Chula Vista Elementary School District

Fahari L. Jeffers Elementary School

1145 Camino Prado, Chula Vista, CA 91913

"Where every child feels magnificent and rare in every way…"

<u>Office Hours</u>
7:45-
3:45pm
Monday-Friday

PARENT & STUDENT HANDBOOK

2022-2023

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Message from the Principal

Dear Parents and Guardians:

Welcome to Fahari L. Jeffers Elementary School!

It is a pleasure to serve you and your children as the Principal of Fahari L Jeffers Elementary School for the 2022-2023 school year. I look forward to working with you to build and maintain a professional learning community that fosters mutual collaboration to fulfill our school's vision of educational excellence.

Fahari Jeffers Elementary School will command a climate of high expectations based on the belief that all students can master the California Content Standards. Explicit and systematic best practices/strategies will enable all students to access the core curriculum through a variety of learning opportunities.

We are a school committed to equity, inclusion, and diversity in the spirit and ideals of Fahari L. Jeffers. Specifically, we value honesty, integrity, respect, diversity, commitment, perseverance, teamwork, equity, optimism, and creativity. All students, as well as our community members, will participate in activities promoting a culture where individual differences are respected and appreciated.

A safe, positive, and orderly learning environment for students and adults is essential to our success. Students and adults will model respectful and courteous behavior. We will continue to strengthen school safety programs through the work of our School Safety Committee. Promoting and celebrating our cultural heritage and linguistic diversity is a district and school goal. Everyone is valued and appreciated as an individual of great worth.

Parents play an important role in supporting our educational journey and reaching our academic goals. A trusting relationship and continuous communication between parents and the school is essential for student success. We will develop specific strategies to create effective home-school partnerships.

This handbook provides you with information about our school policies, procedures, schedules, and protocols that will ensure your child's success at school. Please review this handbook with your child. Please note, that minor revisions are made to this handbook throughout the year to keep our standards up to date with Board and School Policies.

We can fulfill our school's vision when we work as a professional learning community. We look forward to our partnership in making Fahari L. Jeffers Elementary School a place of educational excellence where all children can achieve.

Your partner in education,

Dr. Shawna Codrington
Principal

SCHOOL MISSION

The mission of Fahari L. Jeffers Elementary School is to provide an inclusive education, promote students who are empowered to think critically, to act responsibly, and to take on challenges through a system distinguished by instruction that is both rigorous and engaging and a culture that invites and embraces students and their families.

Our school community values:

We are a school committed to equity, inclusion, and diversity in the spirit and ideals of Fahari L. Jeffers. Specifically, we value honesty, integrity, respect, diversity, commitment, perseverance, teamwork, equity, optimism, and creativity. All students, as well as our community members, will participate in activities promoting a culture where individual differences are respected and appreciated.

SCHOOL VISION

The vision of Fahari L. Jeffers Elementary School is to prepare and motivate our students for a rapidly changing world by instilling in them critical thinking skills, a global perspective, and a respect for core values of diversity, honesty, loyalty, perseverance, and compassion. Students will have success for today and be prepared for tomorrow.

Fahari L. Jeffers Elementary School

Procedures for 1st Day of School:

1. ( ) Safely dropped off in designated spots or walked to campus following crosswalks.
2. ( ) If eating breakfast before school starts, know where the cafeteria is.
3. ( ) Know where to line up before school starts.
4. ( ) Afterschool pick up. Know where to meet your parent or guardian.
5. ( ) If you are in YMCA or DASH know where to go afterschool.
6. ( ) If you walk home, you know the safest route to take, and remind your child to be alert.
7. **( ) If you are being picked up, know where to meet your parent/guardian or designated authorized person.**
8. **( ) Your child knows what they need to do before and after school. Ensure there is a plan in place for where they need to be.**
9. **( ) Does your child know their parent/guardian phone # and home address? If not, be sure it is in their backpack.**
10. ( ) In case of an emergency, your child knows whom to contact.
11. **( ) Student riding a bicycle or scooter to school, they must wear a helmet on at all times when they are on the bicycle or scooter. It is to ensure student safety, and it is the law.**
12. ( ) My child knows the 1st bell is at 8:10am and they need already be on campus and through the school gates.
13. ( ) Remind your child that anytime they are on campus they must obey school rules before, during, and after school.
14. ( ) Reviewed the Parent Handbook for the Dress Code Policy with my child/children.

***The Parent Handbook can be accessed on our CVESD website:**
faharijeffers.cvesd.org

Fahari Jeffers Elementary 2022-2023

Hours of Operation & Daily Schedule

Office Hours: Monday – Friday 7:45 am – 3:45pm

SCHOOL BEGINS at 8:15 am. Students are expected to arrive at school no earlier than 7:45am, unless they are participating in the breakfast program or Safety Patrol. Upon arrival, students are expected to line up on the blacktop by their letter, until the bell rings. **Students should NOT arrive or be dropped off at school before 7:35am**. Your cooperation is needed in making sure that your child does not arrive at school before 7:35am.

