

STANTON ELEMENTARY
Home of the Eagles
PARENT/STUDENT
HANDBOOK



2020-2021

This book belongs to _____

Grade: _____

Teacher/Room: _____

The year I graduate college: _____

Dear Parents and Students,

Welcome to the Home of the Eagles at Stanton Elementary. Soaring high over the rest to be the best of the best! I feel privileged to serve all of the students and parents at Stanton. I am grateful for our outstanding staff of teachers and support personnel who make our school a great place for all children to learn.

This year you will learn how to prepare your path to academic success. Elementary school teachers have an enormous responsibility since the early years are critical to every child's future. The job of helping every student succeed, however, is too big for teachers to accomplish alone. The research states that parents have an important role in setting the path of future success. Your children need your support and encouragement. They need to see your interest in their learning. They need to see you working hand-in-hand with their teacher. They need to know you expect them to do their best. Stanton is a very successful school because we have parents who support their children and who instill in them a desire to achieve.

This handbook will provide you with general information about our school's programs, policies, and procedures. You will learn about the expectations we have for all students at Stanton. I promise that you will be successful if you follow our path to universal achievement. Our commitment as a school community is to do whatever it takes to be successful in school. We are looking forward to a great year! Please contact me at any time if I can help you. Thank you for your ongoing support.

Sincerely,

Sara Najarro

*Elementary education is the foundation for all
future academic achievement!*

Stanton Elementary

Special Events

- **Virtual Meet the Teacher Night (Parent Orientation)** –
September 3, 2020
- **Great California Shake-Out-** October 15,2020
- **Red Ribbon Week** - October 26-30, 2020
- **End of Trimester One-** November 13, 2020
- **Parent Conferences** --November 16-20, 2020 (Early Out Days)
- **Tentative---Breakfast with Santa-** December 5,2020
- **End of Trimester Two-** February 26, 2021
- **Parent Conferences-** March 8-12, 2021 (Early Out Days)
- **TentativeOpen House** – March 25, 2021
- **TentativeState Testing-** April 12-May 6, 2021
- **Tentative Pictures-** September 8, 2020; February 18, 2021

- **WEAR NEU/STANTON ON MONDAYS**
- **Wear COLLEGE COLORS Every FRIDAY!/
Wear Stanton Shirt on Spirit Days!**
- **Holidays/No School: September 7, November 11, November 23-27, December 21-January 1, January 18, February 8 & 15, March 29- April 2, April 5, Last Day June 8**

Stanton Elementary Teachers
2020-2021

Kindergarten

Diane Kolby TK
Colleen Brower
Beth Gorski
Cristina Hernandez
Katlyn Wagner

First Grade

Laura Andonian
Darla Elder
Amy Estrada

Second Grade

Shanna Burkholder
Jennifer Scott
Lisa Speed

Third Grade

Serena Armijo
Emily Bergler/C. Cullen
Libby Birmingham
Megan Daley

Fourth Grade

Andrea Baiseri
Armi Juarez
Christy Prouty

Fifth Grade

Edgar Gomez
Amy Hogan
Kathryn Krieter

Special Education/County

Indu Afandalor

RSP

Zoe Jones/Tiffany Ramirez

Intervention

Open

Home Schooling

Marie Mota

Stanton Elementary Support Staff
2020-2021

Office

Kristina Perez
Eloisa Haughy
Lily Smith

Psychologist

Counselor

Speech/Language

Candice Orr
Karina Arias- Easton
Ashley Meuret

Instructional Aides

Courtney Cushman
Donna Dundas
Cristina Garrido
Shelly Koski
Wendy Hopkins TK
Vivian Zistecatl
Alicia Meyers (RSP)
Amy Goudreau (RSP)
Melanie Cain (SDC)
Jennifer Hinojos

Custodial

Lorenzo Lianez
Robert Velasco
Nick Short

Library

Julia Cushman

Computer

JJ Morales

Table of Contents

This handbook is to provide you with information about our school to help guide you through the year. More information can be found on our website (Stantoneagles.org) and follow us on instagram @stantonelem---THIS IS FOR HYBRID OR IN PERSON!!

General Information-- Mission; Attendance; Cafeteria; Electronic Devices; Emergency Contacts; Health Information; Nutrition; Parking; Smog; Students Leaving Early;Visitors

Stanton School Procedures: Bicycle; Classroom Visits; Detention; Dress code; Emergencies; Lost and Found; Parent Conferences; Student records; Parent Concerns; Progress Report/Report Card; Safe School Plan; Spirit Days; Tardy; Telephones

Stanton School Program/Services: Day Care; EL; Field Trips; GATE; Library; LCAP Mileage Club; Music; Parent University; PE; PTA; SSC/ELAC; Special Education; Student Leadership; SIT; Supplemental; Title I; Volunteers

Glendora Unified District Policy Information: Accident Insurance; Computer Use; Uniform Complaint; Williams Act

Stanton Behavior Code of Conduct: School Rules; Playground Rules; Sexual Harassment Policy; Behavior Expectations; Pledge

General Information

School Hours:

Grades 1-3	8:15-2:10
Grades 4-5	8:15-2:37
TK/Kindergarten	8:15-1:30
Early Out/Minimum Days	K 8:15-11:35
Early Out/Minimum Days	1-5 8:15-12:31

(Every Monday is Early Out; Oct 30, Conferences Nov. 16-20, March 1-5, 5/24, 5/25, 5/26, 5/27)

Please be sure that your children arrive at school no sooner than 8:00, unless they are eating breakfast which begins at 7:45. There is no playground supervision until 8:00.

