

# 2024 - 2025

## Parent-Student Handbook



### Cedarwood Elementary School

Clovis Unified School District

2851 Palo Alto Ave.

Clovis, CA 93611

(559) 327-6000

Website: [cedarwood.cusd.com](http://cedarwood.cusd.com)

Amanda Howes, Principal

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Notice of Nondiscrimination

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## PRINCIPAL'S MESSAGE

On behalf of the entire Cedarwood Staff, welcome back to school and the start of our 29<sup>th</sup> school year! It will be our task, again, to take extraordinary measures to create a school environment that is safe, secure, and productive. We have come a long way since our opening in 1996. Accomplishments and accolades have validated our efforts, and we are proud of what we have done! We also realize that we must continue to find better and more effective teaching practices that meet and/or exceed the needs of each student.

We are excited to be planning a normal school year. Once again, our staff is committed to continuing the excellence and tradition established in 1996. Our staff is always available to answer questions as we encounter new situations. This is a team effort, and we are excited to work side by side with our families this school year.

This handbook is a compilation of ideas and information that has been acquired over the years. Children need structure and routine. They love to know that is expected from them. We hope this handbook helps to answer questions about Cedarwood and provide essential information regarding the many opportunities available to your child. The relationship between Cedarwood Elementary and its community is unique and special. We are so fortunate to work for such outstanding families. With commitment, and good old-fashioned hard work, we hope to continue providing educational programs that are both exciting and challenging.

If you have any questions, please call (559) 327-6000.

Amanda Howes  
Cedarwood Elementary Principal

## DISTRICT MISSION

The mission of Clovis Unified School District is to provide excellence in education to a diverse community through exemplary programs, services, and activities that foster a lifelong commitment to the Sparthenian concept: "Be the best you can be in Mind, Body, and Spirit."

## SCHOOL MISSION

The mission of Cedarwood Elementary School is to facilitate the maximum educational growth of each child. It is our responsibility to provide exemplary programs, services, and activities to a diverse community that fosters lifelong learning and a commitment to society.

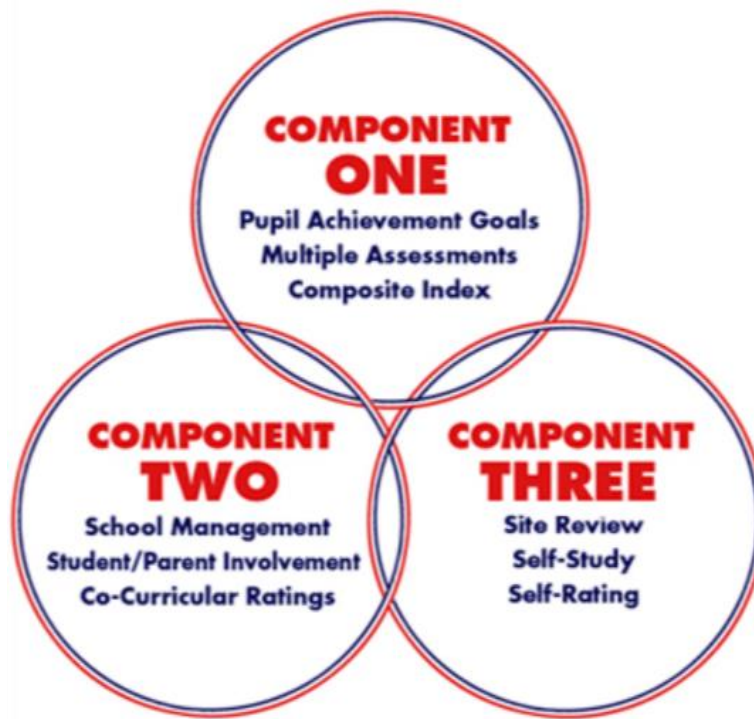


## **CLOVIS ASSESSMENT SYSTEM FOR SUSTAINED IMPROVEMENT (CLASSI)**

Standards and accountability continue to be top priorities in public education today. In Clovis Unified, we are committed to maintaining and improving the quality of the educational programs we provide for our students. Setting high standards and district goals for constant improvement by our Governing board have long been the foundations of accountability for students, teachers, and administrators in Clovis Unified. In 1994, the Clovis Assessment System for Sustained Improvement, commonly known as “CLASSI,” was instituted as the means of assessing and evaluating the performance of the schools in our district.

In pursuit of truly effective, well-rounded programs, CLASSI evaluations include many elements that affect the total operation of each school. To achieve this comprehensive approach to evaluation, CLASSI is composed of three distinct components. Component I focuses on pupil academic achievement based on district standards and multiple measures. Component II is designed to rate the school’s effectiveness regarding specific elements of school site management, parent involvement and co-curricular programs based on quality indicators. Each of these elements is rated from “Superior” to “Needs Improvement.” Component III of the CLASSI system allows school and district personnel to examine each school’s policies, practices, programs and operating procedures through a self-study.

In the CLASSI system, each year, scores and ratings are tabulated and reported by the Department of Assessment. Schools earn the CUSD Exemplary School Award by reaching or exceeding set standards in both Component I and Component II. Moreover, schools use the results of CLASSI in setting their goals and planning for the improvement of their programs the following year. In this way, school personnel are continually challenged to exceed their own standards of excellence.





## CLOVIS UNIFIED STUDENT CALENDAR 2024-2025

July 2024						
Su	M	Tu	W	Th	F	Sa
	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			
August 2024						
Su	M	Tu	W	Th	F	Sa
				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
September 2024						
Su	M	Tu	W	Th	F	Sa
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					
October 2024						
Su	M	Tu	W	Th	F	Sa
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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		
November 2024						
Su	M	Tu	W	Th	F	Sa
					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
December 2024						
Su	M	Tu	W	Th	F	Sa
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				

IMPORTANT DATES
<u>School Starts</u>
Aug 19
<u>School Ends</u>
Jun 6
<u>Elem Conference Day</u>
<i>(No school for elementary students)</i>
Nov 1
<u>Intermediate/Secondary</u>
<u>Grading Period *</u>
Sept 27
Nov 1
Dec 20
Feb 21
April 11
June 6
<u>Elementary End of Quarter #</u>
Oct 25
Jan 17
March 21
June 6
HOLIDAYS
Jul 4 - Independence Day
Sept 2 - Labor Day
Nov 11 - Veterans Day
Nov 25 - 29 - Thanksgiving Break
Dec 23 - Jan 6 - Winter Break
Jan 1 - New Year Holiday
Jan 20 - Martin Luther King Day
Feb 10 - Lincoln's Birthday
Feb 17 - Washington's Birthday
Apr 14 - Apr 21 - Spring Break
May 26 - Memorial Day
June 19 - Juneteenth
No School
January 6
March 10
Every Wednesday
90-minute early dismissal for
Elementary students only

January 2025						
Su	M	Tu	W	Th	F	Sa
			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	
February 2025						
Su	M	Tu	W	Th	F	Sa
						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	
March 2025						
Su	M	Tu	W	Th	F	Sa
						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					
April 2025						
Su	M	Tu	W	Th	F	Sa
		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			
May 2025						
Su	M	Tu	W	Th	F	Sa
				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
June 2025						
Su	M	Tu	W	Th	F	Sa
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					



