

PLEASANT GROVE SCHOOL

Parent/Student Handbook 2018-19



Pleasant Grove School Joint Union School District

3075 Howsley Road
Pleasant Grove, CA 95668
916-655-3235 FAX 916-655-3501
www.pgroveschool.org

VISION AND MISSION

Pleasant Grove School is a special place to learn! We have a rich history, traditional values, and progressive practices. As a learning community, we ardently believe **failure is not an option** and support our beliefs by putting effective practices into place.

We value strong fundamental, standards-based education while employing innovative, engaging teaching techniques to meet the variety of learning needs and styles we encounter. Our vision is one of **excellence in action** and **continuous learning** for **all of us**. We are not a complacent community of learners; everyone from community members to Board of Trustees to our custodians and bus drivers are integral to our success!



Pleasant Grove School District strives to educate students who have high moral and ethical standards, an enthusiasm for learning, and who are equipped with the skills and knowledge necessary to excel in a global society.

MISSION

The mission of Pleasant Grove School is to maintain a positive school climate, a safe and orderly environment, and a standards-based academic program for all students. We accomplish this by:

- Teaching through the use of a rigorous standards-based curriculum;
- Integrating technology;
- Developing a highly qualified, committed staff;
- Actively involving parents, families, and the community in the educational process;
- Providing quality facilities and support services; and
- Upholding fiscal integrity.

The school does not merely provide services to children, it constantly assesses the results of the services it provides and keeps varying or adding services until every child is making it.

-Elementary Makes the Grade

STAFF

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Superintendent/Principal
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CERTIFICATED STAFF

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STAY INFORMED

ACCESS TO SCHOOL STAFF

Parents are invited to meet with teachers and discuss their child's progress. As a general policy though, teachers and classrooms are not to be disturbed during school hours. Disruptions cut into valuable learning time. Please let the office help you deliver any forgotten article to your child or schedule appointments for you to speak with teachers. Parents are encouraged and invited to visit anytime. Please make arrangements directly with the teacher.

BOARD OF TRUSTEES MEETINGS

The School Board of Trustees meets every month on the second Tuesday of each month at 5:30 p.m. in the school cafeteria. All meetings are open to the public and your input is always appreciated.

CONNECT-ED PHONE SERVICE

You may receive calls from our district's automated calling system to let you know about upcoming events or emergency situations. It is important that you listen to your recorded message rather than calling the school for the information. In a crisis situation our phone lines need to be available for emergency resources. Parents will be notified via the Connect ED system with all updated information. In addition, emergency information

will be posted on our website if possible.

EMAIL

School email addresses are listed on the school webpage and available in the handbook directory.

PARENTS' CLUB

Parents' Club meets in the school library once a month, on the first Thursday of every month at 6:30 p.m. Parents' Club is a major contributor to our student activities and all parents, grandparents, and guardians are welcome to participate!

VISITORS

All visitors to the school are required to stop by the office to sign in and receive a visitor's badge.

WEBSITE

Our website is located at www.pgroveschool.org. The website provides information regarding the district, school, and classrooms. You and your students can view lunch menus, calendars, download forms and check for class assignments in one easy location.

STAY INFORMED

AUGUST '18						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

22 First day of school

15 No School
18 No School
22 End of Tri 2

FEBRUARY '19						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

SEPTEMBER '18						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

3 No School

MARCH '19						
S	M	T	W	Th	F	S
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

OCTOBER '18						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

15-22 Spring Break – No School

APRIL '19						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

NOVEMBER '18						
S	M	T	W	Th	F	S
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2 End of Tri 1
12 No School
13-16 Parent Conferences
12:30 dismissal
19-23 No School

27 No School

MAY '19						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

DECEMBER '18						
S	M	T	W	Th	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

21 12:30 Dismissal
24-31 Winter Break – No School

3-5 12:30 Dismissal
6 Last Day of School – 12:00 Dismissal

JUNE '19						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

JANUARY '19						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

1-4 Winter Break – No School
21 No School

Monday dismissal is 1:00 unless otherwise noted

ENROLLMENT

ADMISSIONS

Children in California have the right to a free and appropriate education. California State law provides the following:

A child who will be 5 years old on or before September 1 of the school year, will be admitted to kindergarten at the beginning of the school year.

A child whose fifth birthday lies between September 2 & December 2 will be admitted to transitional kindergarten, the first year of a two-year kindergarten program.

