with a lice comb, baby safety scissors, or your fingernails.
- Wash bedding and recently worn clothing in hot water and dry in a hot dryer. Combs and brushes may be soaked in hot water (not boiling) for 10 minutes.
- Avoid lice sprays! Vacuuming is the safest and best way to remove lice or fallen hairs with attached nits from upholstered furniture, rugs, stuffed animals and car seats.
- Notify your child's school, camp, child care provider and neighborhood parents. Check for lice on a regular basis. This is the best way to protect your family and community.

MESSAGES TO STUDENTS

We are aware that it is sometimes necessary for you to leave a message for your child. Please understand that a message from a parent to a child in class occupies the teacher and disrupts the learning of *all* of the other students in the classroom. **Matters of a routine nature such as after school transportation arrangements should be taken care of before a child leaves for school in the morning.** At times there is only one person attending the office, and it is not possible to deliver a message to your children when they are away from their classroom. If it does become necessary to get a message to your child the office staff or transportation department should be **notified of the change by noon of that day.** This will allow us enough time to get the message to the teacher without classroom interruption.

Most classroom interruptions of this nature could and should be avoided. Most involve things that could and should be taken care of with a little planning at home before students come to school.

We will always be happy to take and deliver messages of an urgent or emergency nature. Please help us to reduce classroom disruptions caused by messages of a routine nature.

EARLY DEPARTURE

It is sometimes necessary for a parent or persons authorized by parents to pick up their child during the school day. When doing this, you should report to the office. There you will receive an authorization slip to be taken to the classroom. For the protection of the child, he or she will be released according to the direction of the parent having legal custody as verified by school records. Please send a note if you are having someone who is not listed on the emergency card to pick up your child. **We will not release the child to anyone not listed on the emergency card or under the age of 18 years old without your authorization.**

California Education Code Section 48260 states that an pupil subject to compulsory full-time education who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school day without valid excuse three full days in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district.

We are seeing unusually high numbers of children being picked up early from school on a daily basis. Parents should understand that every minute a child misses is detrimental to their education. Please try to avoid picking your child up early. Due to the fact that **every** moment in the classroom is valuable learning time, every effort is made to keep the learning time uninterrupted. **Early pick-ups may result in an unexcused tardy.**

ARRIVAL AND DISMISSAL

Students are the responsibility of the school upon their arrival. Therefore, students are **not** to leave the school premises once they have arrived without permission of office personnel. Since there are no school personnel on duty before 7:30 a.m., or after 1:55 p.m., no unattended student should be on the school grounds before or after these times.

LATE STUDENTS

It is the continual goal of the Chowchilla Elementary School District to provide experiences and guidelines for your child that will promote responsibility and a sense of value. It is for this reason that a district goal for the 2015-2016 school year is to reduce students being late and to promote punctuality.

Children being late not only interfere with their own learning, but also disrupt the education of others. The district-wide guidelines for being late to school are:

1. **Late** means arriving at the classroom after the starting bell rings (it can also mean arriving late to class after recess or lunch).
2. Medical or illness related excuses are the **only** acceptable reasons for being late. **A student arriving late without a note signed by the parent or doctor's office will be considered "tardy"**
3. **Tardy** is anything not listed above, (sleeping late, couldn't find shoes, car trouble, parent's fault, alarm clock didn't work, late breakfast, had to finish homework, etc.).
4. With the first **3 "tardies"** each trimester comes a warning.
5. **4 unexcused tardies** during a given school year will exclude a student from the end of the year perfect attendance award & pin.
6. With **all successive "tardies"** the time may be made up at recess time. This may take place in the classroom, the opportunity room, cafeteria, outside or some other designated supervised area. Attempts will be made to make sure the time served is appropriate as related to the time lost by being tardy to class.

Excessive lateness may also result in a referral to the school Attendance Review Board (SARB).

TOYS AT SCHOOL

It is requested that **NO TOYS** be brought to school, unless prior arrangements are made with the teacher for a show and tell. If students bring unauthorized toys, radios, etc., to school, they will be held until the end of the day or, for repeat offenses, until June. Playground equipment (balls, jump ropes...) are available during recess for students.

