

Parent & Student Handbook and Calendar

2017 - 2018



Cordova Meadows Elementary School

**2550 La Loma Drive
Rancho Cordova, CA 95670
916-294-9120
fax: 916-294-2482**

www.fcusd.org/cme

TABLE OF CONTENTS

Table of contents	2
FOLSOM-CORDOVA USD MISSION STATEMENT	3
WELCOME	4
SCHOOL STAFF	5
SCHOOL SCHEDULE	6
SCHOOL INFORMATION	7
Emergency Card	7
Medication	7
Attendance	8
Tardy Policy	8
Insurance	8
Free and Reduced Lunch	8
Textbooks	8
Dress Code - Uniform	9
Personal Property	10
Visitors	10
Bicycles	10
Transportation	10
Cafeteria	10
P.T.A.	10
ACADEMIC EXPECTATIONS	11
STATE TESTING	11
HOMEWORK POLICY	12
GIVE YOURSELF A HAND	13
Student Recognition Awards	13
Principal's Honor Roll	13
Super Cub Award	13
EXTRA CURRICULAR AND ENRICHMENT ACTIVITIES	13
Music	13
Student Council	13
Talent Show	13
Field Trips	15
Chess Club	15
Computers	15
Reading Club	15
Extended Day Program	15
Other After School Programs	15
Volunteers	15
Safety Drills	15
School Improvement Program	16
IASA	16
Speech and Language Program	16
Resource Specialist Program (RSP)	16
Library	16
FCUSD CODE OF CONDUCT	16-17
DISCIPLINE POLICY	18
Classroom Discipline	18
School Ground Discipline	18
Playground Guidelines	18
Cafeteria Rules	19
Transportation Policy	19
REASONS FOR SUSPENSION	20
ZERO TOLERANCE	21
Sexual Harassment	21
Non-Discrimination (Title IX)	21
Tobacco Free School Policy	21
CORDOVA MEADOWS SCHOOL SONG	22
NON DISCRIMINATION/SEXUALHARASSMENT/COMPLAINT (English, Spanish and Russian)	23-25



Mission Statement

of the Folsom Cordova Unified School District

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

Superintendent - Dr. Sarah Koligian

Board of Trustees:

Chris Clark

Sara Aquino

Richard Shaw

Zak Ford

JoAnne Reinking

Cordova Meadows Mission and Vision

Mission and Vision Statement:

Cordova Meadows Elementary School is a community of students, parents, volunteers and staff committed to providing excellence in educational programs by providing a safe, caring, and diverse learning environment where students grow academically and socially. Cordova Meadows Elementary School will accomplish this by working in a collaborative team that provides an instructional program focused on standards aligned instruction and using data to inform instruction that will close learning gaps and the success of all students. By working with stakeholders, students will have a broad range of rigorous educational opportunities that will become the building blocks of lifelong learning.

Dear Parents and Guardians,

Welcome to Cordova Meadows School. As you will notice from our Mission and Vision Statements, we are a school that focuses on raising children as a supporting partner to parents and caregivers. We have very high standards for adult and student behavior, and we celebrate loudly and often each achievement for individuals and our successes as a learning community.

Research is clear that parents are the most significant influence in the development of a child. We can't, and won't, take the role of parent. We are committed to providing a safe learning environment that incorporates parents into the academic and social activities on campus, to providing a team of loving adults to surround the children and model for them peacefulness and happiness, and to providing creative and challenging learning activities that will prepare them for their future as adults as different as it may seem from ours.

We know parents are their children's first teacher. We need your support and input to make your child's time at Cordova Meadows 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. Cordova Meadows School provides a challenging curriculum while allowing students to explore and develop their interests and talents. We are excited to begin our new English Language Arts/English Language development curriculum this year.

