

Stowers Elementary



Magnet School of International Studies



2019-2020 Stowers Parent/Student Handbook

Mission Statement

At Stowers, our focus is to develop a strong academic foundation in each of our students, based on inquiry, depth of knowledge, and a passion for learning. As a Magnet School of International Studies, we agree to help students learn and practice the learner profile and attitudes. We will give students the opportunity to learn how to become lifelong learners, allow them to express themselves, be supportive of their ideas, and give them a global education where they develop empathy, understanding, and caring towards others.

Campus Hours:

Students are allowed on campus at 7:45am. A 2-minute bell will ring at 8:08am letting teachers and students know that the learning day is about to begin at 8:10am. For the students' safety, please do not drop off or send your child to school any earlier than 7:45am. After school, the playground is closed and students should proceed directly home or to a supervised program. The campus closes at 15 minutes after dismissal. Arrangements regarding after school activities and student pick up should be determined prior to the start of the school day.

Volunteers and Visitors:

To ensure the safety of our students, visitors MUST check in at the office and receive a Visitor or Volunteer badge before proceeding onto the campus. All visitors and volunteers will need their state issued ID or Driver's License to enter our school campus. Our school is implementing a district wide program called "Raptor". Raptor is a software program which runs a background check before anyone can enter campus. Your information given will be completely confidential and will not be sold/given to anyone. This information is for school use only.

All volunteers must complete the ABCUSD Volunteer Form as well as participate in the Raptor program. This form is available to all families and is available throughout the school year. Conferences with the teachers should be arranged for times other than during school hours. It is best to send a note or an e-mail to arrange a conference at a mutually convenient time for you and the teacher.

Attendance Policy:

Students receive the best education possible when they are on time and in attendance every day. We ask for your cooperation in seeing that your child attends school each day he/she is physically able. Each absence means an important lesson missed. Attendance Recovery Credit can be earned by attending Saturday School. Please try to schedule family trips during school holidays and appointments as late in the day as possible to ensure student attendance.

Release During School Hours:

(If needed for appointments)

1. Parents or guardians must check in at the office and bring their ID for verification.
2. The classroom teacher will be called and the student(s) will be sent to the office to meet the person who will be picking them up. Students will only be released to person(s) listed in Aeries, unless other arrangements are made through the office.

Absence:

Parents/guardians should contact the school to verify a student absence during the first day that the student is absent from school. Absences that are not verified within 48 hours will be classified as a “unexcused absence” and reported as such to the Superintendent or designee and if appropriate to the School Attendance Review Board. There are several ways to report a student’s absence:

1. Have your child bring a note to the office upon return to school stating the reason for the absence.
2. Email our office at amy.basto@abcus.us or gina.bartyzel@abcusd.us
3. Call our office at (562) 229-7906. The 24 hour attendance line is available any hour of the day where you can leave a message stating the reason for your child’s absence. Please don’t forget to give us your child’s name and teacher’s name for reference.

Tardiness:

One of our goals at Stowers is to begin instruction promptly each day. It is absolutely necessary to have all students on campus (inside the gates) by 8:10 AM. In order to instill responsibility for promptness in students, the following guidelines are in place:

1. Students who are not on campus when the bell rings must check in tardy at the office before attending class.
2. ONLY A DOCTOR/DENTAL APPOINTMENT WITH A NOTE FROM THE APPROPRIATE OFFICE, WILL BE CONSIDERED AN EXCUSED TARDY.
3. A record of student tardies will be kept in the office.

Independent Study:

If your child will be missing 5 or more days (consecutively) of school, you may request to place your child on Independent Study. An Independent Study contract is signed by the Principal, Teacher, Parent, and Student, agreeing that while the student is not physically attending school, the student will complete class assignments provided by the teacher. Contact your child’s teacher for Independent Study. Students who wish to be on Independent Study must give the teacher and office at least two weeks notice prior to the date of departure.

Clothing and Grooming:

Clothing and grooming should reflect the combined attitudes and high expectations of Stowers students, parents, and staff for an academic learning environment. Appropriate dress and grooming in preparation for the school day has a positive effect on each student’s attitude toward school. Clothing that is distracting or inappropriate for a learning environment will not be allowed.

