

Miramonte Elementary School

A California Gold Ribbon School

“Orange is an attitude!”



2023-2024

Parent/Student Handbook

Clovis Unified School District
Miramonte Elementary School
1590 Bellaire Avenue
Clovis, CA 93611

Telephone: 559-327-7400 Fax 559-327-7490

Michelle Dodson, Principal
michelledodson@cusd.com

Be Respectful. Be Responsible. Make a Difference.
Be a Mighty Mustang!

*An Affirmative Action/Equal Opportunity Employee Notice of Nondiscrimination
The Clovis Unified School District does not discriminate on the basis of race, color,
sex, disability, or national origin in admission, or access to and treatment of employment
in its programs and activities as required by Title VI, Title XI and Section 504.*

PRINCIPAL'S MESSAGE

Welcome to Miramonte Elementary School where "Character really does make a difference!" We are a school committed to establishing a strong character based upon which an appreciation and thirst for learning will spring. We strive to provide a learning environment that will foster the positive mental, physical, and character development of each child. We maintain HIGH standards and are proud to reach our full potential. It is our expectation for every child to be involved, set goals for themselves, and be responsible, productive citizens.

We continuously collaborate with our community and work as a TEAM to provide an exemplary learning experience for children. The community coming together with the school is the key that opens the door to SUCCESS. We ask each parent to 1) be interested, 2) be supportive, and 3) be involved in your child's education.

We set our standards and expectations high and make this well known to our students and staff. We have been very encouraged as we see students correcting their own actions and making choices that will benefit them as they develop into productive and positive citizens in society. We encourage each home to support this effort and work as a team to help our children develop attitudes and behaviors that will support their future success.

We look forward to another amazing school year!

Michelle Dodson, Principal

ABSENCES/TARDIES

School attendance is a major factor in academic and social successes. It is very important for each student to attend school every day unless he/she has a medical excuse. If a student is absent, please call the Attendance Hot Line at 327-7418 or complete the online Student Absence Form available on the Miramonte website. Excessive absences by a student will result not only in lower academic performance but also a referral to the School Attendance and Review Board (SARB) and/or home visits. If your child will be absent five or more consecutive days, please contact the office to place your child on an Independent Study Contract at least three days prior to the absence.

When your child is late, he/she should report to the school office before going to class. This is necessary to prevent your child from being marked absent when they are actually present. Being tardy not only prevents your child from receiving critical instruction, it also interrupts the learning process of other children. In addition, students arriving after the tardy bell will be issued a PR violation. Only a Doctor's Note will excuse a tardy. For this reason, repeated tardiness (truancy) will necessitate a letter being sent

home to the parents. If this becomes a chronic issue, the matter will be referred to the Clovis Student Attendance Review Board (SARB).

Perfect Attendance will be defined as a student with no absences and no more than three tardies less than or equal to 30 minutes. Student with tardies greater than 30 minutes, or excessive early sign-outs will not qualify for perfect attendance. Students placed on quarantine by the school must complete their Independent Study to be considered for Perfect Attendance. Independent Studies requested for personal reasons will not be considered for perfect attendance. More details about independent studies will be provided at the time the request is made.

**Attendance Hotline
327-7418**

ARRIVAL/DISMISSAL

Students eating breakfast may be on campus starting at 7:30 a.m. There is no supervision until 7:35 a.m. Students must go home directly at the end of the school day unless they are involved in an after-school activity.

The last few minutes of school are always very busy for our students. It is important that your child remain in their classroom without any distractions until the dismissal bell has rung. If you would like to pick your child up at the front of the school, please note that the curb on the east side of the parking lot is for loading only. Drivers must stay with their vehicles on this curb. If you choose to park, please park along the north side of the parking lot or on Bellaire or Stanford Avenues and use the crosswalk to the front of the school. Any person parked along the red curb or blocking parking spaces will be asked to move their vehicle. If you would like to pick your child up from their classroom, you may do so after the dismissal bell has rung. **After 3:00 p.m., in the interest of safety and accountability, students will be asked to wait for parents/guardians in the office and will not be allowed to wait in any other area.** Students waiting inside the office must be signed out by a parent after **3:00 p.m. or 1:30 p.m. (early release day).**

BICYCLES/SKATES/SKATEBOARDS/SCOOTERS

Students are to obey all traffic laws when riding bicycles to and from school. Helmets must be worn. Students are to remove their skates, walk their bikes, scooters, and skateboards while on school grounds. Riding any type of vehicle on campus is strictly prohibited. Racks are provided for parking bicycles. The school is not responsible for loss or damage to bicycles.