Please share these rules with your child. We appreciate your cooperation and support in making Fuller School a safe and pleasant place to learn.

WITHDRAWING FROM SCHOOL

If you should decide to move from the district, please notify the office that you are withdrawing your child. Not only does this aid us in record keeping, but will also give you the information you will need to enroll your child in the next school. If you notify us of your impending move far enough in advance, the teacher can prepare a progress report which will help the new teacher ease your child's adjustment into a new school.

TRANSPORTATION

TRANSPORTATION CHANGE NOTIFICATION

Bus Riders

If your child rides the bus to school in the morning, he/she will be expected to ride the bus home in the afternoon unless you notify the respective school site by note or by telephone.

Change Notification Requirements

School dismissal is very stressful time for both office staff and the transportation department. When school is dismissed children will be going straight to their assigned bus or parent pick-up area. Any notification of a change to your child's usual after school routine should be made to the transportation department or school office by note or by phone.

Students are expected to ride their regular bus and get on and off at their regular stop. Their driver will have a record that indicates that they are riding the correct bus from and to their assigned stop. Students who need to ride a different bus or get on or off at a different stop, must have a bus pass. **The office staff or transportation department should be notified of the change by NOON of that day.**

Emergency Situations

Staff recognizes that there may be an “**emergency situation**” that keeps you from contacting the office **before noon** on that day. A call log will be kept at your child's respective school site to record the date and time of the transportation transfer request. On the third call logged **AFTER THE NOON** deadline you will be notified by the school site that your child's (**afterschool**) transportation privilege will be **revoked** up to three days. Your child will still be allowed to participate in their morning run.

RULES FOR STUDENTS RIDING BUSES

Safety and Transportation: Student transportation to and from school is usually one of the following: (1) Parent (2) Bus (3) Bicycle or (4) Walking. It is important to know which of these will be used by your child and that your child's teacher be kept informed of any changes.

1. Enjoy your time on the bus and help the driver enjoy his/her job. When his/her riders are quiet and well-behaved, he/she is a safer, happier driver.
2. **Please bring a note** from your parent when there is to be a change in the regular bus-riding procedures, such as not going home on the bus, going on a different bus, or getting off at a different stop. The school and transportation personnel need to be aware of any change. **If there is no note, the child will be sent home in the regular manner.**
3. Students must ride the bus both ways on all field trips unless a parent transports his/her own child home from the field trip. Prior approval and student check out must be completed **before** the trip takes place.
4. **You may not:**
 - a. Be noisy or rowdy, hit your neighbor, put your hand out an open window, spit or throw anything out of the bus.
 - b. Stand up or change seats without permission.
 - c. Open or close windows without permission.
 - d. Bring glass or animals onto the bus.
 - e. Eat food or bring cafeteria food onto the bus.
 - f. Use foul language or gestures.
 - g. Refuse to obey or "smart off" to the bus driver.
 - h. Litter the bus by dropping papers, etc.
 - i. Put your feet on the seat or in the aisle.
 - j. Bring skateboards on the bus.

For answers to any questions regarding the bus, please contact Transportation at 665-8014.

PARENTS WHO PICK UP STUDENTS

As a friendly reminder, please be aware of the new bus transportation law which became effective on January 1, 1998. This law affects all motorists during the loading and unloading of students. When a bus is flashing its red lights, motorists traveling from both directions are mandated to stop. Significant penalties are implemented for failure to stop under these circumstances.

Parents who consistently pick up their children in vehicles after school are asked to **remind** their **children** to **use** the **crosswalks**. Crossing in the middle of the street should be avoided. Parents who wish to pick up their children after school are encouraged to use the parent drop off.

It is the continual goal of Fuller School to work as a team, between school and home, to create a secure learning environment for all children. At this time we would like to remind families about some important safety procedures.

After reviewing the effectiveness of our “drop off” and dismissal routines with parents, staff, and the local police, the following practices have been noted to be extremely hazardous and worthy of ***IMMEDIATE ATTENTION***.