Dress Code:

- Skirts and shorts must be modest and align with or be longer than the thumb when arms are straight at sides.
- No exposed midriff or cleavage.
- Closed toe shoes are required. No open toed shoes are allowed. Athletic shoes must be worn on PE days.

- Pants must be worn at the waist and must fit the waist without a belt. Belts must be appropriate to the student's waist size. Visible undergarments are not acceptable.
- Shirts must have a 2" wide strap. Sleeveless and spaghetti strap shirts are not acceptable.
- Accessories and jewelry, including earrings, must be suitable for all activities.
- Alcohol, tobacco, and gang slogans or symbols are not allowed.
- Students may not draw on their bodies, or allow any pre-existing mark or tattoo to show. • Pajamas are prohibited, unless it is for a school sponsored event.
- Students are encouraged to use sunscreen protection on a regular basis. Students are also allowed to wear hats to protect themselves from cancer and other hazards related to sun exposure (SB310). The Stowers School hat policy is intended for outdoor use only as sun protection. Hoods are not considered sun protection and are to be worn down at all times. All hats should be removed upon entering a building. A pupil who comes to school without proper attention to personal cleanliness, neatness, or appropriateness of dress will be asked to call home for a change of clothes.

Lunch / Snacks:

Stowers encourages a healthy lifestyle. We hope to inspire this lifestyle by encouraging healthy snacks and lunch. Please have your student bring their lunch with them to class before school. Lunches delivered during the school day may not be delivered to your child on time.

We support the following:

- Encouraging students to bring healthy snacks
- No soda or carbonated drinks (as required by the State of California)
- No candy or gum Food Services:
- Students are encouraged to eat a nutritional lunch. School lunch is served daily in the cafeteria and includes a balanced meal of an entrée, fruit and/or vegetable, and choice of 1% white milk or fat-free chocolate milk.
- A lunch menu is available online at:
<http://schoolmenu.com/menu/ca/abc-unified-school-district/stowers-elementary/>.
- You can check the balance of a student's account at <http://www.myschoolbucks.com>

Lunch Rules:

- Walk into the eating area quietly
- Listen to lunch supervisors
- Use appropriate table manners
- Lunch must be eaten at the lunch tables
- No sharing food
- Classes will not be interrupted for lunch deliveries; parents can drop off lunches at the cart just inside the gate in front of the office
- Students sit at assigned tables, raise hands, throw away all trash in the area, wait to be dismissed, and WALK to the playground.

Playground Rules:

When the bell rings, stop playing, freeze, and place hands on knees. Once the Student Supervisors blow a whistle, immediately line up.

On the Playground:

- We solve our own problems.
- We go to a supervising adult for help when needed.
- We tell a supervising adult when we see someone being mistreated.
- We keep our hands to ourselves at all times.
- We walk on the blacktop and run on the grass.
- When the grass is wet, we will remain on the blacktop and out of puddles.
- We report any harmful objects found on the school grounds to a Student Supervisor.
- We follow the rules of each game and demonstrate good sportsmanship.

Equipment Use:

- Swings – We do not jump off or twist the chains. We count to 20 when waiting for a turn.
- Jump Ropes – We use the ropes for jumping only. We don't swing, pull, or tie the ropes.
- Balls – We kick soccer balls and footballs, not playground balls. We kick balls only on the grass area.

Personal Property:

Students assume the responsibility for loss or damage to their clothing, equipment, books, or instruments. The school endeavors to protect all personal property, but is not responsible for it. Backpacks should be zipped up at all times. LARGE SUMS OF MONEY AND ARTICLES OF REAL OR SENTIMENTAL VALUE SHOULD NOT BE BROUGHT TO SCHOOL. When items of value must be brought to school, they should be taken to the office for safekeeping until they are needed.

Toys from home:

Students are not allowed to bring toys from home to school.

