

# PLEASANT GROVE SCHOOL

## Parent & Student Handbook 2021/22



### ***Pleasant Grove School Joint Union School District***

3075 Howsley Road  
Pleasant Grove, CA 95668  
916-655-3235 FAX 916-655-3501  
[www.pgroveschool.org](http://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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# STAY INFORMED

## ACCESS TO SCHOOL STAFF

Parents are invited to meet with teachers and discuss their child's progress. As a general policy though, 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. 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 6:00 p.m. in the school cafeteria. All meetings are open to the public and your input is always appreciated.

## EMERGENCY/LAST MINUTE CALLS

Calls or texts will be sent through Alma. 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. 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.

## ONLINE PARENT PORTAL

To access your child's attendance, update contact information and emergency contacts, and access forms go to [pleasantgrove.almastart.com](https://pleasantgrove.almastart.com)

To access your child's grades, assessment results, report cards, and state test results go to [pleasantgrove.illuminatehc.com](https://pleasantgrove.illuminatehc.com)

## 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](http://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.

# CALENDAR

## PLEASANT GROVE SCHOOL | 2021-2022 CALENDAR



AUGUST '21						
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				

16-17 Teacher Work Days  
18 First Day of School

18 Lincoln's Birthday  
21 President's Day  
25 End Trimester 2

FEBRUARY '22						
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 '21						
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		

6 Labor Day  
29 Staff Training  
12:30 Dismissal

MARCH '22						
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		

OCTOBER '21						
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						

27 Staff Training  
12:30 Dismissal

11-18 Spring Break

APRIL '22						
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 '21						
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				

5 End Trimester 1  
11 Veterans Day  
16-19 Parent Conferences  
12:30 Dismissal  
22-26 Thanksgiving Break

30 Memorial Day

MAY '22						
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 '21						
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	

17 12:30 Dismissal  
20-31 Winter Break

2 Last Day of School  
12:00 Dismissal  
3 Teacher Work Day

JUNE '22						
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 '22						
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

17 M.L. King Day

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 - 3<sup>rd</sup> 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.

### 4<sup>th</sup> - 8<sup>th</sup> 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.

## **ENGLISH LEARNER PROGRAM**

English learners are provided access to well-articulated, standards-based core curriculum. Programs offered:

**Structured English Immersion:** A program designed for English learners, which provides nearly all classroom instruction in English, but with curriculum and a presentation designed for pupils who are learning English. English learners also receive Integrated and Designated ELD instruction. Designated ELD is instruction provided during a time set aside in the regular school day for focused instruction on the state-adopted ELD standards to assist English learners to develop critical English language skills necessary for academic content learning in English. Integrated ELD is instruction in which the state-adopted ELD standards are used in tandem with the state-adopted academic content standards. Integrated ELD includes specially designed academic instruction in English.

**Alternative Program (AP):** Currently Pleasant Grove School District does not offer an alternative program. Should the 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.

**Waiver Request:** Parents have the right to decline or opt their children out of the school's language acquisition program. However, we remain obligated to provide the student meaningful instruction until the student is reclassified. Parental Exception Waivers must be acted upon no later than 10 calendar days after the end of the initial 30-day SEI placement, or within 20 instructional days from the time the parental waiver is received by the school principal, whichever is later. Circumstances in which a parental exception waiver may be granted are as follows: (a) children who already know English, (b) children age 10 or older, and (c) children with special needs.

## **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 1**

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 \$5.00 per hour per child. **Payment is due on the 5<sup>th</sup> of each month. Service will be denied beginning the 6<sup>th</sup> 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.

# STATE TESTING

Students in grades 3-8 participate in several statewide testing programs. These tests provide parents/guardians, teachers, and school staff with information about how well students are learning. If you wish to excuse your child, please submit your request in writing to the school so that it can be kept on file. [Education Code 60615].

## **California Assessment of Student Performance and Progress (CAASPP)**

The Smarter Balanced computer adaptive assessments are aligned with the Common Core State Standards (CCSS). English language arts/literacy (ELA) and mathematics tests are administered to measure whether students are on track to college and career readiness. The computer-based CAST, measures students' achievement of the California Next Generation Science Standards (CA NGSS). Students will take the following state tests in April-May.

Assessment	Subject	Grade(s)
Smarter Balanced Assessments	ELA and Mathematics	All students in grades 3-8
California Science Test (CAST)	Science	All students in grades 5 and 8

## **English Language Proficiency Assessments for California (ELPAC)**

The ELPAC are tests used to measure how well students understand English when it is not the language they speak at home. English learners will take the following state test between February 1 and May 31 each year.

Assessment	Domains	Grade(s)
ELPAC Initial	Listening, Reading, Writing, Speaking*	All students, TK-8, new to a CA school
ELPAC Summative	Listening, Reading, Writing, Speaking*	All students, TK-8, classified as EL

*\*Students' voices will be recorded for the speaking domain of the test. A small percentage of student responses will be used to validate the accuracy of scoring and will not be used for identification. All recorded responses will be destroyed after the scores are validated.*

## **Physical Fitness Test**

The physical fitness test for students in California schools is the FitnessGram®. The main goal of the test is to help students in starting lifelong habits of regular physical activity. Students take the test in April-May.

Assessment	Areas	Grade(s)
PFT	Aerobic Capacity, Body Composition, Abdominal Strength and Endurance, Trunk Extensor Strength and Flexibility, Upper Body Strength and Endurance, Flexibility	All students in grades 5 & 7

# 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.

## **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:

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

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.

# 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.

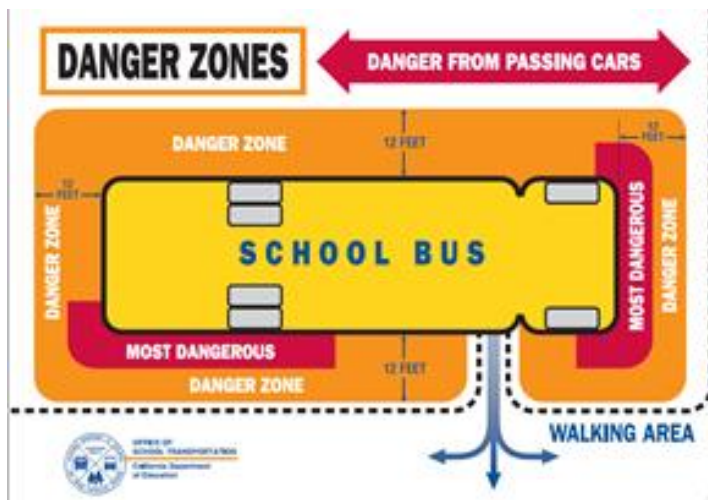
When a school bus is stopped on a highway or private road for the purpose of loading or unloading pupils, the driver will determine whether traffic is controlled by a traffic officer or official traffic control signal. If there is no crossing guard or control signal, the driver will ensure that the flashing 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. A student may not attend Pleasant Grove School during 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 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

### **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](mailto: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 IC<sup>3</sup> (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](http://www.schoolipm.info)

### **PROMOTION/RETENTION and INTERVENTION POLICY**

The Board of Trustees has adopted a comprehensive policy for promotion, retention, and intervention for children who are not meeting minimum performance standards. Students being considered for retention 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. Board Policy 5123 is available upon request in the school office.

### **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 7:50-8:05 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 posted on our web site at the beginning of each month.

#### **2021/22 Breakfast & Lunch Prices**

\$2.00 Breakfast w/milk

\$3.00 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.

### **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 as well as signing an ICT (**Information and Communication Technologies** agreement). 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.