Unfortunately, it has become a routine for many families to encourage their children to cross the street at un-patrolled areas, between parked cars and moving traffic. **THIS PRACTICE IS HIGHLY DANGEROUS!** Fuller School’s Staff provides daily supervision at each corner of the school grounds. Children are safely escorted at designated crosswalk areas by teachers holding large visible stop signs.

Plans to improve the parking opportunities at Fuller School are under constant review and evaluation. Limited parking presents unique challenges and an even stronger need for strict safety procedures. Double parking is a problem issue which occurs daily. This practice is illegal for obvious reasons. It restricts visibility for both drivers and pedestrians. Children walking or “darting” between double parked vehicles creates a “high-risk” and potentially hazardous situation. In addition, it limits the opportunities for legally parked cars to exit in a prompt and safe manner. In general, the flow of traffic is restricted and longer waiting periods are created.

We can work together to achieve the highest quality of safety for our children by following these standards:

- Insist that your child cross the street at supervised corners **ONLY!**
- **NO EXCEPTIONS.**
- Encourage your child to walk, not run, in crosswalk areas.
- Avoid illegal “double-parking” at all times.
- Use designated parking areas in a prompt and courteous manner. This helps traffic flow at a steady pace.
- When dropping off and picking up your child, make sure to use appropriate drop-offs. If stopping, even pausing to let your child off in an area that is painted red may result in a traffic citation.
- Handicap parking is reserved for those who have special permits from the Department of Motor Vehicles. Please help us by parking in these spaces **only** if you have a permit.

We know that at times, these procedures might seem inconvenient and time-consuming. However, if we take a moment to reconsider how they secure the safety of our own child **AND** the child of another family, then we are reminded of their extreme importance! When home and school, work together to teach our responsibility to follow safety rules, children learn a valuable lesson: “I respect myself and others!”

STUDENT WALKERS & BIKE RIDERS

Students who walk home after school are asked to use the crosswalks and should wait for the adult crossing guard. After school is dismissed, adults are stationed at each major crosswalk around the school for student safety.

Bike riders should not enter or leave Fuller School by the cafeteria. Bikes must be locked and kept in the bike rack by the basketball court, behind the school office. Bikes must be walked whenever they are on the school grounds. The school cannot be responsible for lost or stolen bicycles. Wearing of helmets is the law when riding bikes, skateboards, scooters and skates.

COMPUTER LAB

Fuller School has a fully equipped state of the art Computer Lab that houses twenty-four computers. Classrooms are assigned a designated day and time for their room to use the lab. Students are allowed to use educationally approved web sites and are monitored by aides and teachers while they are working on these sites. Each child will need to have their parents complete and return a “Use of technology” form before they will be allowed to use any computer in the Chowchilla School District.

INSTRUCTIONAL STUDY TRIPS

All students are required to have a signed permission slip by their parent or guardian returned to their classroom teacher prior to the trip. It is mandatory that all students ride the school bus and are escorted by school appointed personnel prior to and during the trip. Any students wishing to ride home from the study trip with a parent or guardian must notify the office and sign a release form prior to leaving the morning of the trip.

Parents are encouraged and welcome to attend these study trips with their child. If you choose to take your own vehicle and follow the buses on these occasions please remember that it is very important that you **do not** get in between the buses. We understand that you want to make sure that you don’t lose sight of the bus that your child

may be riding. The safety of your child, the other children on the bus and your own safety are very important to us. We would like to avoid any possibility of an accident or possible accident by taking the necessary precautions in advance.

PATRIOTIC OBSERVANCE

The Pledge of Allegiance or other patriotic observance will be observed school-wide every morning in all classrooms. Student's who will not be required to participate, just refrain from disrupting or distracting from this observance.

STUDENT RECORDS

Student records are confidential and are to be reviewed only by the student's parents and authorized school personnel. Parents may review the records at the school in the **presence** of an **administrator**. If you wish to review your child's records, please notify the school office. Cumulative records are never to leave the school premises unless officially transferred by the school authorities.