Our expectations are high. Our hard working school staff is expected to model the behavior we expect from our students. We are a mandatory uniform school. Our students make a positive connection to our school by wearing the school's team uniform. We expect our students to be responsible for their actions. Cordova Meadows maintains a positive school environment through the teamwork efforts of our certified staff, classified staff, students and parents. 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.
- ✓ Complimenting your child on good performance, helping with areas that he/she has trouble.
- ✓ Turn 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 Cordova Meadows School. If you let us know about the things that you like, we can continue to emphasize these things. A parent bulletin will be sent home with your child on FRIDAY to keep you informed about school activities. If your child does not give you one, be sure to ask him/her for it.

We are looking forward to seeing you at Parent Orientation. We wish you a pleasant school experience. We welcome your inquiries and look forward to your participation in a fine school.

Sincerely,

Marie Pawlek, Principal, Ricardo Rincon, Assistant Principal, and the Cordova Meadows' School Staff

CORDOVA MEADOWS ELEMENTARY SCHOOL

2550 La Loma Drive
Rancho Cordova, CA 95670
916-294-9120
fax: 916-294-2482

2017-2018 School Staff

Mrs. Marie Pawlek	Principal
Mr. Ricardo Rincon	Assistant Principal
Mrs. Kelley Wentworth	Administrative Assistant
Mrs. Patricia Duerr	Attendance Clerk
Mr. Duane Andersen	Head Custodian
Mrs. Maria Rodriguez	Custodian
Mrs. Kourtney Muniz	Library Clerk
Mrs. Melissa Lane	Nurse
Mrs. Damaris Clayburn	Special Education Aide
Mrs. Maria Hernandez	Special Education Aide
Miss Allyson Kasper	Special Education Aide
Miss Sandra Herrera	Bilingual Aide
Mrs. Reina Davis	Bilingual Aide
Mr. Javed Ahmad	Bilingual Aide
Mrs. Silia Blount	Parent Coordinator
Mrs. Patty Ochoa	Cafeteria
Mrs. Roxanna McCormick	Cafeteria

Teachers and Support Staff

Mrs. Jean Yim	Preschool
Ms. Barbara Bradshaw	Kindergarten
Ms. Sharon Scofield	Kindergarten
Mrs. Kristina Cameron	1 st Grade
Miss La'Shay Woods	1 st Grade
Miss Michelle Black	1 st Grade
Mrs. Lynda Purser	2 nd Grade
Mrs. Sara McDonald	2 nd Grade
Mrs. Chelsea Bogan	2 nd Grade
Mrs. Tracy Davis	3 rd Grade
Mrs. Diane Footman	3 rd Grade
Mrs. Alexandra Taverna	4 th Grade
Mr. Russell LeBlanc	4 th Grade
Mrs. Marina Hrytskevich	5 th Grade
Mrs. Jennifer Neuenfeld	5 th Grade
Mrs. Linda Smith	Special Education
Mrs. Jaime Van der Wende	Special Education
Mrs. Kelly Jacobson	Academic Support Coach
Mrs. Bet Kolstad	Intervention Teacher
Mrs. Valerie Bradley	Intervention Teacher
Ms. Tessie Loomis	PD Support Intervention Teacher
Mr. Travis Saura	P.E. Teacher
Mrs. Christine Richardson	Speech Therapist
Ms. Ivonne Guevara	School Psychologist
Mr. Derek Becker	MFT

CORDOVA MEADOWS SCHOOL SCHEDULE

2017 - 2018

EARLY/LATE SESSION

We feel your children benefit from this schedule for the following reasons:

1. Allows more individual instruction (one-on-one).
2. Provides time for teachers to develop projects, such as story writing, with children.
3. Allows children to receive more "hands on" instruction.
4. Provides a time of less pressure and stress for children.
5. Allows instruction to take place with less distraction.
6. Allows for small group instruction to teach primary reading and math. Non-readers need individual instruction in order to develop pre-reading skills.
7. Enables the teacher to recognize individual learning styles and address them.
8. Prevents some students from becoming exhausted due to the extended day.

Students are not to be on campus before 8:00am. All students are to wait in front of the office or in the seating area adjacent to the multi purpose room until a yard supervisor dismisses them.

Late Session students are not to be on campus before 9:00am. If they are eating breakfast in the cafeteria, they come no earlier than 8:50 am. Otherwise, they are to wait in front of the office.

