



Susan B. Anthony Elementary School

1542 E. Webster Ave. Fresno, CA 93728

2020-2021 Parent Handbook

Telephone: 457-2520

FAX: 485-2525

Important Dates for 2020-2021

August 17.....	First Day of School
September 7	NO SCHOOL---Labor Day Holiday
October 12-16.....	Parent-Teacher Conferences (early dismissal)
October 26	NO SCHOOL---Teacher Inservice Day
November 11	NO SCHOOL---Veteran's Day
November 23-27	NO SCHOOL---Thanksgiving Vacation
December 21 – January 8.....	NO SCHOOL---Winter Break
January 18.....	NO SCHOOL---Martin Luther King Jr. Holiday
February 15.....	NO SCHOOL---Abraham Lincoln Holiday
February 22.....	NO SCHOOL---President's Holiday
March 1	NO SCHOOL---Teacher Inservice Day
April 23.....	Open House
April 29-May 2.....	NO SCHOOL---Spring Break
May 24	NO SCHOOL---Memorial Day Holiday
June 10	Last Day of School for all students
	6 th Grade Promotion
	4 th Quarter Report Cards Go Home
	Early Dismissal (12:30)



Dear Susan B. Anthony Families,

Welcome to our school! We are so pleased to have your children as our students and to have your family as one of our Susan B. Anthony families.

We are committed to providing your child with a safe, high quality learning environment. We want to work as a partner with our families because we know that when the school and home collaborate together, we make a powerful team that supports our students as they work toward becoming career-ready graduates. During these unprecedented times of COVID 19, we want to ensure our Anthony families that we will be following the safety precautions recommended by the CDE.

The purpose of this Parent Handbook is to provide you with information about our school. It also helps clarify some of our policies and procedures. Please keep this as a reference throughout the school year; it will answer many of the questions you might have.

If you ever have any questions or concerns, please feel free to contact our school.

We're looking forward to a successful year!

Sincerely,

Victoria Maglieri, Principal

Fresno Unified School District

FUSD Education Center (District Office)
2309 Tulare St.
Fresno, CA 93721
559-457-3000

FUSD Board Members

Elizabeth Jonasson Rosas, President
Valerie F. Davis, Clerk
Brooke Ashjian
Claudia Cazares
Christopher De La Cerda
Lindsay Cal Johnson
Carol Mills, J.D.

SUPERINTENDENT

Robert G. Nelson, Ed.D

Fresno Unified School District Core Beliefs

STUDENT LEARNING

Every student can and must learn at grade level and beyond.

HIGH QUALITY INSTRUCTION

Teachers must demonstrate the ability and desire to educate each child at a high level

LEADERSHIP

Leaders must perform courageously and ethically to accomplish stated goals

SAFETY

A safe learning and working environment is crucial to student learning

CULTURE

Fresno Unified is a place where:

- diversity is valued;
- educational excellence and equity are expected;
- individual responsibility and participation by all is required;
- collaborative adult relationships are essential; and
- parents, students and the community as a whole are vital partners.

Fresno Unified School District Goals

- 1. All students will excel in reading, writing, and math**
- 2. All students will engage in arts, activities, and athletics**
- 3. All students will demonstrate the character and competencies for workplace success**
- 4. All students will stay in school on target to graduate.**

Distance Learning

We will begin the 2020-2021 school year in a 100% online learning model through at least the first quarter of learning and will only be able to plan for a return to campus when Fresno County has been off of the state's monitoring list for more than 14 consecutive days. Anthony students will begin Quarter 1 on August 17, 2020 with students learning from home following the Distance Learning model. All students will be issued technology to follow the daily E Learn lessons that the teacher has designed for students.

Parent may enter the office one at a time following the safety precautions recommended by the CDE. Parents must wear a mask while on campus. Parents are not permitted to enter onto the school campus per the safety recommendations from the CDE. Please call the office to make an appointment.

E Learn

Fresno Unified will begin the year by providing high quality instruction online to every student everyday through eLearn at My School. While learning online, students will maintain enrollment at their school site with instruction provided by their site teachers. Students will be engaged daily five days a week and all courses will be designed to fulfill standards and graduation requirements.

Online instruction will be created to:

- Deliver high-quality instruction
- Ensure the safety and wellness of students and staff
- Ensure equity regardless of the model of instruction
- Establish strong relationships and positive experiences with our students and families
- Provide the structure and support educators, students and families need for learning
- Optimize use of resources

Technology

To date, Fresno Unified has successfully deployed 60,000 devices to support students in their distance learning. Staff is continuing to reach out to the remaining students who have not picked up a device to ensure a smooth start of school. Based on multiple studies and national best practice districts, tablets are recommended for elementary students. Students in PK-3 will utilize a tablet, with third graders also receiving a keyboard. Students in grades 4-12 will utilize a laptop.

Fresno Unified students and parents needing technology support can contact the district's Family Learning and Technology Support Center during regular business hours at 457-3939. Any student that needs a device will be able to get a device from our FUSD IT Department. Parents must call 457-3939 to make arrangements to pick up their student device with the Parent Technology Support Center. **The school will not issue technology.** Please call the IT Department for broken or lost devices at 457-3939. If a family is in need of Wifi, they should contact the Anthony office for support.

Daily Instruction

Students will participate actively in daily live interactive instruction via distance learning

- Contribute to building strong and supportive relationships with school staff and classmates
- Seek assistance from teacher(s) during office hours
- Know your usernames and passwords to access all digital resources
- Submit all assignments on time

Teachers will take daily attendance utilizing ATLAS.

Curriculum

Fresno Unified will utilize the district-adopted core curriculum from pre-K through grade 12. Remote learning will also include physical education, career technical education and elective courses. The majority of the district-adopted curricula have digital platforms that support engaging students in interactive lessons and digital assignments/assessments/projects. While the district-adopted curricula is the primary source, teachers have the flexibility to use additional sources to enhance student learning.

Fresno Adult School has several programs. Adult Education administration will decide the best online learning tools for their individual students, based on student needs and specialized programs.

The district's communications platform for teacher instruction is Microsoft Teams, a digital hub bringing teachers, content and students together in one space. Students and teachers will engage daily on grade level content utilizing Microsoft Teams. Teams has strong safeguards for protecting students' safety and privacy.