TELEPHONE CALLS

Parent calls to students are for emergencies only, calls to teachers will be returned after the close of the school day unless it is an emergency. The secretary will put you through to the teacher's voicemail.

PARENT INVOLVEMENT

The Board of Trustees recognizes that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. The Superintendent or designee shall work with staff and parents/guardians to develop meaningful opportunities at all grade levels for parents/guardians to be involved in district and school activities; advisory, decision-making, and advocacy roles; and activities to support learning at home.

Parents/guardians shall be notified of their rights to be informed about and to participate in their children's education and of the opportunities available to them to do so.

The Superintendent or designee shall regularly evaluate and report to the Board on the effectiveness of the district's parent involvement efforts, including, but not limited to, input from parents/guardians and school staff on the adequacy of parent involvement opportunities and barriers that may inhibit parent/guardian participation.

Title I Schools

Each year the Superintendent or designee shall identify specific objectives of the district's parent involvement program for schools that receive Title I funding. He/she shall ensure that parents/guardians are consulted and participate in the planning, design, implementation, and evaluation of the parent involvement program. (Education Code [11503](#))

The Superintendent or designee shall ensure that the district's parent involvement strategies are jointly developed with and agreed upon by parents/guardians of students participating in Title I programs. Those strategies shall establish expectations for parent involvement and describe how the district will carry out each activity listed in 20 USC [6318](#). (20 USC [6318](#))

The Superintendent or designee shall consult with parents/guardians of participating students in the planning and implementation of parent involvement programs, activities, and regulations. He/she also shall involve parents/guardians of participating students in decisions regarding how the district's Title I funds will be allotted for parent involvement activities. (20 USC [6318](#))

The Superintendent or designee shall ensure that each school receiving Title I funds, develops a school-level parent involvement policy in accordance with 20 USC [6318](#).

Legal Reference:

EDUCATION CODE

[11500-11506](#) Programs to encourage parent involvement

[48985](#) Notices in languages other than English
[51101](#) Parent rights and responsibilities
[64001](#) Single plan for student achievement
Policy CHOWCHILLA ELEMENTARY SCHOOL DISTRICT

adopted: August 10, 2009 Chowchilla, California

VISITOR POLICY

Parents are invited to visit the school or classes. Please call the principal for an appointment of date and time. **Students may not bring non-Fuller School students on campus during the school day.** This restriction is because of space availability at the school, insurance requirements, as well as legal liability. Student activities are for Fuller School students only unless students from another school are invited to the activity. **Visitors must sign in at the office.**

VOLUNTEER POLICY

Parents are encouraged to volunteer in the classroom. The first visit to the classroom should be arranged in advance with the student's teacher and the administrator. This first visit will not require fingerprinting or a tuberculosis test but in subsequent visits a clearance through our District Office will be required. After clearance is obtained, parents should make arrangements with the teacher to volunteer in the classroom at a prearranged date and time.

Chowchilla Elementary School District Guidelines for Parent Volunteers

Currently, the Chowchilla School District offers fingerprinting free of charge to those parents wishing to help out in the classroom or to assist on school sponsored field trips.

The procedure for parents wishing to volunteer is as follows:

1. Parents must fill out necessary paperwork at the Chowchilla Elementary School District office located at 355 North 5th Street, Chowchilla during the work week hours between 9:00 a.m. - 10:00 a.m.
2. Once your paperwork is completed, an appointment will be made by the District Office with our County Schools' Office in Madera for you to be fingerprinted by live scan. You will be required to have a TB test clearance certificate, which we will need to have on file. A TB test clearance certificate can either be obtained by your personal physician at your own expense or can be done by the County Health Department in Madera free of charge. More information will be given to you regarding the scheduled time and address for TB testing.
3. It is important that you allow ample time for fingerprint processing, as there could be delays for unknown reasons from the Department of Justice. We recommend a three week turn-around time to allow for such delays.

AFTER SCHOOL POLICY

Students may be required to stay after school to make-up work. In the event that this happens, parents will be notified 24 hours prior to the after school 30 minute time. Parents will be responsible to see that their student has transportation home.