Breakfast will be served from 8:00am – 9:10am.

DISMISSAL: Students will go directly home immediately after dismissal from class or after school activity. Students are not to return to campus until after 4:00pm.

Cordova Meadows Daily Schedule

Kindergarten

8:25 – 9:55: Instruction

9:55 – 10:15: Recess

10:15 – 11:00: Instruction

11:00 – 11:40: Lunch

11:40 – 2:37: Instruction

1st Grade

8:25 – 9:10: Early Cubs arrive for instruction

9:10 – 10:15: Late Cubs arrive for instruction

10:15 – 10:35: Recess

10:35 – 11:20: Instruction

11:20 – 12:00: Lunch

12:00 – 1:52: Instruction

1:52 – 2:37: Instruction for Late Cubs, Early Cubs go home

2nd Grade

8:25 – 9:10: Early Cubs arrive for instruction

9:10 – 10:15: Late Cubs arrive for instruction

10:15 – 10:35: Recess

10:35 – 11:20: Instruction

11:40 – 12:20: Lunch

12:20 – 1:52: Instruction

1:52 – 2:37: Instruction for Late Cubs, Early Cubs go home

3rd Grade/4th Grade

8:25 – 10:35: Instruction

10:35-10:55: Recess

10:35 – 11:20: Instruction

12:00 – 12:40: Lunch

12:40 – 2:37: Instruction

5th Grade

8:25 – 10:35: Instruction

10:35-10:55: Recess

10:35 – 12:20: Instruction

12:20 – 1:00: Lunch

1:00 – 2:37: Instruction

Minimum Day Schedule

8:25am - 1:31pm

Super Minimum Day Schedule

8:25am - 11:48am (students are able to eat after dismissal if they wish)

SCHOOL INFORMATION

EMERGENCY CARD

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 babysitter, employment location and phone number, etc.

ILLNESS

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 a 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 leftover 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 Cordova Meadows Elementary School, bring your note directly to your teacher. Students who have been absent without a valid excuse will be classified truant.

TARDY POLICY

1. When children are late coming to school, it causes a 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 will make up time in 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 Information for Elementary Schools, 2006-2007, distributed at registration time.

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 - UNIFORM

Cordova Meadows Elementary has a mandatory uniform policy. The Dress Code will be enforced by ALL STAFF. Personal cleanliness and neatness are expected. Parents who wish to attend a school without uniform requirements may complete a School Choice Form available in the Cordova Meadows Elementary School Office.

We believe that uniforms have contributed to student safety, improved behavior, and academic success. If you are unable to purchase uniforms for your child, a limited amount of assistance is available. Please contact the Office for an application.

Please observe the following guidelines:

- 1) **Boys - Shirts and tops** must be solid Navy blue, white or black. Shirts must be a collared, polo-style shirt (no striping of any size or color). **Girls – Shirts, Blouses and tops** must be solid Navy blue, white or black. Shirts, blouses and tops must have a collar and cap sleeves (no striping of any size or color).
 - a) Shirts must have a cap sleeve, no tank tops of any sort are allowed.
 - b) Winter Gear:
 - i) Sweatshirts, Sweaters, Knit Caps only, Scarves, Gloves and Mittens must be solid dark blue, white or black.
- 2) **Bottoms** (pants, shorts, skirts, jumpers, etc.) must be solid Navy blue, tan, or black (plain with no logos, no glitter, no decorative design, no holes).
 - a) There are no cutoffs allowed. All clothing items must have a hem, and no holes.
 - b) The length of skirts, jumpers and shorts must be past the extended finger tips with arms at the side
 - c) Pants, shorts and skirts must fit the natural waistline. Clothes must be no more than one size larger than the student. No bagging and no sagging.
- 3) **The school principal and/or classroom teacher will determine appropriate school dress.** Students should be dressed in appropriate school attire, prepared to learn. Students are expected to dress modestly so that personal parts of the body and underwear are appropriately covered.
 - a) Students are encouraged to wear Scout uniforms on meeting days.
 - b) Underwear is not to be visible. If a school employee can lift up the top of a student and see more than the waistband of his/ her undergarments, the student will be in violation of the dress code.
 - c) No hoods, knit caps or other head coverings are to be worn indoors.
 - d) Belt buckles will be plain with no initials or logos.
 - e) No jewelry, hats or bandanas allowed that display any drug, alcohol, sex, violence or gang message or logo.
 - f) No wallet chains are allowed.
 - g) Shoes should be suited for physical education and recess play. No flip-flops, clogs, zorries, etc. Shoes need to have backs or straps. Tennis or athletic shoes are always preferred and the safest for students. No roller shoes or high heels.
 - h) Student's hair is to be clean and well groomed at all times.
 - i) Unusual hair color causes distraction and can interfere with instruction. Please wash it out before sending students to school.
 - j) Please do not wear make-up of any kind. Fingernail polish should not be brought to school.
 - k) *ANY clothing, jewelry, accessory, notebook, personal belonging, or manner of grooming, which, by its color, arrangement, trademark, or other attribute, denotes membership in gangs or advocates drug, alcohol, or tobacco use, violence, or disruptive behavior is PROHIBITED.* Examples:
 - i) Excessive Red or Blue
 - ii) Bandannas of any color
 - iii) Clothing designating area codes (916, 213, 559, 415, 408, etc.)
 - iv) Clothing with geographical areas (Nor Cal, South Sac. etc.)
 - v) One pant leg pulled up
- 4) A style of dress or clothing with pictorial or written representation of anything dangerous, illegal, inflammatory, sexual, or vulgar as determined by school personnel may not be worn (i.e. Laugh Now/Cry Later Masks, "Players 69", "Players clothing", "Johnny Blaze", "Pimp", 8-Ball, dollar signs, Snowman, Scarface, etc.)

A student who comes to school wearing unacceptable clothing or dress will be required to contact a parent to bring a change of clothing to the school. The second violation may result in appropriate disciplinary action which can include, but is not limited to suspension, detention, and Saturday School.

PERSONAL PROPERTY – Do not bring it to school.

THE SCHOOL IS NOT RESPONSIBLE FOR STUDENTS' DAMAGED OR LOST PERSONAL PROPERTY. PLEASE MARK YOUR CHILDREN'S COATS...coats often sit in lost and found and never get home again. Toys, radios, phones, pagers, electronic devices, or personal property other than clothing are not to be brought to school unless requested by the student's teacher.

VISITORS

Visitors are welcome at Cordova Meadows School. There are times, however, when visiting a classroom is not appropriate. All visitors **MUST** check in at the school office will be issued a visitors pass. (Penal Code 627-627.11) If you would like a conference with a teacher, please call and schedule a time that is convenient for both 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. Where your child is to go after school, who will pick him/her up, if he/she is to ride the school bus, etc. 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.

BICYCLES and SCOOTERS: IT'S THE WHEEL THING

The school assumes **NO** responsibility if bikes 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. We do not feel unsupervised younger students ride safely.
- ◆ Obey all traffic laws. STATE LAW: 1. 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. 2. Prohibits a passenger on a bike unless there is a seat for that person. Ride defensively. Watch out for all traffic.
- ◆ Upon arrival at school, dismount and walk your bike directly to the bike racks. NEVER ride your bike on any sidewalk.
- ◆ Each bike must have its own lock and chain. All bikes are to be locked to the bike rack behind the multi-purpose room.
- ◆ Bicycles are not allowed in the classroom.
- ◆ Do not loiter in the bike area. The only bike you are to touch is your own.
- ◆ Scooters that can be locked are allowed.

TRANSPORTATION

Students requiring bus transportation can contact the Transportation office at: 916-631-0401 A bus pass can be purchased from the Cordova Meadows School office. Riding the school bus is a privilege, not a right.

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: Cordova Meadows is a Provision 2 school where we feed every child free for breakfast and lunch. At the beginning of every school year, you will be required to complete an Alternative Income Verification Form.

P.T.A

Cordova Meadows 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.

