

Comprehensive School Safety Plan

Silver Spur Elementary School

Palos Verdes Peninsula Unified School District

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Plan Developed and Adopted by School Site Council
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Plan approved by District Governing Board on
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School Site Council Committee Members

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Janis Alhgren, Library Aide
Gina McDuffie, Parent

This document is available for public inspection in the School Office.

School Site Mission

Silver Spur Elementary School, an outstanding leader in education, provides students with differentiated opportunities to develop to the highest level of their academic, emotional and physical potential. Students are provided with 21st Century learning tools to foster collaboration, creativity, critical thinking and communication. Recognizing the importance of educating the whole child, our highly qualified teachers continue to support intellectual curiosity, academic rigor, literacy, computer technology and global awareness along with a love for art and music. In a safe learning environment, students are taught skills and strategies to develop strong moral character with respect for individual and cultural differences.

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Assessment of the Current Status of School Crime

Silver Spur Elementary School's first priority is student safety on campus. Despite the fact that Silver Spur is not a gated campus, students, parents, and staff are safe on school grounds. Any parent volunteer or visitor is well aware that to be on campus, they must register at the main office, sign and get a volunteer badge. New signs have been placed in every entrance to the school indicating that "all visitors must check-in at the front office. In addition, our students and staff are extremely good in calling out any volunteer parent and/or visitor who is not wearing a visitor or volunteer badge. Safety is also a priority when students are going on a fieldtrip and/or are at any off campus sponsored event as well as travelling to and from school.

At the beginning of the 2017-2018 school year and in response to a couple of break-ins over the weekend, five cameras were installed along campus. Since then, no more break-ins have taken place. We are in the process of requesting two more cameras to be installed.

The weekend of January 20, 2018 the area between the main office and the MPR was vandalized. A police report was made and the principal followed up with a letter to the school community and neighbors. In this letter, the principal encourage neighbors and the school community to report any suspicious activity.

During the 2015-2016, 2016-2017 and 2017-2018 school year there were two student suspensions at Silver Spur. In the current school year 2018-2019 there has been one student suspension. At Silver Spur, we are always looking for alternatives to suspension and very often we will involve the students' families in supporting school rules.

Child Abuse Reporting Procedures

Mandated reporters include, but are not limited to, teachers; instructional aides; teacher's aides or assistants; classified employees; certificated pupil personnel employees; administrative officers or supervisors of child attendance; administrators and employees of a licensed day care facility; Head Start teachers; district police or security officers; licensed nurses or health care providers; and administrators, presenters, and counselors of a child abuse prevention program. (Penal Code 11165.7)

Reasonable suspicion means that it is objectively reasonable for a person to entertain a suspicion, based upon facts that could cause a reasonable person in a like position, drawing when appropriate on his/her training and experience, to suspect child abuse or neglect. However, reasonable suspicion does not require certainty that child abuse or neglect has occurred nor does it require a specific medical indication of child abuse or neglect. (Penal Code 11166)

Reportable Offenses

A mandated reporter shall make a report using the procedures provided below whenever, in his/her professional capacity or within the scope of his/her employment, he/she has knowledge of or observes a child whom the mandated reporter knows or reasonably suspects has been the victim of child abuse or neglect. (Penal Code 11166)

Responsibility for Reporting

The reporting duties of mandated reporters are individual and cannot be delegated to another person. (Penal Code 11166)

No supervisor or administrator shall impede or inhibit a mandated reporter from making a report. (Penal Code 11166)

Reporting Procedures

1. Initial Telephone Report
Immediately or as soon as practicable after knowing or observing suspected child abuse or neglect, a mandated reporter shall make an initial report by telephone to any police department (excluding a school district police/security department), sheriff's department, county probation department if designated by the county to receive such reports, or county welfare department. (Penal Code 11165.9, 11166)
Los Angeles County – Report Child Abuse
800-540-4000
<https://mandreptla.org>
2. Written Report
Within 36 hours of knowing or observing the information concerning the incident, the mandated reporter shall then prepare and either send, fax, or electronically

submit to the appropriate agency a written follow-up report, which includes a completed Department of Justice form (SS 8572). (Penal Code 11166, 11168)

