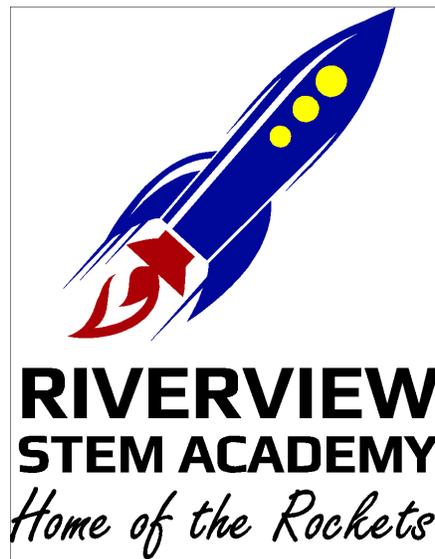


# RIVERVIEW STEM ACADEMY

## Parent/Student Handbook



2022-23

**RIVERVIEW STEM ACADEMY**  
10700 Ambassador Dr.  
Rancho Cordova, CA 95670  
916-294-2435  
[www.fcusd.org/rve](http://www.fcusd.org/rve)



## **FOLSOM-CORDOVA U.S.D. MISSION STATEMENT**

**Riverview STEM Academy and Folsom Cordova Unified School District are committed to providing excellence in educational programs that carry high expectations for each student's achievement and success.**

## **RIVERVIEW STEM ACADEMY VISION STATEMENT**

**At Riverview STEM Academy students will become successful citizens, problem solvers, and critical thinkers who learn to take risks through a rigorous curriculum.**

We expect all students, parents and staff to work as a team to promote the maximum academic, social, and emotional growth of each student.

Riverview STEM Academy is committed to carrying out its mission by:

1. Providing a safe and positive environment.
2. Providing caring and talented teachers.
3. Communicating effectively with parents and students.
4. Developing students' self-esteem.
5. Promoting student success and responsibility.
6. Recognizing positive growth and accomplishments.
7. Increasing the involvement of parents and community in school activities.
8. Promoting a strong articulated gifted and enrichment program.
9. Providing opportunities for students to enrich and expand their school experiences through both project based learning and extra-curricular activities.
10. Integration of technology into the classroom and school programs.

**Superintendent** – Dr. Sarah Koligian

### **Board of Trustees:**

Chris Clark

Tim Hooey

Ed Short

Joshua Hoover

David Reid

Dear Parents and Guardians,

Welcome to Riverview STEM Academy. Parents are their children's first teacher and we need your support and input to make your child's time at Riverview STEM Academy a rewarding and enjoyable experience. Feel free to call or drop in to ask questions or provide us with any information that will enable us to work better as a team. Riverview STEM Academy provides a challenging curriculum while allowing students to explore and develop their interests and talents. All students are assessed formally three times a year and appropriate interventions and enrichment are provided to meet the needs of all students.

Riverview STEM Academy maintains a positive school environment through the teamwork efforts of our staff, students and parents. Our hard working school staff is expected to model the behavior we expect from our students. We expect our students to be responsible for their actions and learn from their experience. For the safety of all children, please tell your children not to tease, name call, hit or hit back. All students should defend themselves by letting a teacher or the principal know if someone is bullying them.

Research shows that children whose parents are involved in their education do better in school. That involvement can range from:

- ✓ Reading to your child every day, have your child read to you every day.
- ✓ Making sure your child gets to school on time.
- ✓ Going over your child's daily work.
- ✓ Compliment your child on good performance, helping with areas that he/she has trouble with.
- ✓ Turning off the Television at least 3 days a week. Homes that limit television to less than 4 days a week increase a child's creativity, academics, and have better relations with family members.
- ✓ Joining PTA and attending school activities with your child.
- ✓ Helping at school: This help could range from helping teachers in the classroom, putting up bulletin boards, assisting the school librarian, etc...

Seeing that your child attends school every day is one of the most important things you can do for your child. When a child is not present, he/she misses the lessons given that day. That learning opportunity that he/she misses can never be entirely made up because it is impossible for the teacher to re-teach a lesson every time a child is absent.

We also appreciate hearing about the things that you like about Riverview STEM Academy. If you let us know about the things that you like, we can continue to emphasize these things. The Riverview STEM Academy newsletter will be sent home with your child on **FRIDAY** of each week to keep you informed about school activities. If your child does not give you one, be sure to ask him/her for it.

We welcome your inquiries and look forward to your participation in a fine Riverview STEM Academy experience.

Sincerely,

Lari Powell, Principal  
and the Riverview STEM Academy Staff



## SCHOOL INFORMATION

### **AGENDAS**

All students 3<sup>rd</sup> – 5<sup>th</sup> are expected to have and use planners throughout the school year. It is each student's responsibility to use calendars to record all homework assignments and projects for each class. Parents are asked to review the assignments recorded and check the on-line class website once a week.