**CEDARWOOD ELEMENTARY SCHOOL**

**Traditional Bell Schedule**

Regular Days	Early Release Days
<b>Mondays, Tuesdays, Thursdays, Fridays</b>	<b>Wednesdays, Last Day Of School</b>
Grade(s): K-AM Trans, K-AM	Grade(s): K-AM Trans, K-AM
<ul style="list-style-type: none"> <li>• <b>7:38 School Day Begins</b></li> <li>• <b>11:09 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>7:38 School Day Begins</b></li> <li>• <b>10:22 School Day Ends</b></li> </ul>
Grade(s): K-PM Trans, K-PM	Grade(s): K-PM Trans, K-PM
<ul style="list-style-type: none"> <li>• <b>11:04 School Day Begins</b></li> <li>• <b>2:35 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>10:21 School Day Begins</b></li> <li>• <b>1:05 School Day Ends</b></li> </ul>
Grade(s): 1st, 2nd	Grade(s): 1st, 2nd
<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 9:30 - 9:45 Grades 1-3 AM Recess</li> <li>• 11:00 - 11:50 Grades 1-2 Lunch</li> <li>• 1:00 - 1:30 Grades 1-3 P.E.</li> <li>• <b>2:35 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 9:30 - 9:45 Grades 1-3 AM Recess</li> <li>• 11:00 - 11:50 Grades 1-2 Lunch</li> <li>• <b>1:05 School Day Ends</b></li> </ul>
Grade(s): 3rd	Grade(s): 3rd
<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 9:30 - 9:45 Grades 1-3 AM Recess</li> <li>• 11:30 - 12:20 Grades 3-4 Lunch</li> <li>• 1:00 - 1:30 Grades 1-3 P.E.</li> <li>• <b>2:35 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 9:30 - 9:45 Grades 1-3 AM Recess</li> <li>• 11:30 - 12:20 Grades 3-4 Lunch</li> <li>• <b>1:05 School Day Ends</b></li> </ul>
Grade(s): 4th	Grade(s): 4th
<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 10:00 - 10:15 Grades 4-6 AM Recess</li> <li>• 11:30 - 12:20 Grades 3-4 Lunch</li> <li>• 2:05 - 2:35 Grades 4-6 P.E.</li> <li>• <b>2:35 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 10:00 - 10:15 Grades 4-6 AM Recess</li> <li>• 11:30 - 12:20 Grades 3-4 Lunch</li> <li>• <b>1:05 School Day Ends</b></li> </ul>
Grade(s): 5th, 6th	Grade(s): 5th, 6th
<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 10:00 - 10:15 Grades 4-6 AM Recess</li> <li>• 12:00 - 12:50 Grades 5-6 Lunch</li> <li>• 2:05 - 2:35 Grades 4-6 P.E.</li> <li>• <b>2:35 School Day Ends</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>7:45 School Day Begins</b></li> <li>• 10:00 - 10:15 Grades 4-6 AM Recess</li> <li>• 12:00 - 12:50 Grades 5-6 Lunch</li> <li>• <b>1:05 School Day Ends</b></li> </ul>

1/13/2022 9:30:10 AM

\*Board Approved – 1/12/2022

## SCHEDULES and PROCEDURES (ON CAMPUS LEARNING)

### ARRIVAL

- **Supervision:**
  - Supervision starts at 7:20 am during school days.
  - Students not riding the bus or not in Expanded Learning Club should arrive after 7:20 am, unless attending a supervised school activity.
- **Bell Schedule:**
  - 7:40 am: First bell rings. Students report directly to their classroom.
  - 7:45 am: Students are to be in their classrooms. Students arriving after the bell rings are to report directly to the office for a pass to class.
- **Drop-off:**
  - Use designated drop-off zones for safety.
- **Transitional Kindergarten and Kindergarten:**
  - Report to the Kindergarten playground between 7:20 am – 7:38 am (AM group).
  - Parents/guardians/responsible older siblings must stay until the TK/K teacher arrives.

### DISMISSAL

- **General Dismissal Time:**
  - 2:35 pm on Monday, Tuesday, Thursday, and Friday for grades 1 – 6.
  - Students should leave immediately or be picked up within 10 minutes.
  - No supervision is provided after 2:50 pm.
- **TK/K Dismissal:**
  - Escorted to Circle Drive Parent Loading Zone, Expanded Learning Club, and/or Bus Loading Zone by Cedarwood staff.
- **Wednesday and Last Day of School Dismissal:**
  - 1:05 pm for grades 1 – 6.
  - Specific times for TK/K students.
  - Students must be picked up by 1:15. No supervision after 1:20 pm.
- **Special Circumstances Dismissal:**
  - Parents must come to the office for early dismissal.
  - Parents who wish to have a student excused early must come to the office and sign out, then the child will be called from the classroom.
  - Approval required. Check-in/check-out system in place for safety.
- **Supervision Times:**
  - No supervision before 7:20 am.
  - Students must be picked up by 2:50 pm unless in supervised activity or in Expanded Learning Club.
  - **Drop-off and Pick-up Protocol:**
  - For safety reasons, parents are to wait at the end of the hallways and not by classroom doors when dropping off and picking up their child.

### EXPANDED LEARNING CLUB

- **Before and After School Care:**
  - Available from 7:00 am to 5:30 pm under the CUSD Expanded Learning Club Program.
  - Contact (559) 327-9160 or visit <https://www.cusd.com/ExpandedLearning.aspx> for enrollment.

## ABSENCES AND TARDIES

- **Clearing Absences:**
  - All absences must be cleared within five days.
  - Methods to clear absences:
    - Call Cedarwood Elementary at 327-6000.
    - Utilize the online absence form on the Cedarwood website.
    - Email the Cedarwood Registrar, Julie Magsig at juliemagsig@cusd.com.
  - Information required when reporting an absence:
    - Child's name and room number or teacher's name.
    - Parent/guardian's name and relationship to the student.
    - Date and reason for absence.
  - Timely clearance is crucial for educational purposes.
- **Tardiness:**
  - Students arriving after 7:45 am are considered tardy.
  - Tardy students must report to the main office before going to their classroom.
  - Excessive tardies could result in disciplinary action.
  - After 10 tardies, parents are required to check students in at the main office when they arrive late.
  - If a child is striving for the Block C Award, they must maintain a maximum 10 unexcused tardies and 3 unexcused absences per semester.
- **Independent Study Contract:**
  - Required for absences lasting five to ten school days.
  - Contact the main office at least ten days prior to the absence to arrange.
  - Students must return all assigned work on the day of return.
- **Attendance Review:**
  - Students with excessive tardies or absences or unhealthy patterns are referred to the School Site Attendance Review Board (SARB).

## SAFETY AND EMERGENCY ACTION PLAN

- **Written Plan:**
  - Cedarwood Elementary has a detailed safety plan.
  - Involves various stakeholders including parents, staff, and emergency services.
  - Updated annually and drills conducted monthly to ensure readiness.
- **Communication:**
  - Immediate communication via phone/text/email during emergencies.
  - Parents urged to update emergency contact information promptly.