CHILD PROTECTIVE SERVICES

It is important for parents to know that all school personnel are "Mandated Reporters" of child abuse. This means that should a staff member have even the slightest suspicion that a child has been abused, they must report it to the Child Protective Services (CPS). Failure to report a suspected case of child abuse leaves a staff member liable and could potentially result in the loss of their job.

CLOVIS SUPPORT AND INTERVENTION PROGRAM (CSI)

The Clovis Support and Intervention program (CSI) is designed to meet the needs of at-risk students at Miramonte. A core team of trained faculty members determine how CSI can most effectively meet the needs of the students. Throughout the school year "success groups" are provided to assist students to have a place to come and share common concerns. Students can be recommended for CSI by any staff member. Parent consent is required for students to participate but participation is not mandatory.

CO-CURRICULAR INVOLVEMENT

Each student is expected to develop as a "Sparthenian." This is an individual who develops in the areas of MIND, BODY, and SPIRIT. Many opportunities are available to each student. See website for complete list of co-curricular activities.

Fall Sports

Football	5 th /6 th	Baseball	5 th /6 th
Girls Volleyball	5 th /6 th	Softball	5 th /6 th
Cross Country	4 th /5 th /6 th	Boys Volleyball	5 th /6 th
		Track	4 th /5 th /6 th
		Paddle Tennis	5 th /6 th

Winter Sports

Wrestling	4 th /5 th /6 th
Basketball	5 th /6 th

All students involved in co-curricular activities sign and agree to a Code of Excellence outlining the expectations for involvement in co-curricular activities.

DISCIPLINE

The students are recognized for their positive behavior through the Personal Responsibility and Time to Teach programs. Students will be held accountable for their behavior after being explicitly taught about specific behaviors for appropriate activities. Students who have demonstrated personal responsibility and outstanding character are recognized and allowed to attend the PR party. The criteria for this award are discussed with the students. Teachers also explain the program to parents at Back-To-School Night. Any offense that leads to a suspension or three or more office referrals will be an automatic elimination from the special PR activity. Maintaining student conduct is necessary to reach our goals of providing a safe school and attaining the highest student achievement. Misbehavior results in specific steps which the teacher, Resource Teacher, GIS, or principal takes to help the student find acceptable ways to improve his/her behavior. The steps may include: verbal warning, counseling, parent contact, or parent conference. Certain infractions may result in loss of privileges, recess, detention or suspension. See CUSD Board Policy 5020.10 & 5144.10 for the details.

DRESS CODE

Each student has the responsibility to dress appropriately for the school environment. The Governing Board shall authorize school regulations, which prohibit student dress, or grooming practices which present a hazard to the health or safety of the student; materially interfere with school work, create disorder, or disrupt the educational program in any way; cause excessive wear or damage to school property; prevent the students from achieving educational objectives because of blocked vision or restricted environment. Shoes that allow safe movement of the student must be worn daily for physical education. Students who arrive at school out of dress code will need to have a change of clothes prior to entering class. Please see the CUSD Parent and Student Rights Handbook for more dress code information under Board Policy 5132. This handbook can be picked up from the main office.

DROPPING OFF STUDENT ITEMS

Occasionally students need an item brought to the school from home. On these occasions, please bring the item to the office with your child's name and room number on it. The office will deliver the item in a timely manner. Students will NOT be called out of class as this can be a disruption to their class.

EARLY DISMISSAL

Early release days will be every Wednesday dismissing at 1:15 p.m. for grades 1-6. AM TK/Kindergarten early dismissal is at 10:45 a.m. PM TK/Kindergarten early dismissal is at 1:30 p.m. This allows for teacher planning, preparation, and grade level articulation.

ETIQUETTE ON CAMPUS

Please remember that our students look to adults to be their role models. Appropriate behavior is expected of anyone who enters the Miramonte campus, parents and students alike. Cursing, yelling, and rude comments will not be tolerated while on campus. Adults are encouraged to be present at athletic events and support our teams. Spectators should reflect high standards of support and good sportsmanship at all times. Spectators should respect officials, coaches, participants and extend all courtesies to them as guests in the community. Enthusiastic and wholesome cheering is encouraged. Booming, foot stomping, disrespectful remarks and/or "put down" cheers/yells are unacceptable. As adult behavior affects student behavior, spectators should encourage all people to observe the Miramonte Code of Ethics. Those who do not respond should be reported to the proper school authorities immediately.

FIELD TRIPS

All students wishing to participate in school or class field trips must have written permission from a parent or guardian. Students will not be allowed to attend an off-campus activity or field trip without written consent.