ENROLLMENT

To enroll a student the following is required:

- A birth certificate or equivalent and a transfer slip or report card from previous school
- Proof of residency
- Evidence of immunizations

HOMELESS

Students are guaranteed enrollment in school if they live:

- In a shelter (family, domestic violence, youth shelter or transitional living program)
- In a motel, hotel, or weekly rate housing
- In a house or apartment with more than one family because of economic hardship or loss
- In an abandoned building, in a car, at a campground, or on the street
- In temporary foster care or with an adult who is not your parent or guardian
- In substandard housing (without electricity, water, or heat)

HEALTH ASSESSMENT

Proof of a recent health examination is required within 90 days of entry into the first grade. The screening must have been completed within the prior 18 months. This examination must be performed by a licensed physician or you may contact the Sutter County Health Department to schedule an appointment. Please contact the school office at (916)655-3235 for the assessment form or download it from our website.

IMMUNIZATIONS

California requires every student be immunized. Students without immunization records may be excluded from attending school. Effective January 1, 2016, all students entering kindergarten, advancing from sixth to seventh grade in the district, or prior to his or her first admission to the district, will be required to comply with the immunization requirements of

Health and Safety Code section 120335, unless the student provides the district with a valid exemption from a licensed physician. No new personal belief exemptions will be accepted. Students with personal-belief exemptions on file with the district as of January 1, 2016, shall be allowed to continue enrollment until entering the next grade span in the district. Grade spans are defined as birth through preschool, K-6, including transitional kindergarten, and 7-12. Students qualified for an individualized education program may access special education and related services as required by his or her individualized educational program.

DENTAL HEALTH ASSESSMENT

California requires that your child have an oral health assessment by May 31st in kindergarten or first grade, whichever is his/her first year of public school. The assessment must be performed by a licensed dentist or other licensed/registered dental health professional.

(Oral health assessments that have happened within the 12 months before your child enters school also meet this requirement. Please contact the school office at (916)655-3235 for the assessment form or download it from our website

ATTENDANCE

Good school attendance is the first step in helping children become successful in school. Frequent absences hurt a child's academic performance. Although occasional student absences cannot be prevented, we encourage regular student attendance. Verification by a parent can be made by phone, note, message left on the recorder, or in person.

ABSENCES - EXCUSED

A student may be excused legally (valid excuse) from school when the absence is for the following reasons:

1. Personal illness or injury of the student
2. Medical, dental, optometric, or chiropractic services rendered.
3. Attendance at funeral services for a member of the immediate family.
4. Exclusion for failure to present evidence of immunization
5. Exclusion from school because student is either the carrier of a contagious disease or not immunized for a contagious disease.
6. Upon written request of the parent or guardian and prior approval of the Principal and pursuant to board policy, a student's absence may be excused. Reasons include, but not limited to: a) Appearance in court b) Observation of a holiday or ceremony of his/her religion c) Attendance at funeral services for someone that is not a member of the immediate family. D) Parent returning from active military deployment.

ABSENCES - UNEXCUSED

Absences for reasons other than the above Excused Absences are considered unexcused for truancy purposes.

EARLY DISMISSAL

Parents must see the school secretary to sign the student out for the day.

EXTENDED ABSENCE

Independent Study contracts are available for absences of five or more days. Please contact the **office a minimum of two weeks** in advance to make arrangements.

Completed work must be turned in per the contract or the absence will be unexcused.

TARDINESS

Students who are not in line when the bell rings are considered tardy. Repeated tardies may become a truancy issue requiring a hearing with the School Attendance Review Board.

TRUANCY

Any student who is absent from school unexcused and/or over 30 minutes late unexcused for more than 3 days is legally truant. A student may not leave the school premises while school is in session except in case of an emergency or approved early dismissal.

EXCLUSION FROM SCHOOL

State law or county health ordinance requires that children are excluded from school for these reasons: contagious health problems or lack of immunizations. Parents may contact the school or county public health department for more information on communicable diseases such as chicken pox, pink eye, or hepatitis if unsure of when students may return to school.

Head lice causes children to miss important class time if not cleared up right away. Parents are expected to treat, remove all eggs (nits), and return the student to school within 24 hours.

MAKE-UP WORK

Students shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided, and upon satisfactory completion within a reasonable period of time, shall be given full credit.