Victim Interviews by Social Services/Law Enforcement

Whenever a representative from the Department of Social Services or another government agency investigating suspected child abuse or neglect deems it necessary, a suspected victim may be interviewed during school hours, on school premises, concerning a report of suspected child abuse or neglect that occurred within the child's home or out-of-home care facility. The child shall be given the choice of being interviewed in private or in the presence of any adult school employee or volunteer aide selected by the child. (Penal Code 11174.3)

A staff member or volunteer aide selected by a child may decline to be present at the interview. If the selected person accepts, the principal or designee shall inform him/her of the following requirements: (Penal Code 11174.3)

1. The purpose of the selected person's presence at the interview is to lend support to the child and enable him/her to be as comfortable as possible.
2. The selected person shall not participate in the interview.
3. The selected person shall not discuss the facts or circumstances of the case with the child.
4. The selected person is subject to the confidentiality requirements of the Child Abuse and Neglect Reporting Act, a violation of which is punishable as specified in Penal Code 11167.5.

If a staff member agrees to be present, the interview shall be held at a time during school hours when it does not involve an expense to the school. (Penal Code 11174.3)

Release of Child to Peace Officer

When a child is released to a peace officer and taken into custody as a victim of suspected child abuse or neglect, the Superintendent or designee and/or principal shall not notify the parent/guardian, but rather shall provide the peace officer with the address and telephone number of the child's parent/guardian. It is the responsibility of the peace officer or agent to notify the parent/guardian of the situation. (Education Code 48906)

SUSPECTED CHILD ABUSE REPORT

To Be Completed by **Mandated Child Abuse Reporters**
Pursuant to Penal Code Section 11166

CASE NAME: _____

PLEASE PRINT OR TYPE

CASE NUMBER: _____

A. REPORTING PARTY	NAME OF MANDATED REPORTER		TITLE		MANDATED REPORTER CATEGORY				
	REPORTER'S BUSINESS/AGENCY NAME AND ADDRESS			Street	City	Zip	DID MANDATED REPORTER WITNESS THE INCIDENT? <input type="checkbox"/> YES <input type="checkbox"/> NO		
	REPORTER'S TELEPHONE (DAYTIME) ()		SIGNATURE		TODAY'S DATE				
B. REPORT NOTIFICATION	<input type="checkbox"/> LAW ENFORCEMENT <input type="checkbox"/> COUNTY PROBATION		AGENCY						
	<input type="checkbox"/> COUNTY WELFARE / CPS (Child Protective Services)								
	ADDRESS			Street	City	Zip	DATE/TIME OF PHONE CALL		
OFFICIAL CONTACTED - TITLE				TELEPHONE ()					
C. VICTIM <small>One report per victim</small>	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY	
	ADDRESS			Street	City	Zip	TELEPHONE ()		
	PRESENT LOCATION OF VICTIM				SCHOOL		CLASS	GRADE	
	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> YES <input type="checkbox"/> NO	OTHER DISABILITY (SPECIFY)		PRIMARY LANGUAGE SPOKEN IN HOME				
	<input type="checkbox"/> YES <input type="checkbox"/> NO	IF VICTIM WAS IN OUT-OF-HOME CARE AT TIME OF INCIDENT, CHECK TYPE OF CARE:			TYPE OF ABUSE (CHECK ONE OR MORE)				
	<input type="checkbox"/> NO	<input type="checkbox"/> DAY CARE	<input type="checkbox"/> CHILD CARE CENTER	<input type="checkbox"/> FOSTER FAMILY HOME	<input type="checkbox"/> FAMILY FRIEND	<input type="checkbox"/> PHYSICAL <input type="checkbox"/> MENTAL <input type="checkbox"/> SEXUAL <input type="checkbox"/> NEGLIGENCE <input type="checkbox"/> OTHER (SPECIFY)			
RELATIONSHIP TO SUSPECT				PHOTOS TAKEN? <input type="checkbox"/> YES <input type="checkbox"/> NO		DID THE INCIDENT RESULT IN THIS VICTIM'S DEATH? <input type="checkbox"/> YES <input type="checkbox"/> NO <input type="checkbox"/> JUNK			
D. INVOLVED PARTIES	VICTIMS SIBLINGS								
	NAME		BIRTHDATE		SEX		ETHNICITY		
	1. _____		3. _____						
	2. _____		4. _____						
	VICTIMS PARENTS/GUARDIANS	NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS			Street	City	Zip	HOME PHONE ()	BUSINESS PHONE ()
		NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS			Street	City	Zip	HOME PHONE ()	BUSINESS PHONE ()
	SUSPECT	SUSPECT'S NAME (LAST, FIRST, MIDDLE)				BIRTHDATE OR APPROX. AGE		SEX	ETHNICITY
		ADDRESS			Street	City	Zip	TELEPHONE ()	
OTHER RELEVANT INFORMATION									
E. INCIDENT INFORMATION	IF NECESSARY, ATTACH EXTRA SHEET(S) OR OTHER FORM(S) AND CHECK THIS BOX <input type="checkbox"/> IF MULTIPLE VICTIMS, INDICATE NUMBER: _____								
	DATE / TIME OF INCIDENT				PLACE OF INCIDENT				
	NARRATIVE DESCRIPTION (What victim(s) said/what the mandated reporter observed/what person accompanying the victim(s) said/similar or past incidents involving the victim(s) or suspect)								