BREAKFAST: 7:45 am – 8:10 am

CLASSROOM Hours

SDC Preschool

Monday – Thursday	8:30am –11:30AM-AM Class 12:30pm-3:30pm-PM Class
Fridays	No School

TK

Monday – Thursday	8:30 am –**2:45 pm**
Fridays & Modified Days	8:30 am- **1:15 pm**

Kindergarten

Monday – Thursday	8:15 am – **2:30 pm**
Fridays & Modified Days	8:15 am – **1:00 pm**
July 20-July 29 (Kinder Modified Days)	8:15 am – **1:00pm**

Grades 1st – 6th

Monday – Thursday	8:15 am – **2:45 pm**
Fridays & Modified Days	8:15 am – **1:00 pm**

RECESS/Snack Schedule

TK and Kinder	9:15 am - 9:30 am **PM:** 1:10 pm-1:25 pm
Grade 1 & 2	9:35 am – 9:55 am
Grade 3 & 4	10:00 am – 10:15 am
Grade 5 & 6	10:20 am – 10:35 am

LUNCH Schedule

Kindergarten; TK	10:45 am – 11:30 am
Grade 1	11:00 am – 11:45 am
Grade 2	11:15 am - 12:00 pm
Grade 3	11:30 pm – 12:15 pm
Grade 4	11:45 am - 12:30 pm
Grade 5	12:00 pm – 12:45 pm
Grade 6	12:15 pm – 1:00 pm

Bell Schedule:

AM BELL SCHEDULE:
AM Bell Schedule: Monday - Friday
8:10 am – 1st Bell / **8:15 am – 2nd Bell**

PM BELL SCHEDULE:
Monday – Thursday: 2:45 pm
Friday: 1:15 pm

MODIFIED DAYS – EVERY FRIDAY and the following:

First day of school: **Wednesday, July 20, 2022**
Fall Conferencing Schedule: **September 15th- September 22, 2022**
Return from Winter Break: **Tuesday, January 10, 2023**
Prior to Presidents' Holiday: **Friday, February 17, and Monday, February 20, 2023**
Spring Conferencing Schedule: **March 9 – 16, 2023**
Return from Spring Break: **Monday, April 3, 2023**

GATE SCHEDULE – Opening and Closing**:**

Mon – Thurs.: - Opened 7:40 am/Locked 8:15 am / Opened 2:25 pm/Locked 4:00 pm
Fri/Mod. Days – Opened 7:40 am/Locked 8:15 am/ Opened 12:55 pm/Locked 4:00 pm

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
2022 - 23 SCHOOL YEAR-ROUND

JULY 2022

S	M	T	W	T	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						

		Days Worked per month			
		180 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
7/1	Fiscal Year begins				
7/4	Legal Holiday – Independence Day				
7/6	First Day for 200-Day Employees				
7/15	186-Day CNS II & III Employees Report				
7/18-7/19	Teacher Preparation Days				
7/20	**Students Report to School – Minimum Day**				
	End of first school month, _8_ days taught +2 teacher work days	8	11	10	18

AUGUST 2022

S	M	T	W	T	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			

	End of second school month, _23_ days	23	23	23	23

SEPTEMBER 2022

S	M	T	W	T	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	

9/5	**Legal Holiday – Labor Day**				
9/15-9/22	**Parent/Teacher Conferences – Minimum Days**				
9/26-10/7	**Fall Break**				
	End of third school month, _16_ days taught	16	16	16	16

OCTOBER 2022

S	M	T	W	T	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					

10/10	Teacher Preparation Day				
10/11	**School Resumes – Students Report to School**				
	End of fourth school month, _15_ days taught +1 teacher work days	15	16	16	16

NOVEMBER 2022

S	M	T	W	T	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			

11/11	**Legal Holiday – Veterans Day**				
11/21-25	**Thanksgiving Week Break**				
11/24	Legal Holiday – Thanksgiving Day				
11/25	In lieu of Holiday – CA Admission Day				
	End of fifth school month, _16_ days taught	16	16	16	16

DECEMBER 2022

S	M	T	W	T	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

12/19-1/6	**Winter Break**				
12/22, 23 & 26	Declared Holiday				
12/30	Declared Holiday				
	End of sixth school month, _12_ days taught	12	12	12	12

Legend: School day (180) Minimum Day (50) Teacher Prep. Day (5) Break No School/Holiday

CHULA VISTA ELEMENTARY SCHOOL DISTRICT
SCHOOL CALENDAR: YEAR-ROUND — 2022-23

JANUARY 2023

S	M	T	W	T	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				

		180 Days Classified	186 Days CNS II & III	185 Days Cert. Staff	200 Days School Staff
1/2	Legal Holiday (Observed) – New Year's Day				
1/9	Teacher Preparation Day				
1/10	**School Resumes – Students Report to School - Minimum Day**				
1/16	**Legal Holiday – Dr. Martin Luther King Jr. Day**				
	End of seventh school month, _15_ days taught +1 teacher work day	15	16	16	16

FEBRUARY 2023

S	M	T	W	T	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				

2/17	**Legal Holiday (Observed) – Lincoln Day**				
2/20	**Legal Holiday – Presidents Day**				
	End of eighth school month, _18_ days taught	18	18	18	18