## BICYCLES, SKATEBOARDS, SCOOTERS

- **Safety Regulations:**
  - Obey traffic laws when riding to and from school.
  - Helmets must be worn.
  - Walk bikes, scooters, and skateboards on school grounds.
  - Riding any vehicle on campus is strictly prohibited.
- **Parking and Security:**
  - Bicycle and scooter racks provided on the north side of the main office.
  - Students responsible for anti-theft devices.
  - School not responsible for loss or damage to personal items.



## PARKING

- **Drop-off and Pick-up:**
  - Circle Drive on Palo Alto Avenue is designated for parent/guardian drop-off and pick-up.
  - Stay in the vehicle in loading zones; park in designated stalls if leaving the vehicle.
  - Parallel parking permitted on Palo Alto Avenue.
  - Avoid blocking crosswalks, driveways, loading zones, bus zones, and red-marked curbs.
- **Main Parking Lot:**
  - Reserved for staff and handicap parking only.

## VISITORS AND VOLUNTEERS

- **Community Involvement:**
  - Visitors and volunteers must check in at the main office each visit with photo identification to receive a temporary visitor's badge.
  - Badges must be worn while on campus.
  - Volunteers must complete a Volunteer Application Form and undergo a background check one week prior to volunteering.
  - Current clear TB assessment within last 4 years is required for volunteers with ongoing, frequent, or prolonged contact with students.
  - One-day/time volunteers may be exempt (Ed. Code 49405 (m)).
  - Volunteers must comply with CUSD Board Policy Nos. 3204-Fieldtrips, and 8302-Transportation of Students in Private Vehicle, if applicable. For more information visit [www.cusd.com/parentvolunteers.aspx](http://www.cusd.com/parentvolunteers.aspx)
  - Exceptions for public school activities open to the general public.

## BREAKFAST AND LUNCH PROGRAM

- **Meal Availability:**
  - Breakfast served from 7:20 am – 7:40 am daily.
  - Hot lunches available for grades 1 – 6.
  - Meals are provided free of charge to all CUSD students for the 2024 - 2025 school year.

## RETURNED CHECKS

- **Fee Assessment:**
  - \$25.00 returned check fee for all checks returned to Cedarwood Elementary.
  - Cash payments only after May 1st for field trips, yearbooks, cafeteria accounts, etc.

## LOST AND FOUND

- **Identification:**
  - Mark all items with the child's full name.
  - Lost and Found bin located in the MPR (or adjacent).
  - Unclaimed items donated to local charities at the end of each quarter.

## LIBRARY

- **Materials and Responsibilities:**
  - Students responsible for overdue, lost, or damaged materials.
  - Damaged books should be returned to the library for repair.
  - Textbooks checked out through a barcode system; students responsible for lost or damaged textbooks.

## NURSING SERVICES

### **NURSING SERVICES**

A Credentialed School Nurse (CSN)/Registered Nurse (RN)/Licensed Vocational Nurse (LVN) or health services assistant (HSA - an unlicensed personnel) will be in the health office 5 days a week. The CSN/RN/LVN/HSA will contact parent(s)/guardian(s) regarding illnesses and injuries that occur during the school day. All RNs/LVNs/HSAs provide student health care under the supervision and direction of the Credentialed School Nurse. RNs/LVNs/HSAs follow the Emergency First Aid Guidelines for Schools when providing first-aid care to students and are CPR/First Aid certified.

### **EMERGENCY INFORMATION:**

Ed Code 49408

The health office or school administrator will contact parent(s)/guardian(s) in an emergency situation due to illness or injury. It is very important that the health office has current parent/guardian contact information. If there is a change in your child's emergency contact information, please log into Parent Connect and update your information as soon as possible.

### **FIRST GRADE PHYSICAL EXAMINATION REQUIREMENT:**

California State Law (California Code of Regulations, Title 5, Section 432 (2) (B) requires that each student have a complete Child Health and Disability (CHDP) physical examination within 18 months before entering first grade or 90 days after entering first grade (Health & Safety Code 124040, 124085).

The purpose of this examination is for the health and safety of your child and can help identify any health problems that may keep your child from doing well in school. Early detection is the best prevention.

A waiver signed by the child's parent/guardian indicating that they do not want or are unable to obtain the health screening and evaluation services for their children shall be accepted by the school in lieu of the CHDP form. If the waiver indicates that the parent/guardian was unable to obtain the services for the child, then the reasons why should be included in the waiver.

The CHDP form is available on the CUSD website under the "Parents" tab. Click "Health Forms" or a hard copy can be requested from your child's health office.

### **IMMUNIZATIONS**

Board Policy 5141.31; A.R. 5141.31; Health and Safety Code 120325-120375; CCR Title 17, Division 1, Chapter 4

To be admitted to school, California law requires that all children be fully immunized. There are required immunizations to attend public elementary and secondary schools, childcare centers and developmental centers. Schools, and pre-kindergarten facilities are required to enforce immunization requirements, maintain accurate/complete immunization records of all enrolled children and submit reports. Children shall be excluded from school or exempted from immunization requirements only as allowed by California law.

At the time of registration, the school site is required to have proof that your child has received all currently due immunizations to complete the enrollment process. If required immunizations are not provided by the first day of school, your child will not be able to attend.

As of January 1, 2016, California law SB277 no longer allows for a personal beliefs exemption including religious belief exemptions as of July 2016. Any student entering school for the first time in California after July 1, 2016 will need to be fully immunized or have a medical exemption from a California physician.

### **Medical Exemptions:**

Starting January 1, 2021, the only immunization accepted is a medical exemption written by a California physician for students through CAIR-ME. Any medical exemptions issued in CAIR-ME shall expire when the student enrolls in the next

grade span or the medical exemption issued was temporary with an expiration date.

Refer to [cair-me.cdph.ca.go/home](http://cair-me.cdph.ca.go/home) on how to obtain a medical exemption or contact your school site health office with questions or needing additional information.

### **Immunization Exclusion:**

Ed Code 48216 (a), (b), & (c); A.R. 5141.31

Students who are not in compliance with their immunizations, parent/guardian will be contacted by the health office informing them of their child's missing immunizations. An immunization letter will be sent home indicating the immunizations needed to be in compliance. Parent/guardian have two (2) weeks or ten (10) school days to supply evidence either their child has been properly immunized, or their child will be exempted from school due to not meeting immunization requirements. Your child will remain excluded from school until a current immunization record is provided to the health office.

## **HEALTH ASSESSMENTS**

### **Vision, Hearing and Dental Health Screening**

CA Ed Code 49454; Ed Code 49455; Ed Code 49452; Board Policy 5141.3; A.R. 5141.6

California Education Code allows qualified district employees (sections 49452, 49454) to conduct routine vision, color vision and hearing screenings to each student enrolled in the District. The State of California vision and hearing screening is to be completed in Kindergarten, 2nd grade, 5th grade, 8th grade and 10th grade, as well as upon a written referral from parent/guardian or teacher at any grade level (California Code of Regulations, Title 17, Section 2952 (1)). A written statement must be filed with the Credentialed School Nurse by a parent/guardian requesting exemption of their child from the routine health screenings for vision and hearing.