SS 8572 (Rev. 12/02)

DEFINITIONS AND INSTRUCTIONS ON REVERSE

DO NOT submit a copy of this form to the Department of Justice (DOJ). The investigating agency is required under Penal Code Section 11169 to submit to DOJ a Child Abuse Investigation Report Form SS 8583 if (1) an active investigation was conducted and (2) the incident was not determined to be unfounded.

WHITE COPY-Police or Sheriff's Department; BLUE COPY-County Welfare or Probation; GREEN COPY- District Attorney's Office; YELLOW COPY-Reporting Party

DEFINITIONS AND GENERAL INSTRUCTIONS FOR COMPLETION OF FORM SS 8572

All Penal Code (PC) references are located in Article 2.5 of the PC. This article is known as the Child Abuse and Neglect Reporting Act, also known as CANRA. The Internet site is: <http://www.leginfo.ca.gov/calaw.html> (specify Penal Code and search for Sections 11164-11174.3). A mandated reporter must complete and submit the form SS 8572 even if some information is not known. (PC Section 11167(a).)

I. MANDATED CHILD ABUSE REPORTERS

- Mandated child abuse reporters include all those individuals and entities as defined in PC Section 11165.7.

II. TO WHOM REPORTS ARE TO BE MADE (DESIGNATED AGENCIES)

- Reports of suspected child abuse or neglect shall be made by mandated reporters to any police department or sheriff's department (not including a school district police or security department), county probation department (if designated by the county to receive mandated reports) or the county welfare department. (PC Section 11165.9.)

III. REPORTING RESPONSIBILITIES

- Any mandated reporter who has knowledge of or observes a child, in his or her professional capacity or within the scope of his or her employment, whom he or she knows or reasonably suspects has been the victim of child abuse or neglect shall report such suspected instance of abuse or neglect to a designated agency immediately or as soon as practically possible by telephone and shall prepare and send a written report thereof *within 36 hours* of receiving the information concerning the incident. (PC Section 11166(a).)
- No mandated reporter who reports a suspected instance of child abuse or neglect shall be held civilly or criminally liable for any report required or authorized by the CANRA. Any other person reporting a known or suspected instance of child abuse or neglect shall not incur civil or criminal liability as a result of any report authorized by the CANRA unless it can be proven the report was false and the person knew it was false or make the report with reckless disregard of its truth or falsity. (PC Section 11172(a).)

IV. INSTRUCTIONS

- **SECTION A - REPORTING PARTY:** Enter the mandated reporter's name, title, category (from PC Section 11165.7), business (agency) name and address, telephone number, a signature and today's date. Also check yes-no whether you (the mandated reporter) witnessed the incident. The signature area is for either the mandated report or the person taking as telephoned report.