MARCH 2023

S	M	T	W	T	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	

3/9-3/16	**Parent Conferences – Minimum Days**				
3/20-3/31	**Spring Break**				
3/24	**Declared Holiday**				
3/31	**Legal Holiday – Cesar Chavez Day**				
	End of ninth school month, _13_ days taught	13	13	13	13

APRIL 2023

S	M	T	W	T	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						

4/3	**School Resumes – Students Report to School - Minimum Day**				
	End of tenth school month, _20_ days taught	20	20	20	20

MAY 2023

S	M	T	W	T	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			

5/29	**Legal Holiday – Memorial Day**				
	End of eleventh school month, _22_ days taught	22	22	22	22

JUNE 2023

S	M	T	W	T	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	

6/2	**End of School Year for Students – 180 days taught – Minimum Day**				
6/5	Last day for 185-day Certificated Employees – Teacher Preparation Day				
6/14	Last day for 200-day employees				
6/19	Legal Holiday - Juneteenth				
6/30	Fiscal Year ends				
	End of twelfth school month, _2_ days taught +1 teacher work day	2	3	3	10
	Total Instructional Days: 180	180	186	185	200

Legend: School day (180) Minimum Day (50) Teacher Prep. Day (5) Break No School/Holiday

NUTRITION

Breakfast is served every day from 7:45am to 8:10am. Our school breakfast program can provide relief for you and your children from hectic morning schedules. Give your children a head start on successful learning. Make sure they begin the school day with a healthy breakfast. ***It is particularly important that students participating in the breakfast program arrive on time, preferably between 7:45am and 8:00am, so they have sufficient time to eat breakfast before going to class***. **Students will be marked late if they are not in line by 8:15am.**

Breakfast: 7:45 am – 8:10 am

Lunch Schedule:

Kindergarten; TK	10:45 am – 11:30 am
Grade 1	11:00 am – 11:45 am
Grade 2	11:15 am - 12:00 pm
Grade 3	11:30 pm – 12:15 pm
Grade 4	11:45 am - 12:30 pm
Grade 5	12:00 pm – 12:45 pm
Grade 6	12:15 pm – 1:00 pm

Free or Reduced Price Meals
If you feel you qualify for free or reduced priced meals, you may complete an application. One is included in your back-to-school packet or in the school office. Additional Information may be found at http://www.cvesd.org/PARENTS/Pages/NutritionalServices.aspx.

Food/Celebrations – see School Routines on page 10

We encourage you to send healthy snacks for your children.

Snack Recommendations: Fresh fruit, dried fruits, or veggies, Low-fat yogurt or string cheese, 100% frozen juice or fruit bars, Low-fat bakery items, Pretzels, popcorn (air), or Goldfish crackers, Bottled water or 100% fruit juice.

SCHOOL ATTENDANCE

School attendance is required by law. Parents/guardians of children between the ages of 6and 18 are responsible for sending their children to school full time (ED Code 48200). The amount of time a student attends class correlates very closely with learning. Consequently, the importance of regular attendance and arriving at school on time cannot be overemphasized. State funding of schools is based only on pupil attendance. Funds are not received for any child absent from school. **The minimum day established by the State of California for kindergartners is three hours; grades 1 through 3 is three hours and 50 minutes; and grades 4 through 6 is four hours. Please attempt to schedule medical or dental appointments during school vacations or after your child completes the minimum day requirements. If necessary for your child to be absent from class, please notify the Attendance/Health Office extension 619-216-6550, extension: 680-110.** (see absence procedures below).

Your child is considered truant if the following occurs:

- 3 unexcused absences in one school year
- 3 unexcused tardies greater than 30 minutes in one school year
- Any combination of the above – 3 or more

Parents will be notified by a letter from the principal when their child/ren is truant.

A School Attendance Review Board (SARB) addresses the needs of students with attendance and/or chronic school behavior problems. Students and their families are referred to SARB by the school principal. Both the student and his/her parents are required to attend SARB meetings. District staff and community agencies work together to review cases, which have not been resolved by school efforts. All available school and community resources are exhausted before the student is referred or the parents/guardians are cited to appear in court.

ABSENCE PROCEDURES

It is required that each absence be verified by the parent / guardian. We need you to **call the Attendance/Health Office** the day your child is absent. Parents can report an absence by calling **619-216-6550, extension: 680-110** **or by emailing mavel.sanchez@cvesd.org**
24 hours a day. **Please try to call before 9:00am when possible. The reason of the absence will determine if the absence is excused or unexcused.**

Regular attendance in school is required by law and is essential to ensure progress. Upon returning to school following an absence, the child must check in at the Attendance/Health Office. Remember, an unexcused absence is a truancy.

A child may be legally excused from school only as a result of illness or medical appointments. For medical appointments, a **note** from the doctor or dentist is required in order for it to be an excused absence. You have 3 days from the date of appointment to provide the Attendance Office with proper documentation.

DISMISSAL

Please be on time to pick up your child, as there is no after-school supervision.

SCHOOL ATTENDANCE

TARDINESS

The first bell rings at 8:10am. This bell let's all students know they have five minutes in which to reach the blacktop classroom line-up for the 8:15am final bell.