ACADEMIC EXPECTATIONS

1. Each student will always try and never give up.
2. Each student will spend the greatest possible individual effort in learning and completing school assignments.
3. Each student will participate fully in any school or classroom activity in which he or she is involved.
4. Every student will practice the art of memorizing under the direction of the teacher.
5. 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 in their desk at all times.
6. 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.
7. Every student will be involved with the use of manipulatives and calculators in mathematics.
8. Every student will be instructed in the scientific method using a hands-on approach.

STATE TESTING (CAASPP)

All students at Cordova Meadows in grades 3 – 5 will take the SBAC Test in English Language Arts and Mathematics. In addition, 5th grade takes a the Science Exam. A report of your child's test results will be sent to your home. Test scores will be posted on the internet, usually mid Aug. each year. Only students with written parent request to exempt them do not take the State tests.

We use the State test results to monitor each student's educational progress and Cordova Meadow's academic curriculum. Grades, teacher input, and the State test results are used to determine grade placement and future placement in classes at the middle school.

Parents play an important role in the education of their child. There are many things you can do to help your child achieve:

- Talk with your child about their schoolwork, homework, and what they did at school.
- Listen to your child read and read to your child often. Ask questions about the characters and the story.
- Encourage your child to write stories and illustrate them.
- Take your child to the county library. They have many fun and educational programs to offer.
- Use mathematics in the real world, such as, cooking or making craft projects.
- Be on time and attend school everyday.
- Get plenty of rest before the test and eat a good breakfast.
- Speak with your child's teacher about other things you may do.



HOMEWORK POLICY

Purpose: The purpose of assigning homework at Cordova Meadows School is to strengthen academic skills, reinforce concepts taught by teachers, develop student responsibility and accountability, and promote parent awareness. According to the research, in order to “get it right” homework should:

- Be brief.
- Make sure to only include research-aligned and standards-based tasks.
- Not be a project.
- Reinforce skills already taught in the classroom. Nothing should be sent home that is at the student’s instructional level. All work sent home should be at each student's **independent** level.

Definition: 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.

AMOUNT OF HOMEWORK: The amount of homework assigned shall be related to the developmental 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.

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 ensure 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 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.

GIVE YOURSELF A HAND

Well over ninety-five percent of Cordova Meadows Elementary School students obey the rules and work hard to be successful. We feel it is important to recognize these students for a job well done.

CAP Assemblies

Students are selected by their teacher for Super Cub awards. The special Super Cub recognition award is based on our Life Skill themes. All students selected will be honored in our CAP Assemblies. Students are selected on the basis of academic achievement, most improved, good citizenship, most friendly, practicing life skills, etc... Parents will be notified by a letter when their student is selected. Parents are encouraged to attend this recognition event.

CAP Assembly Dates:	CAP Assembly Themes:
Nov. 17, 2017	Caring
Mar. 2, 2018	Appreciation
May 31, 2018	Performance

Principal's Honor Roll

The Principal's Honor Roll for 4th and 5th grade is published at the end of each trimester. Eligible students are those who have a grade average of 3.5 or better. Subjects to be graded are: Reading, Language Arts, Mathematics, Health/Science, and Social Science. Those subjects will be averaged on a point basis: A=4, B=3, C=2. A student may not have a grade below a C to qualify.

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 CAP assembly and a special award at the end of the year.

EXTRA CURRICULAR AND ENRICHMENT ACTIVITIES

Music Program

Cordova Meadows provides string instrument, band, and chorale instruction for grades 4 & 5. The school district has a limited amount of instruments for free use. In most cases, students will need to furnish their own instrument.

Student Leadership

Cordova Meadows Student Leadership meets weekly on Wednesday mornings. Classrooms will elect their representatives for the student government. School student body officers will be elected during September.

Field Trips

Our 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. Please sign top and bottom sections of the form. Verbal permission will not be accepted.

Clubs

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

Computers

Students will learn basic computer operations and will learn to use the computer to reinforce learning. Students must have a parent signed technology agreement use on file before the student will be allowed internet access.

Extended Day Program: Students may be given opportunities to attend interventions before or after school. Your child's teacher has information on this program.