ETHNICITY CODES

1 Alaskan Native	6 Caribbean	11 Guamanian	16 Korean	22 Polynesian	27 White-Armenian
2 American Indian	7 Central American	12 Hawaiian	17 Laotian	23 Samoan	28 White-Central American
3 Asian Indian	8 Chinese	13 Hispanic	18 Mexican	24 South American	29 White-European
4 Black	9 Ethiopian	14 Hmong	19 Other Asian	25 Vietnamese	30 White-Middle Eastern
5 Cambodian	10 Filipino	15 Japanese	21 Other Pac Islndr	26 White	31 White-Romanian

IV. INSTRUCTIONS (Continued)

- **SECTION B - REPORT NOTIFICATION:** Complete the name and address of the designated agency notified, date of the written report, date/time of the phone call and the name, title and telephone number of the official contacted.
 - **SECTION C - VICTIM** (One Report per Family, siblings must have same parents/guardians): Enter the victim's name, address, telephone number, birth date or approximate age, sex, ethnicity, present location, and where applicable enter the school, class (indicate the teacher's name or room number), and grade. List the primary language spoken in the victim's home. Check the appropriate yes-no box for: developmentally disabled?, physically disabled? and specify the victim's other disability. To determine if the victim has a disability, ask the victim's parent or care giver. Also check the appropriate yes-no box for in foster care?, indicate type of care if the victim was in out-of-home care, indicate the type of abuse. List the victim's relationship to the suspect, check the appropriate yes-no box for photos taken?, indicate whether the incident resulted in this victim's death.
 - **SECTION D - INVOLVED PARTIES:** Enter the requested information for: Victim's Siblings, Victim's Parents/Guardians and the Suspect.
 - **SECTION E - INCIDENT INFORMATION:** If multiple victims, enter the number. Enter date/time and place of the incident. Provide a narrative of the incident. Attach extra sheets if needed.
- ### V. DISTRIBUTION
- **Reporting Party:** After completing Form SS 8572, retain the yellow copy for your records and submit the top three copies to the designated agency.
 - **Designated Agency:** *Within 36 hours* of receipt of Form SS 8572, send **white copy** to police or sheriff, **blue copy** to county welfare or probation, and **green copy** to district attorney.

Disaster Response Procedures

At Silver Spur we update and revise our Emergency Plan every school year. At the beginning of each school year, principal in conjunction with a firefighter dad and staff review Emergency Teams and Responsibilities. In addition, we organize a series of workshops on emergency preparedness for all staff.

In addition to our monthly fire drills, Silver Spur conducts four complete full emergency drills a year in order to make sure that our staff and students are ready and well aware about what to do in case of an emergency. Students and staff are well informed about our emergency plan and all have copies of the plan in their classrooms. At the beginning of each school year our PTA takes inventory of our two disaster sheds on campus ensuring that we have sufficient food, water and supplies for all students and staff for at least three days. In addition, our 4th VPs also ensure that each class has an emergency cart which is up to date and contains all necessary supplies and that all are in working order. Our PTA continues to purchase cots, medicines and supplies for our emergency sheds. Last school year, our PTA purchased a generator and tourniquet kits for all rooms on campus. We are currently in the process of purchasing 12 walkie talkies so that every staff member on campus has one.

Silver Spur performs regular practice emergency drills which includes drop and cover drills, lockdowns, earthquake drills and evacuation drills. Silver Spur participates in the annual "Great California Shake out" in October and our Emergency Preparedness Team is very active, meets regularly and is constantly working on improving our emergency preparedness. Five of our teachers are CERT certified and one of our parents who is a firefighter for Los Angeles County trains all staff on a regular basis.

In case of a fire, Silver Spur is trained to evacuate to safety within 3 minutes. Every month we conduct schoolwide fire drills. All teachers and staff are in possession of our school emergency plan and we dedicate several Monday meetings to review responsibilities. As mentioned above, our school also offers regular workshops to all staff on emergency preparedness. All of our staff has been trained on "Stop the Bleed".