At 8:15 am all gates will be closed and students are picked up by their teacher and taken to class. Students arriving after 8:15am are considered late/tardy. Students who are repeatedly late or tardy are considered truant. The school is required to contact parent s when tardiness is an ongoing issue. Please be sure your child arrives at school on time every day.

Students will be recognized for perfect attendance. Perfect attendance is defined as no absences or tardies, and no early dismissals throughout the year.

PERFECT ATTENDANCE

Perfect Attendance
District-wide Requirements

Situation	Definition	Clarification	Allowed Frequency
Absent	Student is not at school at any time during the school day	Neither excused nor unexcused absences are permitted.	Zero absences
Independent Study Contract	An Independent Study Contract allows a student to complete work assigned by the classroom teacher while the student is not present in the classroom for a period of five or more days.	An Independent Study Contract (either completed or incomplete) disqualifies a student from achieving perfect attendance.	Zero independent study contract days
Tardy	Student is not present in the classroom when roll is being taken.	Unexcused tardies are not permitted.	Zero unexcused tardies
Absent During the School Day: Early Dismissal	A student is present at the beginning of the school day but leaves before school ends.	Unexcused early dismissals are not permitted.	Zero unexcused early dismissals

Notes:

Excused tardies or early dismissals are limited to those for documented medical appointments.

INDEPENDENT STUDY CONTRACTS

Independent Study Contracts can be arranged in advance for absences when a parent knows a child will be out for a minimum of five school days. Students who are absent but on an Independent Study contract will receive a mark of "excused" for all absences covered under the contract provided that all assignments given under the contract are completed and returned when the student returns to school.

Please call the school to make arrangements **one week before the start of the contract** so the teacher has time to prepare the work. Your cooperation in promptly reporting absences is greatly appreciated.

Procedures for Independent Study Contracts (ISC):

- Contact the school attendance office to receive an ISC
- Parent will fill out and sign the contract
- Teacher provides classroom work that will be missed
- Student will turn in completed work upon their return

RELEASE OF STUDENTS

Parents are reminded that students are expected to remain on the school grounds during school hours. If you wish to have your child released from school during school hours, **you must bring a photo ID and come to the office to obtain a release slip**. For you and your child's protection, students are only released to parents, guardians, or other authorized persons whose names are listed on the student's emergency card. **Anyone authorized to pick-up your child must show a photo ID**. Students **will not** be released by telephone requests. Parents who wish to release their children from the classroom will be asked by the classroom teacher and/or staff person to go to the school office. The school office will contact the classroom and release the child to meet his/her parent(s) at the office.

ZONE TRANSFERS

The staff at Fahari Jeffers believe that in order for your child to have the most successful experience at school, it is extremely important for them to attend school on time, every day. Students miss out on valuable instruction when they are absent or arrive to school late. Families attending Fahari Jeffers on a Zone Transfer must complete the application annually.

As a condition of accepting a Zone Transfer, it is an expectation that all students maintain satisfactory attendance and behavior. **Students who receive 3 or more unexcused absences or tardies in one school year will have their zone transfer denied for the following year**. In order to prevent your child from being tardy, please be sure to leave your home in the morning with plenty of time for you to arrive on time to school. School begins at 8:15am. Students entering the gate after 8:15am will be required to have a late slip. Please schedule all doctor and dentist appointments after school.

Students who are guests on a Zone Transfer to Fahari Jeffers must follow the rules at all times. Students who are unable to follow the school rules will have their Zone Transfer denied and the student will return to their home school.

MEDICATION & STUDENT HEALTH

MEDICATION

Medications are not permitted at school except when kept in the school Health Office. Parents of any student who is required to take daily medication prescribed for him/her by a physician, must complete an "Authorization for Medication Administration" form. This is kept on file in the school Health Office. The form authorizes us to administer the medication to your child. You will need to submit a new form at the beginning of **each** new school year.

ILLNESS

It is often difficult for parents to know whether their children are too sick to attend classes. Here are some general guidelines:

Symptom	**Course of Action**
Fever, measured orally, 100° or above	Home/Doctor
Vomits more than once	home
Undiagnosed skin rash	doctor
Eye infection	doctor
Flu: body aches, fever, headache	doctor
Infrequent diarrhea	home
Ear infection: no pain	school
Minor cold: runny nose, sneezing, and sore throat	Home/Doctor
Infestation of scabies (**AFTER treatment**)	school
Infestation of lice(**AFTER treatment**)	school
Cold sores (**sores covered**)	school
Strep throat (**after 24 hours on medication**)	school

Please call the Health Office if you have any questions.

CLASS ASSIGNMENTS

Parent requests for specific teachers are not permitted. However, parents may provide educational information (in written form) about their child by May 15, in order to assist teachers and school administration with classroom placement. **Once classroom rosters are created, students are not moved to another classroom unless student enrollment numbers dictate the necessity to do so.**

SCHOOL ROUTINES

Parent cooperation with the following routines will prove beneficial to you and your child, will result in the smooth and efficient operation of our school, and will be greatly appreciated by the school staff.