Student Safety During Online Learning

Students' health and well-being remain a top priority, especially when students are not physically present on campus. Much like the supports and safety practices provided when they are on campus, it's imperative those same resources are available to students in this new world of distance learning. As an added safety precaution, Fresno Unified has partnered with Gaggle to add additional safeguards while students are online using Microsoft Teams, Microsoft Office 365 email and OneDrive. Gaggle uses key phrases and technology to identify inappropriate language, bullying and harassment, inappropriate sexual content and even situations that might lead to self-harm. Gaggle service follows all state and federal laws protecting student privacy. Gaggle's staff review and, where appropriate, notify a school administrator to provide necessary supports. If a school administrator is unavailable, Gaggle will contact local public safety in life threatening situations. School administrators provide responsive supports for students' well-being and their continued growth.

Families

Families will log on and update contact information in the ATLAS Parent Portal

- Ensure that there is internet access and a mobile device at home for your student(s)
- Ensure that your student(s) know their usernames and passwords to access their instructional resources
- Engage your student(s) daily regarding their assignments
- Maintain regular communication with your student(s) teachers and counselor
- Request support and resources in home language from school site hotline
- Stay informed and updated on all school business by actively reading and listening to all school communications throughout the year via School Messenger, Peachjar, school social media platforms (Facebook, Instagram, Twitter).

Professional learning will be provided to our students and families in the use of technology and software needed for distance learning. Students will receive baseline technology, Wi-Fi access if needed, and training on Microsoft Teams. Parents will be offered specific learning sessions on the basic uses of Microsoft Teams, common student learning apps, and other basic components of distance learning. Sessions will be held in multiple languages. School leaders will hold weekly school site engagement sessions that provide updates on distance learning and will have a forum to ask school site leaders questions.

School Campus

While campuses won't be bustling with the traditional daily activities, we do realize there may be situations where a student or parent may need to come to campus to pick up supplies or seek support from staff. To ensure safety practices and reduce exposure, advance appointments are strongly encouraged to ensure physical distancing. While on campus or in a district office, for your safety and that of our entire Fresno Unified family, please follow designated signage.

All visitors need to conduct the self-health screening tool prior to arrival. If an individual answers yes to any of the screening questions below, they should stay home and NOT visit a Fresno Unified campus or building.

Anthony Elementary will have a "hot line" for parents to call for all school-based questions. In the event a message is left after hours, the call will be returned within the next business day. For a complete list of school site phone numbers, email addresses and websites, please visit fresnounified.org.

Meals

As we have since March, Fresno Unified will continue to provide student meals. Breakfast and lunch will be provided in the morning prior to daily online instruction. Sites are still being finalized and will be communicated to families prior to the start of school.

Parent Involvement

We encourage parent participation and parent involvement in your child's education. Please join our School Site Council or ELAC committee. All meetings will be held virtually.

Academic Awards and Grades

Awards assemblies are quarterly and will be held virtually. First-sixth grade students that receive all outstanding on their report card will earn Outstanding Effort and Outstanding Citizenship. Third-sixth grade students receiving a 3.0-3.40 will receive the Merit Award, 3.49-3.99 Honor Roll, and 4.0 the Principal Honor Roll. Students will receive grades during distance learning as assignments, assessments, tasks, and participation will be grade. Students will receive effort and participation marks.

Special Education

Students with exceptional needs will continue to receive services and supports to ensure they can make progress in the general education curriculum.

Students with exceptional needs will participate in daily, live instruction with teachers and peers and independent assignments and instruction. Teachers will maintain a record of instruction, participation, and assignments. Students will be expected to be available for instruction and special education services during regular school hours. A device and all materials required to meet a student's needs outlined in the IEP in the distance learning model will be provided.

Special education services, accommodations, modifications, and supports outlined in a student's IEP will be provided virtually during distance learning. Annual IEP goals and short-term objectives will continue to be implemented and monitored, and progress reports will be provided to families quarterly. If there is any aspect of a student's IEP that is not applicable to the distance learning model or will look different, notice will be provided to the family with more information.

IEP team meetings and assessments will continue to be held and completed within applicable timelines. Any IEPs or assessments that were due in spring 2020, but not completed during the school closure period, will also be completed. 504 plans will be in effect and students will continue to be allowed accommodations under those plans.

The Special Education Department will continue to be updated in order to provide the most current and pertinent information for families and staff. To learn more, visit the Special Education Department at Fresnounified.org.

English Language Learners

Services for English learners will include a defined minimum time allocation for designated English language development (ELD) instruction, which will be included in the student's schedule, in addition to ongoing integrated ELD during the full instructional day. There will also be opportunities for extended instructional time provided to recently arrived ELs. Formative ELD assessments will be used to assist monitoring of student progress in development of reading, writing, listening, and speaking skills. Family outreach and education will be provided to support families' understanding of distance learning models and how to support their children's learning.

Project Access

Services for students in foster care and homeless situations, including shelters and motels, will include social emotional and academic support as well as case management. The Project ACCESS office will work closely with Fresno County CPS and other community partners to support the unique needs of this special population. A team of Project ACCESS social workers will provide virtual emotional wellness checks and intake assessments on all foster and homeless students via telephone or a HIPPA compliant video platform. In addition to virtual individual and group counseling, social workers will also connect families with resources to address issues ranging from housing and food insecurity to domestic violence. Project ACCESS counselors will meet virtually with students in grades 8-12 and work closely with school site counselors to reduce academic barriers and promote student success. For more information, visit the Department of Prevention and Intervention at Fresnounified.org

TK/K (Designated Schools)

Time	DESIGNATED Grades TK/K Schedule (Conceptual Draft)	
8:00-9:00	School meals available in the morning at various sites prior to instruction 'Setting up for student success' Time for Teachers: Monday – setting up weekly lessons; posting video message to families 2 days/week – Student/Family Connections (Office Hours) 2 days/week – Professional learning time for teachers (PLC) Optional learning time for students through our partnership with Valley PBS for PreSchool-3rd grade (7:30 a.m.-9:00 a.m.) PS at 7:30; TK at 7:45; K at 8:00; 1 st at 8:15; 2 nd at 8:30 and 3 rd at 8:45	(60)
9:00-9:15	Classroom connection and wellness (15)	Live Instruction
9:15-9:35	Whole class/small groups (20)	Live Instruction
9:35 – 10:05	Break – Nutrition, Fitness & Play	
10:05 – 10:35	Whole Class/Small Groups	Live Instruction
10:35 - 11:20	Lunch – Nutrition, Fitness & Play	
11:20 - 11:50	Whole Class/Small Groups (designated ELD)	Live instruction
11:50 – 12:05	Break – Nutrition, Fitness & Play	
12:05 – 12:35	Whole Class/Small Groups	Live Instruction
12:35 – 1:05	Student/Family Connections	
1:05 – 1:50	Teacher Support Time: Teacher provides students with additional support if needed. Initiated by the teacher or scheduled ahead of time by parents/students. AND School-Wide Staff Support (MTSS) <ul style="list-style-type: none"> • Tier 2/3 Interventions from School Staff <ul style="list-style-type: none"> ○ Academic & Social Emotional ○ Tutorial Enrichment (art, music, language, coding, kids invent, etc.)	Additional LIVE support for the students who need it most
1:50 – 3:30	Teacher Planning & Staff Meetings (1hr, not to exceed 3x per quarter) AND School-Wide Staff Support (MTSS) <ul style="list-style-type: none"> • Tier 2/3 Interventions from School Staff <ul style="list-style-type: none"> ○ Academic & Social Emotional ○ Tutorial Enrichment (art, music, language, coding, kids invent, etc.) Student/Family Choice: Optional Extended Learning Projects	
3:30-4:30	Teacher Planning Student/Family Choice: Optional Extended Learning Projects	