INSTRUCTIONAL PROGRAMS

ACADEMIC STANDARDS

Pleasant Grove Joint Union School District has high academic standards and expects all students to work hard to achieve their potential.

REPORT CARDS

Students receive a report card at the end of each trimester.

Parent/Teacher conferences are held for every student in November, and as requested by parent or teacher in January. Discussions with teachers are encouraged at any time - not just at scheduled parent-teacher conferences.

EXPLANATION OF MARKS

Kindergarten - 3rd Grades Academic Standards Achievement

Standard Mastered (+)

The student consistently excels in grade level expectations. Student shows depth of understanding and flexible application of concepts.

Standard Met (√+)

The student routinely meets grade level expectations. Student with limited errors grasps and applies the key concepts, processes, and skills for the grade level.

Standard Nearly Met (√)

The student inconsistently meets grade level expectations. Student is beginning to grasp and apply the key concepts, processes, and skills for the grade level but produces work that contains many errors.

Standard Not Met (N)

The student is below grade level. Student shows limited or no understanding and application of grade level concepts.

4th - 8th Grades Academic Standards Achievement

Standard Mastered (4)

The student consistently excels in grade level expectations. Student shows depth of understanding and flexible application of concepts.

Standard Met (3)

The student routinely meets grade level expectations. Student shows independent understanding and application of concepts.

Standard Nearly Met (2)

The student inconsistently meets grade level expectations. Student shows partial understanding and application of concepts. Student is performing below grade level.

Standard Not Met (1)

The student is far below grade level. Student shows limited or no understanding and application of grade level concepts.



INSTRUCTIONAL PROGRAMS

ENGLISH LEARNER PROGRAM

English learners are provided with access to well-articulated, standards-based core curriculum regardless of program placement. The program placement settings through which students progress are:

Structural English Immersion (SEI): This model provides instruction for all subjects in English for students who are learning the language (CELDT) score Beginning (Level 1), Early Intermediate (Level 2), or Intermediate (Level 3) and may include primary language support when needed. English learners receive instruction in ELD and core subjects through effective teaching strategies from trained, authorized personnel using district adopted textbooks, supplementary instructional materials, and Specially Designed Academic Instruction in English (SDAIE) strategies.

Mainstream English with Appropriate Support: This model, designed for students with reasonable fluency (students with an overall CELDT score at the Early Advanced (Level 4) or above) provides all instruction in English with additional and appropriate services as needed in order to make academic progress and meet the requirement to be reclassified as fluent English proficient (FEP).

English learners receive instruction in ELD and other core subjects through effective teaching strategies from trained, authorized personnel using district adopted textbooks and supplementary instructional materials. Instruction is based on ELD and grade level content standards. At any time, including during the school year, a parent or guardian may have his/her child moved into an English language mainstream classroom.

Alternative Program (AP): Currently Pleasant Grove School District does not offer an alternative program. Should a school acquire twenty or more students of a given grade level and parental exception waivers are granted, the district will make every effort to provide an alternative program that would be better suited for the overall educational development of the students. For example: Students may be placed in a primary language classroom with a parental waiver and site approval. Classes are formed based on the needs of 20 or more students at a given grade level, at the same school. Parents and guardians are informed that a pupil under age ten must be placed for not less than 30 calendar days in an English-language classroom for the first year of enrollment. Staff members may recommend an alternative placement for a student; however parents have the right to refuse the staff recommendation.

INSTRUCTIONAL PROGRAMS

GATE

The District utilizes traditional (standardized tests) and non-traditional (student products from school and home, classroom observations, and interim assessments) instruments in identifying gifted students. Participation in the GATE program is available to all students. Programs offered may include art, science, computer technology, drama, choir, and/or writing. Some classes are offered during regular school hours and others may be offered on an after school basis.

PSYCHOLOGICAL SERVICES

The school is assigned a school psychologist from the Sutter County Schools Office. This psychologist, with parent consent, tests students for special programs. The psychologist also provides parent consultation on a request basis.

SPECIAL EDUCATION

The school offers county operated Resource Specialist Program (RSP) and Speech & Language services on the Pleasant Grove School campus. Additional services are offered at other school sites through county operated programs. The district strives to provide an educational program to meet the needs of all school-aged children within the district. A student shall be referred for special education instruction only after the resources of the regular education program have been exhausted. If a student is referred to special education, parents will

receive a notification of rights and an explanation of proposed assessments. After assessments have been completed, a Student Study Team meets to discuss findings. Individualized Education Plans and the student's progress based on the plan will be reviewed with the parent/guardian at least annually.