- **Check our school website for more information: http://faharijeffers.cvesd.org**
- Please check your child's backpack daily and carefully read all bulletins, emails, Peachjar flyers, and notices.
- **All visitors are required to register on the Raptor Identification System** prior to entering the school. Sign-in at the school office and receive a visitor's badge before entering a classroom. This is required of all visitors and volunteers. **All volunteers are required to present a copy of a negative TB test to our school office.**

RAINY DAYS

- Make sure you discuss with your child arrangements for pick up on rainy days.
- Children will line up in the auditorium on rainy days.
- Allow some extra time to get your child to school on time.
- Breakfast and lunch will be served in the auditorium.

CONCERNS REGARDING YOUR CHILD AT SCHOOL

If you have concerns regarding your child, or a matter pertaining to your child, your child's teacher should be your first point of contact. Classroom teachers are busy during the school day and may not get back with you until after the day has ended.

CLASSROOM INTERRUPTIONS

Make any special plans for the day with your child **before** school. In an attempt to keep educational disruptions to a minimum and maximize learning, we have an established school policy whereby classrooms **WILL NOT** be interrupted by phone messages except in the case of an emergency. Instructional minutes are from 8:15am to 2:45pm. **Please make appointments with teachers to discuss matters regarding your child during non-instructional time via email or phone.**

***ITEMS DROPPED OFF DURING INSTRUCTION TIME MUST BE LABELED WITH STUDENT'S NAME AND TEACHER/CLASSROOM #.** Items will be delivered to student at the following recess.

RESIDENCY VERIFICATION

State law requires that ALL STUDENTS have annual updated proof of residency on file. Families who prove residency using a second home affidavit must reside at the address indicated on the affidavit. If you move or change addresses, you must notify the office within 2 weeks of the date that you moved. Failure to do so will result in your child being dropped from our school.

BIRTHDAY CELEBRATIONS

We have a "no food" birthday policy on the Fahari Jeffers Elementary school campus. If you want to share something with your child's class, you might consider donating a book to the classroom or check the treat bag ideas list below. Birthday celebrations are not allowed during school time, including lunch. All food items will be returned home if brought to school for a birthday. **Food is not allowed to be distributed to students before and/or after school. Balloons are also not allowed on campus.**

Treat Bag Ideas……

- Coloring books and/or crayons
- Jump ropes, mini-Frisbees, balls
- Books, school supplies such as fun pencils, notepads, rulers or stickers
- Donate a book to the school library in your child's name
- Child's choice for a fun game or classroom activity

Please refer to the CVESD Board Policy on Wellness:
http://www.cvesd.org/DISTRICT/BoardPolicies/Wellness%20-%20BP%205030.pdf
http://www.cvesd.org/PARENTS/Pages/wellness_policy.aspx

HOMEWORK POLICY

Homework should reinforce skills child(ren) have already been taught:

- Develop independent study habits and self-discipline.
- Reinforce classroom instruction by further application and experience.
- Enrich school experiences as a result of independent study, individual research and experimentation.
- Homework is **practice**.
- Homework is meant to review **concepts** that have been **previously taught**. (spiral review)
- Homework builds **automaticity** through memorizing math facts and **fluency** through reading quantity.

Your child's teacher is committed to:

- Explaining and clarifying assignments with students at the time homework assignments are made.
- Periodically providing assignments other than pencil and paper activities.
- Monitor homework assignments.
- Informing parents when students consistently fail to complete assignments.

Parents are encouraged to:

- Provide a study place with a minimum of distraction.
- Monitor the student as needed.
- Communicate with the teacher if there are questions about homework assignments or if students have difficulty in completing assignments in a reasonable time.
- Check to see that work is completed and school materials returned.

A student is expected to:

- Inform parents when assignments are made and when they are due.
- Bring necessary materials home and return materials on time.
- Complete the assignments neatly, accurately, and on time.

Time allotments:

- The CVESD School Board suggested maximum weekly time allotments are:
  Grades K-1: One hour and 20 minutes to two hours.
  Grades 2-3: Two to two hours and 40 minutes.
  Grades 4-6: Two hours and 40 minutes to four hours.

DRESS CODE

The following policy, adopted by the Chula Vista Elementary School District Board of Education on March 7, 1995, describes the dress code expected at Fahari Jeffers Elementary School.

1. Shoes must be worn at all times. Sandals must have closed toes and heel straps. Thongs or other backless shoes or sandals are not acceptable. Shoes with wheels or made for stunts are not permitted. No high heels.

2. Make-up is inappropriate in the elementary school. Dangling earrings, chains, and keys worn visibly around the neck are unsafe and are not permitted at school for safety reasons.

3. Clothing and jewelry shall be free of writing, pictures or other insignia which are crude, vulgar, profane and/or sexually suggestive or which advertise or advocate racial, ethnic or religious prejudice or the use of drugs, tobacco or alcohol.

4. Hats, caps, visors and other head coverings shall not be worn indoors. They may be worn only for the intended purpose of sun-protection. They are not acceptable worn backwards, to the side, or if they are not an effective sun damage deterrent.

5. Clothes shall be sufficient to conceal undergarments at all times. See-through or fishnet fabrics, halter tops, off-the-shoulder or low cut tops, spaghetti strap tops, bare midriffs and skirts or shorts shorter than mid-thigh are not acceptable.