### **Oral Health Assessment Requirement**

CA Ed Code 49452.8

A pupil, while enrolled in kindergarten in a public school, or while enrolled in first grade in a public school if the pupil was not previously enrolled in kindergarten in a public school, no later than May 31 of the school year, shall present proof of having received an oral health assessment by a licensed dentist, or other licensed or registered dental health professional operating within his or her scope of practice, that was performed no earlier than 12 months before the date of the initial enrollment of the pupil.

The parent/guardian of a pupil may be excused from complying by indicating on a waiver form that the oral health assessment could not be completed.

## **TUBERCULOSIS (TB) RISK ASSESSMENT**

Board Policy 5141.26; A.R. 5141.26

### **New or Returning Students**

Each student seeking admission into a District school, whether for the first time, or if returning to the District school after being enrolled in another school in California, another state, or, spent 30 or more days in a high risk TB country, shall comply with submitting to a TB Risk Assessment by a school nurse/RN/LVN or provide documentation of a negative TB blood test (IGRA-QuantIFERON or T-SPOT) or TB skin test (TST).

1. All students moving from out of the country and/or residing in a high TB risk country will be required to be cleared through the Children's Health Center prior to enrollment at their school site.
2. If any blood or skin test is positive, proof of a negative chest x-ray indicating the student is free from communicable TB must be submitted to the health office.
3. A student who is assessed of being at risk of having TB shall: get a TB blood test (IGRA-QuantIFERON or T-SPOT) or a TB skin test unless proof of documentation is provided to the health office showing treatment for current or prior positive IGRA or TST performed in the United States, have a negative chest x-ray or no new risk factors since last documented negative TGRA or TST.

## **TYPE 1 DIABETES INFORMATION**

Reference: <https://www.cde.ca.gov/ls/he/hn/type1diabetes.asp>

In accordance with Education Code 49452.6, information regarding Type 1 diabetes, including risk factors is required to be provided to every incoming family. For questions or concerns related to Type 1 diabetes, please contact your health care provider or school nurse.

According to the U.S. Centers for Disease Control and Prevention (CDC), cases of type 1 diabetes in youth increased nationally from 187,000 in 2018 to 244,000 in 2019, representing an increase of 25 per 10,000 youths to 35 per 10,000 youths, respectively. The peak age of diagnosis of type 1 diabetes is 13-14 years, but diagnosis can also occur much earlier or later in life.

Contact your child's health care provider or school nurse if you have questions regarding Type 1 diabetes.

### **Type 1 Diabetic Student**

1. Diabetic orders and Health Related Action Plan (HRAP) must be reviewed by the school nurse and parent/guardian prior to starting/returning to school.
2. Diabetic orders MUST be renewed every school year (A.R. 5141.21). Your child may not be on campus without current diabetic orders and supplies, including emergency medication. This is for the health and safety of your child.
3. All supplies, including snacks and/or emergency medication must be on-site daily. This can be stored in the health office or on-person.

## **TYPE 2 DIABETES INFORMATION-REQUIRED FOR INCOMING 7TH GRADE STUDENTS**

Reference: <https://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>

Pursuant to California Ed Code Section 49452.7, local education agencies are required to provide parents/guardians information on Type 2 diabetes to all incoming 7th grade students.

This information is provided to parents/guardians during the annual enrollment process. The California Department of Education developed this Type 2 diabetes information in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County.

Parents/guardians may contact the school nurse at their child's school site for any questions they may have regarding the information provided about Type 2 diabetes.

## **FIRST AID, ILLNESSES AND INJURIES**

If a student is injured or ill at school, he/she/they will receive care and consideration by the health office staff. The health office follows the Emergency First Aid Guidelines for Schools when providing first-aid care to students. Parents/guardians will be contacted for any serious injury or if the student is too ill to remain at school. Students will be released through the health office. The credentialed school nurse is available to consult with parents/guardians regarding health problems upon request, however, any injuries which occur at home should be cared for at home. Parents/guardians should follow-up with the credentialed school nurse regarding any extended illness or injuries that require needed care or accommodations while at school.

### **Assistive Devices**

Crutches, wheelchairs, walking boots/shoes, walkers, scooters and casts require a medical note or CUSD School Participation Following Injury/Illness form and physical/academic restrictions in order for students to attend school. Refer to Ed Code 48213.

Brace, elastic bandage, sling and splint require a medical note or CUSD School Participation Following Injury/Illness form if the parent is requesting a PE excuse beyond three (3) days.

### **When to keep your child home due to illness:**

1. Temperature 100.0 F or greater within 24 hours
2. Illness affecting child's ability to learn
3. Vomiting/Diarrhea
4. Sore throat-difficulty breathing or swallowing, or continuous drooling
5. Cold symptoms-continuous cough, difficulty breathing, uncontrolled wheezing, excessive nasal drainage (excludes seasonal allergies)
6. Ear/Eye irritation-redness with drainage, difficulty seeing or hearing, injury, intolerable pain
  - Suspected pink eye-notify healthcare provider for evaluation and provide medical documentation to health office.
7. Rash-worsening, painful, drainage, not healing
8. Starting antibiotics within 24 hours for an illness

### **When your child may return to school due to illness:**

1. Fever free for 24 hours without the use of a fever reducing medication(s) (Ex. Tylenol or Motrin).
2. Vomiting/Diarrhea-student is able to tolerate liquids and food and/or stools have improved.
3. Pink eye-medical note clearing student of disease or two doses of antibiotics to be given before returning to school.
4. Rashes, such as but not limited to impetigo, ringworm, scabies and pinworms-medical note required clearing your student of possible communicable disease or a medical note stating the diagnosis and that appropriate treatment was initiated. Notify the health office.

### **PHYSICAL EDUCATION:**

- Parent Note: Students will be limited to 3 days per quarter for handwritten parental note excusals from PE. **A medical note from a healthcare provider will be required after 3 days.**
- Medical Note: This note should include a diagnosis and specific date for returning to PE, as well as any limitations that might apply. If your child has an injury that requires them to remain out of PE, they will also be held out of recess and sports.

### **CONCUSSION PROTOCOL**

If your child is suspected of having a concussion or has been diagnosed with a concussion, the CUSD Return to Learn-Concussion School Care Plan form needs to be completed by a physician indicating no evidence of a concussion or provide specific academic accommodations, if diagnosed.

If your child's concussion has resolved, a new medical note or the CUSD Return to Learn-Concussion School Care Plan form needs to indicate your student is cleared for full academic participation.

### **COMMUNICABLE/INFECTIOUS DISEASE**

Board Policy 5141.22; A.R. 5141.22

The health office refers to the California School Nurses Organization, Guidelines for Communicable Diseases and Common Conditions in the Educational Setting, along with guidance and direction from the Fresno County Department of Public Health (FCDPH). When necessary, communicable disease cases are reported to the FCDPH. When two or more cases of a communicable disease are reported in a classroom within 14 days of each other, a notification letter may be sent home from the health office.

### **HEAD LICE:**

Clovis Unified School District operates on NO LIVE LICE guidelines. Students will be sent home if evidence of live lice is found. Students must be treated within 48 hours and hair/scalp are free from live lice. Students must be seen in the health office and be cleared to return to class. After 48 hours, absences will be unexcused. Classroom checks are no longer a part of our guidelines.

Head Lice Guidelines can be found on the CUSD Nursing Services website.

<https://www.cusd.com/NursingServices.aspx>.