### **RIVERVIEW STEM ACADEMY SCHOOL WEBPAGE**

For the weekly newsletter, teacher and class information, PTA monthly newsletters, or for other school information, Riverview STEM Academy's webpage can be viewed at: <http://www.fcusd.org/rve>.

### **TEACHER WEBSITE**

Parents may track their student's academic progress and attendance using the Parent Portal. Details about this program will be available after school starts.

### **STAFF EMAIL**

All Riverview STEM Academy staff members have email accounts. Staff Email addresses can be found on our web page: [www.fcusd.org/rve](http://www.fcusd.org/rve).

### **OFFICE TELEPHONES**

The office telephones, as well as telephones in the classrooms, are for the use of the staff only. The counter telephone in the office is available for students to call parents. Students may only use the telephone with a pass from a teacher or during their lunch break. It is only in the case of an **emergency** that the office will accept calls for students. The office telephone is too busy to handle personal calls, and classes cannot be interrupted to relay messages.

### **MESSAGES AND DELIVERIES**

To avoid unnecessary classroom interruptions, the office staff will not accept or deliver nonessential personal messages or items such as food, flowers, etc. If a parent delivers homework, music instruments, or a lunch, students will be called to come to the office in between classes or at lunch to pick-up their belongings.

**Messages will not be sent to the student. Parents are encouraged to let students assume responsibility for remembering lunches, school items, homework, etc.**

### **EMERGENCY CARDS**

Parents or guardians are now required by law to complete the emergency card information at the time of registration. Parents or guardians are also required to keep current the information as changes occur, i.e., name of baby sitter, employment location and phone number, etc.

### **ILLNESSES**

Students who become ill at school will be sent to the office, their parents will be notified, and arrangements made for their child to go home. All students will have an emergency card on file listing the name of the preferred physician, location and telephone number of parents and a friend or relative to be reached in case of an emergency. Notify the school immediately if there is a change of address, phone number, etc.

**ACCIDENTS AND INJURIES** It is required that all accidents and injuries be reported to the teacher and/or school office. If an injury requires immediate medical attention, the parent will be notified IMMEDIATELY. If the parent/guardian should not be available, the school is authorized to obtain medical care for the pupil in accordance with the best judgment of those in charge.

## **Medication**

Any pupil who is required to take, during the regular school day, medication prescribed for him 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 schedule 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 matters set forth in the physician's statement. California Education Code, Section 49423.

The school does not supply medication of any type. The student's parent or guardian must provide all medication needing to be taken at school. This includes all prescription and over the counter medication including but not limited to non-aspirin type pain relievers, cough drops, antacids, creams, and ointments. **Students are not allowed to have medication in their possession at any time.** (Students with asthma are allowed to carry an inhaler only if there is a written statement from the child's physician indicating that it is necessary for the student to carry an inhaler on his/her person.) Medication can be given to a student during the school day only if it is absolutely necessary to maintain that student in school. The school nurse or other designated school personnel will administer the medication to a student provided that the school office has received the following:

NO MEDICATION CAN BE GIVEN WITHOUT ADHERENCE TO THE FOLLOWING PROCEDURES California Education Code, Section 11753.1

1. A district medication consent form signed by the doctor (physician)
2. A district medication consent form signed by the parent/guardian.
3. The medication is sent to school in the original "over the counter" or pharmacy prescription container.
4. Medications shall be brought to the school office by a parent, guardian, or designated adult.
5. Refills of medication are the responsibility of the parent/guardian.
6. All medications shall be held in the school office, in a secure location, in the original container labeled with the student's name.
7. Parents need to be in constant communication with the office when their children are on daily medication, or at any time they are concerned, even if the medication is not given during the school hours. Please inform the school if your child is taking medication that may affect his/her behavior.
8. Parents are responsible to pick up any remaining medications at the end of the school year, or the left over medications will be discarded.

**A district medication consent form may be picked up at the school office.**

## **ATTENDANCE**

A significant part of the student's experience and education is derived from classroom relationships, activities, discussions, and participation. Absences may result in a lower subject grade or failure if too much school is missed. We urge parents to consider this when scheduling dental and doctor appointments, and vacation plans. The State of California uses a positive attendance accounting system. This means that schools will only receive their daily funding for students who are physically present at school. We will be marking students in four categories, present, absent, tardy, or truant.

**ABSENCE VERIFICATION:** A parental phone call or written excuse is required which includes the specific reason, the date(s), and the signature of parent(s) or guardian when absent for any reason. Please call the office before 9:00 am if your child will be absent. When you return to Riverview STEM Academy, bring your note directly to your teacher. **Students who have been absent without a valid excuse will be marked unexcused.**

## **TARDY POLICY**

1. When children are late to school, it causes disruption of the class and decreases learning time for all students.

2. It takes additional teacher time to help the student catch-up with the rest of the class.
3. It is the **parent** and **student's** responsibility to arrive at the proper time.
4. Missing class time justifies that lost time must be made up.