On early out/minimum days lunch will be available at dismissal. Students may not stay on campus at the end of the day, except if they are attending an after school program. Primary grade students who must wait for an upper grade sibling to be dismissed must sit and wait quietly at the lunch benches and may not use playground equipment. Please help ensure your child's safety by reinforcing these rules. All gates will be locked during the school day for safety. Please enter through the main office.

Stanton Mission:

Stanton Elementary School provides an environment and opportunity for all students to achieve their full potential while becoming responsible citizens and independent thinkers. Through our comprehensive instructional program and a nurturing, secure environment, students are empowered to become life long learners.

Glendora Mission:

The Glendora Unified School District is committed to providing a quality standards based education. Through a partnership of students, parents, staff and community, students are given the opportunity to reach their full potential, be independent thinkers and demonstrate responsibility towards others.

Attendance Procedures:

Please be sure your child attends school everyday. Please call the school at 852-4604 whenever your child is absent and send a note to your child's teacher. The attendance clerk will call to clear unverified absences. Schools are required to report excessive absences or tardies to the School Attendance Review Board. If your child is going to be absent for five days or longer not due to illness, request an Independent Study Plan. Students will receive work that must be completed and handed in when they return to school in order to receive credit. WHEN YOU MISS SCHOOL YOU MISS OUT!

Cafeteria Services:

Breakfast is served daily from 7:45-8:10. Breakfast can be purchased for \$1.50. Breakfast is not served after 8:10 a.m. as students will be unable to finish before the bell. New menus are sent home with students each month. Student lunches cost \$3.25. Students who bring a lunch from home may purchase milk for \$.50. Students generally eat lunch inside in the cafeteria and outside on special occasions. Provisions are made for free and reduced-price lunches for qualifying students.

Forms for free and reduced-price lunches are available in the school office. **An application must be completed each year to determine free or reduced-price eligibility.**

Students are assigned a Personal Identification Number (PIN) which will remain the same while attending any school in the district. Parents can add money to the account either at the district office or before school or during lunch. The school does not loan money to students for either breakfast or lunch. Children, who do not have a packed lunch or sufficient money to buy lunch, will be told to use their PIN regardless if there is money in the account. Students are allowed to overcharge their account, parents will be billed for the amount. It is the responsibility of each student to remember his/her lunch. The office will not interrupt the student's class if the lunch is delivered to the office. Lunches brought to the office will be delivered to the cafeteria and best efforts will be made to provide the student with the lunch. Best practice is to have lunch at the school prior to 11:20 for ease of delivery to the cafeteria.

Registering online at www.myschoolbucks.com enables you to deposit money into your child's account using a debit or credit card. In order to register, you will need your student's 9-digit ID number. You may obtain this 9-digit number by calling Samantha at the Food Service Office at (626)963-1611 ext. 383.

Bringing gum, candy or canned soda to school is not allowed. Grade levels are scheduled for different blocks of time to help facilitate arrival, departure and quality eating time for students. Students are responsible for their own trash and helping to maintain a clean eating area. Appropriate lunchtime behavior includes quiet voices, walking, and polite manners. Students who fail to meet these expectations will be removed from the general eating area. Continued disruptions of this kind will result in further disciplinary consequences.

PLEASE SUPPLY THE OFFICE WITH A DOCTOR'S NOTE IF YOUR CHILD HAS AN ALLERGY TO BREAD, CHEESE, NUTS, OR MILK

Electronic Devices

Items electronic in nature, cell phones, smart watch, iPods, players, Game Boys, etc. are not permitted on campus. If brought to school must be off and stored in backpack. Students found in possession of such items will have them taken away. A parent will need to pick up the electronic device at their convenience. If a student continues to bring such a device to school, he/she will be disciplined for defiance of school rules.

Emergency Contacts:

It is very important that you provide the school with several emergency contact telephone numbers. Please keep the school office informed whenever you wish to change these contact numbers. The school may not release your children to anyone except those persons you authorize as emergency contact persons. This can be updated on line in your parent portal.

Health Information- Medication:

Students may not have medication in their possession. If your child needs to take medication at school, please bring the medication, along with the authorization to give medication form to the school office. Call the health office if you have any questions. The law is no shots no school. All students need a Tdap booster after their 10th birthday. They must have it to enter 7th grade. Vision screening is given to students in Grades K, 2, and 5. Hearing screening is given to students in Grades K, and 2. If a problem is detected, parents will be notified by a letter from the District nurse advising parents to seek professional testing.

Homework:

All teachers are expected to assign homework at least 4 days per week. The homework should be an extension of classroom learning. Students should be able to finish homework successfully within a 30 to 60 minute period of time, depending upon the grade level.

Mid-Morning Nutrition:

Students may bring a snack to school to be eaten during the morning recess. There is also Second Chance Breakfast offered via the cafeteria. There is a charge for this snack. They must finish their snacks and dispose of their trash before going onto the playground. Parents are strongly urged to provide healthy snacks (and lunches) for their children to bring to school as this will be more conducive to a productive learning experience for the remainder of the instructional day. (Please avoid snacks/lunches with high content of sugar, chocolate and caffeine.)