FIRST AID, ILLNESS & INJURIES

- If a student becomes ill or injured at school, he/she will receive every care and consideration.
- Parents will be contacted for injuries of a serious nature, if student is too ill to remain at school, or has a rash of unknown origin.
- Injuries which occur at home should be cared for at home.
- The nurse is always happy to consult with parents regarding health problems.
- After an extended illness or injury, the student should follow up with the school nurse.
- If your child has ONE of the following, he/she should be kept at home:
 - a. Illness with fever of 100 or greater
 - b. Vomiting/diarrhea
 - c. Fever of 100 or greater within the last 24 hours
 - d. Initiation of antibiotics within the past 24 hours
 - e. Has a sore throat, particularly if accompanied by headache and/or upset stomach

In an emergency a parent will be contacted, so it is very important that the Health Office has up-to-date phone numbers of parents/guardians.

FIRST GRADE PHYSICAL

CA state law requires that all children entering first grade have a child Health and Disability (CHDP) physical examination within 18 months of beginning first grade. If you have not yet provided the school with proof of the physical, please drop off the completed CHDP form to the nurse as soon as possible.

GRADING POLICY

All students at Miramonte in grades 2-6 are graded utilizing the A, B, C, D and F criteria. Within this policy, latitude has been given to the teacher to calculate grades on the following percentage basis:

A = 90 – 100%	(Excellent Work)
B = 80 – 89%	(Above Average Work)
C = 70 – 79%	(Average Work)
D = 60 – 69%	(Below Average Work)
F = 59% – below	(Failing Work)

The classroom teacher is given the discretion to figure grades based on the percentile framework or on an A=4, B=3, C=2, D=1, F=0 grade point average basis. Honor roll awards will be given quarterly at an awards assembly. The awards are as follows:

Honor Roll:	GPA 3.0-3.59
High Honor Roll:	GPA 3.6-3.99
Principal's Honor Roll:	GPA 4.00

In addition, it is the Clovis Unified School District's policy that parents be notified whenever students are in danger of failing classes or subjects.

HEAD LICE

Clovis Unified School district operates on a no lice policy. Under this policy, students will be sent home if evidence of live lice is found. A student may not return to school until he/she has been treated and his/her hair and scalp are free of live lice. The student must check in with the school nurse or the office staff before he/she returns to the classroom. Class checks are no longer part of district guidelines.

HOMEWORK POLICY

Homework may refer to assignments not completed in class as well as additional projects or assignments to be prepared by the student outside of the school day. Teachers may expect and/or require a student to devote up to 15 minutes (Grades K-1), 15-30 minutes (grades 2-3) and 30-60 minutes (grades 4-6) to after school study time as necessary to achieve mastery.

INDEPENDENT STUDY

If a student is going to be absent from school (other than illness), the student should be placed on an Independent Student Contract.

This contract is to be signed by the student and parents. All assignments are to be written on the contract and handed in completed once the student returns.

Parents must request the Independent Study Contract **at least one week before the student will be absent** from school. This will allow time for the teacher and staff to prepare the work for the student to be successful.

The last day for independent study contracts during the month of December will be no later than three school days before the beginning of Winter Break.

The last day for independent study contracts during the month of June will be no later than three school days before the last day of school.

Independent Study Contracts are subject to state guidelines and may include, but is not limited to, rules regarding minimum duration, maximum duration, and virtual distance learning support and/or participation. Details to be provided at the time of request.

Approval is subject to principal's discretion.

Students that do not return from Site Based Independent Study after the completion date will be marked unexcused and are subject to being dropped from enrollment after several days. Please note that this may result in a negative impact on grades, credits, school of enrollment, teacher assignment(s), and/or unforeseen missed opportunities.

INSUFFICIENT FUNDS/RETURNED CHECKS

All checks returned to Miramonte Elementary due to insufficient funds or due to closed account will be assessed a \$25.00 returned check fee. After April 28th, all payments for field trips, yearbooks, cafeteria accounts, etc. must be paid by CASH ONLY.

INTERVENTION/ENRICHMENT

Your child is receiving top-notch instruction. At times, they may need additional support in order to fully master a critical concept or may need to be challenged in their academics. In order to ensure your child's academic success, they may receive a variety of instructional supports including small group instruction with an intervention teacher, deployment to a different classroom, or re-teaching with the classroom teacher during the school day. Push-in teachers allow your child to remain in their classroom while receiving the instructional/enrichment support they need. The deployment method allows multiple classes to combine kids who with a specific academic need. Re-teaching with the classroom teacher may be done while other students are in class or are sent to a different activity.

ITEMS NOT ALLOWED AT SCHOOL

Students are not allowed to bring live animals, gum, candy, toys, sports equipment, permanent markers (i.e., Sharpies) electronic games, or music players to school. A teacher or administrator may take away such items from students and hold them for the parent to pick up. The school is not responsible for any lost or damaged item a student brings to school. Any student apprehended with any type of gun on school grounds or at school sponsored functions will be recommended for expulsion. See Board Policy 5144.