Volunteers: You must have cleared fingerprints in order to volunteer. To start this process, please stop by the school office and pick up a CAT II Volunteer Application. Once this is completed, please return it the school office for approval by the Principal. Once the application has been approved, you are ready to get a LiveScan form and get fingerprinted.

Safety Drills

Safety drills are held monthly. The school has a Disaster Plan in the event of a natural or civil emergency

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.

Library

Cordova Meadows maintains a fine library. Classes are scheduled weekly to visit our library. Students may check out books for recreational reading or research. Lost or damaged books are to be paid for by the student.

FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT Students

CONDUCT BP 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.

Parent/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.

Page 1 of 2 CONDUCT BP 5131

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, 2000

DISCIPLINE POLICY

Positive Behavior Interventions and Supports (PBIS) is multi-tiered approach to establishing supports and school culture focusing on systems of support. School-wide expectations are created with a major goal in mind; to educate responsible citizens in a safe nurturing environment. School expectations make learning possible. To learn requires being able to listen, recite, share, concentrate, and play without interference. Each classroom teacher will prepare specific class rules. These expectations will be discussed at parent conferences and sent home.

BEHAVIOR EXPECTATIONS – SCHOOLWIDE: Classroom, Playground, Cafeteria, etc...

At Cordova Meadows Elementary School, we have three basic expectations called the 3 Bs for behavior. Here are specific guidelines under these three expectations. Each student will be responsible for the following:

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

Students will:

- Follow directions from all school staff at all times.
- Use appropriate language.

- Show respect for themselves and others.
- Respect the authority of teachers, the principal, and other staff members.
- Respect the differences of others.
- Attempt to solve their social problems in an acceptable manner.
- Notify parents of changes in schedules.
- Inform parents of any disciplinary action in which they are involved.
- Inform parents of homework assignments.
- Inform parents of school related activities.
- Students will show respect for the school buildings, campus equipment, supplies, and private property.
- Keep hands, feet, and objects to yourself.

2. BE RESPONSIBLE: - Follow directions the first time and take care of yourself.

Students will:

- Attend school regularly, arrive on time, and be prepared for the school day.
- Demonstrate pride in self, home, school, and country.
- Be responsible for all personal items brought to school.
- Communicate their needs in a mature manner.
- Arrive at school nourished and well groomed.
- Establish good study habits.
- Accept responsibility for themselves.
- Participate actively in educational programs.
- Show a willingness to learn.
- Listen attentively and follow instructions.
- Seek assistance when lessons are not understood.
- Be responsible for meeting schedules of all individual co-curricular activities.
- Contribute to the school spirit.

3. BE SAFE: - Keep hands, feet, and objects to self.

Students will:

- Show respect for and follow the school and district rules.
- Allow others to learn and work effectively at school.
- Conduct themselves in classrooms, cafeteria, playgrounds, and on school buses in a manner that does not physically or psychologically harm another.

TREAT OTHERS AS YOU WOULD LIKE TO BE TREATED!

CLASSROOM DISCIPLINE POLICY

Students will not interfere with anyone's learning, including their own. Students are expected to be respectful, courteous, and cooperative. Disruptive behavior in the classroom will be handled by the teacher initially and may include a Office Discipline Referral to the Principal or Assistant 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 or Assistant Principal for appropriate action. Actions may include call to parent, conference, loss of recess, detention after school, Saturday school, suspension...

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

SCHOOLWIDE DISCIPLINE POLICY

Follow School wide behavior guidelines: **Be Respectful, Be Responsible, Be Safe.** We follow a progressive discipline policy.

1. First Violation:	Counsel student, provide warning about future consequences.
2. Second Violation:	Student 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 call to parent, conference, loss of recess, 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 say, "SQUASH IT", turn their backs and walk far away.