Time for ALL students:

Live Instructional Time with a Teacher (Synchronous)	125 minutes	2 hours, 5 minutes
Independent Learning Time (Asynchronous)	85 minutes <ul style="list-style-type: none"> • Teacher-designed, including Reading (55) • PE/Fitness (30) 	1 hour, 25 minutes
Total Time	210 minutes	3.5 hours

First-Sixth Grade E Learn Schedule

Time	DESIGNATED Grades 1-6 Schedule (Conceptual Draft)		
8:00-9:00	<p>School meals available in the morning at various sites prior to instruction</p> <p>'Setting up for student success' Time for Teachers: Monday – setting up weekly lessons; posting video message to families 2 days/week – Student/Family Connections (Office Hours) 2 days/week -Professional learning for teachers (PLC)</p> <p>AND</p> <p>Optional learning time for students through our partnership with Valley PBS for PreSchool-3rd grade (7:30 a.m.-9:00 a.m.) PS at 7:30; TK at 7:45; K at 8:00; 1st at 8:15; 2nd at 8:30 and 3rd at 8:45</p>		(60)
9:00-9:20	Classroom connection and wellness (20)	Live Instruction	45
9:20-9:45	Whole class/small groups (25)	Live Instruction	
9:45 – 10:15	Break – Nutrition, fitness & play		(30)
10:15 – 11:00	Whole Class/Small Groups	Live Instruction	45
11:00 - 11:45	Lunch – Nutrition, fitness & play		(45)
11:45 - 12:30	Whole Class/Small Groups (designated ELD)	Live instruction	45
12:30 – 12:45	Break – Nutrition, fitness & play		(15)
12:45 – 1:15	Whole Class/Small Groups	Live instruction	30
1:15-1:45	Student/Family Connections		(30)
1:45 – 2:30	<p>Teacher Support Time: Teacher provides students with additional support if needed. Initiated by the teacher or scheduled ahead of time by parents/students.</p> <p>AND</p> <p>School-wide staff support (MTSS):</p> <ul style="list-style-type: none"> • Tier 2/3 Intervention – School Staff <ul style="list-style-type: none"> ○ Academic & Social Emotional ○ Tutorial <p>Enrichment (art, music, language, coding, kids invent, etc.)</p>	Additional LIVE support for the students who need it most	45
2:30 – 3:30	<p>Teacher Planning Time, Staff meetings (1hr, not to exceed 3x per quarter)</p> <p>AND</p> <p>School-wide staff support (MTSS):</p> <ul style="list-style-type: none"> • Tier 2/3 Interventions from School Staff <ul style="list-style-type: none"> ○ Academic & Social Emotional ○ Tutorial <p>Enrichment (art, music, language, coding, kids invent, clubs, athletics, etc.) Student/Family Choice: Optional Extended Learning Projects</p>		(60)
3:30-4:30	<p>Teacher Planning Time</p> <p>Student/Family Choice: Optional Extended Learning Projects</p>		(60)

Time for ALL students:

Live Instructional Time with a Teacher (Synchronous)	165 minutes	2 hours, 45 minutes
Independent Learning Time (Asynchronous)	105 minutes <ul style="list-style-type: none"> • Teacher-designed (45) • Teacher-assigned Reading (30) • PE/Fitness (30) 	1 hour, 45 minutes
Total Time	270 minutes	4.5 hours

Traditional DAILY SCHEDULE

STATE PRE-SCHOOL	8:00-11:00 a.m. 10:55-11:35 a.m. 12:00-3:00 p.m.	A.M. Session Lunch for am/pm <i>(accompanied by parent)</i> P.M. Session
TRANSITIONAL KINDERGARTEN AND KINDERGARTEN	7:30 a.m. – 7:50 a.m. 8:00 a.m. – 1:35 p.m.	Breakfast Instruction
GRADES 1-6	7:30 a.m. – 7:50 a.m. 8:00 a.m. – 2:35 p.m.	Breakfast Instruction

Academic Instruction

Anthony School is working hard at improving student achievement in Language Arts, Math, and Science. All classrooms, including Kindergarten, will provide instruction based on California Grade Level Standards and Fresno Unified adopted curriculum. Teachers are maximizing every possible instructional minute.

If you must take your child out of school for an appointment, please try to schedule the appointment for after school. Also, our office staff has been instructed not to interrupt classrooms with phone calls during instructional time. If you need to speak with the teacher, our office staff will be happy to take a message so the teacher can call you back at his/her earliest convenience. Please make all after school arrangements with your child before he/she comes to school that day. If an emergency arises, the office staff will get a message to the classroom.

Academic Awards

Awards assemblies are quarterly and held at 1:30 pm in the cafeteria. First-sixth grade students that receive all outstanding on their report card will earn Outstanding Effort and Outstanding Citizenship. Third-sixth grade students receiving a 3.0-3.40 will receive the Merit Award, 3.49-3.99 Honor Roll, and 4.0 the Principal Honor Roll.

Admission to School

Children are eligible to enroll in our Transitional Kindergarten Class if they are 5 years old on or before December 2, 2020. Children who will turn 5 years old by Sept. 1, 2019 are eligible to enroll in Kindergarten. If the child has not attended any Fresno Unified school before, it is mandatory that the parents bring a birth certificate for the child. Parents must also provide proof of residency (ie current PG&E bill, rental contract, or phone bill). State Law makes it mandatory for parents to present evidence that the child has been protected against polio, diphtheria, pertussis, tetanus, rubella (red measles), varicella (chicken pox), and Hepatitis B.

Attendance

Attending school regularly helps children feel better about school—and themselves. Start building this habit in preschool so they can learn right away that going to school on time, every day is important. Good attendance will help children do well in high school, college, and at work.

Our goal is for students to be available for Bell to Bell instruction.