Parking Lot Procedures:

Parking lot safety is an ongoing concern. In order to reduce congestion and related safety problems, please use the following guidelines when delivering and retrieving your child from school:

The parking lot is reserved for staff parking only. If you park in one of the spaces, you are parking in someone's spot. There are two handicap spaces located in the parking lot near the front of the school. All visitors must use street parking when coming onto campus. There are no designated visitor spots within the parking lot.

If you park across the street, please do not ask your child to cross in the middle of the block. Instead, teach your child to properly use the crosswalk and/or cross the street with your child.

Cars **MAY NOT** park in the yellow loading zone in front of the school. If you wish to walk your child to his or her class, you must park outside the lot and accompany them to class. Do not drop off or pick up your child in the parking lot anywhere except at the yellow curb. Please pick up students in designated pick up area (1st by red benches, 2nd by gate next to office and 3rd by kinder gate.)

Do not park your car in the loading zone or parallel to other cars in the loading zone, the second lane is used to maintain traffic flow. Drop-off and pick-up your child(ren) quickly; if you do not see your child(ren) immediately upon driving to the front of the school, please move forward and drive through again.

If you are asked to move your car, return to your car, or park your car on the street, please do not be offended. We are simply trying to ensure the safety of all our students. When exiting the parking lot, a left turn is prohibited in the morning from 7:30 to 8:30 am and at the end of the school day from 1:30 to 3:00 pm.

Smog Alert Information:

For the welfare of our students, the District's smog policy adheres to the standards for episode levels and protective action recommended by the Air Quality Management District. After the District office is alerted to an episode, it contacts each school. In turn, the school office notifies each classroom of the smog episode. Day care facilities are notified after school hours. Episodes are most commonly called in late afternoon in Glendora. Smog episode levels: Unhealthy, Health Advisory Episode, Stage 1, 2, or 3.

Students Leaving Early and Visitors to Campus:

All children must be signed out by an adult listed on their emergency card when leaving early. All visitors and parents are to report to the office before visiting classrooms to sign in and out. Students will not be released from class without permission from the office. *A pattern of leaving early is very disruptive and could interfere with the educational services and opportunities for your child.*

Stanton School Procedures

Bicycle and Pedestrian Safety:

Third through Fifth graders may ride their bicycles or scooters to school. They must have a helmet, per California law. They must walk their bikes/scooters at all times while on school grounds and to and from the bike racks and lock their bikes to the racks. Stanton does not provide locks for students, and is not responsible for lost or stolen vehicles. Disregard for bicycle/scooter safety rules may result in the suspension or denial of the privilege to ride a bicycle/scooter to school.

At no time are skateboards, skates or roller blades allowed on campus. No students or members of the public are allowed to ride bicycles, scooters, skateboards, skates, or roller blades on school property at any time! Violation of this school rule is also a violation of Glendora Municipal Code and may result in a citation from the police department. **Please go to the office to get a Bicycle Permit.**

Classroom Visitations:

You are welcome to visit the school when it is in session. However, it is necessary to have guidelines so that your visit does not interfere with the educational process. We recommend that you call your child's teacher before you plan to visit. Be sure to sign in when you arrive. No younger siblings are allowed to attend. If you need to conference with the teacher, please schedule an appointment.

Detention After School:

By law, teachers may keep students up to one hour after class dismissal. As a courtesy to parents, when a student will be detained after school for longer than 15 minutes, we will attempt to contact the parent whenever possible. The reason for the disciplinary action will be communicated to the parent.

Dress Code:

It is our expectation that all students will follow the Standards of dress for students and come to school in appropriate attire. Appropriate dress and grooming contribute to a productive learning environment. Student's clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. The following Dress Code guidelines shall apply: 1. Shoes must be worn at all times. Thongs, backless shoes, sandals, open toe, wedges, heels, or heelys are not acceptable. 2. Clothing, jewelry and personal items shall be free of writing, pictures or any other insignia which are crude, vulgar, profane, or sexually suggestive, which bear drug, alcohol or tobacco company advertising, or which advocate racial, ethnic or religious prejudice. 3. Clothes shall be sufficient to conceal undergarments at all times. (See-through fabrics, halter tops, spaghetti straps, off-the-shoulder, bare midriffs, and/or clothes shorter than mid-thigh are prohibited.) 4. No gang related clothing. 5. Hair painting, temporary tattoos, and body art that distract the learning environment, are inappropriate and not permitted. Jewelry that dangles is not appropriate. Earrings should be posts or no longer than $\frac{1}{2}$ inch. Plugs with sharp posts or backings are not allowed. 6. Hats with a brim and no logo are permitted at recess and P.E. Brims must face forward, not backwards. Beanies are

acceptable during cool weather only. Hats are not to be worn in the classroom.

Emergencies/Disasters:

The local school and District Office have devised plans whereby your child will be protected in a variety of situations. The Stanton Disaster and Safety Plan outlines procedures that will be used to protect children if any of a variety of disasters or emergencies should take place while students are at school. A child will be released to the adult/adults indicated on the student's white emergency information card. We follow the Standard Response Protocols. Titan HST will be a way to communicate. Staff will also follow ALICE procedures.