LIBRARY MEDIA CENTER

The Library Media Center (LMC) is open daily. Students are allowed open access to the LMC before and after school. During school hours students may use the LMC with a pass, whenever needed. Loss or damage to books, materials, or equipment will result in a financial obligation to repair or replace any lost or damaged items.

LOST AND FOUND

Be sure to mark every item of clothing your child may take off while at school with his/her full name. Also, label any other items sent to school such as binders and lunch pails. The Lost and Found box is located in front of the cafeteria. Items not claimed at the end of each quarter will be given to local charities.

MAKE-UP WORK

It is the student's responsibility to make up any work that is missing due to an absence. When requesting work to be picked up after school, please call the office by 9:30 a.m. to provide sufficient time to get work prepared. Students will be given at least the time to make up work that is equivalent to the number of excused absences. Unexcused absences result in loss of grade/credit for work assigned those days. Not all

educational activities can be duplicated: therefore, excessive absences may result in a grade reduction.

MEDICATION PROCEDURES

- ALL medications (even over the counter medications including Tylenol, Advil, Midol, Inhalers, etc.) must be checked through the nurse's office. Students may carry inhalers after checking with the nurse.
- CA Education Code Section 49423 requires that medications to be taken during the school day must be presented with:
 - a. A written statement from the physician detailing the name of the medication, amount, method and time schedules by which the medication is to be taken.
 - b. A written statement from the parent/guardian indicating their desire for the school to assist the pupil in the matters set forth in the physician's statement.
 - c. The medication must be clearly labeled and sent to the school in the original container from the pharmacy.
 - d. The Health Office does not keep medication for general student use.
 - e. The "Medication at School" form is available in the Miramonte office or on the District Web Site under Departments, Nursing, and Medication at school form. Please review the policy carefully.
 - f. NO MEDICATION WILL BE GIVEN AT SCHOOL UNLESS ALL REQUIREMENTS ARE MET.

MOVING/WITHDRAWING YOUR CHILD FROM SCHOOL

If you move, you must notify the school within five days. If you are found to be out of zone and have not notified the office, you will be required to immediately complete a transfer request in order for your child to remain at the school.

Notify the school at least two days prior to your child's last day of school. Return all library and textbooks, any school uniforms, and pay any fines. Check with the Food Service staff regarding your child's lunch account.

MPTC

Please consider joining our Miramonte Parent Teacher Club. Your support ensures participation in an organization that provides our students with activities and raises money for support of special purchases for the school. Meetings are announced in the weekly calendar. Contact the school should you need more information.

MUSIC CHOICE MODEL

The goal of Miramonte is to provide every student with a well-rounded education, including music education. As part of our Music Choice Model, all 5th and 6th grade students are placed into one of three music ensembles: choir, band, or orchestra. The groups will meet during the school day twice per week

for 45 minutes and will perform at school and district functions throughout the year.

While an attempt will be made to accommodate student preference, each student's first choice is not guaranteed.

All students are expected to participate in the ensemble they are placed and will be held responsible for any lost or damaged materials, uniforms, and/or instruments.

MUSTANG PRIDE DAY – SPIRIT DAY

Each Friday the school displays its outstanding spirit by wearing our school colors: Orange and Blue. T-shirts and sweatshirts can be purchased from MPTC. Select items and order forms are available in the office.

OFFICE HOURS

The office is open at 7:30 a.m. to 4:30 p.m. daily. The office is closed on all school holidays.

ORANGE SHEET

The weekly Orange Sheet newsletter is sent via email every Friday for the following week. This is how we will communicate school news and important dates with parents.

PARENT INVOLVEMENT

Parent involvement is an important part of implementing programs at Miramonte. Parents are invited and encouraged to participate in the following: School Site Council (SSC), English Learner Advisory Committee (ELAC), School Assessment Review Team (SART), Intercultural & Diversity Advisory Council (IDAC) and the Miramonte Parent Teacher Club (MPTC).

PARENT/TEACHER CONFERENCES

Teachers are available for conferences either in person or by phone. Conferences may be scheduled by calling or e-mailing the teacher. Parents should not confer with teachers during class time. Parents will be asked to attend at least one individual conference during the year to discuss student progress.

PARTIES

Birthday celebrations that consist of a small treat are permitted during the last 20 minutes of the school day. Please check with your child's teacher if you would like to bring a small treat. Treats should be individually prepackaged with ingredient information to prevent any food allergies in the classroom. No balloons and/or flowers are to be delivered to individual students while at school.