Cell Phones:

Students may carry a cell phone in their backpack or in a pocket for use off of Stowers campus and outside of school hours. Cell phones must be turned off, powered down, and put away at all times while on campus. The school is not responsible for lost or damaged cell phones. Phones within eyesight of a Stowers staff member will be confiscated, and parents will be required to pick up the phone from the office. If a student needs to use a phone during school hours, they must report to the office and use the office phone.

Bicycles:

Bicycles must be locked at the racks while parked at school. The school is not responsible for theft of parts or damage while bicycles are parked at the school. Students must wear a helmet when riding to and returning from school. Bicycles must be walked on campus and when at the cross-walks. No bike riding is allowed on campus, including before and after school.

Report Cards and Conferences:

Report cards are issued three times during the school year. Parent conferences will be scheduled once during the year (check school website for dates). You will receive notification prior to conference times. Feel free to contact your child's teacher at any time throughout the year if you have a question or concern regarding his/her progress.

Birthdays:

We realize that birthdays are exciting times for children. In order to help develop good nutritional habits and avoid student allergies, we would prefer that instead of bringing cakes or cookies you help us celebrate your child's birthday in another way. If you so choose, we welcome you to donate a book in your child's name to his/her classroom library or to our school library.

SCHOOL PROGRAMS and SERVICES

English Language Learners (ELL):

Language proficiency is the ability to use language for both academic purposes and basic communication. The goal is to assist students to develop high levels of English language proficiency, a positive self-concept, and achieve academic success. Students who qualify, based on the English Language Proficiency Assessments for California (ELPAC) receive English Language Development instruction.

Immunizations:

The law requires that any student entering school must have all immunizations up to date. No student will be allowed entry into school without the required immunizations. Documentary proof must include the following minimal information:

- *name of the person immunized
- *birth date
- *types of vaccine administered
- *date each immunization was administered
- *name of physician or agency administering the vaccine

Illness:

Good health is more important than perfect attendance. Please do not send your child to school when he/she is ill. Call the school at once if your child has a communicable disease. The staff continually observes the students for possible symptoms or exposure to contagious diseases. Please make sure to enter into Aeries all current emergency contacts and information including home and parents' work numbers, cell phone numbers, a doctor's name and number, and the number of two other adults in case the parents cannot be reached.

Pupil Medications:

State law prohibits students from having medication in their possession on school grounds. This includes all medications, over-the-counter medicines, as well as prescription drugs. If your child

must take medication during school hours, a physician's authorization for administering medication ("Parent and Physician Request for School to Assist in the Administration of Medication Given During School Hour") must be completed by both parent and physician, before school personnel can administer the medication. ALL medications must be kept locked in the health office. The law is very restrictive and parental cooperation is appreciated. **STUDENTS ARE NOT ALLOWED TO CARRY ANY TYPE OF MEDICINE AT SCHOOL**, including aspirin, inhalers, vitamins, and cough drops.

Resource Specialist Program:

Specialized instruction is provided to pupils who have a discrepancy between their learning potential and their academic performance in basic skills such as reading and math. Our Resource Specialist coordinates the scheduling and monitoring of services for identified students.

Speech and Language Program:

Speech and Language services are provided by our Speech and Language Specialist for pupils with needs in these areas.

Lost and Found:

- Lost and Found is located on a rolling rack on the south side of the 300 building
- For valuable items, check in the office
- Please be sure the student's name is on all belongings
- Left over and unclaimed items are donated after a period of time

Physical Education:

The physical education program allows each student the opportunity to participate in a variety of activities at a level of skill that produces a feeling of satisfaction and achievement. PE is a state-required course. If, for any reason, a student cannot take part in full physical education activities, a note must be brought from a parent or guardian (1-3 days) or from a doctor if it will be more than 3 days. Please make sure the reason he/she cannot participate is listed on the note.