Lost and Found:

Please mark all student's clothing, and belongings with your child's name in order to assist us in returning the item to your child. All lost items found on campus will be put in our lost and found located in the bin. Items not claimed by the end of the year will be given to charity.

Parent Conferences:

Parent conferences with teachers, and/or the principal may be arranged by calling the school at 852-4604. Minimum days are planned for parent-teacher conferences week schedule in November and March.

Parent Rights to Student Records:

Parents are assured access to their child's school records. They can also be confident that school employees respect the privacy of students' records. School officials recognize that only pertinent and factual information should be contained in the permanent records of students. Please call the school office for procedures for reviewing students' records.

Problems/Concerns:

If a problem arises regarding a particular subject, first consult the teacher since he or she will have first-hand information. It is our belief that when a problem arises, the individual involved needs to be contacted. Please follow the "chain of command" policy. If a situation arises in the classroom, contact the classroom teacher first. If the problem is not resolved, then the principal should be contacted.

Progress Reports/Report Cards and Grades/Retention Policy:

The aim of progress reports is to keep parents informed regarding student's progress towards meeting standards and citizenship. In the middle of each trimester a progress report notice in regards to academic progress, incomplete work or unacceptable work may be sent home. Please feel free to call your child's teacher for an informal progress report at any time that you may have a concern.

Three times a year (at the end of each trimester) a student report card will be sent home. This report indicates both academic and citizen growth towards grade level standards. Comments are also included to indicate areas of commendation and/or concern.

Students who are designated as Below Standard (based on grades, progress towards standards, and district and state assessments) may be recommended for retention. A student may be exempt if they have been previously retained or are in special education. Students may be retained one time in grades 1-3 and one time in grades 4-5. A student who will be retained in Kindergarten, must have a Kindergarten Continuation Agreement form signed and placed in the students' file.

Any student may also be retained at the recommendation by the classroom teacher. Parent, teacher and Administration will work together to make the best retention/promotion decision for the student. If a parent disagrees with a retention decision, they may appeal (following specific guidelines) to the district.

Safe School Plan:

The Safe School Plan includes an assessment of the safety conditions at the school and within the community. It outlines emergency procedures and sets forth goals for maintenance of a safe school environment for all students.

Spirit Days and Awards:

Each child is special in his or her own way and we attempt to recognize that fact. Trimester Awards are given for Outstanding Effort or Achievement as our NEU Scholar Award and Academic Success Awards (4th-5th). Students are also awarded certificates for perfect attendance. Students are selected to receive awards by their classroom teachers. Criteria for selection for an award may include good citizenship and/or significant effort, achievement, or improvement in a particular area. Monthly spirit assemblies are held. This is when all students are asked to wear red and white, Stanton's school colors.

In addition to the school-wide awards program, individual classrooms have student recognition programs, which are determined by the classroom teachers.

It is our goal to recognize the accomplishments of our students as often as we can. All school personnel attempt to remind our children that they are all capable young people who we are proud to have at Stanton.

Tardy Policy:

A child is considered tardy if not ready to enter the classroom with fellow students at 8:15 a.m. Every late pupil must report to the office to get a pink admittance slip before entering the classroom. The number of tardies each trimester will be recorded on the student's report card. Students with numerous tardies will be referred to the principal.

Please help your child to develop good habits of punctuality by planning your family's morning schedule to allow your child to arrive on campus in a timely manner. Having students entering the classrooms late is disruptive to the class and valuable instruction is missed. Poor attendance usually results in lower grades. Statewide studies show a high correlation between attendance, grades, and success on achievement tests.

Telephone:

The office will always try to relay telephone messages to your child. However, to prevent frequent interruptions to our instructional programs, we request that phone calls be of an emergency nature only. Children may not use the office telephone unless it is an emergency and/or have permission from their teacher or office personnel. Students are permitted to have cell phones, smart watches in their possession; however **usage of a cell phone during the regular school day is strictly prohibited**. Such devices shall be **deactivated (turned off)** and kept in their backpack during the regular school day. **Vibrate/silence mode is not considered 'off'**. Any device that is on, activated, in use, or displayed during school hours, will be confiscated and held in the office for a parent/guardian to pick up after school. Any subsequent offenses will be considered an act of defiance and appropriate discipline measures will be taken. Ultimately a student may have the right to possess such a device revoked.

Stanton School Programs and Services

Day Care:

The Extended Day Care Program is coordinated at the district level and housed at each school. The program provides quality before-school and after-school care and serves as an extension to the school day. Day Care is available before and after school from 7:00 a.m. until 6:00 p.m. for students in grades K-5.

Fees, which are payable monthly are due prior to the 10th of each month. Failure to make timely payments can result in the removal of your child from the program. If you are interested in this program for your child(ren), please contact the Extended Day Care Office at (626)852-4586 for more information.

English Learner Instructional Aide:

Bilingual instructional aides provide lessons for students with limited English proficiency. They help pupils individually, or in small groups, with reading, writing, math, and oral language development. The bilingual aide may also serve as an interpreter as necessary. This service is available for EL qualified children who speak languages other than English

Field Trips:

A field trip is considered to be a trip designated to provide or enhance students' learning opportunities not otherwise available at the school.