## **MEDICATION AT SCHOOL:**

Ed Code 49423, 49480; Board Policy 5141.21; A.R. 5141.21

All medications, even over-the-counter medication(s) (including Tylenol, Advil, cough drops, eye drops, essential oils, etc.) require a physician order and are reviewed by the credentialed school nurse. Medication orders must be updated at the **beginning of each school year**. The Medication at School form is available in the school health office or on the CUSD website. <https://cusd.com/HealthForms.aspx>

CA Education Code Section 49423 requires that any medications to be taken at school must be presented with:

- A written statement from the physician detailing the name of the medication, amount, method, and time medication is to be taken.
- A written statement from the parent/guardian indicating their consent for the school to assist the student in the matters set forth in the physician's statement
- Medication must be clearly labeled and sent to school in the original container from the pharmacy

**Please note:** Medication(s) brought to the health office without following the above guidelines will NOT be accepted or given at school. The Health Office does not keep medication for general use.

## **EMERGENCY ADMINISTRATION OF NALOXONE (NARCAN) NASAL SPRAY**

California Education Code (EC) Section 49414.3 authorizes school districts, county offices of education, and charter schools to provide emergency naloxone or another opioid antagonist to school nurses or trained personnel who have volunteered, and to use naloxone or another opioid antagonist to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose.

## **AIR QUALITY PRECAUTIONS:**

Please refer to CUSD School Board Policy 3514 for more information about Air Quality Precautions. CUSD Board Policies can be found at the following website: <https://boardpolicies.cusd.com/ClovisUnifiedBoardPolicies.aspx>

## **CHILD PROTECTIVE SERVICES**

Penal Code Section 11166 requires any Mandated Reporter who reasonably suspects has been the victim of child abuse or neglect must report it to Child Protective Services (CPS).

All school personnel are mandated reporters.

## **BEHAVIOR**

### **General Standards:**

- Cedarwood Elementary maintains high standards of conduct for all students.
- A clearly defined Discipline Policy is established and introduced to students during the first week of school.
- Cedarwood promotes the "Hawk Attitude," posted throughout campus.

## **GENERAL RULES OF CONDUCT AND BEHAVIOR**

1. Follow teacher instructions promptly.
2. Resolve conflicts peacefully without name-calling or physical actions. Intervention will be provided by staff members when appropriate.
3. Obtain written permission or a pass from the teacher before going to the office.
4. Play only in designated areas on grass or blacktop.
5. No running or wandering in the hallways.
6. No loitering or playing in restrooms.
7. While on the playground, students are expected to adhere to playground boundaries. Crossing the red line is prohibited except in the following circumstances
  - a. When called to a meeting by a teacher or advisor.
  - b. When directed to the office or nurse by a staff member.
8. Stay out of rooms without staff supervision.



9. Prohibit profanity or vulgar language.
10. Profanity or vulgar language is not prohibited.
11. Keep electronic devices, including cell phones, off and stored in backpacks. Smartwatches for time only.
12. Use crosswalks when entering or exiting campus.
13. No tackle or wrestling games on grass or blacktop.
14. Stay off interior grass areas and flower beds.

### **GENERAL CLASSROOM CONDUCT**

1. Arrive on time with necessary materials and ready to learn.
2. Behavior should not disrupt the learning environment.
3. Respect personal and school property.
4. Be respectful, courteous, and cooperative with school personnel and peers.
5. Complete assigned tasks responsibly.

### **DISCIPLINE POLICY**

At Cedarwood Elementary, students are responsible for their behavior throughout the school day. In the event of disciplinary issues, parents/guardians will be promptly notified via phone or email. The following outlines the standard procedures for managing discipline:

- Progressive steps for handling discipline:
  - 1st Offense: Teacher warning and counseling.
  - 2nd Offense: Teacher/student conference and potential loss of privileges.
  - 3rd Offense: Parent conference and potential referral to administration.
  - 4th Offense: Office referral and further disciplinary actions.

### **Zero Tolerance Policy**

**Please Note:** *A commitment to non-violence is enforced at Cedarwood Elementary. Clovis Unified School District has a Zero Tolerance Policy, which is supported by the school and includes sexual assault and sexual battery, battery, possession of firearm, possession of a knife, possession of a dangerous object, possession of explosive devices, sale of controlled substances, possession of controlled substances, vandalism where property damage exceeds \$100, repeated mutual combat, robbery or extortion, participation in gang motivated intimidation, hate motivated behavior constituting a statutory violation, assault on or threats to school staff, and terroristic threats. Students who are in violation of the above Educational Codes will be given the appropriate discipline and may be referred to CUSD Student Services. For more information about the CUSD Zero Tolerance Policy please see the following link on the CUSD website:*

<https://qweb.clovisusd.k12.ca.us/ParentPortal/Documents/Zero%20Tol.%20Eng-Spanish.pdf>

- Enforced commitment to non-violence.
- Zero Tolerance Policy includes various violations outlined by Clovis Unified School District.

### **DRESS CODE**

Each student has the responsibility to dress appropriately for the school environment. The CUSD Governing Board shall authorize school regulations which prohibit student dress or grooming practices which present a hazard to the health or safety of the student, materially interfere with schoolwork, create disorder, disrupt the educational program in any way, cause excessive wear or damage to school property, or prevent the students from achieving educational objectives because of blocked vision or a restricted environment. Shoes that allow safe movement of the students must be worn daily for Physical Education and must have a back strap around the heel. Additionally, the only hats that are allowed to be worn are Cedarwood, Clark, Clovis High School, and plain Cedarwood school color hats.

For more information regarding the CUSD Dress Code Policy (Board Policy/Admin Reg No. 2015) can be found at the following link: <https://cusd.com/DressCode.aspx>

- Dress appropriately for the school environment.
- Shoes with back straps required for safe movement and Physical Education.
- Specific hats allowed are Cedarwood, Clark, and Clovis High School; refer to CUSD Dress Code Policy for details.

### **CELL PHONE AND STUDENT TECHNOLOGY**

In order to maintain the integrity of the educational environment, Cedarwood regulates cell phone use to avoid distractions and mishaps that can cause serious issues and violations.

- Cell phones off and stored during the school day.
- Cell phones are prohibited without prior permission while riding the school bus and at any time during school hours when students are under the supervision of school/district employees.
- Cell phones may be used if essential to health and are authorized by staff.
- Earbuds or earphones are not allowed during school hours.

### **ITEMS NOT PERMITTED AT SCHOOL**

Students are prohibited from bringing certain items to school. Any of these items found in a student's possession may be confiscated by a teacher, school staff member, or administrator and held for parental retrieval. It's important to note that the school bears no responsibility for any lost or damaged items brought onto the premises by students. However, exceptions may be made periodically for special activities, events, or rewards, provided that students have obtained permission in advance.

- Live animals • Toys • Portable music devices • Gum • Sports equipment • Wi-Fi enabled devices • Candy • Permanent markers (e.g., Sharpies) • Trading cards • Seeds • Electronic games • Any other items deemed distracting

### **BUS INFORMATION & BUS BEHAVIOR EXPECTATIONS**

Bus schedules for transportation to and from school for qualifying families will be available in August on our school website at <https://cedarwood.cusd.com>. It is the goal of the Clovis Unified Transportation Department to provide a safe, efficient, quality mode of transportation for all students. It is a privilege to ride the school bus and the appropriate behavior is always expected. When a student violates a CUSD bus regulation, the bus driver will report the incident to the principal. Student and parent/guardian contact will be made. If a student receives multiple citations, he/she may be suspended from riding the bus for a specified period.