PHYSICAL EDUCATION EXCUSE

If a child is to be excused from PE for more than a three-day period, a doctor's excuse will be required. This note should include a diagnosis and specific date for returning to PE as well as any limitations that might apply.

REPORTING PUPIL PROGRESS

During the sixth week of each quarter, Mid-Quarter Progress Reports will be distributed to students in grades 1-6. Report cards will be issued four times per year. All progress reports and report cards must be signed and returned as soon as possible.

SCHOOL ASSESSMENT REVIEW TEAM (SART)

School Assessment Review Team (SART) is a team of parents and staff who meet quarterly to provide a forum for school communication among all groups in the school community. The committee also coordinates the annual SART Parent Survey and selects a site representative for the district and area level of the SART process. The team evaluates school programs and their effectiveness and makes recommendations.

SCHOOL BREAKFAST AND LUNCH PROGRAM

Miramonte provides free breakfast and lunch to all students on a daily basis. Hot lunches are available to students in grades K-6.

All students at Miramonte qualify for benefits under the National School Lunch Program. Your student(s) will be able to receive one breakfast and one lunch per day at no cost. This does not remove balances from previous years.

SCHOOL DOCUMENTS

It is your right as a parent of a child in Clovis Unified School District to be given documents that provide information about school policies and funding. The following documents are available by parent request: Clovis Unified School District Dress Code Policy, School Safety Plan, Single Plan for Student Achievement, information regarding Title I, School Accountability Report Card, teacher qualifications, Parent Involvement Policy, minutes from School Site Council meetings, and minutes from English Learner Advisory Committee. If you would like to know more about any of these items, please make an appointment with the office.

SCHOOL NURSE

A Health Services Assistant will be in the Health Office 5 days a week. You may reach the school nurse by leaving a message with the Health Service Assistant. The Health Office plays an important role in the school by:

1. Completing mandated vision and hearing tests, special education and 504 health assessments
2. Ensuring immunizations are compliant with CA state law
3. Providing health education resources for school staff, students, and parents/guardians
4. Maintaining student health records
5. Contact parents/guardians regarding health problems and/or excessive absences
6. Communicating with health care providers regarding health issues and impact on education (within HIPPA regulations)

7. Developing health/safety plans for students with high risk medical diagnosis

SCHOOL SITE COUNCIL (SSC)

The School Site Council (SSC) serves as a liaison between school and the neighborhood community. It advises the principal regarding budget and program decisions. Committee members are voted in by either parents or by the Miramonte staff.

STUDENT BEHAVIOR EXPECTATIONS

Maintaining student conduct is necessary to achieving our goals of providing a safe school environment and student success. Miramonte follows a philosophy that we all are responsible for our decisions and behavior. We promote a positive school environment based upon the Pillars of Character. We focus on a character pillar each month. The development of students' character, academic, and social skills is part of the school's mission. Students are held accountable for their actions and decisions. A commitment to absolute non-violence is enforced at Miramonte. The Clovis Unified School District has a Zero Tolerance Policy, Board Policy 5144.10, which is supported by the school. Students are expected to treat each other with respect, in a kind, courteous, and considerate manner. Verbal abuse and physical abuse are not acceptable.

STUDENT CHECK-OUT

On occasion it may be necessary for you to pick up your child for an appointment or emergency. Students may not be removed from the school directly from the classroom. The student will not be called to the office until verification of California Driver's License of the adult, who must be listed on the Student Release Authorization form, signs them out.

STUDENT STUDY TEAM (SST)

The purpose of the Student Study Team (SST) is to develop strategies to help students that are showing difficulties in the classroom. Either the teacher or the parent may initiate a meeting after observing a child having difficulty in a specific area. The team discusses the strengths and concerns for the child and develops strategies and modifications for both the parents and teacher to use.

In some cases, further evaluation is necessary and will be initiated by the School Psychologist and the Resource Specialist Teacher.

After the initial meeting, there will be a follow-up held approximately four weeks later. If at that time progress is being shown, we will continue with the plan or develop a new one. Monitoring will continue until it is decided by the team that it is no longer needed.

TELEPHONE/CELL PHONE USAGE

We make an effort to discourage forgetfulness and poor planning by limiting student telephone calls to essential matters. Cell phones (Board Policy 5131.6),

must remain "off" during the school day and may only be used before 7:30 a.m. and after 2:45 p.m. Cell phones found on students during the school day may be removed from the child and may result in a PR violation. The office will not transfer calls for a student to the classroom. This is academic time and phone interruptions will interfere with classroom instruction. In certain situations, we will take a message for the student and make sure the student receives the message.

UNIFORMS

As part of many of our co-curricular activities, students are given a uniform/costume for the length of the season. It is expected that the uniform/costume be returned promptly following the end of the season/activity. Additionally, the uniform needs to be returned clean and in good condition.