### **TARDY PROCEDURES**

1. All tardy students are to report to the office.
2. The office will determine if a tardy is excused, keep records and follow up on excessive tardiness.
3. Teachers will return tardy slips to the office.

### **CONDITIONS FOR EXCUSED TARDY**

1. The tardy is pre-arranged with the teacher or the principal's office.
2. Medical or dental appointments that cannot be scheduled before or after school.

### **UNEXCUSED TARDY**

Students may be required to up time in the classroom or detention room during recess and/or after school. A student who is late three times (30 minutes or more on each occasion) will be reported as a truant to the Attendance and Due Process Officer. (See FCUSD Truancy Policy.)

### **PARENT TEACHER REQUEST POLICY**

We appreciate the thoughtfulness and advocacy in your child's education. As policy, we do not take teacher requests unless there are extenuating social or academic considerations. Balancing classes is complicated with all the factors we must take into account. Our teachers, principal, and support staff spend many hours building balanced classes to meet the needs of ALL children. When building classes the factors we must take into consideration are: number of students enrolled in each class, academic assessments, behavior, social development, GATE, special education, gender, English Language Learners, and several other individual needs. It is very difficult to grant requests and maintain fair and balanced classes to meet the needs of ALL students. Thank you for your understanding.

### **INSURANCE**

At the beginning of the year, each student will receive a student insurance application form. This insurance, available at very reasonable rates, is a transaction strictly between the parent and the insurance company. We strongly urge parents to take advantage of the insurance.

### **FREE AND REDUCED LUNCH**

The school district sends out applications to those families currently enrolled in the Folsom/Cordova Unified School District. If you have not received one of the applications, please stop by the office to request one.

### **TEXTBOOKS**

Textbooks will be issued to students. The students are responsible for the replacement of lost or damaged textbooks. Students are encouraged to cover ALL textbooks that go home during the school year.

### **DRESS CODE**

Pants will be worn around the waist, **NO SAGGING**. Shoes must be attached to the feet and need to be suitable for running and P.E. activities. No flip flops, open sandals, or high heels. Students will not wear make-up. Students who come to school wearing unacceptable clothing will be asked to contact a parent to bring a change of clothing to school. Undergarments should not be visible. The school principal and/or classroom teacher will determine appropriate school dress. \*Students may wear Scout or sport team uniforms on their event days.

### **PERSONAL PROPERTY – Do not bring it to school.**

**THE SCHOOL IS NOT RESPONSIBLE FOR STUDENTS' DAMAGED OR LOST PERSONAL PROPERTY.** Toys, balls, music players, electronic devices, stuffed animals, party invitations, or any personal property are not to be brought to school, unless requested by the student's teacher.

- 1<sup>st</sup> offense = Confiscation and returned at the end of day.
- 2<sup>nd</sup> Confiscation = Parent pick-up.
- 3<sup>rd</sup> Confiscation = Return on the last day of school.

**Phones, pagers, and technology devices shall:**

1. Be turned off and placed out of sight during the instructional time of the school day (class time, passing periods, and recess) and at any other time when directed by a District employee.
2. Not disrupt the educational program or school activity. If the device is used at an inappropriate time, it may be confiscated. If a school employee finds it necessary to confiscate a device, he/she will give the device to school administration so that the parent can be notified. A parent/guardian will be required to pick up the device from the school. A student who violates this policy may be restricted from possessing a personal electronic signaling device at school or school-related events.
3. The school takes no responsibility for the loss or damage of such devices.
4. Any device other than a phone must have teacher or principal permission in advance.

**PLEASE WRITE YOUR CHILD'S NAME ON THE INSIDE OF HIS/HER COATS, SWEATSHIRTS, AND LUNCH CONTAINER.**

#### **VISITORS**

Visitors **MUST** check in at the school office (Penal Code 627-627.11). Visitors will be issued a school pass. If you would like a conference with a teacher, please call to schedule a time that is convenient for you and the teacher.

#### **TELEPHONES**

USE OF THE TELEPHONE AT SCHOOL IS LIMITED TO EMERGENCIES ONLY.

Make all necessary arrangements before sending your child to school. In an emergency, we will get a message to an individual student. We have an obligation to provide quality-learning time. Interruptions for routine messages disrupt the educational program.

#### **ANIMALS ARE NOT ALLOWED AT SCHOOL WITHOUT PRIOR AUTHORIZATION FROM THE PRINCIPAL**

**FCUSD AR 6163.22** Instructional staff (not students) may request from the school site administrator to approve the use of live animals prior to the display of the animals in the classroom.