Students will not be allowed to go on a field trip without a Field Trip Authorization Form (No. 793). New field Trip Authorization forms must be completed each August. These permission slips accompany students on a field trip by bus. For safety and security reasons, all students must go and return from the field trip on the bus. Siblings are not permitted on field trips. Prior to each classroom's field trip, an awareness note will be sent home to notify parents. Occasionally parents are asked to act as chaperones on their children's field trips. Chaperones must complete a volunteer authorization form and ride the bus.

Gifted and Talented Education (GATE):

Each spring students in the second grade may be referred by teacher or parents for testing for the Gifted and Talented Education (GATE) program. All third grade students are tested for GATE each year. To qualify for the GATE program, a student must demonstrate achievement superior to that of his or her chronological peers. The GATE program is for students in Grades 3, 4 and 5. GATE students

are clustered in a classroom for differentiated instruction in all curricular areas.

Library:

Stanton has a library which is an integral part of our student's instructional program. It is staffed with a full-time librarian. The library is a friendly place for students and faculty to study, locate materials, do research and read for pleasure. The library is open to students during lunch and after school. Books may be checked out for

Local Control Funding Formula:

The Stanton School Improvement Program is funded by the state and strengthens the classroom program through added staff and materials. LCFF goals are specified by the district in the LCAP (Local Control Accountability Plan) to expand and enrich the traditional classroom experience and permit the school to offer improved auxiliary services to all students, as well as to involve parents. It is monitored by the School Site Council composed of both parents and school representatives who are responsible for developing a plan for school improvement, assessing the plan's effectiveness and recommending budget priorities. a week at a time.

Mileage Club: "Walking our Way to College"

In order to promote a healthy lifestyle at an early age, Stanton has established the Mileage Club. Both the primary and upper grade fields are marked with a $\frac{1}{4}$ mile track, which students are encouraged to run, skip, or walk around during recess. Each student receives a Mileage Club Card which the student uses to keep track of the number of laps completed. When a student has completed a card, they are rewarded with a "foot" token.

At various milestone mileage marks, additional rewards are earned. The ultimate goal is a new pair of tennis shoes, earned after 100 miles have been completed.

Music (Vocal/Instrumental): Supported by GEF

All students in grades 4 and 5 participate in the District music program. Early in the year, students must decide whether to take a class in vocal or instrumental music. Classes are held every other day, alternating with P.E. Each group participates in a vocal or instrumental concert later in the year that involves music students throughout the District. It is the responsibility of each student to remember his/her instrument. The office will not interrupt the student's class if the instrument is delivered to the office.

Parent Universities:

Stanton encourages parent participation at all levels. How parents can assist their children is critical to their academic success. To assist parents with meeting the ever changing academic requirements and standards, Stanton teachers offer 2-3 Evening Parent Universities each year. The topics shared center around the core subject areas and offer advice, suggestions and ideas of how to assist their children to achieve the maximum academic potential.

Physical Education:

Physical education is required by state law and is included as an integral part of the instructional program for all students at Stanton. Kindergarten through third grade teachers plan and implement a physical education program for their students that is developmental, age appropriate, frequently integrated with other aspects of the curriculum, and is in alignment with the Physical Education Frameworks for the State of California. All teachers have additionally been trained in the S.P.A.R.K.S.

The physical education program for students in grades four and five is planned and implemented by the district PE teacher and their instructional aides. All students are expected to participate in the program which also is aligned with the Physical Education Frameworks for the State of California. If a student is unable to participate in the program for one to three days, a written excuse must be sent by

the parent or guardian. If a student is unable to participate for more than three days, a written statement from a physician is required.

PTA:

We are fortunate to have a very active PTA at Stanton School. We encourage all parents to join. We recognize that not all parents can be active participants, but through membership, a parent expresses support and interest in our school. A membership drive is held at the beginning of each school year. Among the activities and programs the PTA has helped to sponsor recently are: family nights, T-shirts, book donations, school benches, school yearbooks, book fairs, enrichment assemblies, field trips, equipping our school with emergency supplies for disaster preparedness, and various fundraising activities to finance these programs.

An executive board, elected by the general membership of the association, handles administrative and procedural decisions concerning PTA. Budget approval and major policy decisions are made by vote of the general membership. For parents who are interested in active involvement in PTA, a variety of volunteer opportunities are available. If you have ideas or time to contribute, please leave a message for the PTA president at the school office at (626) 852-4604.

School Site Council/English Language Advisory Committee:

The members of the SSC and ELAC are comprised of Principal, Teachers, other Staff members and Parents. These committees meet about 4 times per year, and are the advisory and decision making bodies for the Single Plan for Student Achievement (School Plan) and the LCAP. Elections for the board are held each fall. All parents are encouraged to come to the meetings as important information about school programs and budgets are discussed.

Special Education:

The Resource Specialist Program (RSP) and Speech and Language Specialist programs provide support to students who meet specific criteria as defined in the Individuals with Disabilities Education Act (IDEA). The Special Education staff coordinates services for children with exceptional needs. This includes: instructional planning, specialized instruction, consultant services, resource information, and educational materials. Adaptive physical education may also be provided to those students with exceptional needs which preclude their participation in the activities of the general physical education program. Questions about Special Education Services may be directed to the Resource Specialist, Speech and Language Specialist, or Principal.

A school psychologist is assigned to Stanton School and is shared with two other schools in the district. The psychological services are coordinated through the Special Education Department at our District office. The psychologist tests and works individually and in small groups with our Special Education students.