Attendance is taken first thing in the morning in each classroom. Therefore, it is important that each student gets to school on time. **School starts at 8:00 a.m.** Students should be in class, ready for instruction at 8:00. Students who arrive after 8:00 a.m. will need to go to the school office. Please call the school office or send a note with your child explaining the reason for each absence. Absences for illness or medical appointments are considered “excused” absences. Other reasons for absences are considered “unexcused” absences even though there may be good reasons for the absence. Our district attendance system will begin contacting parents at 9:00 a.m. regarding absences. In addition, the school will call parents to inform them that their child has been marked absent from school and to ask the reason for the absence. It is a state law that all children between the ages of 6 and 16 must attend school.

3 unexcused absences or 6 excused absences will trigger a truancy letter being sent home. After 6 absences, parents will be asked to attend a conference at the school with an administrator. During this conference, administrators will share important information about your child’s attendance, listen to your concerns and work with you to improve your child’s attendance.

TARDIES/PULL OUTS

If a child is late, after 8:00 a.m., he/she must report directly to the office. Habitual tardiness and early pull out is a deterrent to a child’s academic success. It is impossible for a child to get adequate introduction to the day’s curriculum unless he/she reports to the class promptly and stays for the full day. Our teachers provide instruction up until the last minute of the day. A student that misses 30 minutes or more of the school day, without a valid excuse, three times in one school year is considered truant. (Ed. code 48260)

Per Fresno Unified District Policy, students who are signed out of school before dismissal time, will be coded the same as students who are tardy. The code indicates that the student was not in school that day for bell to bell instruction.

RELEASE OF STUDENTS DURING SCHOOL HOURS

If a child is to be released during school hours, for any reason, parents must sign him/her out in the office. When the parents arrive in the office to sign the child out of school, the room can be called and your child will meet you in the office. Sometimes classes are on the playground, in the cafeteria or in the library. If you have an appointment, please allow enough time for us to locate your child’s class and have him/her gather homework and belongings before coming to the office. **Students must be released to an adult 18 years of age or older listed on the yellow emergency card.**

We offer many incentives throughout the year for “Perfect Attendance”. In order for students to qualify for Perfect Attendance awards and incentives, they must be available during that time period for Bell to Bell instruction which means no absences, tardies or early pull-outs, even if excused. Although we understand there are good reasons for some absences, tardies or early pull-outs, the positive incentives are for the students who were here for a full day of instruction. If a student misses an opportunity for an award or incentive, there will be others throughout the school year.

After School Program During Traditional School

Anthony School offers a comprehensive After School Program that includes academic tutoring, enrichment activities and character-building activities. The after school program operates from 2:00-6:00. Parents can contact our After School Coordinator by calling or stopping by the school office for registration information.

Before/After-School Supervision

Please be aware the Fresno Unified School District does not assume liability for children left unsupervised **before 7:30 AM** (start serving breakfast) or **after the dismissal time of 2:35 PM.** **Students should be on their way home immediately after school is dismissed** unless participating in an adult-supervised activity such tutoring, ASES Program (until 6:00 PM), and/or sports.

For safety purposes, please pick up your child on time. Your assistance in this matter will help ensure the maximum safety of our Susan B. Anthony family. If an emergency arises and you will be late picking up your child, please call the school (457-2520) so arrangements can be made.

Please talk with your child in the morning before school about who will be picking him/her up after school or if he/she is to walk home.

During dismissal, school staff will remain in front of the school with students until approximately 2:45. Any students who have not been picked up by 2:45 will go to the office and staff will begin calling emergency contacts to find someone to pick-up the child. Parents or emergency contacts will need to come sign students out in the office. Please don't park in front and honk your horn.

The school office closes at **4:00 PM.**

Behavior

Susan B. Anthony School is committed to providing a safe and positive learning environment for all of our students. Our school has participated in Safe and Civil Schools Training for the past 5 years. As part of our work with Safe and Civil Schools we have developed the following "Guidelines for Success" for our students. Please join us in teaching and reinforcing these guidelines for our students.

Anthony Challengers are

Scholars

Teachable

Accountable

Respectful

Successful

Anthony Challengers Reach for the STARS! We are also teaching and modeling how our students can be Scholars, Teachable, Accountable, Respectful and Successful students.

Positive Incentives

Some of our schoolwide incentives for recognizing outstanding character and behavior include:

Fun Works bi-monthly STARS Traits Assemblies students may attend the assembly if they complete their work, put effort into their schoolwork, and do not have any office referrals for misbehaviors.

STARS of the Week-teachers and other staff members reward students with a for showing good character, following the school rules, completing homework, and other positive behaviors. Every morning the principal will announce the STARS of the Week.

Monthly STARS Award-Each month teachers will select 2 students who have done an outstanding job modeling the STARS trait of the month. These students will receive special recognition.

Quarterly Awards-Students who have demonstrated Challenger STARS (effort in attendance, behavior, or academics) will be recognized during our quarterly awards assemblies.

STUDENT CONDUCT

The staff at Susan B. Anthony believes that every student has the right to learn and that every teacher has the right to teach within a safe environment. We also believe that consistent, firm and fair discipline results in better learning for every student in the school. As part of our Safe and Civil Schools work, we have developed the following school rules to assure that students are safe, have the best opportunity to learn, and that teachers can provide the high quality instruction our students need. Please help us teach and reinforce these school rules.

Anthony School Rules

Challengers Show Respect By...

1. Being ready to learn
2. Following all directions the first time
3. Treat others with kindness
4. Keeping hands, feet, and objects to yourself

Should infractions occur, appropriate strategies for correcting the behavior will be used.

Strategies will be matched to the severity of the behavior. Strategies that will be used include, but are not limited to:

- Student-teacher discussion
- Review of classroom expectations and procedures
- Practicing the correct behavior
- Restitution (for example, if student makes a mess, they help clean it up and do something extra to make the school or classroom look better)
- Daily behavior plan or report
- Weekly behavior plan or report
- Progressive Discipline Steps in the Classroom
- Parent Phone Call or Conference
- Loss of privileges
- Suspension
- Parent/Teacher/Administrator Conference
- Development of formal Level 1 Behavior Plan

- Referral to FUSD ICET Team
- Recommendation for Expulsion
- Referral to Law Enforcement

The purpose of the consequences is not simply to punish, but to provide a deterrent for inappropriate behavior in the future. A discussion as to Character Counts violations may also be held. Your support is welcomed and needed in this effort.

Bus Schedule for Traditional School

A Fresno Unified School District bus will provide transportation to students living in the neighborhood north of Olive/south of McKinley, between Blackstone and Fresno Streets (Thesta/Hedges neighborhood). Please check with the school office or look on the FUSD website for the bus Schedule.