**FCUSD AR 6163.21** Due to health concerns, safety concerns, and in order to avoid disruption of school activities all animals, insects and reptiles are prohibited from school property, school facilities, school transportation, and school functions without prior approval

#### **BICYCLES and SCOOTERS, SKATEBOARDS, ETC...**

The school assumes **NO** responsibility if bikes or personal items are damaged or stolen. This privilege of bike riding is permitted as long as the rider exercises reasonable safety. Repeated violations will mean you cannot ride your bicycle to school. The following rules are designed with your safety in mind:

- ◆ Only 3rd - 5th graders may ride to school, unless supervised by a parent.
- ◆ Obey all traffic laws. CA State Law prohibits a person under 18 years of age from operating, or riding upon a bicycle as a passenger, upon a street, bikeway or other public bicycle path or trail unless the person is wearing a bicycle helmet. Ride defensively. Watch out for all traffic.
- ◆ Upon arrival at school, walk your bike to and from the bike racks. All bikes must be locked to the bike rack.
- ◆ For the safety of the students, skateboards, skates, and rollerblades are not allowed at school.

## **CAFETERIA**

Cold lunch: You may bring your lunch to school in either a paper bag or in a lunch box. Milk may be purchased in the cafeteria.

Hot lunch: Hot lunch may be purchased on a daily basis. You may pay for lunches in advance on the school website or you may send money in an envelope with your child's name on it to the office.

**\*Students are not to share their snacks or lunches due to allergy and health concerns.**

### **Important notes on food and treats brought to school for birthdays or for special occasions.**

- Any food brought to school to be shared must have prior approval from the classroom teacher or principal.
- Do not bring any food with caffeine or nuts to share.
- All food that is brought to the classroom must be made in a state approved kitchen or store bought.

## **ACADEMIC EXPECTATIONS**

1. Each student will make the greatest possible individual effort in learning and completing school assignments.
2. Each student will participate fully in any school or classroom activity in which he or she is involved.
3. Every student will practice the art of memorizing under the direction of the teacher.
4. Every student in grades 2 - 5 will participate in the "Sustained Reading" program. This is a daily period of silent reading. You may bring acceptable books or magazines from home or check out reading literature from the school library. Students will need to keep reading material on their desk at all times.
5. Every student will participate in the district adopted core literature program for each grade level. This program will promote understanding of plot, theme, character analysis, and style development of selected literature.
6. Every student will be involved with the use of manipulatives and calculators in mathematics.
7. Every student will be instructed in the scientific method using a hands-on approach.

### **Honor Roll and Principal's List**

Eligible students are those who have a grade point average of 3.5 or better. Subjects to be graded are: Reading, Writing, Spelling, Mathematics, Science, Social Studies, and Music. Those subjects will be averaged on a point basis: A=4, B=3, etc. A student may not have a grade below a B in any subject to qualify. Students who earn all A's will receive Principal's List recognition rather than Honor Roll.

### **Perfect Attendance Award**

This award is given to all students who come to school regularly and on time and maintain perfect attendance throughout the year. Students will be recognized at each Recognition Assembly and a special award at the end of the year.

### **State Standardized Testing**

When California state standardized testing sets a date parents will be notified and a schedule will be sent out and posted to our website. A report of your child's test results will be sent to your home. Only students with a written parent request to exempt them do not take the tests.

### **Speech and Language Program**

A speech pathologist provides corrective speech and language services to pupils with speech and language defects, auditory, perceptual and language handicaps, as well as training in understanding oral communication to pupils having auditory handicaps.

### **Resource Specialist RSP**

This special program provides tutorial services to identified children and consults with classroom teachers regarding students' social, emotional, and learning needs.

### **HOMEWORK POLICY**

The purpose of assigning homework at Riverview STEM Academy STEM Academy is to strengthen academic skills, reinforce concepts taught by teachers, develop student responsibility and accountability, and promote parent awareness.

Homework is deemed to be an independent activity, to be accomplished outside of the school day and without benefit of teacher assistance, and to reinforce previously learned ideas.

Unfinished classroom or work missed due to absence, although accomplished outside of the school day, is not included in the school's definition of homework.

Homework will generally fall into one or more of three different categories and may include, but are not limited to the following examples:

1. **INDEPENDENT PRACTICE** - This includes activities to reinforce skills such as studying spelling words and practicing math facts.
2. **PREPARATION** - These are assignments designed to provide information and focus on future class activities. Studying for tests and reading supplementary materials are examples of such homework assignments.
3. **EXTENSION/CREATIVE** - Activities such as book reports, science projects, and research for social studies reports are examples of such homework.

**AMOUNT OF HOMEWORK:** The amount of homework assigned shall be related to the maturational and ability level of the students in a given class. It is anticipated that the amount of time expected to complete homework shall not exceed four hours per week by the fifth grade level. Specific amount of time per week shall be determined by grade level.

Please be advised that your child may spend more than one-hour daily completing schoolwork, as time at home may be spent doing assigned homework and completing unfinished classroom assignments.

Homework will generally be assigned on a Monday through Thursday basis. Assignments of a longer nature, such as a term project or book report, will include checkpoint monitoring.

**STUDENT RESPONSIBILITY** - It is the responsibility of the student to record and understand the homework assignment, complete it, and return it to school on the required day. Teachers may use homework assignments to help determine a student's grade.