Failure to do so may impact your child's involvement in future co-curricular activities.

VISITORS/VOLUNTEERS

Miramonte is a school that welcomes the involvement of the community. Parents and guardians are encouraged to visit the school, talk with the teachers before or after class hours, and communicate openly with the administrative team.

In order to maintain a safe and orderly school environment, **all visitors must check in with their driver's license at the main office for a background check and will receive a dated visitor's badge.**

All visitors without a badge will be directed to the office. This procedure will assist the staff in offering a safe and secure environment for our students. **All volunteers must complete an online Volunteer Application with TB and submit a copy of their driver's license to the office in order to volunteer in CUSD.** Visits should be scheduled in advance with the teacher so that suggestions for appropriate time will make the visit as productive as possible. Teachers are not able to conference with parents during class time.

WEBSITE

The Miramonte Elementary School Website contains information of importance regarding weekly school calendars, monthly calendars, school activities, school events, classroom highlights, information regarding various school programs and co-curricular programs.

School Website address: <http://miramonte.cusd.com>

Although every effort has been made to assure the accuracy of the information in this parent/student handbook, students and others who use this parent/student handbook should note that laws, rules, and policies change from time to time and that these changes may alter the information contained in this publication.

The District Handbook of Parent and Student Rights and Responsibilities is now available on our district website at www.cusd.com.



CUSD CATEGORICAL FUNDING PROGRAM INFORMATION FOR THE 2023-2024 SCHOOL YEAR

On an annual basis, Clovis Unified School District (CUSD) submits our funding Application through the Consolidated Application and Reporting System commonly called the ConApp. The application is submitted in two (2) parts: Part I, which contains program and demographic information and Part II, which contains budget information and program data. The categorical programs included in the application are Title I, Part A - Improving Academic Achievement; Title II, Part A - Supporting Effective Instruction; Title III - English Learner (EL), and Immigrant Programs; and Title IV, Part A - Student Support and Academic Enrichment. Essentially, these funds are designed to assist students in mastering state standards.

CUSD Schools are committed to establishing a true partnership with all facets of the Clovis Learning Community and values the input of our educational partners. Because of this, we are pleased and proud to offer a variety of parent involvement opportunities that improve our overall program. Depending on the type of categorical funding a site may receive, district or school parent councils and committees are required under certain requirements and guidelines. Such advisory committees in CUSD include, but are not limited to:

School Site Council (SSC)

English Learner Advisory Committee (ELAC)

Parent Advisory Committee (PAC) and School Advisory Committee (SAC)

District English Learner Advisory Committee (DELAC)

District Indian Education Parent Advisory Committee (IPAC)

School and District level School Assessment Review Team (SART)

Intercultural and Diversity Advisory Council (IDAC)

Local Control Accountability Plan Public Forums (LCAP)

We encourage all parents and guardians to become involved with their child's education at the classroom level, the school-wide level, as well as the district level. Each site's School Plan for Student Achievement (SPSA) describes the school's basic educational program and the categorical supplementary programs/services that are designed to support student achievement. Parental involvement is a necessary and vital part of developing the SPSA as well as our overall program. At the district level, parent committees provide input into our LCAP. If you would like additional information on any of the District Parent Councils or Committees, please call your child's school. The Principal, Learning Director, or Guidance Instructional Specialist (GIS) would be happy to assist you.

Listed below are several parent committees that assist with categorical programs and funding.

School Site Council (SSC): All schools that operate a categorical program funded through the consolidated application (ConApp) shall establish a school site council (SSC). The SSC shall develop the content of the SPSA. The SPSA shall be reviewed annually and updated, including proposed expenditure of funds allocated to the school through the ConApp and the local control and accountability plan (LCAP), if any, by the SSC. The SSC is composed of parents, students at the secondary level and school personnel. It is responsible for developing, implementing and evaluating the site's School Plan for Student Achievement programs. Members serve for two years and are elected by their peers.

Parent Advisory Committee (PAC) & School Advisory Committee (SAC): The entirety of the SSC acts as the SAC. The SAC serves as an advisory committee for the purpose of advising schools regarding supplemental education programs and acting as a liaison for their school community. They serve to share information and comments both at the district and site level. These education programs are supplemental education opportunities that provide services to students who are disadvantaged, English learners, foster youth and/or at-risk. Pursuant to California Education Code (EC) Section 52852 the SSC has been approved to function as the School Advisory Committee.

English Learner Advisory Committee (ELAC): All schools enrolling 21 or more English learners are required to form an ELAC. The ELAC is composed of parents and school personnel. The ELAC advises the principal, staff and SSC regarding services for English learners and assists in the development of the annual survey. Members serve for two years. Each ELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC).