*An adult must meet all kindergarten students at the bus stop. Kindergarten students who are not picked up by an adult will be returned to school and parents will be called to pick them up in the school office. Returning the student to school causes the bus to be late for the next pick-up at another school. When a kindergarten student has to be returned to the school office because there was not an adult at the bus stop, it will result in a bus referral from the bus driver. Kindergarten students can lose bus riding privileges when they have received 2 or more referrals.

Bus Rules

Bus transportation is a service and a privilege. Students who are cited for the violations listed below will be disciplined by a school administrator following written communication from the bus driver involved. Students receiving bus citations will lose their bus privileges as follows:

1st citation = warning

2nd citation = no bus for up to 2 weeks

3rd citation = no bus for the remainder of the school year

Please note that serious offenses may result in the immediate loss of bus privileges for the remainder of the school year.

Violations of District bus regulations:

1. Leaving seat while bus is in motion
2. Tampering with bus equipment
3. Obstructing the aisle with legs, feet, or other objects
4. Not sitting facing the front of the bus
5. Putting any part of the body out of bus windows
6. Using vulgar or profane language or gestures
7. Smoking or lighting matches on the bus
8. Eating or drinking on the bus
9. Failing to cross the street in front of the bus under the driver's supervision
10. Having dangerous objects, glass, knives, etc. on the bus
11. Not following proper bus procedures
12. Being defiant or uncooperative with the bus driver, needing constant correction
13. Fighting or abusive body contact on the bus, or while loading and unloading
14. Damaging or defacing the bus
15. Making unnecessary noise or commotion, whistling or calling people from the bus

16. Giving improper identification when requested by the bus driver
17. Throwing objects from the bus window or while at the bus stop

Students are responsible for obeying all bus rules and school rules while at the bus stop and walking to and from the bus stop.

Bilingual Waivers

Students who have been identified as English Learners currently participate in a Structured English Immersion program at Anthony School. This means that students receive instruction in English by teachers who have been specially trained to present instructional material using strategies that will make it more understandable for students. If you are interested in having your child participate in a Bilingual Program, we have waivers that parents can sign available in the office. If we have 20 or more students at 1 grade level, who speak the same language, we'll begin the process of forming a bilingual classroom. If you would like more information about Bilingual Programs or Programs at Anthony School for English Learners, please contact the principal.

BREAKFAST AND LUNCH

All Anthony students receive free breakfast and lunch.

BREAKFAST PROCEDURES:

Please note that there is no supervision of students until 7:30 a.m. Breakfast is served from 7:30-7:50 am. The cafeteria closes at 8am for breakfast.

Cafeteria Procedures for Students at Breakfast:

1. Students enter the cafeteria and proceed to get their utensil packet and breakfast.
2. 1st-6th grade students sit at the tables nearest the stage, beginning with the table closest to trophy case. Students sit 4 to a section, filling in all empty spaces before starting a new side or table.
3. Kindergarten students sit at the tables nearest the window labeled with their teacher's name.
4. We have an assistant specifically assigned to help at only the kindergarten tables. **For the 1st week of school, kindergarten parents are allowed to assist their children.** There is very limited space in our cafeteria, especially during breakfast. After the 1st week, we ask that all parents wait at the side of the cafeteria near the windows, if they are staying, to allow our staff to move throughout the cafeteria as we supervise and assist students. Unfortunately, we won't have enough space for strollers inside the cafeteria.
5. After the 1st week, parents will need to sign our "Visitor Log" and wear a Visitor Badge if they will be walking their child to class from the cafeteria.
6. Students may not leave the cafeteria to walk to their lines or classrooms until they are dismissed by school staff.
7. Students who do not want to eat breakfast at school should plan to arrive between 7:45-7:55. They will enter through the cafeteria and walk to their classroom lines. Prior to 7:45, all students will need to go through the breakfast line unless they are waiting outside with a parent.

Why can't parents sit with their children in the cafeteria?

1. Limited Space-if we permit some parents to stay with students in the cafeteria, we have to be willing to permit all. There is not enough space in our cafeteria for all of the parents who would like to stay.
2. Safety-although we know many of our parents by face, if we are allowing a few parents to sit with their children we need to be fair and allow others, in order to assure safety of all, this would require all parents to sign in and receive a visitor pass in the office.
3. Independence-At lunch time, students will need to get their lunches independently and sit with their class. Adults are available to assist students. By following similar procedures during breakfast, students will be more prepared for the independence they'll need at lunch time.

Traditional Lunch Schedules:

10:55-11:35 **A.M and P.M Preschool students, accompanied by parents.** A.M Preschool parents are invited to walk their children to the cafeteria for lunch after they have signed them out of the preschool classroom at dismissal. P.M Preschool parents are invited to bring their children to the cafeteria for lunch before walking them to class.

10:55-11:35 TK, Kdgn Lunch

11:30-12:10 1st, 2nd and SDC (1-3) lunch

12:00-12:40 3rd and 4th grade lunch

12:30-1:10 5th, 6th and SDC (4-5) grade lunch

On rainy days or bad air days in which students cannot play outside, lunch schedules will be modified to a 30-minute lunch and teachers will pick-up students in the cafeteria.

Please Note-Due to federal and district guidelines, parents and non-Anthony students cannot share food with Anthony students. If you would like a meal for yourself or your non-Anthony child, please see our Cafeteria Manager to purchase a meal. Also, food cannot be taken out of the cafeteria.

Dress Code

Please refer to the Fresno Unified District guidelines.

Traditional School Year Class Parties

Due to the rigorous curriculum that our teachers must teach each day, we must limit the number of class parties. Teachers may choose to have a class party during the last 30 minutes of the day on the following occasions: Halloween, Christmas, Valentine's Day, Last Day of School. Parties on these days are optional. **There is not enough time to have a class party to celebrate individual student birthdays.** If you would like to bring a treat in honor of your child's birthday, you will need to make arrangements with your child's teacher prior to bringing any treat and to be sure there are enough for every child. We would prefer a non-edible treat that students can take home. Teachers cannot reschedule instruction for individual celebrations.

Home-School Communications

Emergency Cards on ATLAS (Digital)

Please complete your child's emergency information in ATLAS. This information is vital to your child's safety! In case of an accident or illness we use this card to reach you. **Only the adults whose names are listed in ATLAS are allowed to remove a child from the school.** *For student safety, adults may be asked for identification before a student can be released to him/her.* If you move or change telephone numbers, please notify the office to change the information on the emergency card.