Student Leadership:

Stanton's Student Council is lead by two teacher advisors and meets 2 times a month. In order to be a member of Student Leadership, students must apply during the application period at the beginning of each school year. Students are selected based on academic commitment, attitude and behavior. If at any time the advisors and student's teacher feels the student is not representing Student Leadership in a responsible manner, the student can be removed. Student Leadership is responsible for promoting school and community involvement.

Student Intervention Team: (IST)

The IST meets regularly to review the progress of students who are referred by teachers or parents. The IST makes recommendations for program modifications and/or interventions. Whenever a student is referred to the IST, the classroom teacher completes an extensive

report on the student's progress. Parents and students are invited to the IST meetings.

Supplemental Programs:

Accelerated Reader is a motivating computer based individual level and goal setting programs. Study Island and Moby Max are web based programs to help students prepare for the state standardized tests. This can be accessed from home by going to your student portal and students enter their username and password. Bartons' Reading is one one-on-one tutoring for students sponsored by the Kiwanis club. Read Naturally is a reading fluency computer based improvement program.

Title I School Wide Program:

This program is federally funded and is designed to meet the needs of students who are not meeting grade level standards. Our Instructional Aides are a large part of this program working one to one or in small groups in the classroom or during Response to Intervention Rotation (RTI²).

Volunteers:

Stanton Elementary School needs parents, grandparents and friends to volunteer in the classrooms, library, on field trips, etc. Volunteers may help students with their academic subjects, enrichment activities or make educational games or instructional materials for classroom use. A volunteer may have special talents that will supplement the school curriculum for the enrichment of our instructional program. The Volunteer Program is coordinated by PTA. Please contact your child's teacher or the office if you are interested in volunteering your services. We welcome you to share your talents and expertise with us. **Please fill out a Volunteer Application and show proof of TB to be a regular volunteer.** See Volunteer Brochure for further information.

Glendora Unified School District Policy Information

Student Accident Insurance:

The Glendora Unified School District does not provide student accident or medical insurance coverage. Student accident insurance is available through a private carrier. The forms are sent home at the start of each school year

Computer Use Agreement Form: All students and parents will sign the Agreement Form in order to use the internet and computers at GUSD schools. The document will help parents be aware of the different aspects of the situations that the Internet includes. There are guidelines for Parents as well as rules for online safety. Digital Citizenship will be reviewed at the beginning of the year. This is viewable during the re-registration process.

Uniform Complaint Procedures:

In accordance with Board Policy persons wishing to lodge a formal complaint against district employees are to do so in writing. Please provide the information requested on the form and return to the Office of the Superintendent, Glendora Unified School District, 500 N. Loraine Ave, Glendora CA 91741.

Williams Act Policy (AR 1312.4):

Pursuant to Ed. Code 35186 you are notified of your Williams Settlement Complaint Rights. All classrooms have the Williams Complaint Notice to parents, guardians, pupils and teachers clearly posted. This document states that a complaint can be made if a person feels that there is a William's Violation in the area of sufficient textbooks, school facilities, teacher credentialing or EL placement. A complaint form and more information may be obtained at the school office or district office

Stanton Elementary

Behavior Code of Conduct

- All members of the Stanton Elementary School Community, including students, parents and staff are responsible for maintaining a safe, secure and productive learning environment for all students at school as well as on their way to and from school.
- We have high expectations for student behavior at Stanton. We expect all students to show respect and consideration for other students and staff. We expect all staff to treat students with respect and dignity, to teach appropriate behavior.
- We believe parents are an integral part of our behavior management decisions. Parents are expected to cooperate with, and support, staff.

Our code of conduct focuses on prevention of misbehavior. When students do not meet the school's behavior expectations, they are held accountable for correcting their behavior through appropriate consequences.

SCHOOL RULES

1. Show respect and consideration for others.
2. Follow safety rules:
 - A. Walk in hallways and on walkways.
 - B. Use playground equipment appropriately.
 - C. Avoid dangerous objects or substances, such as weapons, drugs, alcohol and tobacco.
3. Use suitable language for school.
4. Dress according to the dress code.
5. Respect property of others. Leave personal property, such as radios, toy games, sports equipment, etc. at home.
6. Arrive at school on time, but not before 8:00.
7. Use quiet voices in the cafeteria; keep cafeteria tables and floor clean.
8. During recess, play on fields or blacktop areas only; stay away from classrooms, except to use the restroom.
9. Students may not be in classrooms when a teacher is not

- present.
10. Gum Chewing is not allowed.
 11. Fighting on school grounds or on the way to or from school is not permitted. Any student engaged in fighting may be suspended or expelled. Keep hands, feet and objects to yourself.

Behavior Management Plan

If you choose to break the code of conduct there will be natural and/or logical consequences in any situation.

First Violation- verbal reminder, discussion with teacher, sent to office, possible recess detention, time out.

Second Violation- call home, discussion with teacher or principal, behavior interventions, referral to office, loss of recess, after school detention.

Third Violation- referral to office, call home, restrictions, parent conference, behavior contract, possible suspension.

Subsequent Violations- Referral to office, parent conference, suspensions or expulsion.