SUSPENSION AND EXPULSION

- The Governing Board recognizes that maintaining an environment that promotes learning and protects the health, safety, and welfare of all students may require the suspension and/or expulsion of a student from regular classroom instruction. District policies and school site rules clearly identify district behavior standards.
- Except in cases where suspension for a first offense is warranted in accordance with law, suspension shall be imposed only when other means of correction fail to bring about proper conduct. (Education Code section 48900.5)
- Expulsion is an action taken by the Board for severe or prolonged breaches of discipline by a student. Except for single acts of a grave nature, as provided by law, expulsion is usually used only when there is a history of misconduct, when other forms of discipline, including suspension, have failed to bring about proper conduct, or when the student's presence causes a continuing danger to other students. (Education Code section, 48915)

- The grounds for suspension and expulsion and the procedures for considering, recommending and/or implementing suspension and expulsion shall be specified in an administrative regulation. Each Principal shall annually inform all students and parents/guardians of the school's discipline rules and procedures and of the availability of all district policies and regulations dealing with student discipline, suspension, and expulsion. (Education Code Sections 35291, 35291.5)
- Suspended or expelled students shall be excluded from all school-related extracurricular activities during the suspension or expulsion.

GROUNDINGS FOR SUSPENSION AND EXPULSION

Students may be subject to suspension or expulsion if the principal determines the student has: (Education Code 48900)

___ EC 48900(a)(1) Caused, attempted to cause, or threatened to cause physical injury to another person, including a school employee. OR:

___ EC 48900(a)(2) Willfully used force or violence upon the person of another, except in self-defense.

___ EC 48900(b) Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object, including a laser pointer, per Penal Code Section 417.27(b).

___ EC 48900(c) Possessed, used, sold, or otherwise furnished, or been under the influence of any controlled substance, the prescription drug Soma, an alcoholic beverage, or intoxicant of any kind.

___ EC 48900(d) Offered, arranged, or negotiated to sell any controlled substance, an alcoholic beverage or intoxicant of any kind; sold, delivered, or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage or intoxicant.

___ EC 48900(e) Committed or attempted to commit robbery or extortion.

___ EC 48900(f) Caused or attempted to cause damage to school property or private property, including electronic files and databases.

___ EC 48900(g), (l) Stole, attempted to steal (g) or knowingly received (l) stolen school property or private property, including electronic files and databases.

___ EC 48900(h), 48901 Possessed or used tobacco, or any products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel.

___ EC 48900(i) Committed an obscene act or engaged in habitual profanity or vulgarity.

___ EC 48900(j) Possessed, offered, arranged, or negotiated to sell any drug paraphernalia.

___ EC 48900(k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.

___ EC 48900(m) Possessed an imitation firearm.

___ EC 48900(n) Committed, or attempted to commit sexual assault or sexual battery.

___ EC 48900(o) Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding for the purpose of preventing the student from being a witness and/or retaliating against the student.

____ EC 48900(p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.

____ EC 48900(q) Engaged in, or attempting to engage in, hazing as defined in EC 32050. ____ EC 48900(r) Engaged in an act of bullying, including, but not limited to, bullying by means of electronic act directed specifically toward pupil or school personnel.

____ EC 48900(s) Aided and/or abetted the infliction or attempted affliction of physical injury to another person.

____ EC 48900.2, 212.5 Committed sexual harassment. (gr. 4-8)

____ EC 48900.3 Caused, attempted to cause, threatened to cause, or participated in an act of hate violence. (gr. 4-8)

____ EC 48900.4 Engaged in harassment, threats, or intimidation against student(s) or school district employee(s), creating an intimidating or hostile educational environment. (gr. 4-8)

____ EC 48900.7 Made terroristic threats against school officials, school property, or both. A terroristic threat is a statement, whether written or oral, willfully threatening to commit a crime which will result in death, great bodily injury, or property damaged in excess of \$1,000 with the intent that the statement be taken as a threat, and, under the circumstances in which the statement is made, is so unequivocal, unconditional, immediate and specific as to convey a gravity of purpose of execution, thereby causing the person threatened reasonably to be in sustained fear for his/her safety or that of his/ her immediate family, or for the protection of district property of his/her personal property or that of his/her family. (Education Code section 48900.7) No student shall be suspended or expelled for any acts enumerated unless that act is related to a school activity or school attendance. A pupil may be suspended or expelled for acts which are enumerated in this section and related to school activity or attendance which occur at any time, including, but not limited to, any of the following:

- While on school grounds.
- While going or coming to school.
- During, or while going or coming from a school sponsored activity.