School Messenger

Fresno Unified School District uses a telephone communication system called "School Messenger". Throughout the school year you may receive a pre-recorded message from your child's teacher or the school sharing important information. Please be sure the school has an updated phone number for you so that you don't miss out on important information. **This system is also used in case of a schoolwide emergency and to notify parents that their child has been marked absent for the day.**

Rapid Alert

Fresno Unified is formally launching Rapid Alert- the district emergency notification system. Rapid Alert will send a text message to the cell phones of our parents or guardians in the event an incident occurs on campus that will disrupt the school day or cause an early dismissal. This system provides an additional tool for quickly notifying parents/guardians and staff, above and beyond the district's current PhoneMessenger notification system. Because a text message only allows for 160 characters, messages will be brief, but will provide pertinent details and any necessary instructions.

Currently, we notify parents through a district or school site phone message—this will continue, but we know that there are times when taking a phone call is not ideal—you're driving, in a meeting or a doctor's office. It is our hope that the visual Rapid Alert text message will help ensure parents receive that message quickly—and in English and Spanish.

At the start of every school year, parents complete a yellow emergency card and those contact numbers are inputted into the district's student database at each school site. We want to encourage parents that in the event your cell phone numbers change, please be sure to notify your child's school site, provide them the new cell phone number so you can be sure not to miss a Rapid Alert notification, in the event there is a safety issue at school.

So what kind of safety issue will warrant a Rapid Alert? The district has given that question a lot of thought and have determined the system will be used in the event there is a safety issue at a school site that is going to 1) disrupt the school day or 2) cause an early dismissal. So for example:

- A gas leak

- Water main break that requires early dismissal

- Foggy day schedule impacting classes or buses

- School cancellation (district-wide power or phone outage for example)

- Full-scale reunification causing early dismissal

Lockdowns that impact arrival and dismissal

It's extremely important that parents are aware of this new communication tool, but **we can't emphasize enough how vital it is that parents update their school sites when they change their contact information, especially their cell phone. If a child's school doesn't have an emergency contact in the system, there is no way to communicate.** We hope parents understand the value of this tool, for the sake of their child and the safety of our entire Fresno Unified community.

EduText

EduText is a Fresno Unified technology tool that provides frequent grade and attendance updates to parents/guardians via text messaging. Why is this a valuable tool? Parents/guardians can now have a more up-to-date status on their student's academic progress. It further engages parents and provides opportunity for healthy conversations around academic improvement, productive study habits and celebrating academic success.

EduText messaging will be provided to parents/guardians of 3-12 graders. Pre-Kindergarten, Kindergarten, 1st, 2nd and Special Education families will not receive EduText grade and attendance updates as academic progress is noted differently than traditional letter grades.

To access EduText, please see the flyer in your child's 1st Day of School Packet or visit the Fresno Unified Parent Portal online.

Telephone Use By Students

The telephones located in the school office are for business only. A student may be given permission by a staff member to use the telephone if, in their judgment, the call is absolutely necessary. Only in an emergency should the office be contacted to interrupt a classroom to deliver personal messages to a student.

Students will be asked to wait for 10 minutes after dismissal to call home if they have not been picked up by 2:45. Please be sure your child knows the after school arrangements so he/she does not need to call home.

Cell Phones at School

Cell phones are not to be used by students at elementary school. They should only be used by students as they are coming to school or going home. They are not to be used in class, at recess, or in the cafeteria. If a student brings a cell phone to school, it is to be turned off and put away until the student leaves school. Students may not text, take pictures, or record while at school. If a cell phone is a distraction to the learning environment or students are not following the rules stated above, staff may collect the phone for parent to pick up. If a student continues to violate our policy, he/she will no longer be allowed to have a cell phone on school grounds.

Who Do You Contact?

If you're not sure who to contact, please always feel free to call our school office(457-2520) and we'll be happy to help you. Here are some suggestions for who can give you the best information for some commonly asked questions:

School Safety Issue	Principal or Vice Principal
Discipline	Principal or Vice Principal
Absences	Front Office Staff
Upcoming Events	Front Office Staff/Classroom Teacher
Parent Classes	Home School Liaison
SSC and ELAC Meetings	Home School Liaison/Principal or Vice Principal
Health Questions	School Nurse
Homework	Classroom Teacher
Grades or Classroom Performance	Classroom Teacher
Missing Textbooks or Library Books	Classroom Teacher or School Librarian
Someone is bothering my child	Principal or Vice Principal
Complaint about school staff	Principal or Vice Principal
Academic Test Results	Classroom Teacher/Principal or Vice Principal
Extra Help for My Child	Classroom Teacher
After School Program	ASES Coordinator

Traditional School Field Trips (Study Trips)

Students may have the opportunity to participate in various study trips throughout the school year. Detailed information about the particular study trip and permission slips will be sent home before each trip. Students will not be allowed to participate in the trip unless the permission slip has been signed and returned to school. Permission for a student to attend a field trip by telephone is not generally accepted. Students will be expected to follow all school rules and bus rules on study trips.

If a student has had continual difficulty following the directions of school staff while at school and we cannot be certain that the student will follow directions away from school in a less restrictive setting, the student may be asked to remain at school to work on an alternative learning activity in order to protect that child's safety as well as the safety of others.

We encourage parents to volunteer as chaperones. Field trip chaperones must complete the FUSD Volunteer Form and be fingerprinted. FUSD will pay for fingerprinting. Since it can take up to 2 weeks for fingerprints to clear, it's important that you work with your child's teacher to complete the necessary paperwork to be fingerprinted 2-3 weeks before the fieldtrip. The staff of Anthony considers chaperones a vital part of these trips and rely on chaperones for safety and supervision; therefore, we ask that chaperones not bring younger children/siblings to the event so full attention can be devoted to supervision.

If you are asked to drive students in your own personal vehicle, a seatbelt must be available and used for every passenger. Driver license and insurance information must be on file with the school and you must complete a volunteer form.

All students must travel with the class to/from a fieldtrip and must remain with the class during the fieldtrip. Parents cannot meet the class at the fieldtrip destination and walk around separately from the class.

Health

If your child has a health condition that may affect his/her activities at school, please inform the school office so that we can meet your child's needs and be sure the health condition is noted on your child's emergency card.

Medications

All medications taken at school must be prescribed by a physician. Medications must be brought to the school office by the parent or guardian in the original prescription container with complete instructions. Parents must also have a consent form signed by themselves and the prescribing physician explaining the time and dosage

to be given at school along with any special instructions that might be necessary. Medications will be stored in a locked cupboard in the nurse's office.