FULLER FAMILY CLUB

The Fuller Family Club plays a vital role in promoting school programs and providing ways for parents to get involved. The Family Club meets and seeks ways to support the school in the following ways:

Cookie Dough Fund Raiser	Book Fair	Art Day/Field Day
Reading Partners	Planning with School Staff	Publicity
Fundraisers	Almond Blossom Festival	
Promoting Parent Helpers in Classroom & Much, Much More		

The more parents get involved in their child's school, the more successful the school will be in providing an outstanding school experience for all children.

BOX TOPS FOR EDUCATION

Fuller School collects Box Tops for Education. Each classroom will be collecting Box Tops throughout the school year.

SCHOOL SITE COUNCIL

School Site Council meetings are held in Room 9 at Fuller School. The meetings are open to the public, and you are encouraged to attend, as time is scheduled on each agenda for the public to speak.

CHOWCHILLA ELEMENTARY SCHOOL DISTRICT – PROGRAM FOR ENGLISH LEARNERS

A Guide for Parents

The Chowchilla Elementary School District offers a *sequential program for English learners* in order to help all students reach a high level of English language skills and academic achievement. The sequence begins with an intensive focus on English language development (Structured English Immersion) and increases in academic rigor as students become more proficient. Students who enter the district and are new to the English language are expected to progress through the entire program in three to five years, at which time, they may be reclassified as Fluent English Proficient (R-FEP). Parents who wish to request an alternative program for their students may do so by requesting a parental waiver. The district offers an alternative Spanish language Instructional program in cases where there are several students whose parents have requested such waivers (twenty or more of one grade level).

The following is a description of all *programs offered for English learners in the Chowchilla Elementary School District*:

Structured English Immersion (SEI)

This program is for students who have **very limited English skills**, including listening, speaking, reading, and writing. Students who score “Beginning” or “Early Intermediate” on the California English Language Development Test (CELDT) are placed in an SEI classroom with a teacher who is certified to provide instruction to English learners.

The goal of this program is rapid development of English. Intense English language development using state-adopted materials and research-based strategies allow these students to access the core curriculum more successfully. While students are expected to perform academically, as well, the primary focus is English language development. This program is designed to last for one to two years.

Mainstream

When English learners **achieve proficiency in English** and are **performing well academically**, they are reclassified as Fluent English Proficient (R-FEP). They are *exited from the English learner program* and placed in a mainstream classroom where English language development for English learners is no longer needed. Services for English learners are not provided in a mainstream classroom. The district has established criteria for Reclassification which includes state and school test scores, report card information, teacher recommendation, and parent input. This program is designed for native English speakers, as well as students who have been reclassified as Fluent English Proficient (R-FEP).

Alternative Spanish Language Instruction

This program features some instruction in Spanish, as well as instruction in English. Students who participate in this program must possess **grade level Spanish oral proficiency**. This will facilitate rapid content learning in the primary language of the student. Though this program uses some Spanish for instruction, the goal is also the rapid development of English language skills. This program is designed to last for a maximum of three years. Parents may request a waiver if they wish for their child to be enrolled in this program as an *alternative to the district’s sequential program* for English learners (SEI and Mainstream).

PLAYGROUND RULES

A. Freezing, Walking on the Blacktop/Picnic Benches

Rules:

1. When the bell rings, students are to stand still.
2. Those on the ground will stand up.
3. Those on the bars or swings will get off.
4. Those playing tether ball will stand outside the circle.
5. When the whistle is blown by an adult, students will walk to the classroom.
6. All ropes, balls or any other equipment shall be left on the playground.
7. The picnic benches and tables are to be used as sit-down areas. All students are expected to walk around the tables in these areas.
8. Students are not to play tag and run around the tables.

B. Ladders and Other Play Apparatus:

Ladders:

1. Students are to line up at the right side and travel to the left (west to east)
2. When the student in the front has reached the middle of the bar, the next student may start.
3. There will be no standing/sitting on top of the ladders or jumping to the ground.