**PARENT RESPONSIBILITY** - It is the responsibility of the parent to set a specific time and place for doing homework, to monitor the student, to assist when appropriate and to check completeness and accuracy.

**TEACHER RESPONSIBILITY** - Teachers will be responsible for assigning homework to students and for providing the necessary explanation and direction required to assure that the students can accomplish the work with reasonable success. The teacher will also monitor and acknowledge homework results for parents and students. Specific classroom homework expectations will be established by each teacher in accordance with FCUSD Board

Policy and may differ from room to room depending upon the needs and abilities of the students. Each teacher will notify parents of their classroom policy.

### **EXTRA CURRICULAR AND ENRICHMENT ACTIVITIES**

#### **P.T.A**

RIVERVIEW STEM ACADEMY Elementary School P.T.A. encourages your participation. Typical activities include assisting with classroom parties, raising funds through special projects, purchasing supplementary equipment, and providing parent input. We invite you to help make our school the best possible.

#### **P.E. and Music Program**

All students, K – 5, will receive music instruction and physical education from a credentialed teacher. In addition RIVERVIEW STEM ACADEMY provides string instrument, band, and chorale instruction for grades 4 & 5. Band instrument instruction is also available. The school district has a limited amount of instruments for free use. In most cases, students will need to furnish their own instrument.

#### **Student Advisory Committee**

The RIVERVIEW STEM ACADEMY Student Advisory Committee is based on a representative model like our California State Senate or Assembly. Classrooms will elect 1 to 2 representatives each trimester or by the year for the School Advisory Committee. Representatives from each classroom will meet each month and hold positions on the Student Advisory Committee elected by their fellow representatives.

#### **Field Trips**

Our science, social studies, arts and literature programs are enriched via the use of community resources and by participating in field trips. **Students going on field trips need parent permission.** Permission slips will be brought home several days prior to the scheduled trip. Signed permission slips must be returned to school before the student goes on the field trip. Verbal permission will not be accepted.

#### **Chess Club**

Needs Advisor

#### **Computers and Computer Club**

Needs Advisor

#### **After School Robotics**

Announcements will be made in the Friday bulletin and students will be informed by the club advisor.

#### **Enrichment Programs**

There are many other enrichment programs offered after school, such as, Spanish, cooking, science, musical theater, dance, etc... Announcements are sent out the first two weeks of school with the list of available activities.

#### **Safety Drills**

Fire drills are held monthly. Civil Defense and earthquake drills are scheduled every month. The school has a Disaster Plan in the event of a natural or civil emergency.

#### **School Library and Improvement Program (SLIP)**

The SLIP Council is the vehicle for Site Based Decision Making, a district plan allowing schools more freedom in planning their own program. The SLIP Council comprises an equal number of school staff members and parents of children at the school. Our council will evaluate school progress in all academic areas and look for ways to improve performance at the school.

## **Riverview STEM Academy School-Wide - Positive Behavior Support Program**

The Riverview STEM Academy School-Wide Behavior Support Team meets regularly to monitor and work on a continuous improvement program for our students and staff. The team consists of teachers, special education staff, student supervisors, and parent representatives. Our Positive Behavior Support (PBS) program has many integrated components including our Second Step curriculum. We strive to provide education to staff and students about the types of special needs we work with in education, such as Autism Spectrum Disorder, Attention Deficit Disorder, etc.

These components of our program are part of our curriculum for every classroom and every child. Some of the topics like child safety and conflict management are covered multiple times over the year. In addition, every staff member on campus participates in our School-Wide Behavior Support Program. We are very proud to see the results in the behavior of our students. Every day we witness acts of kindness, respect, and students willing to reach out and include other students in their activities. We are very proud of how our students conduct and behave themselves in a respectful and safe manner.

### **SCHOOLWIDE ANTI-BULLYING APPROACH**

Staff at Riverview STEM Academy have been trained using the Steps to Respect Anti-Bullying Program. This program includes classroom lessons that teach students how to recognize, respond, and report bullying. Bullying is unfair and one-sided. It happens when someone keeps hurting, frightening, threatening, or leaving someone out on purpose.

Examples of direct bullying include:

- Causing physical harm or threats
- Insulting, taunting, or engaging in name-calling
- Telling a child to his or her face in a mean way that he or she cannot play

Examples of indirect bullying include:

- Spreading malicious rumors or lies about a child
- Writing hurtful graffiti about a child
- Encouraging others not to play with a particular child

**SCHOOL WIDE BEHAVIOR EXPECTATIONS: Classroom, Playground, Cafeteria, etc...** All the staff at Riverview STEM Academy practice and teach the second step program of **positive reinforcement which is better known by our students as our Riverview STEM Academy Rules**. In addition, weekly and monthly recognition awards are given to individual students and classrooms.