Education Code Section #49423 defines the requirements for administration of medication at school:

"Any pupil who is required to take, during the regular school day, medication prescribed for him/her by a physician, may be assisted by the school nurse or other designated school personnel if the school district receives (1) a written statement from such physician detailing the method, amount, and time schedules by which such medication is to be taken and (2) a written statement from the parent or guardian of the pupil indicating the desire that the school district assist the pupil in the matter set forth in the physician's statement". The medication must be clearly labeled with the name of the student and name of the medication and the dosage. At the beginning of each school year or upon entry to school, a "Medication at School" form must be completely renewed. These rules pertain to all over-the-counter medicines as well. Prescription inhalers and pills must be in the original box/bottle with label attached."

Snacks at School

Through participation in a special grant, our school is able to offer students fresh fruit or vegetables as a snack during their morning recess. If you feel your child needs an additional snack, he/she may bring a ***healthy snack*** to eat during recess. Snacks such as chips, candy and soda pop will not be permitted. Snacks must be eaten in designated areas and all trash thrown in the trash can.

"Off the Front" Active Commute Incentive

In order to encourage our students to lead a healthy active lifestyle, a non-profit organization called "Off the Front" provides incentives for students who walk or ride their bikes to school. Each student will receive a "zap tag" to attach to his/her backpack. If a student walks to school or rides a bike, they can walk under the zapper near the bike racks to record their active commute. Students receive prizes for the number of active trips they make. We count on our students and our parents to be honest and only zap if they actively commute. **If students arrive by car, they should not record trips on the zapper.** For those students who must use Fresno Unified Transportation because they live so far away from the school, an alternative way to earn points will be offered.

Homework

Susan B. Anthony's educational philosophy includes required homework in grades K-6. Homework not only allows students to practice what they've learned at school, but it encourages independent study habits, facilitates learning, and promotes responsibility. In general, the homework assignment for a student of average ability should be approximately 10 to 60 minutes, at least four days a week. Each grade level and teacher has his/her specific homework policy. Please check with your child's teacher for specific requirements.

Teacher Guidelines for Homework:

- Homework assignments should be carefully explained.
- Homework should cover material previously introduced in class.
- Homework should be assigned on a daily basis rather than on a long-term basis. Some long-term assignments may be given, but periodic checks should be made to verify that assignments are being carried out.
- Whenever possible, homework assignments that involve research should be based on materials available at the school site.
- Teachers should assign only as much work as can be carefully checked.

Parent Guideline for Homework:

- **Study Area** – The child should have an area that has good lighting, proper seating, sufficient space to place materials, and be free from distractions (radio, television, siblings, etc).

- **Time Period** – A regular daily routine of a specific time period will encourage good study habits.
- **Frame of Mind** – Homework assists your child’s progress in learning. If a student sees that his/her parent has a positive attitude and values learning, it has a lot of influence on how the student approaches learning. Try to get him/her to see the value of the knowledge they are trying to acquire. Do not tell your child he/she does not have to complete work he/she does not want to do and do not do the work yourself.
- **Supervision** – Make sure your child has enough time, understands directions, and works carefully. When the homework is finished, please see that it is returned to school so your child can be given credit.
- **Illness and/or concerns** – Parents should communicate with the teacher regarding homework for any child being absent from school. When there are concerns regarding the homework assignment, parents are encouraged to contact the specific teacher.

If your child is consistently telling you that he/she does not have homework, please contact the teacher to confirm.

Library

When a student checks out a book from the library, the student should take responsibility for the care of the book. If the student loses or damages the book it is the responsibility of the parent/guardian to replace the book. Parents may also check out books from our library. You may check out up to three books initially. If books are returned consistently, parents will be allowed to check out more books.

Technology

Students in preschool-2nd grade have been issued an LCD device. Students in 3rd-6th grade have been issued laptops. Laptops and LCD devices are to be brought to school everyday charged by the student in order for students to participate in learning. Any broken or lost tablets must be replaced by parents. Please contact the LCD hotline at 559-457-3939 for more information.

Traditional School Year Parent Participation

Anthony parents are encouraged to participate as much as possible in their children’s education. Research has proven that students whose parents are involved in school activities achieve more in school. Here are some of the ways you can be involved at school:

- Volunteer in the classroom or at special events
- School Site Council (SSC)
- English Learner Advisory Council (ELAC)
- Attend monthly Parent Coffee Hour
- Participate in special classes offered at school (Parent University, Nutrition Classes, Computer Classes)
- Attend “Meet the Teacher Night”, Parent Conferences, “Open House”
- Assure that students complete homework each night
- Assure that your children have good school attendance, arrive on time, and stay until the end of the school day

School Site Council (SSC)

The School Site Council is an elected group of Anthony staff, parents, and community members. Elected members serve for 2 years. Although only elected SSC members can vote, all parents and

community members are invited to attend monthly SSC meetings to get information and give input about school programs. Agendas will be posted 72 hours in advance in the school office and cafeteria windows. The SSC is responsible for writing the Single Plan for Student Achievement and monitoring the implementation of programs funded by categorical monies.

English Learner Advisory Council (ELAC)

Any parent who has a student at our school who has been designated as an English Learner can automatically be a voting member of ELAC. We hold a minimum of 6 meetings each year. Agendas will be posted 72 hours in advance in the school office and cafeteria windows. The ELAC serves as an advisory body to the Single Plan for Student Achievement and the program for English Learners. Any parent or community member is invited to attend these meetings.

Anthony Elementary Volunteer Policy 2019-20

(B.P. 1240; A.R. 1240)

Parents/Guardians & Community Members:

We encourage parents/guardians and other members of the community to share their time, knowledge, and abilities with our students. As part of the Fresno Unified School District commitment to providing a safe and secure learning environment for all students, Board Policy requires that you complete a volunteer application form at the school where you intend to serve.

Requirements for volunteers:

1. Complete the attached FUSD Volunteer Application Form and return it to the Anthony Elementary office. Our office staff will make a copy of your picture ID and attach it to your application. You will be notified once approved by the Principal/Vice Principal.
2. If you wish to serve as a volunteer on a frequent or prolonged basis, or for a school activity in which you would be required to supervise students, it is required that you are fingerprinted (at your own expense) through the FUSD Human Resources Dept. by commencement of service.
3. It is recommended, although not required, that volunteers keep Tuberculosis (TB) testing up-to-date (at your own expense).
4. Volunteers shall act in accordance with district and site policies and regulations.

Personal Property

Supplies and Materials

Students are furnished most school supplies and all textbooks. Students are responsible for taking care of these materials. Students are responsible for and will be expected to pay for the damage and/or loss of all non-expendable materials issued them by the school. This would include textbooks, library books, physical education equipment, and musical instruments checked out or issued to them during the year.

Special pencils and erasers may be purchased from the pencil and eraser machines **before or after** school.