Climbing Pole:

1. No student is to climb to the top of the ladder.
2. Climbing is allowed when going down the pole.
3. No student should stand under the ladder.
4. The ladder rules are the same as above.

Swings

1. Swing straight at all times.
2. There will be no pushing, jumping or twisting.
3. Students are to take their turn one at a time.

Bars:

1. Allow enough room for students to turn.
2. There will be no jumping off, cheries, or fancy dismounts.
3. Straight drops are allowed.
4. No additional clothes or garments are to be used around the bars.

Tetherballs: Use school rules

1. The ball is to be hit by one student to the other by standing on their own side and by not changing positions. There will be no rope holds, etc.
2. The judge makes the decisions.
3. If you have won three times, you are out.

C. **Jump ropes, Balls, Toys**

1. Jump ropes and balls are to be used on the blacktop or on the grass. They are not to be used on the shiny sidewalk.
2. Balls should be thrown in an open area away from large groups of children.
3. Angels, demons and monster games are not allowed.
4. Running while jumping rope should be done on the grass.
5. Jump ropes are for jumping only. (No Cowboys and Indians)
6. Large sharing toys are to be kept inside the rooms.
7. Frisbees are allowed from home, if the student's name is on it and if the student plays with it away from the equipment and in an area away from large groups of children.

D. **Bathrooms**

1. Bathrooms are to be used in the appropriate manner. Use the toilets only and not the floor, wall or other people.
2. Papers should be used to dry your hands and all paper is to be placed in the correct receptacle. There should be not paper placed on the floor.
3. Other things that are not allowed: playing in the bathroom, putting things down the toilet, spraying water on the mirrors, flushing toilets too many times, swinging on the doors, or any other act that would make the bathroom untidy or unsafe. Let's keep the bathrooms a pleasant place to visit.

E. **Cafeteria**

1. Students are expected to walk in line in an orderly manner to the cafeteria.
2. After teachers/aides seat the children, the class becomes under the direction of the cafeteria personnel.
3. Children are to eat their lunch and visit quietly with their friends.
4. Students are to stay in their seat until they are excused.
5. All students are expected to walk in, around, and out of the cafeteria.
6. All students will keep their hands to themselves.
7. For the health of all students, no food is allowed to be shared and no food is allowed to be thrown.

The Fuller School Opportunity Center will be housed in the conference room next to the school office. Students will be placed in the Opportunity Center or suspended home if they have exhausted the classroom or playground discipline consequences for a serious infraction. Placement in the Opportunity Center will be by an administrator for a specified time.

If a student is unsuccessful in the Opportunity Center, he/she will be suspended home. Upon return the student may be asked to spend a successful day in the center before they return to class.

The governing board of the Chowchilla Elementary School District recognizes that maintaining an environment which promotes learning and protects the health, safety, and welfare of all students may require the suspension or expulsion of a student from regular classroom instruction. District policies clearly identify behavior standards. Students may be suspended or recommended for expulsion when the superintendent, principal or principal's designee at the school in which the student is enrolled, determines that the student has done any of the acts listed in Regulation 5144.1.1(b) & (c).

One of these acts includes, "**Possessed**", sold or otherwise furnished any firearm, knife, explosive, or other dangerous object including toy replicas unless, in the case of possession of any object of this type, the student had obtained written permission to possess the item from a certificated school employee with the principal or designee's concurrence.

We are particularly concerned about pocketknives. Sometimes young children see parents or older siblings using pocketknives for practical reasons around the home and do not recognize the potential danger. They may assume that bringing the knife to school to show their friends is acceptable. Having possession of a knife, may result in recommendation to the School Board for expulsion. Please assist school personnel by stressing to your child that they are not allowed to bring pocketknives (or any other type of knife) to school. You might take this opportunity to talk about knife safety and explain how children can be hurt by knives.

Any other dangerous device, instrument or weapon, especially those defined in Penal Code 12020, including a blackjack, slingshot, billy, nunchaku, sandclub, sandbag, metal knuckles, or any metal plate with three or more radiating points with one or more sharp edges designed for use as a weapon.

If you have any questions, please contact the Fuller Office (665-8050).