In addition, during our last earthquake drill that took place in January 2019, our staff switched positions so that we could all know what to do if we were asked to perform other roles.

In August 2018, all district faculty and staff received active shooter training called Run-Hide-Fight.

All District school sites and offices have at least one Automatic External Defibrillator (AED) on campus.

All District school sites have a tactical response plan in place. Special consideration has been given to emergency procedures with regard to students with disabilities.

The District works collaboratively with local fire, police, sheriff, and EMS (LA County and Palos Verdes Estates) to ensure the safety of staff and students.

For specific details, refer to Palos Verdes Peninsula Unified School District Board Policy and Administrative Regulations 3516.

Procedures for Notifying Teachers about Dangerous Pupil

In order to fulfill the requirements made by Education Code 49079 and Welfare and Institutions Code 827 that state teachers must be notified of the reason(s) a student has been suspended. The Palos Verdes Peninsula Unified School District has incorporated this notification into the existing "Attendance Reporting screen". On the daily attendance report, when a student is suspended, will show an "SSA" next to the student's name. The teacher can access the suspension by looking at the student's discipline screen. The information provided is for the student's current teachers only. All information regarding suspension and expulsion is **CONFIDENTIAL**, is not to be shared with any student(s) or parent(s). Teachers are asked to secure the list so students and others may not view it.

Pursuant to Welfare & Institution Code 827(b) and Education Code 48267, the Court notifies the Superintendent of the Palos Verdes Peninsula Unified School District regarding students who have engaged in certain criminal conduct. This information is forwarded to the site Principal. The site Principal is responsible for prompt notification of the student's teachers. Per Education Code 49079, this information must be kept confidential. This information is also forwarded to all administrators and the student's counselor.

Procedures for Safe Ingress and Egress from School

Continuous review of disaster preparedness is essential for the safety of students and employees. The more practice we have for an emergency situation, the more familiar we will be with that situation. With practice, we will be better able to react calmly and rationally in the event of a real emergency. We believe that “practice makes permanent”.

In case of an emergency, students and staff are trained to leave everything and exit the classroom in a swiftly and orderly fashion. Teacher and/or designated student knows to pull emergency cart with them and meet with rest of school on their classroom number on blacktop. In case of the blacktop not being available, students and staff have been trained to be reassigned to grass area. Each class has a sign with a room number that they have in their cart. In addition, new big metal numbers are now hanging from our fence on the grass area so that students can easily see where to report to. Once students have been evacuated and checked in with teacher/adult, a report will be sent to Incident Commander.

Our request gate is located on Diversity Street located on the north of our campus and new large banner has now been purchased. This banner is easily seen by all from all sides off and on campus.

Procedures to Ensure a Safe and Orderly Environment

Component #1: People and Programs – creating a “caring and connected” school climate.

Silver Spur is a very special community where teachers, staff, administrator and parents share a common focus of educating the “whole child”. It is our goal at Silver Spur to provide students with differentiated opportunities to develop to the highest level of their academic, emotional and physical potential. Students are provided with 21st Century learning tools to foster collaboration, creativity, critical thinking and communication. Recognizing the importance of educating the whole child, our highly qualified teachers continue to support intellectual curiosity, academic rigor, literacy, computer technology and global awareness along with a love for art and music. In a safe learning environment, students are taught skills and strategies to develop strong moral character with respect for individual and cultural differences.

Since the 2017-2018 school year, Silver Spur is sending a team of 8 staff members to training on Positive Behavior intervention and support (PBIS) at the Los Angeles County Office of Education. Staff members understand that students learn about what behavior is appropriate, just like they learn math or science. Students are taught social skills, including how to act in different settings, such as the classroom, on the bus or with friends. They may learn through role-playing or through actual lessons. During the 2018-2019 our school, along with all the other elementary schools in the District adopted *Second Step*, a socio-emotional curriculum K-5 which aims at positively transform the social-emotional well-being of all students.