Lost and Found

Articles of clothing found on the school grounds are placed in the Lost and Found located in the cafeteria. Smaller articles such as wallets, jewelry, eye-glasses, keys, etc. are kept in an office drawer. Unclaimed articles are donated to charitable organizations at the end of the school year if not claimed. Parents are advised to write their children's names on backpacks, sweaters, coats, and all other personal belongings.

Bicycles

Bicycles are to be parked and **locked** in the gated bike area. Bicycles are **not** allowed elsewhere on the school grounds at any time, unless authorized by school personnel for special events. Students should walk their bikes off campus at dismissal time to avoid collisions with other students and parents. The school **does not** assume liability for stolen bicycles or bicycle equipment or accessories. The law requires that bicycle helmets are worn by children riding bicycles, including to/from school.

Toys at School

We have found that toys cause disruption in the classroom, as well as problems on the playground. Please be advised that **toys and electronic devices from home are not allowed at school.** Should your child bring a toy or electronic device to school without permission, a staff member will take it so that it will not be a distraction to learning or school safety. The first time, the item will be held by the teacher or placed in the office for the student to pick up and take home after school. If the item is brought to school again, it will be held in the office until a parent picks it up. This includes sports balls, cell phones, technology devices, game cards/items. Because these items should not be brought to school in the first place, the school does not assume liability if they are lost, damaged, or stolen.

Skateboards, rollerblades/skates and scooters are not allowed at school because there is no way to lock them up and classrooms or the office do not have adequate space to keep them.

School Safety

<p><i>Anthony is a Drug Free Zone!</i> All alcohol, drug, and tobacco products are prohibited on the Anthony campus</p>

Notification Regarding Expulsion

The Fresno Unified School District has established policies and standards of behavior which promote learning and protect the safety and well-being of students. When these policies are violated, it may be necessary to suspend or expel a student. Board Policy 5144.1 aligns with California Education Code in the approach to serious offenses.

The following offenses will warrant a mandatory referral for expulsion:

1. Possessing loaded or unloaded firearms
2. Brandishing a knife at another person
3. Unlawfully selling a controlled substance
4. Sexual assault (including attempt) or sexual battery
5. Possessing an explosive

The offenses listed above will not be tolerated in the school buildings, school grounds, and buses going to or coming from lunch or school or at any school-sponsored activity.

For all other violations, the principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either of the following:

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

It is critical that parents discuss this policy with their children so there are no misunderstandings of the intent of the items/actions covered by the policy, and the consequences for violating the policy.

All acts of physical violence, possession or use of weapons, or Health and Safety Code violations will be included in the student's file. In every case, students who violate applicable education and Penal codes referenced by the police, will be referred to the appropriate law enforcement authorities.

Emergency/Safety Plan

Each year our school reviews and updates a Comprehensive School Safety Plan. Every month we practice fire drills. At least 3 times per year we practice lockdown procedures and we have an earthquake drill once per quarter.

Extreme Emergency Procedures

In case of an extreme emergency, staff and students will follow the district's protocol for an emergency. Parents will be contacted by school personnel if necessary. Please be sure we have an updated phone number where you can be reached in an emergency.

Traffic and Parking

Please observe all laws: In a school zone, it is illegal to make u-turns or stop in the street to allow students to get in or out of your car. The maximum speed limit is 25 MPH. All of these infractions can result in costly traffic tickets. Here are some other traffic/parking guidelines we request that you follow for the safety of our students and families and to avoid citations by law enforcement:

- Never stop in a red zone.
- Driver must stay with car at all yellow, green, or white painted curbs
- At our parents request, we've designated the area in front of the school as a parent drop-off, pick-up area. Parents should be able to pull up, drop off or pick up a child and pull out. There are signs posted in this area.
- Drivers may park only at unpainted curbs or in available parking
- Please don't park behind cars parked in parking stalls or in spaces designated for school staff
- Please don't park in the bus zone between 7:00-8:00 a.m, 11:15-11:45 a.m, and 2:00-3:00 p.m. Please do not drive through the bus zone when children are present at arrival and dismissal.
- Please be courteous to our neighbors by not blocking their driveways when you park at school.

For the safety of our students, we ask that you talk with your child about crossing the street safely. We have had several students running across Blackstone Ave. rather than using the crosswalk. Please walk with your child to teach him/her how to look both ways and judge when it is safe to cross.

It is not safe for students to walk/run through the parking lot or bus zone to go to waiting cars. If your children will need to cross the street, please park and meet them in front of the school so you can walk them safely.

Adults on the School Grounds

During the regular school day, an adult who wishes to contact a student must do so through the office. **Adults who are not a part of the school staff are not permitted in the play area or in the classrooms without the approval of the office.**

All school visitors/volunteers must report to the office immediately upon entering the campus to receive a visitor's pass. In order to maintain a safe, academic environment for all students, scheduling of classroom visitations and teacher conferences should be made in advance. Parents may call the office and leave a message for teachers to return the call and set up appropriate times. We welcome parents to visit their children's classroom after making prior arrangements with the teacher or administrator; however, in order to maintain a focused learning environment, we ask that younger non-school age siblings not be brought to the classroom during instructional time. In addition, Board policy states, "No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission". (Education Code 51512)

Pets on the School Grounds

Dogs and other pets are not permitted on the school grounds or in the school office. For the protection of our students and your pet, please don't bring your dog on the school grounds, even if on a leash or being carried, during school events, student drop-off or pick-up. Even the most well-behaved dog may react in an unpredictable manner under certain circumstances.

Civility Policy

Maintaining an environment supportive of learning and free of disruptive conduct is important to the success of our children's education. Our school district has a civility policy in place to promote mutual respect, civility and orderly conduct among district employees, parents/guardians, and other members of the public. It is also the intent of this policy to encourage positive communication and discourage disruptive, volatile, hostile or aggressive communication or actions. Please read the attached Civility Policy (BP 1265 Community Relations).

Traditional School Year Volunteers

Volunteers enrich the educational program of our school. We encourage parents and community members to volunteer and share their experiences with our students. The presence of volunteers in the classroom, on school grounds, and at school-sponsored functions also enhances the supervision and safety of the school.

Every school volunteer, whether on campus or as a chaperone on a study trip, must complete the FUSD Volunteer Form (FUSD Board Policy 1240). This form is for the protection of our students and the information is confidential. Only one completed form per volunteer, is necessary. Forms must be cleared through school administration a minimum of **48 hours prior to a study trip/activity.** Volunteers will need to complete a new form each school year.

Parent/Student Response Form
I have read the Susan B. Anthony Elementary
School Parent Handbook and have
reviewed it with my child.

Parent's Signature

Date

Student's Signature

Date

Please return this page, signed
To your child's teacher
On the 2nd day of school attendance