***Suspensions from class by teachers or time out in another classroom or office may be given by classroom teacher.

Suspensions from school by the Principal are limited to 5 school days for each offense and are limited to 20 days per year; students who exceed 20 days shall be recommended for expulsion. A serious violation of school rules may result in suspension without having taken prior above action.

***Suspensions from class or school by the teacher or Principal, are authorized only for specific offenses as listed under Education Code 48900a-v, 48900.2, 3, 4, 5, 6, 7. Expulsions are authorized under Education Code 48915.

PLAYGROUND RULES

All Areas:

1. Students are not to be on the playground before 8:00 a.m.
2. During break times, all hallways are to be cleared. Students may not stand or play on the sidewalk in front of any classroom. No loitering or playing in or near restrooms.
3. No chasing.
4. Throwing of rocks, sticks, sand or projectiles other than playground balls is not allowed.
5. At no time are students to climb on backstops, trees or fences.
6. Students are not to play games involving physical contact. For example: play fighting, tackle football, karate, riding on one another's back, etc.

7. Students may not kick balls nor run on the blacktop areas. (Exceptions are basketball or dodge ball.) Balls are not permitted in the wood chip areas; jelly balls are only allowed on the blacktop.
8. All food, drinks, and snacks must be consumed at the lunch tables. Chewing gum is not permitted at school.
9. Only school equipment is allowed on the playground during breaks with the exception of baseball gloves. No games, toys, dolls, etc. from home are permitted on the playground. The school takes no responsibility for lost or damaged items brought from home.
10. Play equipment is to be used safely (no jumping off swings, going backwards down a slide, leaping off bars, standing or walking on hanging bars, etc.). No playing tag or running on playground equipment. Students may not use sweatshirts to go down, or hang on, playground equipment (poles/slides). One person at a time on the slide, monkey bars & rock wall.
11. When the bell rings all play stops, students must wait for the whistle to blow and then walk to the designated areas for lining up. No drinks or going to the restroom after the bell rings.
12. Students may not leave the playground without teacher permission. Students are not to leave school grounds during school hours without office permission.
13. Children should wear shoes suitable for participation in physical education activities. Students may not wear sandals or open-toe shoes.
14. Return playground equipment to the appropriate ball racks at the end of recess.

Primary Yard:

1. Dodge ball is not allowed.
2. Take turns on the slide. Only one person on the slide at a time. Wait on the bottom step of the ladder until the person starts down the slide. Hands and feet must be kept inside the slide.
3. Take turns on the swings. Count once on the forward motion. Back and forward motion is one count. Count to twenty. No count-backs. Choose a different swing.
4. Climb up and over on the climbing equipment so as not to injure the person behind you.
5. Hands must remain on the bars at all times, there is no swinging upside down on any of the bar equipment.

Upper Grade Yard:

1. Football is not allowed.
2. Butt Ball is not allowed.

3. Students may enter the classroom before school, during recess and after school **ONLY** with teacher permission and **ONLY** when the teacher is present.
4. Do not bounce balls in the hallways at any time. Handball is to be played only on the ball walls or on the wall on the east side of Room 16. Permission must be obtained from the adult on duty in order to retrieve balls in the street.
5. Hitting, kicking, jumping on one another, scratching, pinching or other aggressive actions are not allowed
6. No drinks or use of the restroom after the bell without teacher permission.
7. You are to travel in one direction only on the east-west crossing bars and rings. No one may sit or block traffic on the horizontal bars.
8. Upper grade students must not go to primary, kindergarten classrooms or office without permission.
9. Friendly wrestling and check fighting are not permitted.
10. No climbing on backstops, fences, or in trees. Students must remain where supervisors can see them at all times.
11. No hard-toed shoes are allowed when playing sports. Tennis shoes are best for school wear.

RULES FOR TRAVELING TO AND FROM SCHOOL

1. Walk on the sidewalks. Where there are no sidewalks, walk on the far left side of the street.
2. Cross streets only at intersections or crosswalks. Students should not cross through the parking lot.
3. Skateboards, roller blades and roller skates may not be brought to school.
4. When school is dismissed, students are to go directly home or the place designated by their parents. Students dismissed at 2:05 p.m. who wait for siblings should wait for them at the lunch tables in the pavilion.
5. Students will be held accountable for their behavior as they travel to and from school.
6. Students are expected to follow pedestrian and bicycle safety laws and guidelines.
7. Students are not to arrive on the school grounds before 8:00 a.m. unless buying breakfast which starts at 7:45 a.m. Once at school, no student is to leave the school grounds without permission from the office.

Things to keep at home:

1. Toys, walkmans, i-pods, computer games, or similar items are not allowed at school.

2. Weapons or simulated weapons may never be brought to school. These include, but are not limited to, squirt guns, knives, explosives or other dangerous objects (i.e. laser pointers, fire crackers, lighters or caps).
3. Animals must not be brought on school grounds unless prearranged with school personnel.

Sexual Harassment Policy

The Glendora Unified School District board policy states that the district is committed to an educational environment in which all students are treated with respect and dignity. "The district strongly condemns, opposes and prohibits sexual harassment of students whether verbal, physical, or environmental by anyone in or from the district. Any student who engages in sexual harassment of anyone in or from the district may be subject to discipline, up to and including expulsion. Title IX and Title VII are the federal laws governing sexual harassment. Quid Pro Quo and Hostile Environment make up the definition of types of harassment. Students are trained by the administration on anti bullying, school rules and consequences and sexual harassment policies annually.