6. Articles of clothing and accessories, including hats, belts, books, binders, lunch bags, etc. adorned with graffiti or alleging gang affiliations are not acceptable.

7. Cell Phones: CVESD BP5131 Students/Conduct - Prohibited student conduct includes, but is not limited to: (#6) Except with prior consent for health reasons, possession or use of electronic signaling devices (Education Code 48901.5). Electronic signaling devices may include, but not be limited to, pagers, beepers, and cellular/digital telephones, iPods, cameras. If cell phones are brought to school, they must remain turned off and kept in backpacks during the instructional day, including recess time. Students caught using cell phones or any other electronic devices will have the device/s taken by either the teacher or administrators. Devices will only be returned to the parent.

Fahari Jeffers Elementary doesn't allow fidget toys, trading cards, electronics or personal toys (PSP's, balls) brought from home (unless specified by the teacher, or during a Spirit Day). Valuable items should stay home since the school is not responsible if they get lost, stolen or broken. The school staff reserves the right to make judgments on any article of clothing, mode of dress, hair style or device which poses the potential for the disruption of learning and/or compromises a safe and orderly learning environment.

SAFETY

FOR YOUR CHILD'S PROTECTION, HE/SHE SHOULD:

- Go straight home from school. If he/she is to play somewhere else, he/she should go home first. Generally, children may not use the phone in the office after school except in emergency, or when the teacher detains them. We do permit a student to call a parent if the student has waited 15 minutes after school to be picked up.

- Not bring any weapons or toys that resemble weapons to school.

- Be taught NEVER to accept automobile rides or favors from a stranger. Parents should send a note to their teacher if anyone else is to pick up their child.

- Stay away from the school buildings and unsupervised playground areas.

- Take jackets, books, lunch boxes, etc., when dismissed, so there will not be a need to return to school for them.

- NOT HAVE BICYCLES, SCOOTERS, SKATEBOARDS, ROLLER-SKATES/IN-LINE SKATES OR MOTORIZED UNITS OF ANY KIND on school grounds at any time**. Anyone riding a bike to school MUST wear a helmet**. All bikes must be stored in the bike racks in front of the school. Bike must be locked and students/parents/visitors must walk their bike where pedestrian traffic takes place.

- Never leave school during the school day without permission from the office.

- Always notify an adult when trouble arises. This can be a parent, teacher, principal or police officer.

- Not chew gum at school.

- Not be in possession of weapons, imitation firearms, or dangerous instruments of any kind in school buildings, school grounds or school busses.

PARENTS

- Do **<u>not</u>** monogram your child's name on the outside of his/her: jacket/sweater/backpack/lunch bag-etc. Strangers have been known to use their name, acting as though they know them.

- **Please do <u>not</u> bring your family pets on school grounds. Many of our students and staff have allergies and/or maybe fearful of your pet. If you bring a pet on campus, or walk a pet on campus, you will politely be asked to leave campus.**

- **School grounds begin at the entrance/exit to all parking lots from the street and at the back gate (applies to riding bikes, etc. and to pets).**

SAFETY

STUDENT RIGHTS AND RULES FOR BEHAVIOR

EACH PERSON HAS THE RIGHT TO…

BE THEMSELVES

We will respect the unique qualities of each individual. We will adhere to the school dress code. We will not make hurtful or negative remarks about a person's physical appearance, ethnicity, religion, gender, language, dress, socio-economic status, academic performance, or any other personal characteristics. We will not put-down or tease anyone.

BE TREATED WITH COURTESY

We will show respect, courtesy, and good manners towards other people. We will not use name-calling, put-downs, obscene language, or abusive gestures. We will not harass, bully, or cut in front of another person. We will never exclude another student.

THEIR OWN PROPERTY

We will not take or cause damage to other people's property. We will not vandalize or destroy school property. We will leave all toys, candy, and personal belongings unrelated to classroom learning at home.

BE SAFE

We will not play rough, hit, kick, bite, trip, pinch, choke, poke, push, throw anything, or engage in any other form of physical abuse. We will not bully another person. We know that sexual harassment, drugs, and weapons are illegal and we will never bring them to school. We will follow all playground safety rules and we will always use playground equipment appropriately. We will not play tag, chasing games, hitting games, or any games involving throwing balls at other students.

AN ORDERLY ENVIRONMENT

We will follow all rules in the classroom and throughout the school at all times. We will walk quietly in the hallways. We will not run anywhere at the school except at P.E. or recess. We will not litter and I will always clean up after myself. We will not yell or have loud behavior. We will always be neat, we will not play in the restrooms, and we will never invade others' privacy.

RULES AGAINST "BULLYING"

1. We will not bully others.
2. We will help ALL students who are bullied.
3. We will not exclude others.
4. When we know someone is bullied, we will tell an adult at school and at home.

PEDESTRIAN SAFETY

Busy streets and highly congested traffic boarder Fahari Jeffers. Please practice good pedestrian safety habits and review the information below with your child.
Drop off/Pick-up Zone Expectations:

- Follow all signs and traffic patrol instructions
- Pull your vehicle all the way forward in the south parent lot area where you may pick-up or drop-off your student.
- NEVER leave your vehicle unattended in the drop-off/pick-up zone
    - Unattended vehicles are only allowed in the marked parking stalls

CELL PHONES

Students may bring cell phones to school; however, phones must be turned off immediately upon entering campus. Phones may be turned on upon exiting the campus gate at the end of the school day.