Silver Spur teaches students about good character. In order to do this, Silver Spur partnered with *Harper for Kids*, a children’s non-profit organization that helps schools incorporate legendary UCLA Coach John Wooden’s *Pyramid of Success* into our character education program. In addition, our parents, staff and administration work together in developing schoolwide rules for all students. The collaboration between parents and staff can be seen throughout the school. It is our belief that part of every child’s development includes self-discipline and knowledge of school rules, adopted for the majority, and are recognized and obeyed by all. At Silver Spur we share our school wide rules with all students at the beginning of each school year and our staff constantly reviews these rules with students throughout the year. We truly believe that practice makes permanent. Parents are provided with these rules so that they can read them, revise them and emphasize them at home. We expect parents to cooperate with the school in promoting these responsibilities with each of their children. This cooperation will result in a better education and school for everyone.

Posters with schoolwide rules can be found in all areas of campus and Coach Wooden’s *Pyramid of Success* can be found in each classroom.

Every Friday we organize a spirit assembly where students who are “caught making great choices” are recognized. When students are “caught” following schoolwide rules

they are given a “caught making great choices” slip. Then, they write their name and deposit it in a classroom envelope that will finally make its way to a grade level bucket. On Friday, four tickets are picked out per grade level and “caught making great choices” students are given a reward voucher, where they get to pick one of several rewards.

At Silver Spur Elementary, all students participate in annual Red Ribbon Week and Yellow Ribbon Week. During these weeks, students learn more in depth about the importance of adopting a healthy lifestyle and treating others with respect and kindness.

Student Council Leaders meet every week to discuss Student Council plans and activities. Silver Spur Students are extremely entrepreneur and many take initiatives to raise funds for less fortunate children and/or non-profit organizations and worthy causes.

Game rules and schoolwide rules are posted throughout campus and all staff takes ownership in these rules and help in monitoring them. Playground supervisors meet monthly and sometimes twice a month with principal and are trained in positive discipline approaches and active supervision. Silver Spur Students who fail to follow schoolwide rules and disrespect adults are sent to the principal who then works with teachers and families in providing behavior support for students.

In May Silver Spur organizes an International Week. During this week, our students are exposed to selected countries from different continents and have an opportunity to learn about the culture of other countries and students. Our parents are docents who work alongside our principal in developing activities that will provide students with an in-depth understanding of other cultures and people.

Silver Spur students are very accepting of others. Students with varying learning needs attend the school and the environment is always very warm, caring, and nurturing. Many of our students attend our Learning Center. This is a happy place for all students attending where they are able to provide academic support based on their needs. Students leave Silver Spur at the end of 5th grade ready to be successful, on all levels, at the intermediate school.

Component One: People and Programs

Goal: By June 2020, Silver Spur Elementary School students and parents will rate our school at 90% or above as it relates to creating a caring and connected school climate, as measured by the CHKS survey and local school survey data.

Objective	Resources	Person Responsible for Implementation	Timeline	Budget	Evaluation Guidelines
Continue implementing Schoolwide rules and <i>Pyramid of Success</i>	*Principal announcements *Weekly Assemblies *Classroom Activities * Staff made Video	*Principal Teachers	August 2019 – June 2020	Site and PTA Funded	100% participation
Participation in Yellow Ribbon Week	*Lunchtime Activities *Assemblies TK-5	*Principal *Parents *Teachers	September 2019	PTA Funded	100% participation
Participation in Red Ribbon Week	*Lunchtime Activities *Classroom Activities *Assemblies *Talks	*Principal *Teachers *Parent Volunteers	January 2020	PTA Funded	100% participation
Classroom Reading Buddies	*Classroom Activity	*Teachers	August 2019- June 2020		100% participation
International Week	*Classroom Lessons *Lunchtime Activities *School wide Assemblies	*Parent Volunteers *Teachers *Principal	May 2020	Site and PTA Funded	100% participation
Buddy Bench	*Recess *Lunchtime	*Principal *Teachers *Playground Supervisors	Spring 2020	PTA Funded	100% participation
Game Club	*Lunchtime Activity	*Psychologist Intern *Behavior Specialist	August 2019- June 2020	Site Funded	Selected students
Math buddies/Math Club	TK/1 students Grades 4/5	*TK/1 Teacher *Grade 4 Teacher	January- June 2020	Site funded	Selected Students

Component #2: Create a physical environment that communicates respect for learning and individuals.