District English Learner Advisory Committee (DELAC): Whenever there are 51 or more EL students in the district, there shall be a functioning District English Learner Advisory Committee (DELAC). It is important that each school site ELAC elect a DELAC representative and arrange to have that representative attend every DELAC meeting. Currently the DELAC bylaws require each DELAC representative to be 1) a parent/guardian of an EL or former EL (i.e., a reclassified fluent English proficient student) currently enrolled at the site he/she represents, and 2) elected to serve as the DELAC representative by the site's ELAC.

District Indian Education Parent Advisory Committee (IPAC): The CUSD Native American Indian Education Parent Advisory Committee meets throughout the year to discuss program issues, services provided, and other needs related to the student achievement of our students, community agencies and outreach programs. CUSD Indian Education Program addresses the needs of American Indian and Alaskan Native students in grades K - 12. The program assists eligible students to achieve at the same challenging state performance standards expected of all students in grades pre-K -12.

Local Control Accountability Plan (LCAP) Forums: CUSD develops an LCAP annually that works to better align the academic plan with the district expenditure plan that is approved by our CUSD Governing Board each June. Parents and other stakeholder groups are invited to participate in the development of the LCAP through participation of school and district committee meetings and community forums. LCAP School, District Meetings, and Community Forums are exciting opportunities for all stakeholders and school committees to engage with the District and share their ideas on how CUSD can provide quality opportunities and support for CUSD youth and schools. Community participation and feedback in the forums will inform the District's LCAP's funding priorities over the next several years.

These forums are designed to provide an opportunity for school communities to hear about CUSD's current efforts to support youth and families and to provide input and feedback on future plans and opportunities. Sites also have an opportunity to work together in teams to share new ideas to support identified groups and to plan for site engagement and implementation.

The following is an overview of the categorical funding and programs in CUSD. These funds are further discussed and outlined in each school's SPSA and at the committee meetings.

Rationale

General District funds provide support for the District's base/core curriculum program. Some children have special characteristics, not reflective of the general school population, that affect their success in the base/core programs. Some come from economically disadvantaged homes; some are educationally disadvantaged or lack English language proficiency because they have a primary language other than English. Children, such as those described above, require supplemental services and materials not generally provided through the base/core curriculum program. The needs of our children are identified, and supplemental services and materials are planned and targeted to meet their special needs. Categorical funds are to be used to provide the financial support to meet these special needs.

Philosophy

All CUSD schools offer students with special needs the same kinds of high-quality learning opportunities and access to the core curriculum in all curricular areas. Categorical funds are designed to support additional assistance to help students succeed in the regular classroom program (base/core curriculum) and address any learning gaps. The focus is on the effective utilization of supplementary materials, personnel, and staff development. Staff development activities are used to improve instructional practices and strategies to increase the ability of teachers and other staff to challenge and assist all students to reach their fullest potential.

Categorical Program Descriptions

- 30 Expanded Learning Opportunities Program (ELOP):** The Expanded Learning Opportunities Program fund is an ongoing funding source from the state. Funding allocation is determined by the district's enrollment of Unduplicated Pupils (UPP). Unduplicated Pupils are students classified as English Learners, Foster/Homeless Youth, or eligible for Free/Reduced meals. The purpose of ELOP is to complement existing programs by providing students with more access to expanded learning programs which occur before school, after school, or during intersessions (summer/winter/spring breaks). ELOP focuses on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences
- 40 Title I, Part A (Improving Academic Achievement):** A federal-funded program to provide high-quality opportunities for students in high-poverty schools to meet district and state content and performance standards.
- 50 Title I, Part A, Title X, Part C, Education for Homeless Children and Youths:** Title I, Part A funds provide comparable services to homeless children that assist them to effectively take advantage of educational opportunities as provided to children in schools funded under Title I, Part A. These comparable services shall be provided to homeless children in public and private schools, shelters and other locations where children may live, institutions for neglected children and, where appropriate, local institutions such as local community day school programs.
- 60 Title II, Part A (Preparing, Training and Recruiting High Quality Teachers and Principals):** A federal-funded program focused on teacher and principal training and recruitment programs. *E WUF "eqo dlpgu'qwt "Vkrng"KK'hwpf lpi 'y kj "Vkrng"KK'RctvC+
- 70 Title III (Language Instruction for English Learners (EL) and Immigrants):** A federal-funded program focused on assisting school districts in teaching English to limited English proficient students (English learners) and immigrants and helping these students meet the same challenging State standards required of all other students.
- 80 Title VI (Indian Education Formula Grant):** A federal-funded program focused on helping Native American/Alaskan Native students meet the same challenging state standards required of all other students.