### **Short Term Independent Study**

Please plan vacations and family trips during school holidays. Pulling students out of school causes disruption to their learning and causes them to miss out on valuable instructional time. Daily attendance and class participation are integral to a students' learning experience, which allows for academic success. Our district offers a short-term travel independent study program, which as an optional educational alternative where parents supervise and ensure that their child completes daily school assignments during the contract. The minimum period of time for any independent study option shall be three (3) consecutive school days, the

maximum days our District allows for an independent study is 14 days for the entire school year. Independent studies over the maximum days allowed per our District have to go to our Attendance and Due Process Department for review and consideration. The school principal in conjunction with the classroom teacher shall ensure that a written independent study agreement, as prescribed by law, exists for each participating student. (Education Code 51744) This written independent study agreement is binding between all parties.

If your student will be absent from school for a period of 3-14 consecutive school days due to travel or another reason, please contact the attendance clerk at least two (2) weeks prior to the leave of absence to request an Independent Study Contract in writing. That student, along with all the assigned and completed independent study schoolwork, MUST be turned in by 8:15 am on the student's schedule, or first day back to school. If the student, along with the completed school work are not back in class on the student's scheduled day back to school, it will void the contract, resulting in zero attendance credit for the dates they were on independent study, and those absences will be marked unexcused, which will trigger an attendance truancy letter. Even if the student is ill, the completed work must be turned in or the entire packet will be considered incomplete and will result in not receiving attendance credit. Partially completed school work turned in on time will result in partial attendance credit. Failure to submit assignments on time may result in students being dropped/disenrolled and will need to re-enroll, if space is available, no exceptions per our District policy. If there is no space available at Riverview STEM, the student will be placed on a wait list, and will be referred to their home boundary school to enroll there. As spots open back up at Riverview STEM, students will be brought back in the order of the waitlist.

Please note that independent study contracts will not be offered during the first two weeks of school or the last two (2) weeks of the school year due to enrollment/attendance purposes, grading and report card purposes, as well as end-of-year assessments.

Remember, you must contact the attendance clerk to request an Independent Study Contract at least two (2) weeks prior to your student's planned leave of absence.

\* For an independent study agreement longer than 14 consecutive school days, you will need to contact the Director of Attendance and Due Process at our Folsom Cordova Unified School District with a written request for approval.

## Riverview STEM Academy Students are:



Respectful



Responsible



Safe

### **Recognition Assemblies**

Students are selected by their teacher each trimester for Riverview Rocket recognition awards. All students selected will be honored in our Recognition Assemblies. Students are selected on the basis of practicing the

Rocket Rules. Parents will be notified by a letter when their student is selected. Parents are encouraged to attend this recognition event.

<b>Assembly Dates:</b>	<b>Assembly Themes:</b>
End of First Trimester	Respect
End of Second Trimester	Responsibility
Last Day of School	Safe

**1. RESPECTFUL:** Treat all people with kindness, courtesy, and consideration.

Students will:

- Follow directions from all school staff at all times.
- Use appropriate language.
- Keep hands, feet, and objects to yourself.

**2. RESPONSIBLE:** - Do what is right and follow directions.

Students will:

- Attend school regularly, arrive on time, and be prepared for the school day.
- Be responsible for all personal items brought to school.
- Communicate their needs in a mature manner.
- When the bell rings, use of playground equipment stops immediately, students will return equipment, then walk directly to their line. A three-minute passing time is allowed for students to leave the playground, reach their classrooms, and to be in their seat ready for instruction.

**3. SAFE:** - Protect each other as well as yourself.

Students will:

- Walk to and from school activities.
- Running or tag games are to be done on the grass or within the game you are playing.
- Kick the ball on the grass area only.
- No running in the play structure areas.
- Pulling, pushing, tackling, wrestling, kicking, or hitting results in students getting hurt.

<b>Students are:</b>	<b>MULTI-PURPOSE ROOM</b>	
<b>RESPECTFUL</b>	✓	Speak with a quiet inside voice
<b>RESPONSIBLE</b>	✓	Raise your hand to speak to an adult or to leave your seat
<b>SAFE</b>	✓	Walk to and from the multi

<b>Students are:</b>	<b>RESTROOMS</b>	
<b>RESPECTFUL</b>	✓	Speak with a quiet inside voice
<b>RESPONSIBLE</b>	✓	Wash your hands before leaving
<b>SAFE</b>	✓	Do not play or hang out in restroom

<b>Students are:</b>	<b>LIBRARY</b>	
<b>RESPECTFUL</b>	✓	Speak with a quiet inside voice
<b>RESPONSIBLE</b>	✓	Raise your hand to speak to an adult or to leave your seat
<b>SAFE</b>	✓	Walk in the library

Students are:		RECESS BLACKTOP
RESPECTFUL	✓	Pick up after yourself and use the trash cans.
RESPONSIBLE	✓	Food and drinks are in the snack area near the trash cans.
SAFE	✓	Walk to and from activities on the blacktop
	✓	Kicking the ball is on the grass field and in the kickball court.