TITLE I

Pleasant Grove is a targeted assistance Title I school, and as such, services are provided to students who meet the criteria. The goal of the Title I program is to enable participants to meet the challenging state content standards that all children are expected to master. Title I services are provided by a highly qualified teacher and/or paraprofessional. Services will be provided based on student needs.



PROGRAMS

CAMP SHADY CREEK

Students in sixth grade participate in this week long outdoor science program.

CHILDCARE PROGRAM

Childcare is offered before school beginning at 7:00 a.m. until 7:45 a.m. and after school until 5:30 p.m. on school attendance days only. There is a flat rate of \$4.50 per hour per child. **Payment is due on the 5th of each month. Service will be denied beginning the 6th if full payment is not received on time.** Students attending childcare are expected to abide by all school rules and behavior standards.

DRUG, ALCOHOL AND TOBACCO PREVENTION

The school offers substance abuse prevention instruction through in-class lessons.

EXTRACURRICULAR ACTIVITIES

To be eligible to participate in extracurricular activities, students must demonstrate satisfactory educational progress in the previous grading period including but not limited to maintenance of a minimum of 2.0 grade point average and complete class work and homework (students become ineligible if they are placed on a behavior / homework contract). Each student shall maintain a positive record of citizenship. Students become ineligible to

participate that week if they receive a detention and for the season or duration of the class if they receive a second detention or any kind of suspension. To attend extracurricular activities, students must attend school a minimum of three hours that day.

FIELD TRIPS

Siblings are not permitted on field trips. Students must ride bus or school arranged transportation to the field trip but may be checked out by a parent or guardian.

HEALTH INSTRUCTION

Upon written request of the parent or guardian, a student may be excused from health instruction which conflicts with their religious training or beliefs.

PHYSICAL EDUCATION

All children are required to participate in our physical education program. Parents may request in writing to excuse a child from physical education for no more than 3 consecutive days. If a child is to be excused for more than 3 days, a doctor's note is required. Students who are not able to participate in PE will not be permitted to play at recess. Students must wear clothing that is appropriate for physical activity and maintains modesty. Shoes appropriate for physical activity must be worn at all times.



BUS RULES

The district will provide the maximum flexibility and convenience possible within the limits of safety requirements, fiscal constraints, & school hours of operations, availability of equipment, & traffic patterns & restrictions.

BUS RULES

Students shall follow school rules and the instructions of the school bus driver, who is in charge at all times.

Any student deemed by the driver to jeopardize the safety of riders will be appropriately disciplined according to rules and policies of the District.

- Arrive at your assigned bus stop five (5) minutes before the bus is scheduled to arrive.
- Live animals (other than service dogs), hazardous or destructive objects of any kind will not be allowed on the bus.
- Food and/or drink items are not allowed on the bus.
- Respect the rights and property of others on the bus and at the stop.
- Keep all parts of the body inside the bus.
- No profane language, obscene gestures, excessive, or unnecessary noise.
- Do not damage or deface any part of the bus, tamper with the radio, bus controls, emergency exits or other equipment, shoot at or throw away objects inside or outside of the bus, or in any way endanger the safety of others.
- Be courteous and respectful to the bus driver, other students and passers-by.
- Obey the request of bus driver.
- Personal electronics must be stowed away and not used on the bus at any time.

- A bus rider who must get off the bus at a stop other than the normal stop is required to notify the office in advance.

If your bus stop is Watson's Storage, please do not drop your child off and leave. Children must be under an adult's supervision while waiting for the bus.

Consequences of Bus Infractions

1. Driver verbally warns student (with the exception of moving seats or moving while the bus is in motion which is an immediate citation).
2. Citation issued.

Students may be denied bus privileges for:

- 2nd citation 3 days
- 3rd citation 5 days
- 4th citation 10 days or rest of school year

BUS SAFETY

STUDENT CONDUCT AT SCHOOL BUS LOADING ZONES:

Students will stand in a line facing traffic so that they may see the bus approaching. The line will be at least 6 (six) feet back from the spot where the bus will stop. Students will not approach the bus until the bus has come to a complete stop and the driver opens the bus doors.