Silver Spur Elementary provides a very welcoming and warm environment to all. Each classroom area has outside tables and benches for student discussions and learning. In the 2017-2018 school year our PTA purchased a new shed for our TK/K area as well as more lunch benches for our outside lunch area. Students, parents, and teachers respect the campus and take pride in keeping all of the areas neat and clean. On occasion, students need to be reminded to clean up after themselves. Our head custodian keeps the campus clean and encourages others to do so.

Parent volunteers worked endlessly throughout the summer break to inventory our Science Shed so that it is ready for teachers and students to use.

The teachers are very warm and friendly. The main office staff are always available to answer questions. It is here where all parent volunteers sign-in, receive a badge, and sign-out when leaving campus. Students enjoy coming to school each day.

Without a doubt, a very important aspect of the positive atmosphere at Silver Spur Elementary School is the outstanding Parent Involvement, our Parent volunteers and our amazing and supportive PTA. On a daily basis, parents demonstrate how much they value the outstanding education that our school offers.

This partnership between the children, parents, and teachers ensures that high academic standards are met and that no child “falls through the cracks”—the education of the “whole child” is a priority for our school.

Component Two:

Goal: Create By June 2020, Silver Spur Elementary School will have a physical environment that communicates respect for learning and individuals as measured by the CHKS survey and local school survey data with 90% or higher positive feedback.

Objective	Resources	Person Responsible for Implementation	Timeline	Budget	Evaluation Guidelines
Lunch tables outside each classroom for outdoor learning	*Lunch tables	*Principal	August 2019 – June 2020	PTA Funded	Tables outside every classroom
Post signs to promote the character trait for the month	*Character Trait Posters	*Parent Volunteers	Ongoing	PTA Funded	Posters change each month
Create an improved lunch area	*New lunch tables *Mulch	*Principal *District	February June 2020	District and PTA Funded	District to install tables and drop mulch
Maintain Clean and Safe Restrooms		*Custodian *Campus Supervisor	August 2019 – June 2020	District Funded	CHKS surveys
Engage students in caring for school grounds		*Custodian *Teachers *Parents	August 2019 – June 2020		Local school survey
Address students' social emotional needs	* <i>Second Step</i> *CASSY *School Psychologist	*School Psychologist *Principal *Teachers	August 2019 – June 2020		

Reference Guide to Board Policy (BP) and Administrative Regulations (AR)

Suspension and Expulsion Policies

Students BP/AR 5144
Discipline (Revised December 9, 2015)

Students BP/AR 5144.1
Suspension And Expulsion/Due Process (Revised December 9, 2015)

Students AR 5144.2
Suspension and Expulsion/Due Process (Students with Disabilities)
(Revised November 8, 2012)

Rules and Procedures on School Discipline

Students BP 5144
Discipline (Revised December 9, 2015)

Students AR 5144
Discipline (Revised December 9, 2015)

Hate Crime Policies and Procedures

Students BP/AR 5145.3
Nondiscrimination/Harassment (Revised June 20, 2018)

Students BP 5145.9
Hate Motivated Behavior (Revised March 11, 2010)

Bullying Prevention Policies and Procedures

Students BP 5131.2
Bullying (Revised June 20, 2018)

Sexual Harassment Policy

Students BP/AR 5145.7
Sexual Harassment (Revised April 26, 2017)

School-wide Dress Code Prohibiting Gang-Related Apparel

Students BP 5132
Dress and Grooming (revised April 4, 2002)

Child Abuse Reporting Procedures

Students BP/AR 5141.4

Child Abuse Prevention and Reporting (Revised May 25, 2016)

Disaster Response Procedures

Business and Non instructional Operations BP/AR 3516

Emergencies and Disaster Preparedness Plan (revised October 12, 2006)