- List of violations includes but is not limited to:
  - Leaving seat while the bus is in motion.
  - Putting any part of the body outside of the bus.
  - Using profanity/vulgar language.
  - Eating/drinking on the bus.
  - Defacing or damaging the bus.
  - Fighting.
  - Being defiant or needing constant correction.
  - Having dangerous objects on the bus.
  - Not following proper bus procedures.
  - Making unnecessary noise or commotion
- Certain items like glass objects, balloons, scooters, skateboards, or electronic devices not allowed on the bus.

# Hawk Attitude

## *Words and Life Attitudes that Distinguish Cedarwood Students*

1. Do the right thing.
2. Actions speak louder than words.
3. Talk to adults and peers with respect.
4. Always do your best work.
5. Say please and thank you.
6. No excuses.
7. Always make eye-contact when speaking with someone.
8. Learn from watching.
9. Clap for teammates.
10. Have good posture.
11. Pay attention in class.
12. Be the best you can be.
13. Don't cut corners.
14. Don't worry, be happy.
15. Play fair.
16. Win with class, lose with dignity.
17. Do your homework.
18. Always be honest.
19. No Teasing, No Bullying.
20. Be organized.
21. If you don't have something nice to say, don't say anything at all.
22. Don't use cell phones during the school day.
23. Use technology with care.
24. Your cyber history will follow you.

## **Cedarwood Hawks ----- Building Tomorrow...Today!**

- ☛ **Mind: Think Good Thoughts, Work Hard, NEVER Give-Up!**
- ☛ **Body: Be a Good Sport, Demonstrate Self-Control, Own Your Actions.**
- ☛ **Spirit: No Teasing/ Bullying, Think Before You Speak, Be Kind at ALL Times.**

## **ACADEMICS**

### **GRADING POLICY**

In grades TK-2 at Cedarwood Elementary, students' proficiency will be measured based on the framework of 3, 2, or 1.

3 = Meets Standard Expectation

2 = Progressing towards Standard Expectation

1 = Not Making Expected Progress toward Standard

All students in grades 3 – 6 at Cedarwood Elementary are graded utilizing the A, B, C, D, and F criteria. Within this policy, latitude has been given to the teacher to calculate grades on the following basis:

A = 90 – 100%

B = 80 – 89%

C = 70 – 79%

D = 60 – 69%

F = 0 – 59%

Effort Grades:

O = Outstanding

S = Satisfactory

N = Needs Improvement

### **REPORTING STUDENT PROGRESS**

TK/K	Progress reports will be sent home three times per year, at the conclusion of each trimester
Grades 1 – 2	During the sixth week of each quarter, Mid-Quarter Progress Reports will be distributed, and Report Cards will be issued four times per year, at the conclusion of each quarter.
Grades 3 – 6	During the sixth week of each quarter, Mid-Quarter Progress Reports will be distributed, and Report Cards will be issued four times per year, at the conclusion of each quarter. Grades are updated in Q Gradebook, at minimum, every two weeks by the teacher. Parents/guardians should check their child's grades on a routine basis through Parent Connect.

It is Clovis Unified School District's policy that parents/guardians be notified whenever students are in danger of failing classes or subjects.

### **HOMEWORK POLICY**

Homework reinforces classroom learning. Refer to your child's teacher's homework policy. If your child doesn't regularly bring home assignments, contact the teacher for clarification. For concerns about excessive homework time, please also contact the teacher directly.

Tips for success with homework:

- ✓ Establish a regular time and place for your child to complete their work
- ✓ Be sure your homework area is free of distractions
- ✓ Encourage your child and provide minimal guidance
- ✓ Reinforce responsibility of assignments and deadlines with your child
- ✓ Inform the teacher immediately if major difficulties occur

If your child is absent from school and you wish to obtain his/her classwork, please notify the school. The work will be available for pickup within 48 hours.

## **PHYSICAL EDUCATION**

According to the CA Education Code section 51210.1(A), the District is required to provide, in the elementary setting, not less than 200 minutes every 10 school days, exclusive of recesses and the lunch period, of physical education. For more information on Physical Education, see the CA Education Code 51210 at <http://leginfo.legislature.ca.gov/>

### **SIERRA OUTDOOR SCHOOL SCIENCE CAMP – SONORA, CA**

The sixth-grade students will make their annual trip to the Sierra Outdoor School at Five Mile Creek in Sonora, CA. This trip is scheduled for the end of May. Students and parents will be able to work with their teachers to receive all important information regarding this trip. Additionally, Cedarwood Elementary will need parent chaperones for this trip. Please be looking for information in the spring if you are interested in volunteering.

## **ADDITIONAL ACADEMIC RESOURCES**

### **SPECIAL EDUCATION RESOURCE SPECIALIST:**

Cedarwood has a resource teacher available on-site full time, every day. Our Resource Specialist(s) are trained as classroom teachers with special certification in special education and learning disabilities. The resource specialist provides specific prescriptive instruction in academic areas to students who have qualified as requiring such instruction. They play an active role as a resource to teachers in designing and implementing teaching strategies for students with average intelligence, but experience discrepancies between ability and academic achievement.

### **SCHOOL PSYCHOLOGIST:**

Cedarwood's school psychologist is on campus two days per week. The psychologist is available to provide testing and psychological information beyond the scope of the classroom teacher. He/she plays a counseling role to parents and students, along with aiding teachers in the implementation of effective teaching strategies for individual students exhibiting learning difficulties, behavioral issues, and/or social-emotional struggles. All psychological testing requires written parental consent from parents/guardians.

### **SPEECH AND LANGUAGE SPECIALIST:**

Cedarwood's speech and language specialist is on campus four days a week. Our speech and language specialist tests students and work with those who qualify. The speech and language specialist focuses on remedial and developmental instruction in language proficiency, primarily speaking and hearing. In addition, she serves in an advisory capacity to teachers in language development.

### **SCHOOL ASSESSMENT TEAM:**

Students who show signs of abnormally low achievement, learning disabilities, or emotional difficulties, may be referred (by the recommendation of the Student Study Team) to the School Assessment Team. During this team meeting, parents/guardians, teachers, specialized staff members, and the principal will participate in creating an appropriate educational program. During this meeting, a referral can be acted upon. All forms of evaluation require written parental consent from parents/guardians.

### **STUDENT STUDY TEAM:**

Students struggling with academics or behavior, without formal testing, may be referred to the Student Study Team (SST) for evaluation. The SST includes the parent/guardian, teacher, administrator, and other educators. They gather information and create an action plan implemented over several weeks. The team reassesses progress and may suggest further evaluation by the School Assessment Team if needed.

### **GIFTED AND TALENTED EDUCATION (GATE):**

Special funding received from the State of California is utilized for students in grades 4-6. Students are certified as "gifted" based on standardized achievement test scores, group and/or individual intelligence test scores, and academic performance in the classroom.