ESCORTING STUDENTS (RED LIGHT):

If the bus travels in both directions on the same road, the pupil will remain on the bus so that he/she can exit on the correct side of the road.

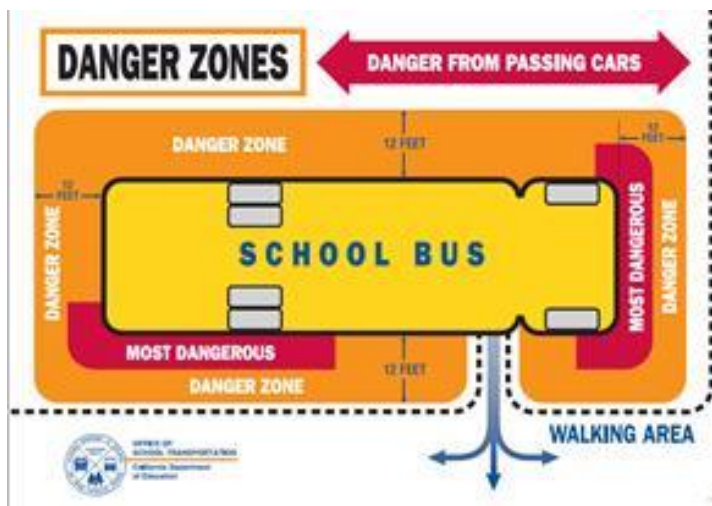
When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, the driver will determine whether traffic is controlled by a traffic officer or official traffic control signal. If there is no crossing guard or control signal, the driver will ensure that the flashing red signal lights and stop signal arm, if so equipped, are activated. Then, the driver will escort all students in pre-kindergarten, kindergarten, grades 1 to 8 inclusive. The driver shall use an approved hand-held stop sign while escorting the students.

STUDENTS WALKING TO AND FROM SCHOOL BUS STOPS:

Students are instructed to go directly to and from the bus stop. Students and parents are asked to pre-plan the safest route with the fewest street crossings necessary. When walking to and from school, students are instructed to follow all pedestrian safety rules.

SCHOOL BUS DANGER ZONES:

The danger zones around the outside of the school bus are approximately 10 feet from the bus, around the entire parameter of the bus, with the front, right side, and the rear being the most dangerous.



DISCIPLINE PLAN

Every child has a right to learn in a safe, secure, and peaceful environment that is free from disruption and students must respect the rights and welfare of others. Our school follows an assertive discipline program of consistent rules, consequences, and rewards.

BEHAVIOR STANDARDS

Parents, teachers, the principal, and other school staff play an important role in shaping responsible student behaviors. To help with an atmosphere of orderly conduct, students are expected to:

- Attend school regularly and on time
- Obey all school and class rules
- Be respectful and follow directions of adults
- Be kind and courteous to schoolmates
- Use appropriate school language (no profanity)

Less severe infractions may result in disciplinary actions such as:

- Loss of recess
- Lunch or after-school detention
- Parent/teacher conference
- Loss of special privileges such as sports, assemblies, or good behavior activities/trips
- In school suspension
- Other consequences as defined by the Principal or teacher

Out of school suspensions from one to five days or other disciplinary action may be taken for infractions including but not limited to:

- Fighting
- Bringing dangerous objects to school

- Robbery or extortion
- Possession of or offering to sell any controlled substance, alcoholic beverage or intoxicant of any kind
- Damaging or stealing school property or personal property
- Possession of or the use of tobacco
- Disrupting school activities or willfully defying school personnel
- Habitual profanity, vulgarity or obscene acts

The Pleasant Grove JUSD is dedicated to ensuring that our campus is safe for everyone. Therefore, students may be recommended for expulsion if they bring a weapon on school grounds, cause serious physical injury to another person, unlawfully sell a controlled substance, or commit robbery or extortion. The Governing Board may expel students for a period of time during the trimester in which the offense is committed, and the following trimester. That means that a student may not attend Pleasant Grove School during the order of the expulsion.

VANDALISM & THEFT

Students may not damage, destroy, or steal property. The parents of a student who commits vandalism or theft will be held liable for damages. The school may withhold grades, diploma, and transcripts until damages are paid. If neither the student nor his/her parents can reasonably afford to pay, the District may provide a program of voluntary work for the student. The District reserves the right to contact law enforcement.