The goal of the CUSD staff is to create and maintain the best educational environment possible. This cannot be accomplished without your support and input. If you have any questions, concerns, or would like to become more involved in the educational process at your school, please contact your school principal or watch for communication from your site.

At the district level, we encourage you to become involved in one of our many parent committees or to join us for one of our parent nights.

Additional information about district committees and events can be found here: <https://www.cusd.com/SupplementalServices.aspx>

NURSING SERVICES

School Nurse & School Health Services Assistant

Health Services Assistant will be in the health office 5 days a week. When necessary, the site H.S.A. will contact parents/guardians regarding illness and injuries that occur during the school day. All H.S.A.'s are CPR/First Aid certified. H.S.A.s are also LVNs or RNs.

Credentialed School Nurses are on campus for the following:

- Mandated vision and hearing tests.
- Complete special education and 504 health assessments.
- Ensure immunizations are compliant with CA state law.
- Provide health education resources for school staff, students, and parents/guardians.
- Maintain student health records.
- Contact parents/guardians regarding health problems and/or excessive absences.
- Communicate with health care providers regarding health issues and impact on education (within HIPPA regulations).
- Develop health/safety plans for students with high risk medical diagnosis.

Reasons to keep students' home:

Temperature 100.0F or greater within 24 hours.

Illness affecting child's ability to learn.

Vomiting/Diarrhea.

Starting antibiotics within 24 hours.

Sore throat with headache and/or upset stomach.

Coughing that will not stop.

First Aid, Illness, Injuries

- If a student is injured or ill at school, he/she will receive every care and consideration.
- Parent/guardian will be contacted for serious injury or illness.
- School nurse is available to consult with parents/guardians regarding health problems upon request.
- After extended illness or injury parent/guardian should follow up with school nurse for any needed care or accommodation.
- Crutches, wheelchairs, and other devices require a doctor's prescription indicating directions for use and that the student has been educated to use the device.
- Injuries and illnesses occurring at home should be cared for at home.
 - Upon student's return to school parents are to provide documentation from health care providers indicating any limitations or special considerations/equipment necessary to the student's continued care at school.

RETURN TO SCHOOL

If a student is sent home with fever, they may not return the next day.

Student may not return until the following criteria are met:

- Symptom free for 24 hours. This includes fever, vomiting, diarrhea, cough, and rash.
- Free from fever for 24 hours without use of fever reducing medication such as Tylenol or Motrin.
- Student should complete 24 hours of any prescribed antibiotic treatment prior to returning to school.

LICE

Clovis Unified School District operates on NO LICE guidelines. Students will be sent home if evidence of live lice is found. Student's must be treated within 48 hours and hair/scalp are free from live lice. After 48 hours, absences will be unexcused. Students must check in with the Health Office and be cleared to return to class. Class checks are no longer part of district guidelines. Refer to **Head Lice Guidelines** on the *CUSD Nursing Services website*.

ALL Medications - even over the counter medications (including Tylenol, Advil, cough drops, eye drops, essential oils) must be checked in through the Health Office and require a physician order that must be updated at the Beginning of each School Year.

- CA Education Code Section 49423 requires that any medications to be taken at school must be presented with:
 - A written statement from the physician detailing the name of medication, amount, method, and time medication is to be taken.
 - A written statement from the parent/guardian indicating their desire for the school to assist the pupil in the matters set forth in the physician's statement.
 - Medication must be clearly labeled and sent to school in the *original container from the pharmacy*.
- The **Medication at School form** is available from the school or on the *CUSD district website – under Parent*.
- The Health office does not keep medication for general student use.

Immunizations – Refer to School Board Policy 5141.31

First Grade Physical

California State Law requires that all children entering first grade have a Child Health and Disability (CHDP) physical examination within 18 months of beginning first grade. It is necessary to provide the health office with proof of this physical. **CHDP Form** is on the *CUSD website – Parent*.

Child Protective Services

It is important parents understand that all school personnel are “Mandated Reporters” of child abuse. Should a staff member have even the slightest suspicion that a child has been abused, they must report it to Child Protective Services (CPS).

Physical Education Excuse

Parent Notes- Students will be limited to 3 days per quarter for handwritten parental note excusals from PE Doctor's note will be required after the 3 days.

This note should include a diagnosis and specific date for returning to PE, as well as any limitations that might apply.

Doctor's note: If your child has an injury that requires student to remain out of PE they will also be held out of recess and sports.

AIR QUALITY PRECAUTIONS

Refer to School Board Policy 3514

EMERGENCY CONTACT

In case of an emergency parents/guardians will be contacted. It is very important that the Health Office have updated contact information.

If there is a change in contact information, please contact the Health Office to ensure the correct information is on your student's health information card.