## **EXTRA-CURRICULAR EVENTS AND ACTIVITIES**

### **RECOGNITION OF STUDENT ACHIEVEMENT**

We believe that one of the quality indicators for exemplary schools is the existence of a school recognition program to reinforce students for a job well done. To promote curricular and co-curricular goals and to recognize student achievement in a wide variety of areas, the school provides many opportunities for students to receive recognition.

Our use of recognition and student incentives is based on the following:

1. The recognition structure in the school must include opportunities for everyone to achieve. Obviously, not everyone will be able to attain every award (Principal's Honor Roll, for example), however, recognition for accomplishment or effort is available in many areas. This provides every student with the opportunity to receive his/her share of recognition in some area.
2. There will be quarterly awards assemblies for grades 1 – 6. Students will receive recognition for curricular as well as co-curricular accomplishments.

In addition to the forms for recognition used by teachers at the classroom level, the following are some of the school-wide forms of special recognition available to students:

#### **ATHLETICS**

Recognition is given to all students who participate in an athletic program. Students will be recognized on stage and some may possibly receive special awards at the conclusion of each sports season.

#### **BLOCK C**

The Block C Award is the highest award a student may earn at Cedarwood. The award is available to 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade students who earn this distinction which reflects a broad base of participation, achievement, and service. Please refer to the Block C handbook that your child received in class for further information.

#### **CEDARWOOD HAWKS OF CHARACTER**

Given at the end of the year at a special assembly, the Cedarwood Hawk of the Year is awarded to deserving 6<sup>th</sup> grade students who have demonstrated outstanding academic achievement, participation in a wide array of activities, strong interpersonal relationships, and outstanding citizenship. This award is also very special in that teachers also consider peer selection.

#### **CHARACTER AWARD**

Presented to students at quarterly assemblies to recognize those individuals who have exhibited the Six Pillars of Character and The Positivity Project.

#### **HONOR ROLL**

The Honor Roll is based on the academic achievement of students in grades 4-6. The accomplishment reflects the student's effort in their studies and are recognized each quarter.

Principal's Honor Roll – (4.0 GPA)

High Honor Roll – (3.50 – 3.99 GPA)

Honor Roll – (3.00 – 3.49 GPA)

#### **MATH CLUB**

Eligibility for this Math recognition is based on the following completion of Math Facts with 100% accuracy, four separate times:

1<sup>st</sup> grade: Addition & Subtraction – 60 problems per sheet

2<sup>nd</sup> grade: Addition & Subtraction – 100 problems per sheet

3<sup>rd</sup> grade: Addition, Subtraction, Multiplication, and Division – 100 problems per sheet

4<sup>th</sup> – 6<sup>th</sup> grades: Block C points for achieving the Big Four and Big Five Math Club



### PHYSICAL PERFORMANCE CERTIFICATES & SUPER HAWK

Cedarwood students who meet the criteria for the Healthy Fitness Zone (HFZ) will be recognized with a certificate. In addition, those students who meet the 85<sup>th</sup> percentile the Super Hawk (Superintendent's Award) will also be recognized with a certificate at the end of the school year.

### PRINCIPAL'S MEDALLION

Presented to the top students in grades 3 – 6 who exhibit outstanding academic achievement, participation in a wide array of activities, and strong interpersonal relationships. Criteria includes:

- ~ Minimum of 3.85 GPA
- ~ High Performance on District Assessments
- ~ Outstanding Citizenship with NO referrals to the office or suspensions

### READER & WRITER AWARD

Presented to students who have exhibited outstanding reading and writing accomplishments within the classroom. Students will receive special recognition at the quarterly assembly.

### SPARTHENIAN AWARD

Presented to students who have demonstrated outstanding achievement in Mind, Body, and Spirit as selected by the classroom teacher. Students will receive special recognition at the quarterly assembly.

### SPIRIT TICKETS

Rewards are presented to selected students through a weekly random drawing of tickets. Teachers and staff reward students when they are "caught doing something good" with these tickets.

## CO-CURRICULAR ELIGIBILITY

Cedarwood Elementary provides students with the opportunity to participate in a variety of co-curricular activities. We believe that participation in a wide variety of activities help students to achieve balance in their academic, social, and emotional development.

### ACADEMIC QUALIFICATIONS:

The student must maintain a 2.0 GPA (C+ average) to participate in our co-curricular program. Any student falling below a 2.0 GPA at the end of the grading period will be placed on academic probation for the following grading period. While on academic probation, the student will be required to attend the Study Lab one day a week for nine weeks. Any student placed on the academic probation list for two consecutive grading periods will be ineligible to participate in any co-curricular program until they can re-establish a 2.5 GPA at the end of the grading period.

### ATTENDANCE:

In order to compete on game day, the student must be in attendance for the majority of the school day (165 minutes), unless verified by the principal. An unexcused absence from school will disqualify an athlete from participation in the subsequent game or event. An unexcused absence from sports practice will jeopardize an athlete playing in the subsequent game.

### CITIZENSHIP:

Citizenship is to be satisfactory as judged by the principal. Students with serious discipline referrals may not participate in practice and/or subsequent games. The principal will have the discretion to suspend game practice and/or game privileges.

### UNIFORMS AND EQUIPMENT:

It is a player's responsibility to return all uniforms and equipment issued to him/her at the end of the participation or sports season. If a player does not return the items check out to them, they will be asked to provide payment to replace the items.

**PARTICIPATION:**

A student will abide by the rules of the Athletic Code of Conduct / Athletic Contract for the duration of each sports season in which he/she participates.

Please note: If an athlete quits and is discharged from a team without release from his/her coach, he/she is not eligible to join another team until the end of the season of the sport he/she has left.

**ATHLETIC PROGRAM:**

Cedarwood offers an interscholastic athletic program where our teams compete with other elementary schools in the district. Our athletic goals are:

1. To teach and develop proficiency in sport-specific skills.
2. To instill discipline, commitment, and sportsmanship among team members.
3. To promote the pursuit of excellence through hard work, dedication, personal effort, and striving for personal best.

Teams practice on Tuesdays and Thursdays after school until 4:05 PM, occasionally adjusting for weather or scheduling conflicts. There are no practices on Early Release Wednesdays or Staff Development days. Each season, families receive a game schedule. All team participants must complete the online sports paperwork (Permission Click) before participating in athletics, including emergency information, the CUSD Code of Ethics contract, student release contacts, medical details, concussion protocol, and proof of adequate insurance covering accidental injuries.

**Athletic Opportunities:**

<b><u>YEAR LONG</u></b>	<b><u>Open to:</u></b>
Pep & Cheer	4 <sup>th</sup> , 5 <sup>th</sup> , and 6 <sup>th</sup> grade

<b><u>FALL</u></b>	<b><u>Open to:</u></b>
Football	5 <sup>th</sup> & 6 <sup>th</sup> grade
Girls Volleyball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Cross Country	4 <sup>th</sup> , 5 <sup>th</sup> , & 6 <sup>th</sup> grade

<b><u>WINTER</u></b>	<b><u>Open to:</u></b>
Boys Basketball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Girls Basketball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Wrestling	4 <sup>th</sup> , 5 <sup>th</sup> , & 6 <sup>th</sup> grade

<b><u>SPRING</u></b>	<b><u>Open to:</u></b>
Boys Volleyball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Boys Baseball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Girls Softball	5 <sup>th</sup> & 6 <sup>th</sup> grade
Track	4 <sup>th</sup> , 5 <sup>th</sup> , & 6 <sup>th</sup> grade

**PERFORMING ARTS:**

All students in grades 1<sup>st</sup> – 6<sup>th</sup> participate in classroom music during the school week. Students in 5<sup>th</sup> and 6<sup>th</sup> grade can participate in extended music programs. Parents may rent or purchase an instrument for their child but it is not required. A limited variety of school-owned instruments are also available to borrow.