IMPORTANT INFORMATION

APPEARANCE/DRESS CODE

All clothing must be suitable for school: neat, clean, size appropriate, and in good repair. Any clothing that is a distraction to the learning process is prohibited. All clothing will be worn as its design was intended (no pajamas or slippers).

- Pants/skirts must be worn at or above the hip point and be size appropriate and fit at the waist and conceal undergarments at all times. Skirts or shorts must reach to the students' knuckles when arms are at sides. Any tears in pants and shorts must be below the knuckles.
- Footwear must be worn at all times. Appropriate shoes for play and PE are required. Flip-flops or backless shoes/sandals are discouraged.
- Dresses and/or shirts must have straps over each shoulder that connect front to back and be sufficient to conceal undergarments at all times (including bra straps). See-through or fish-net fabrics, halter tops, off-the-shoulder, torn-off sleeves, bare midriffs, spaghetti straps, and muscle shirts are prohibited. The neckline must maintain privacy
- Clothing, backpacks, and jewelry shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane, or sexually suggestive or which advocate racial, ethnic, or religious prejudice or the use of drugs or alcohol and tobacco.
- Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.
- Hats are to be worn correctly and removed when inside school buildings.
- Marking on one's own, or someone else's body or clothing with pens and markers is not permitted.

Violation / Consequences

1. Students will be required to call home to have appropriate clothes brought to school.
2. Repeated offense will be considered defiance and consequences will be given

ARRIVAL & DISMISSAL

Students arriving to school before 7:45 a.m. must check in to childcare. Students arriving after 7:45 must go directly to the cafeteria until 8:00. Students arriving after 8:00 may go directly to the playground if they are not eating breakfast.

When dismissed, students are to report to the bus immediately. Students being picked up by parents must use the crosswalk at the east end of the campus only. Parents who park across the street, must leave their cars and escort their child across. Additional parking spaces and a gravel lot are located at the west end of campus.

ELECTRONIC DEVICES, CELL PHONES, AND CAMERAS

We discourage students from bringing cell phones and other electronic devices to school. They may not be used without staff permission. If a student does bring these items they may not be seen on school campus so they must be in backpacks while on the bus, in the cafeteria, or daycare. Once in the classroom teachers will determine a storage location.

Taking pictures, video, and using social media are strictly prohibited.

Violation of these rules may result in one of the following consequences based on the severity of the violation:

- Device confiscated and returned at the end of the day.
- Device confiscated and kept in the office for pick up by parent /guardian.
- Device may no longer be brought to school.
- Detention / Suspension

The school or staff is not responsible for lost, stolen or damaged electronic devices brought on campus.

IMPORTANT INFORMATION

FIELD TRIP PERMISSION NOTICE

During the school year your child may be taking field trips. You will be informed by the teacher about all field trips and a permission slip requiring a signature will be sent home.

GUM/SEEDS

Chewing gum or eating sunflowers, pumpkin, or other seeds causes a mess on campus. Students who are chewing gum or eating seeds will receive after-school detention to perform school community service.

MANDATED NOTIFICATIONS

A complete list of all mandated notifications (information that we are required to give parents by the state and federal governments) is given with this Handbook either at the beginning of the school year or when a new child new enrolls. If you did not receive the booklet, please ask the school secretary for a copy. The Uniform Complaint Officer for the district is Mr. Tarr, who can be contacted through the school offices or by email at davet@sutter.k12.ca.us

MEDICATIONS

Students taking prescribed medication at school must submit a form signed by both the parent and physician authorizing the school to assist in administering medications per the physician's instructions. This form is also required with parent signature for OTC medication. (*Please see the web site for form*).

POSITIVE RECOGNITION

Students are recognized for a variety of successes each trimester.

Principal's List: A student must receive at least 3.5 in all 4 academic areas (ELA,

Math, Science, Social Studies) and satisfactory marks in citizenship, work habits, VAPA, and PE. Students receiving a major disciplinary action such as suspension will not be eligible.

Honor Roll: A student must receive at least 3 in all 4 academic areas (ELA, Math, Science, Social Studies) and satisfactory marks in citizenship, work habits, VAPA, and PE. Students receiving a major disciplinary action such as suspension will not be eligible.

Panther Award: A special award given by teachers each trimester for special recognition or exemplary behavior.