Each teacher will utilize one of the following protocols:

- All phones must be turned off and placed in the student's backpack during the school day, or
- Teachers may collect cell phones at the beginning of each school day and return them at the end of the school day
- Students may not carry their cell phones on their person during school hours

Students not adhering to the campus protocol and/or to his/her teacher's protocol (bulleted above) will have their phone confiscated. The phone will be returned only to a parent or guardian. A second violation will result in a conference with the principal for further disciplinary action.

DISASTER PROCEDURES

Established procedures are in place at Fahari Jeffers Elementary School to handle disasters such as fire, earthquakes, bomb threats and/or dangerous intruders. Disaster preparedness drills are conducted on a routine basis and we are continuing to improve our strategies used to handle such emergencies.

It is important for parents, guardians and family members to know that in a real emergency, student will be released only to individuals listed on the Student Disaster Information Card.

Be sure to update your emergency information in the Health Office if there are any changes during the school year. In most cases students will be released at the back gate, which will serve as a reunion center. For additional information in a real emergency, refer to our school webpage and our school **DOJO** page.

School Website: https://faharijeffers.cvesd.

ACADEMIC PROGRAMS

ACADEMIC STANDARDS

It is our motto at Fahari Jeffers Elementary that all students are gifted. Our strong academic program is designed to meet the needs of our diverse student population. Fahari Jeffers is a place where students are nurtured and guided by staff to take responsibility for their own learning opportunities. Fahari Jeffers Elementary prides itself in teamwork and excellence. The principal and staff have established a climate of success. A strong academic program tightly aligned to the standards with high expectations is in place for all students.

Curriculum and Instruction are centered on the California Common Core State Standards (CCSS) and are focused to ensure that every student will be able to achieve academic success. A multitude of instructional techniques and approaches are incorporated into the curriculum, including science and technology, and the visual and performing arts to accommodate the various learning styles of our students, as they journey toward mastery of basic, as well as higher level critical thinking skills so necessary in life.

***To access the California CCS Standards go to www.cde.ca.gov/ci**

DUAL LANGUAGE IMMERSION

Fahari Jeffers Elementary School offers a **Dual Language Immersion Program (DLIP)** for **KINDERGARTEN the first year**, and growing with each school year to come. The goal of our program is to develop Bilingualism and Biliteracy; which is why the program begins in kindergarten and is a seven year commitment for our students and families. Students acquire high levels of English and Spanish language proficiency while meeting academic content standards in both languages. Students develop understanding and appreciation of other cultures in our society.

The Model: Our DLIP is a 90/10 model K-6th that is aligned to successful research studied instructional models.

Teacher Collaboration

Fahari Jeffers Elementary School will offer time during the school day for teachers to meet as grade level teams for professional development, data analysis, and to plan instruction. During this time, students receive enrichment in Art, Music, Drama, Dance and/or PE.

EXTRA CURRICULAR PROGRAMS

FIELD TRIPS

Classes occasionally attend instructional field trips throughout the school year. A parent or guardian must provide a signed, written permission slip to participate. Without authorized written permission, the student is not permitted to participate. Permission to attend by phone is not acceptable.

SIXTH GRADE CAMP

Our 6th grade students have an opportunity to participate in a four to five-day outdoor education program that takes place at Camp Cuyamaca in Descanso. For most students, attendance at camp is one of the key highlights of their elementary school years. The camp fee is approximately $330 which includes the week at camp and transportation. Families of 6th grade students will be notified with information of the exact camp dates and fees. Note: The school district does not pay for camp fees. Some parents choose to pay the entire fee for their child. Other parents insist that their child earn some of the funds for camp by saving allowance money or by doing chores around the house. If you do not want your child to participate in camp, your child is required to attend school on those days and will be assigned to a classroom for the week. If you have questions about camp, please speak with your child's teacher.

STUDENT LEADERSHIP

Students are given leadership opportunities by participating in the following; Student Council, Safety Patrol, Morning Broadcasting, and Peace Patrol, and in serving as classroom and office volunteers.

PARENT INVOLVEMENT

Research shows that the main attribute to a child's success at school is parent involvement at home and at school. Our parents are highly involved and are an integral part of the school culture. Our parents are actively participating in our School Site Council (SSC), Parent Teacher Organization (PTO) or Parent Teacher Association (PTA) and English Language Advisory Committee (ELAC).

ASSEMBLIES

In an effort to build a learning community, all students, teachers, staff and parents come together to celebrate learning in our school environment on the LAST Friday of the month.

SAFETY PATROL

Provides pedestrian safety for students and parents.

GATE

Gifted and Talented students are identified and provided with leadership and enrichment activities throughout the instructional day, at Maker Space enrichment activities, and at G.AT.E classes provided once a month.

