

Student Behavior Expectations

Be Respectful: Treat adults and peers the way you want to be treated

Be Responsible: Always do your best to produce quality work

Be Persistent- Continue to do something even though its difficult

Communicating With Your Teacher

We encourage you to stay in communication with your child's teacher. If you would like to talk with your child's teacher to discuss progress, questions or concerns, you are encouraged to email, send a note, or call. If a meeting is needed, teachers will schedule one as soon as possible. Teachers will not be interrupted during instructional time.

Lost and found

Students are responsible for all personal items. Lost and found is in the multi-purpose room for items like jackets and lunch boxes, for smaller items see the office. The school is not responsible for lost, stolen or damaged items.

Parent-Teacher Association (PTA)

The PTA is comprised of parents, guardians and teachers who dedicate their efforts to support the Peter J. Shields Elementary School community. The PTA actively fundraises to support classrooms and the school in general. It also holds several community activities each year. Get involved and support Peter J. Shields and the PTA!

2022-2023 Important Dates

SCHOOL HOLIDAYS:

Labor Day	September 5
Veteran's Day	November 11
Thanksgiving Break	November 21-25
Winter Break	December 19-30
Martin Luther King Jr. Day	January 16
President's Day	February 20-21
Spring Break	April 3-10
Last day of school	May 25

PLEASE BE SURE TO CHECK THE PETER J. SHIELDS WEBSITE FOR UP-TO-DATE CALENDAR INFO.

Classroom Interruptions

We need to limit the number of classroom interruptions. We cannot interrupt classroom instruction for birthday goodies, forgotten lunches, musical instruments, or homework. We understand that from time to time there are emergency situations. Forgotten items will be placed on the counter in the office or in the teacher's mailbox. Students should check the office for items that have been dropped off.

Nondiscrimination – Title IX information

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): Jim Huber, ED. D., jhuber@fcusd.org 1965 Birkmont Drive, Rancho Cordova, CA 96742, 916-294-9000 ext.104625**

Peter J. Shields Elementary School

10434 Georgetown Dr.
Rancho Cordova, CA 9570
Tel: 916-294-9160
Fax: 916-294-2488
Office 7:30am - 4:00pm
<http://www.fcusd.org/pjs>

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Bell Schedule

Kindergarten, 1st & 2nd

Early- 8:15-1:21(8/9-8/26 only)

After 8/26- 8:15-2:45

3rd-5th -8:15-2:45

****Thursdays are early release for ALL
Students: 8:15-1:15****

Morning Supervision

All children need to be on the blacktop each morning. Students will not be allowed in the classroom. Children may not be dropped off earlier than the scheduled supervised times.

Ted Bosque, Principal
tbosque@fcusd.org

Peter J. Shields Home of the Crus-otters!

Attendance

Teachers plan carefully each day for your child. One of the most successful elements of learning is regular, on-time attendance at school.

You must call the office to report the ab-

sence on the same day of the absence. Truancy letters are sent out after 3 unexcused absences/tardies and starts the truancy process. If the student has a doctor or dentist appointment please get a note. If student will be out 5 or more days see office at least 1 week in advance for independent study.

Contact Information

In accordance with California Education Code, we ask that you supply the school with current names, addresses and telephone numbers. It is critical that we have accurate information in case of an emergency, student illness, injury or other necessity.

Checking Students Out

Parents/Guardians and those listed on the Emergency Card may pick up a child for early dismissal by **signing the child out** in the main office. They must present a valid identification card before we will release the child.

Drop-Off/Pick-Up

Safety is the most important thing to keep in mind when dropping off and picking up our students. Obey all parking and traffic laws while doing so. Please be respectful of the surrounding neighbors. Do not block driveways or crosswalks. Watch for children crossing the lot at all times.

The Parking Area, located by the Main Office, is for **Staff Parking only**. The curb in that parking area is a red or green zone. There is **NO** stopping, parking or dropping off allowed in this parking area. Some vehicles/parents are authorized to drop off/pick up their child in this green zone due to particular circumstances.

Cell Phones

Cell phones must be turned off and kept in your child's backpack during school hours. The school is not responsible for lost, stolen or damaged items.

Dress Code

Peter J. Shields Elementary School students will follow a dress code that reflects and supports an environment for learning and allows the students to participate in physical education. The following guidelines will help you prepare for a productive day at school!

- ✓ Close-toed shoes
- ✓ Shoes must have a back strap
- ✓ NO FLIP FLOPS
- ✓ No dangling jewelry
- ✓ No halter tops
- ✓ Shorts should be mid-thigh
- ✓ No inappropriate or offensive words/symbols on clothing

Health and Medication

Medication, including aspirin, cough drops and other non-prescriptive drugs will be given only if the District Medical Form is completed and signed by the parent and physician. Children should not attend school with a fever or rash. If your child cannot participate in P.E., please send a note from your doctor.

Meals

Peter J. Shields offers free breakfast and lunch. The lunch calendar is sent home at the beginning of each month in the student's Wednesday folder. Students are welcome to bring a home lunch.

Folsom Cordova Unified School District

1965 Birkmont Drive
916-294-9000 / www.fcusd.org

District Office	294-9000
Music	x103400
Health	x102300
Food Service	x102251
Transportation	x106150
Cordova Lane Center	294-9090
Preschool	x610351
STARS/ASES	x610115
Student Care	X610165

Classroom Visitation/Volunteering

Parents and guardians are encouraged to volunteer at Peter J. Shields. We have a commitment to safety. All visitors and volunteers must sign in at the office before entering the campus, and must wear an identification badge. Parents are encouraged to volunteer in classrooms, the office, and on field trips. In order to do this, volunteers must have an approved Category 2 Volunteer Application on file which includes both Livescan fingerprinting and a negative TB test on file with the district. A TB test is good for 4 years. Plan on **at least 3 weeks** for the process to be complete.

Homework

Homework is an important way to extend the classroom lesson and give students more time to practice and review concepts they have learned. Please check with your teacher for classroom expectations and guidelines. Please remind your child to pack all homework materials needed. Our custodians cannot open classrooms and must stay on their schedules to get all the rooms clean and ready for the next day. **Every Wednesday** a folder is sent home with information regarding school and community events and news. **It is very important to check regularly.** Thank you!

Field Trips

Field trips are designed to enrich the curriculum, but are not required to complete a course. Student behavior expectations may be used as an incentive for positive behavior. All field trips require a signed permission form and only enrolled students may attend. Field trips are paid through a non-refundable donation.

Parents' Rights and Responsibilities

Student Conduct Code

Please go to the Link section of the Peter J. Shields Website to review these documents. They contain information of which you must be aware. Copies are available in the office.