Students are:		Grass Field
RESPECTFUL	✓	Follow rules of games and play fairly
RESPONSIBLE	✓	Keep hands and feet to yourself.
SAFE	✓	Do not enter the area of those games in progress.

### **CLASSROOM DISCIPLINE POLICY**

The RIVERVIEW STEM ACADEMY School-wide Positive Behavior Support Program also encourages students to follow classroom rules by using positive reinforcement. Students are expected to be respectful, courteous, and cooperative in the classroom. Every teacher gives Riverview Rocket Awards to students who follow classroom rules. Each teacher has a different system for encouraging their class to earn as many Riverview Rocket Awards as possible. Examples include pizza parties, extra recess, art projects, and homework passes. Teachers discuss their reinforcement systems at Back to School Night.

When positive reinforcement of following classroom rules does not encourage students to engage in appropriate behavior in the classroom, disciplinary action will be taken. Students who interfere with anyone's learning, including their own or who engage in disruptive behavior in the classroom will be addressed by the teacher initially and may include a referral to the Principal.

1. Class Violations	Teacher determines. Students and parents will be informed of the classroom discipline policy and the consequences.
2. Serious or Continuous Violations	Referral to Principal for appropriate action. Actions may include calls to parents, conference, loss of recess, detention after school, Saturday school, suspension...

**\*PLEASE NOTE:** Serious violations of district or school rules will result in immediate action from the principal, which may include suspension or expulsion. See "Reasons for Suspension"

### **CAFETERIA RULES**

- ❖ Walk in the cafeteria and upon dismissal, ALL THE WAY TO THE PLAYGROUND.
- ❖ No cuts or giving cuts.
- ❖ Play is not permitted while in the cafeteria line.
- ❖ Talk in a conversational tone in the cafeteria. Do not talk in a loud voice, shout, or tease others.
- ❖ Raise your hand if you need help from an adult.
- ❖ Leave the table only when you are properly dismissed.
- ❖ Eat your own lunch. **Do not share your lunch with others.**
- ❖ Pick up litter on the floor and on the tabletop before being dismissed from your place.

### **CONSEQUENCES FOR CAFETERIA/ PLAYGROUND VIOLATIONS**

1. First Offense: Warning given to students.
2. Second Offense: Students will be removed to another table (time out).
4. Third Offense: Students will receive a referral and/or call a parent.

5. Fourth Offense: Referral to principal  
 Student Conduct Code Violations

1. First Violation:	Counsel students, provide warning about future consequences.
2. Second Violation:	Students will be placed in a "time out area". This is an individual area where the student Will be for a period of time, for example: 5 minutes, recess, etc.
3. Serious Violation:	Referral to Principal for appropriate action. Actions may include calls to parents, conferences, loss of recess, detention after school, Saturday school, suspension...

\*Fighting is a suspendable offense. Students involved in hitting may be suspended for 1 to 5 days. Students encouraging a fight by encircling and observing may receive the same consequences as the fighters. When students see a possible fighting situation, they are to ask the students to stop their disruptive behavior, and tell an adult.

**FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT Students CONDUCT AR 5131**

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. To maintain such an environment, students, parents/guardians, staff and the Board all must understand and fulfill their responsibilities related to student conduct.

**Student Responsibilities**

The Board believes that it is important for students to understand that they have a choice to make regarding their actions and that appropriate conduct benefits both themselves and others. Students are encouraged to freely express their individuality as long as this expression does not infringe upon the rights of others or interfere with the instructional program. Behavior is considered appropriate when students are diligent in study, neat and clean, careful with school property, respectful towards their teachers, and courteous to other students, staff and volunteers. Students are expected to be punctual and regular in attendance and to remain on school premises in accordance with school rules. They are further expected to refrain from profane, vulgar or abusive language. Students shall receive regular instruction in District and school rules and regulations related to conduct. Students who violate these rules and regulations may be subject to discipline, suspension, exclusion, expulsion or transfer to alternative programs.

**Parent/Guardian Responsibilities**

Parents/guardians are expected to comply with laws governing the conduct and education of their children and to cooperate with school authorities regarding their children’s behavior.

California law holds parents/guardians liable for any willful student misconduct, which results in the death or injury of any student or persons employed by or volunteering for the District. Parents/guardians are also liable for any defacement, injury or loss of property belonging to the District or to a school employee. (Education Code 48904)

The Superintendent or designee shall ensure that parents/guardians are annually informed of their liability for death, personal injury or District property damage resulting from willful student misconduct.

Parents/guardians shall also be informed that the District will not be responsible for damage caused by any student to any item of personal property, which another student brings to school.

**District Responsibilities**

The Board is responsible for prescribing behavioral and disciplinary guidelines for students. The Board shall give certificated staff all reasonable support with respect to student conduct and discipline.