PESTICIDE/HERBICIDE NOTIFICATION

The Healthy Schools Act of 2000 (as amended by Assembly Bill 2865, Chapter 865, Statutes of 2006) requires all California school districts to notify parents of pesticides they expect will be applied during the upcoming year. The following pesticides will be used at school this year (spraying is done while no students are present):

Essentria IC³ (Active ingredients – Rosemary Oil, Geraniol, Peppermint Oil, Oil of Wintergreen, White Mineral Oil, Vanillin, Polyglyceryl Oleate)

Alecto (Active ingredients – Glyphosate N (phosphonomethyl) glycine)

If you would like advanced notice of spraying, please stop by the office to complete a form. You can find more information regarding pesticide use at the Department of Pesticide – www.schoolipm.info

IMPORTANT INFORMATION

PROMOTION/RETENTION and INTERVENTION POLICY

The Board of Trustees has adopted a comprehensive policy for promotion and retention and intervention for children in grades K – 8 who are not meeting minimum performance standards. We have developed and implemented a policy of “no social promotion” as mandated by law and Board Policy #5123. Students who are failing to meet minimum grade level standards will be considered for retention and will be identified by staff as early as possible in the school year. An Individual Intervention Plan (IIP) will be designed with parents to help students achieve standards.

RESOLVING CONCERNS

We welcome your feedback. Our district has a simple procedure for families to follow:

- Call your child's teacher and arrange a meeting to discuss the problem. *Usually, the answer becomes clear during this conversation.*
- If the problem is not resolved, call the principal to make an appointment to discuss the problem.
- If you still feel that your child's problem has not been resolved, the concern can be discussed with the Governing Board at their next scheduled meeting.

Our goal is to find a positive solution to meet the needs of each child.

SURVEILLANCE CAMERAS

Cameras have been installed to deter theft, however, they may also record student activities in common

areas. These recording can be used in student disciplinary proceedings.

SCHOOL LUNCH PROGRAM

Pleasant Grove School provides a nutritious breakfast and lunch program. Breakfast is served from 7:45-8:05 a.m. Free and reduced price meals are available if a family qualifies according to income standards provided by the National School Lunch Program. Applications are available on our website and distributed the first week of school. Menus are sent home and posted on our web site at the beginning of each month.

2018-19 Breakfast & Lunch Prices



\$1.75 Breakfast w/milk
\$2.50 Lunch w/milk
\$.50 Milk only

When meal charges exceed \$20.00 no additional purchases may be made without payment.

TEXTBOOKS

Parent assistance is requested to help us maintain books for future students by helping their children care for their textbooks. Textbooks must be completely covered at all times (no cloth or sticky covers, paper grocery bags work the best). State funds don't pay for lost or damaged hardback or paperback books. Students and parents are responsible to pay for any damages or the replacement cost of lost books and school property. The replacement cost is available in the school office.

TECHNOLOGY USE

TECHNOLOGY USE AGREEMENT

Pleasant Grove School provides Internet access to all students and staff. Internet access allows classrooms and individuals to have access to information that originates from any point in the world. All users must agree to the guidelines in this handbook to have access to the Internet through their classrooms, library, or computer labs.

EDUCATIONAL PURPOSE OF INTERNET ACCESS

Our network system has been established for limited educational purposes including classroom activities, direct and independent learning activities, individual and collaborative writing and publishing, career development, personal productivity, and other high-quality learning activities. Our district has the right to place reasonable restrictions on the material and individuals who can access or post on the network system.

UNACCEPTABLE USES

Unacceptable uses of the Pleasant Grove School network system include issues related to personal safety, illegal activities, system security, inappropriate language, respect for privacy, respect for resources, plagiarism, and copyright infringement. The district network system may not be used for commercial purposes.

This means an individual may not offer, provide, or purchase products or services through the network. Individuals may not use the network for paid political lobbying. Individuals may use the network to communicate with elected representatives and to express personal opinions regarding political issues. Individuals should not post personal contact information about themselves or other people. Personal contact information includes one's name, address, telephone number, school address, work address, etc. No student should agree to meet with someone he/she has met online.

ILLEGAL ACTIVITIES

No individual user will attempt to gain unauthorized access to the school's network or go beyond authorized access. This includes attempting to log on through another person's account or access another person's files. No individual user will attempt to disrupt the district network system or destroy data by spreading computer viruses or by any other means. No individual user may use the district network to engage in any illegal act, such as arranging for a drug sale, engaging in criminal gang activity, threatening the safety of another person, etc. No individual user may use the PGJUSD network to participate in gambling activities.