Stanton Elementary Expectations

At Stanton we have high expectations for all students and believe if students work hard they can be successful. In addition, we would like to provide all students with the academic and social skills necessary to be successful in middle school, high school and have the choice to go to college. STANTON SCHOLARS ARE: SAFE, RESPONSIBLE, RESPECTFUL.

Academic Honesty:

Students are expected to demonstrate acts of honesty at all times. Teachers and staff members will support and enforce all district rules of academic honesty and provide a learning environment that does not allow or tolerate dishonesty.

Parent-School Compact:

The Stanton Elementary School Plan for 2018-2019 includes a parent involvement component. Our goals for this school year are to keep parents informed about the instructional programs offered at our school, to involve parents in assisting their children with homework, and to provide training for parents in ways to maximize their children's learning. We strongly believe that parents, teachers, and

students must work together in order for students to be most successful.

As a symbol of our belief that parents are an integral part of their children's education, we invite you to signify your support of our parent involvement goals by signing our compact. The intent of this compact is to solidify the mutual goals that we the school, and you, the parents, have for the achievement of our children. We ask that you have a discussion with your child(ren) regarding the importance of school, the importance of their daily effort, and the commitment that you and the school have for helping each child to achieve his or her potential.

Three Way Pledge

The Teacher Pledge:

I understand the importance of fostering a positive school experience for every child.

I am committed to creating a school that knows no limits to the academic success of each student. I agree to carry out the responsibilities found in the Stanton Staff Handbook.

Each of these responsibilities speaks to my commitment to teach to state standards, communicate regularly with parents, and strive to meet the individual needs of each student.

The Student Pledge

I understand that my education is very important to my future. It will help me develop the tools I need to become a successful and productive person.

I know that my education now will prepare me for college in the future. Because of this I am committed to following the requirements found in my Stanton Student Handbook. In addition, I commit to:

- Arriving to school everyday on time unless I am ill
- Following the school rules
- Completing and turning in homework on time every day
- Returning letters, corrected work, and other school materials to my parents

Each of these responsibilities speaks to my commitment to learn and become the best student I can.

The Parent Pledge

I understand that my child's education today is essential for their success in life.

This experience will support him/her to become a successful and productive person.







It will also prepare them for college if they so choose to attend.

Because of this I am committed to following the requirements found in my Stanton Parent Handbook.

Each of these responsibilities speaks to my commitment to support Stanton in order to ensure a bright future for my child.

Character Education

STANTON SCHOLARS ... 

	Classroom 	Library/Computer Lab 	Cafeteria 	Hallways 	Restroom 	Playground 
Be SAFE	<ul style="list-style-type: none"> Keep your body to yourself Report unsafe behavior to an adult 	<ul style="list-style-type: none"> Walking feet Be internet safe 	<ul style="list-style-type: none"> Walking feet Wait to be excused Keep body and objects to yourself Eat your own food 	<ul style="list-style-type: none"> Walking feet Keep a safe distance 	<ul style="list-style-type: none"> Walking feet Wash your hands 	<ul style="list-style-type: none"> Walk to your line Keep your body to yourself Be an upstender
Be RESPONSIBLE	<ul style="list-style-type: none"> Be an engaged learner Do your best work Be organized 	<ul style="list-style-type: none"> Use equipment properly Handle books with care Return books on time 	<ul style="list-style-type: none"> Be polite Be neat and clean Be helpful 	<ul style="list-style-type: none"> Face forward Take the most direct route 	<ul style="list-style-type: none"> Flush the toilet Clean up after yourself 	<ul style="list-style-type: none"> Use all equipment correctly Follow directions Be kind
Be RESPECTFUL	<ul style="list-style-type: none"> Be a good listener SLANT Be kind 	<ul style="list-style-type: none"> Be a good listener Use a quiet voice Notice your neighbor 	<ul style="list-style-type: none"> Use a quiet voice Look and listen to all adults Be patient and polite 	<ul style="list-style-type: none"> Use a whisper voice Stay on sidewalk 	<ul style="list-style-type: none"> Use a quiet voice Respect privacy 	<ul style="list-style-type: none"> Use kind words and actions Use words to solve your problems Seek adults for support

A Gold Ribbon School Behavior Matrix

STANTON SCHOOL SONG

Hear us, we're the Eagles. We're making Stanton proud;
Our knowledge always rising above the sky and clouds.
Hear us, we're the Eagles and we know the future's bright,
Because our noble Stanton School is teaching us what's right.
Hear us, we're the Eagles and proudly we will sing.
We'll soar to new horizons...on gallant eagle wings.
Eagles are trustworthy-Respectful, responsible, fair
Being thoughtful citizens, And showing that we care.
Work towards graduation--Increasing all our skills
Study hard and build character,--We know we can and will.
We make no excuses--We like the way it sounds--When we hear
people saying.....
THOSE KIDS ARE COLLEGE BOUND!!!

COLLEGE CHEER

Stanton Eagles See Us Soar
College Is What We're Fighting For
We Dream Big And That's Our Right
College Graduation Is In Sight
Sound Off 1-2 ----Sound Off 3-4
Bring It On Down
We Are College Bound!!!

Notes

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Stanton Elementary

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