The Superintendent or designee shall establish procedures necessary to enforce the Board’s conduct and discipline policies and shall notify parents/guardians of the availability of these policies and procedures at the beginning of each school year.

Teachers shall establish and enforce classroom rules that facilitate safety and effective learning. They shall cooperate with other certificated staff in enforcing general school rules and helping students to understand the benefits of choosing behaviors that show respect for other people and property. Adopted: January 19, 2007

## **Nondiscrimination/Sexual Harassment/Complaint Process Statement**

The Folsom Cordova Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, race or ethnicity, religion, gender, gender identity or gender expression, immigration status, national origin, sex, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics.

**For concerns/questions or complaints, contact the Title IX Coordinator(s) and Equity Compliance Officer(s) and Section 504 Coordinator(s):**

**Donald Ogden, Associate Superintendent – Human Resources**

[kmorales@fcusd.org](mailto:kmorales@fcusd.org)

916-294-9000 ext. 104410

**Jim Huber, ED. D., Assistant Superintendent – Educational Services**

[jhuber@fcusd.org](mailto:jhuber@fcusd.org)

916-294-9000 ext. 104625

**Shannon Diaz, Director of Compliance (Investigator)**

[sdiaz@fcusd.org](mailto:sdiaz@fcusd.org)

916-294-9000 ext. 104620

1965 Birkmont Drive

Rancho Cordova, CA 96742

### **REASONS FOR SUSPENSION**

- A.** Caused, attempted to cause, or threatened to cause physical injury to another person.
- B.** Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object unless, in the case of possession of any object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- C.** Unlawfully possessed, used sold or otherwise furnished, or been under the influence of any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or intoxicant of any kind.
- D.** Unlawfully offered, arranged, or negotiated to sell any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or intoxicant of any kind, and then either sold, delivered or otherwise furnished to any person another liquid, substance, or material and represented the liquid, substance or material as a controlled substance, alcohol, or intoxicant.
- E.** Committed or attempted to commit robbery or extortion.
- F.** Cause or attempted to cause damage to school property or private property.
- G.** Stolen or attempted to steal school property or private property.
- H.** Possessed or used tobacco, or any products containing tobacco or nicotine products including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- I.** Committed an obscene act or engaged in habitual profanity or vulgarity.
- J.** Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.

- K.** Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- L.** Knowingly received stolen school property or private property.
- M.** Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- N.** Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.
- O.** Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness or both.

**48900.2** Committed sexual harassment (must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon the individual's academic performance or to create an intimidating, hostile, or offensive educational environment.

**48900.3** Caused, attempted to cause, threatened to cause, or participated in an act of hate violence.

**48900.4** Intentionally engaged in harassment, threats, or intimidation, directed against a pupil or a group of pupils, that is sufficiently severe or pervasive to have the actual and reasonable expected effect of materially disrupting class work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment

**48901.5 (a)** No school shall permit the possession or use of any electronic signaling device that operates through the transmission or receipt of radio waves, including, but not limited to, paging and signaling equipment, by pupils of the school while the pupils are on campus, while attending school-sponsored activities, or while under the supervision and control of school district employees, without the prior consent of the principal or his or her designee.

## **ZERO TOLERANCE**

California Education Code 48915 (a)(c), FCUSD Policy 5132.2 In addition to suspension from school, a written recommendation to expel from the school district SHALL be given to the Superintendent for the following offenses committed on or in the vicinity of the campus:

1. Caused serious physical injury to another person ("serious" is defined as "requiring medical intervention"), except in self-defense
2. Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil
3. Unlawful possession of any controlled substance
4. Committed robbery or extortion
5. Assault or battery upon any school employee
6. Possessing, selling, or otherwise furnishing a firearm
7. Brandishing a knife at another person
8. Unlawfully selling a controlled substance
9. Committing or attempting to commit a sexual assault

**Sexual Harassment**

Sexual harassment in the learning or working environment of district employees or students by any person in any form is prohibited. Sexual harassment may, in certain circumstances, be a violation of Title VII of the Civil Rights Act of 1964, the Civil rights Act of 1991, and/or Title IX of the Education Amendments of 1972, as well as California law.

**Non-Discrimination (Title IX)**

It is the policy of the Folsom Cordova Unified School District not to discriminate on the basis of sex in its educational programs, activities, or employment policies as required by Title IX of the 1972 Education Amendments. Inquiries regarding compliance with Title IX may be directed to Folsom Cordova Unified School District, 125 E. Bidwell, Folsom, California, 95630. (Telephone: 916-895-3042) or to the Director of the Office for Civil Rights, Department of Health, Education and Welfare, Washington, D.C

**Tobacco Free School Policy**

Effective July 1, 1995 - It is the intent of the Folsom Cordova Unified School District Board of Education to comply with State Law (AB 816). Therefore, the use of tobacco products is prohibited at all times on district property and in district vehicles. This prohibition applies to all students, employees, visitors and other persons. (District policy 1115) California Smokers Helpline 1-800-NO BUTTS