**Performing Arts opportunities:**

Concert Choir	5 <sup>th</sup> & 6 <sup>th</sup> grade
Band	5 <sup>th</sup> & 6 <sup>th</sup> grade
String Orchestra	5 <sup>th</sup> & 6 <sup>th</sup> grade

### **DRAMA & ORAL INTERPRETATION:**

All students in grades 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> have the opportunity to try out for the school drama production. On occasion, primary students are invited to participate when younger students are needed for the production.

All students in grades 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> have the opportunity to be a part of the Oral Interpretation program. Students in Oral Interpretation will attend the CUSD Oral Interpretation Festival during the 3<sup>rd</sup> quarter (spring)

### **STUDENT COUNCIL:**

Cedarwood students in grades 4<sup>th</sup> – 6<sup>th</sup> can learn the fundamentals of student government through the student council program. Students must meet the requirements and be in good standing to run for a student council office. Each semester 4<sup>th</sup> – 6<sup>th</sup> graders elect their peers as the following officers.

Student Council opportunities:

President	6 <sup>th</sup> grader
Vice President	6 <sup>th</sup> grader
Hawk-Eye Commissioner	5 <sup>th</sup> or 6 <sup>th</sup> grader
Hawk Weather Watch	5 <sup>th</sup> or 6 <sup>th</sup> grader
Commissioner of Athletics	5 <sup>th</sup> or 6 <sup>th</sup> grader
Commissioner of Grounds	4 <sup>th</sup> , 5 <sup>th</sup> , or 6 <sup>th</sup> grader
Commissioner of Spirit	4 <sup>th</sup> , 5 <sup>th</sup> , or 6 <sup>th</sup> grader
Class Senators / Human Relations Council	Two reps from each upper grade class

### **FIELD TRIPS**

Field trips are designed to enhance and complement the educational process, often aligning closely with California State Standards. Field Trips are for Cedarwood students only and siblings are not allowed to attend. Chaperones are often needed for field trips and may be asked to ride the school bus if necessary. The number of interested parents often exceeds the space available. Therefore, chaperone names may be drawn randomly by a member of Cedarwood staff. This method will provide equal opportunity for all interested parties. All chaperones must be cleared through the school office a minimum of one week prior to the field trip for planning purposes. (Please refer to CUSD Volunteer Policy)

### **INDIVIDUAL SCHOOL CELEBRATIONS AND GIFTS**

If your child would like to celebrate their birthday with the class, they may bring something to share with their classmates during recess or at the end of the day. **Due to the numerous food allergies among students, we highly encourage treats that are non-food related.** If bringing a food item, all food must be store bought and have food ingredients clearly labeled. **Items without food labels WILL NOT be allowed.** Please coordinate the birthday treat with the teacher at least 48 hours in advance. The teacher will guide any allergy-related restrictions within the class. Please do not have balloons, flowers, or other gifts delivered to individual students. Although we appreciate a family's intent, it disrupts the learning environment. Any such items will be held in the main office and can be picked up there at the end of the school day. Balloons are also not allowed on the school bus.

### **COMMUNITY INVOLVEMENT**

Cedarwood Elementary has a number of ways that parents/guardians and community stakeholders can get involved. The following committees are very important to our school site.

**PARENT TEACHER CLUB (PTC) – meets monthly**

**SCHOOL SITE COUNCIL (SSC) - meets quarterly**

**ENGLISH LEARNER ADVISORY COMMITTEE (ELAC) – meets quarterly**

**INTERCULTURAL DIVERSITY ADVISORY COMMITTEE (IDAC) – meets quarterly**

**CLOVIS UNIFIED SCHOOL BOARD MEETINGS - meets every other Wednesday evening (see CUSD website for dates)**

## CUSD CATEGORICAL FUNDING PROGRAM INFORMATION

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

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

**School Site Council (SSC)**

**English Learner Advisory Committee (ELAC)**

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

**District English Learner Advisory Committee (DELAC)**

**District Indian Education Parent Advisory Committee (IPAC)**

**School and District level School Assessment Review Team (SART)**

**Intercultural Diversity Advisory Council (IDAC)**

**Local Control Accountability Plan (LCAP)**

**Public Forums**

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

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

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

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

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

**District English Learner Advisory Committee (DELAC):** Whenever there are 51 or more EL students in the district, there shall be a functioning District English Learner Advisory Committee (DELAC). It is important that each school site ELAC elect a DELAC representative and arrange to have that representative attend every DELAC meeting as they act as a liaison between the school site and the district to share important information that impacts our students.

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

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

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

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

### **Rationale**

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

### **Philosophy**

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

### **Categorical Program Descriptions**

**Expanded Learning Opportunities Program (ELOP):** The Expanded Learning Opportunities Program fund is an ongoing funding source from the state. Funding allocation is determined by the district's enrollment of Unduplicated Pupils (UPP). Unduplicated Pupils are students classified as English Learners, Foster/Homeless Youth, or eligible for Free/Reduced meals. The purpose of ELOP is to complement existing programs by providing students with more access to expanded learning programs which occur before school, after school, or during intersessions (summer/winter/spring breaks). ELOP focuses on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences.

Title I, Part A (Improving Academic Achievement): A federal-funded program to provide high-quality opportunities for students in high-poverty schools to meet district and state content and performance standards.

Title I, Part A, Title X, Part C, Education for Homeless Children and Youths: Title I, Part A funds provide comparable services to homeless children that assist them to effectively take advantage of educational opportunities as provided to children in schools funded under Title I, Part A. These comparable services shall be provided to homeless children in public and private schools, shelters and other locations where children may live, institutions for neglected children and, where appropriate, local institutions such as local community day school programs.

Title II, Part A (Preparing, Training and Recruiting High Quality Teachers and Principals): A federal-funded program focused on teacher and principal training and recruitment programs.

Title III (Language Instruction for English Learners (EL) and Immigrants): A federal-funded program focused on assisting school districts in teaching English to limited English proficient students (English learners) and immigrants and helping these students meet the same challenging State standards required of all other students.

Title IV, Part A (Student Support & Academic Enrichment): A federal-funded program focused on providing students with a well-rounded education, improve school conditions for student learning, and enhance technology.

Title VI (Indian Education Formula Grant): A federal-funded program focused on helping Native American/Alaskan Native students meet the same challenging state standards required of all other students.

The goal of the CUSD staff is to create and maintain the best educational environment possible. This cannot be accomplished without your support and input. If you have any questions, concerns, or would like to become more involved in the educational process at your school, please contact your school principal or watch for communication from your site. At the district level, we encourage you to become involved in one of our many parent committees or to join us for one of our parent nights.

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