TECHNOLOGY USE

CYBERBULLYING

The use of technology (i.e., computers, phones, electronic devices) to bully, threaten, or attack another person's well-being or character, on campus is strictly prohibited and punishable by law. Please report any incident of cyber bullying to the office immediately.

SYSTEM SECURITY

Each individual user is responsible for his/ her individual account and should not provide password to another person. All individual users will avoid the inadvertent spreading of computer viruses by following the district virus protection procedures when downloading software.

INAPPROPRIATE LANGUAGE

Restrictions against inappropriate language apply to public messages, private messages, and material posted on web pages. Users must use language appropriate for school situations. Users may not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language when using the District network. Individual users may not engage in personal attacks, including prejudicial or discriminatory attacks against another individual though the use of the district's network.

CONSEQUENCES

Any violation of the agreement or Board policy 6163.4 may result in disciplinary action, the revoking of user account, and appropriate legal action.

TECHNOLOGY USE AGREEMENT

All parents & students must acknowledge receipt of this information and agree to the terms of these rules by signing the acknowledgement page provided at the end of this booklet. By signing the acknowledgment, students and parents agree not to hold the district responsible and agree to indemnify and hold harmless the district and all district personnel for the failure of any technology protection measures, violations of copyright restrictions, mistakes or negligence by students or costs incurred by student/parent.

MEDIA

Occasionally we post pictures of groups of students (classes, award winners, sports teams) or individual students (students of the week) on our web site or in local newspapers. We would like permission to use your child's name/or picture. Pictures may include **first name** only to protect the privacy of the child. If you have any questions please contact your child's teacher.

**Child Care Service
2018-19**

Pleasant Grove School offers morning childcare from 7:00 to 7:45 and after school child care, 2:40 – 5:30 pm to all students in grades K – 8. Extended hours will be offered on minimum days. No daycare services are available during school holidays and closures.

RATE SCHEDULE

There is a flat rate of \$4.50 per hour per child *late charges will be assessed for children not picked up on time* **Payment is due on the 5th of each month. If on the 6th of the month payment has not been received service will be denied.**

Please complete the attached form and return to the school office. A direct line to daycare is **916-302-6509**.

CHILD(REN)'S NAME (PLEASE PRINT)/GRADE

CHILD(REN)'S NAME (PLEASE PRINT)/GRADE

Parent's Name and Signature (s)

Print _____

Phone

work _____ home _____

Sign _____

cell _____

Print _____

work _____ home _____

Sign _____

cell _____

Emergency Contact(s) (person school should contact if parent's are not available)

_____ Phone# _____

_____ Phone# _____

_____ Phone# _____

Person(s) Permitted to Pick Up Child(ren)

_____ Phone# _____

_____ Phone# _____

_____ Phone# _____

Food allergies, other allergies or health issues (childcare providers should be made aware of health restrictions: diet, diabetes, seizures) _____

____ My child(ren) have permission to watch movies rated PG
Initial

Billing address: _____

ANNUAL PARENT NOTIFICATION

Student Names: _____



Along with this form, please return:

- **Student(s) Emergency Card** (PLEASE FILL OUT **ONE** CARD FOR EACH STUDENT)
- **Child care form** (We are asking that each family complete the child care form even if you don't anticipate the need to use care. In the event you unexpectedly need child care, we must have the completed form).

Please initial that you have received and reviewed with your child:

Bus Rules and Regulations

____ We have read & agree to follow the bus rules & safety (page 11 & 12).

Promotion/Retention and Intervention Policy

____ I have read the Promotion/Retention policy (page 16).

Internet Use Permission

____ I give permission for my child to access the Internet. I have discussed the rules with my child and agree to the conditions (page 17-18).

Electronic Devices, Cell Phones, and Cameras

____ I have reviewed the section on Electronic Devices, Cell Phones, and Cameras (page 14)

Parent Rights

____ I have received a copy of my Parent Rights (separate document).

Contact Information

____ The school may share my contact information with Parents' Club.

My child and I have read and accept the rules, permissions, and policies as addressed in this handbook.

Parent Signature _____ Date _____

Student Signature(s) _____

**Student Handbook is available online at
pgroveschool.org or you can request a
copy in the office.**