PEACE PATROL: Provides conflict resolution and peer mediation during K-5 recess

SPORTS

Fahari Jeffers Elementary School offers opportunities for students to participate in the district sports leagues. Students in grades 4-6 have an opportunity to try-out for our soccer and basketball teams. Games and practices occur after school. Some travel may be required.

BROADCAST

Our live close circuit broadcast is a source of communication led by students once a week, and is a great leadership opportunity for students.

VISITORS AND VOLUNTEERS

Fahari Jeffers is a locked campus and screens all visitors for the safety of our students and staff. Interruption during instruction time is not permitted. Prior arrangements must be made with teachers during non-instruction time for volunteering and visiting (before and after school).

Teachers must begin teaching promptly at 8:15 am.
Please honor instructional time by not engaging in discussions regarding your child's needs from 8:15 am to 2:45 pm.

All volunteers and visitors must sign in the school office, **present a VALID Driver's License or ID** and wear an identifying badge or sticker name tag with the current date.

VOLUNTEERS

All persons who volunteer at a school site and are in contact with students must have a current tuberculin test on file at their school site. The test must be retaken every four years. Please see the school secretary for a list of times and sites within the district where you may obtain the test free of charge. In addition, **all volunteers must have teacher approval before working on an assigned day.**

All volunteers working with students on a regular basis (more than one day per week) are required to be fingerprinted by the proper authorities. More information on how to obtain and submit fingerprints will be available in the school office.

Should you be injured while you are volunteering at one of our schools, you are covered by the District's worker's compensation program. **It is extremely important that you report any injury to the school office immediately.**

The State of California Education Code 35021 states that a person who is required to register as a sex offender pursuant to Penal Code 290 may not supervise students during any breakfast, school lunch, or any other nutrition period, or serve as a non-teaching volunteer aide.

Should you have any questions or need additional information, please do not hesitate to contact the school office.

FAMILY RESOURCES

ON-SITE CHILD CARE

Chula Vista YMCA Character Builders program provides on-site childcare before and after school for a fee.
Hours: 6:00 am to 6:30 pm

For more information, please contact:
South Bay YMCA
1201 Paseo Magada
Chula Vista, CA 91910
(619) 421-8805

YMCA DASH Program:
The City of Chula Vista along with South Bay Family YMCA conduct the DASH (Dynamic After School Hours) Program here at Jeffers. This free program provides structured after school activities, including sports clinics, arts and crafts, cooperative games, and traditional playground games for 1st-6th grade students.

Please remember that DASH is not a daycare and children may sign themselves in and out. Registration for DASH must be submitted by parents. Enrollment is determined by a lottery draw. Students must be picked up promptly after DASH is over.

Hours:
Monday-Thursday: 2:45pm - 4:15pm (2-hour block)
Friday & Modified Days: 12:45 - 3:45 (3-hour block)

OTHER RESOURCES

Fair Winds Family Resource Center
Free Child and Family Services
1450 Loma Lane
Chula Vista, CA 91911
(619) 420-0468

COMMUNITY PHONE NUMBERS:

Boys and Girls Club	421-4011
Chula Vista Recreation	409-5979
Eastlake High School	397-3800
Rancho del Rey Middle School	397-2500
Otay Ranch High School	591-5000
La Petite Academy C.V.	421-0966
Kids Depot	656-0506

PARENT CODE OF CONDUCT

Parents/guardians shall have the opportunity to work with schools in a mutually supportive and respectful partnership to help their children succeed in school. Volunteer and visitors must remember to conduct themselves appropriately on a school campus with students.

If you are a volunteer, then you must be assisting a teacher or staff member on campus in a volunteer capacity. Volunteer forms are in the office, see Visitor Management System guidelines included in the back-to-school packet.

Siblings of students **must** be supervised at all times by the parent/guardian to ensure they are not disrupting other students and classrooms. **Siblings that are not students cannot play at recess time for safety reasons.** Students are not permitted to play on the playground during before or after school hours, as there is no staff supervision.

If you and your child eat breakfast prior to the start of school: ensure that your child has sufficient time to eat breakfast before going to class. School starts promptly at 8:15am. If your child is not in class, they will be marked absent or tardy. Ideally, please have your child eat breakfast between 7:45-8:10 am to provide ample time for the child to get to class in a timely manner.

In the event that there is a behavior concern or conflict with a student or a parent, parents/guardians shall notify their child's teacher and/or the school principal to resolve the conflict. Parents and guardians may not approach students and/or other parents to confront them about an issue or concern.

California Education and Penal Codes:

Education Code:
32210 willful disturbances of public school or meeting – Misdemeanor
32211 Threatened disruption or interference with classes – Misdemeanor
49334 Injurious objects – notice to law enforcement agency
51101 Monitoring attendance and tardiness of your child/children

Penal Code:
243.5 Assault or battery on school property
415.5 Disturbance of peace of school
626.4 Unlawful entry upon campus or facility
626.8 Disruptive presence at school
658 Loitering about schools or public places

Potential Consequences: Any person guilty of improper conduct at school, any school events and fieldtrips may be suspended depending on the violation. Repeat violations may forfeit your privilege of attending school activities, being a volunteer, or a visitor on campus. *Please follow basic core principles of Trustworthiness, Respect, Responsibility, Fairness, Caring and Good Citizenship.*