PLAYGROUND GUIDELINES

A. Be safe

- no pulling, pushing, tackling, wrestling, kicking, or hitting
- no running on walkways or blacktop
- no climbing on buildings, fences, backstop or volleyball poles, climb only on play equipment

B. Use equipment appropriately

- hands on bars and go in one direction, only three people on the bars
- softball at P.E. only. No hard balls permitted
- bring personal items only with teacher permission
- use your jump rope for jumping only
- do not hang or sit on tetherballs

C. Play games in appropriate place

- Grades 3-5 play on C wing playground
- Grades 1-2 play on B wing playground
- get permission before leaving yard
- use passes before going to the office

D. Restrooms

- to be used during recess

When the bell rings, use of playground equipment stops immediately, students will then walk directly to their line.

CAFETERIA RULES

- ❖ Walk in the cafeteria and upon dismissal, **ALL THE WAY TO THE PLAYGROUND.**
- ❖ Cuts, giving cuts, or 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.
- ❖ Do not pop bags, throw food, or any other items.
- ❖ Pick up litter on the floor and on the tabletop before being dismissed from your place.

CONSEQUENCES FOR CAFETERIA VIOLATIONS

1. First Offense: Warning given to student.
2. Second Offense: Student will be removed to another table.
3. Third Offense: Student will remain to clean-up cafeteria.
4. Fourth Offense: Student will receive a referral and/or call parent.
5. Fifth Offense: Student will conference with principal.

TRANSPORTATION

Students requesting permission to change a bus or bus stop must have a written parental request approved by the school office prior to each occurrence. A bus pass can be purchased from the office. Riding the school bus is a privilege, not a right.

1. Students should arrive at the bus stop no earlier than 10 minutes before they are to catch the bus. Students are to remain on the sidewalks or at the side of the street. Stay off private property at all times. Stand quietly in line (Books do not save a place in line.)
2. Students will be seated as directed by the driver and must remain seated while the bus is in motion.
3. No part of the body may be out of the window.
4. No glass containers are permitted on the bus.
5. No animals are permitted on the bus.
6. Students must get on and off the bus at the bus stop nearest their place of residence except upon written consent of a parent and with school approval.
7. Eating, drinking, and chewing gum, is prohibited on the bus.
8. **BE RESPECTFUL:** Treat all people with kindness, courtesy, and consideration.
9. **BE RESPONSIBLE:** - Follow directions the first time.
10. **BE SAFE:** - Keep hands, feet, and objects to self.

Students who are unable to stand in bus line calmly or to ride in a safe manner will be given a citation by a bus driver with the following penalties:

1 st Violation:	Warning Notice.
2 nd Violation	Three days off all district buses (morning and afternoon).
3 rd Violation:	Five days off all district buses.
4 th Violation:	Termination of riding privileges.

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

CORDOVA MEADOWS CUBS SCHOOL SONG

(Music to the Yellow Rose of Texas)

CORDOVA MEADOWS IN RANCHO
IS THE GREATEST SCHOOL
WE ARE THE CUBS AND ALWAYS GO
BY THE GOLDEN RULE.

TO TRY OUR BEST AND BE PROUD OF
ALL THE THINGS WE DO
HARD WORKING AND SUCCESSFUL,
OUR COLORS GOLD AND BLUE.

SO HERE IN CONCLUSION,
IS WHAT WE WANT TO SAY
WE ARE THE BEST KIDS.
IN THE U.S.A.

CORDOVA CUBS, CORDOVA CUBS,
THAT'S OUR MOTTO TOO...
CORDOVA MEADOWS,
THAT'S OUR SCHOOL
WE REALLY DO LOVE YOU.



UNIFORM COMPLAINT PROCEDURE

The board of Education recognizes that parents, guardians, students, employees, advisory committee members, or other members of the community may have questions, seek information, desire to make requests, and express complaints regarding district policies and procedures of state and federal programs. A complaint in this sense is a request for action to resolve conflict. The complainant is the person affected or represents the person affected. A parent complaint about a student should first be discussed with the teacher and then with the principal. If the complaint is not satisfactorily resolved, the next step is to file an official complaint with the district Compliance Officer, through the Uniform Complaint Procedure. Direct the complaint to 1965 Birkmont Drive, Rancho Cordova, CA 95742. Phone 916-294-9000 A discrimination complaint must be written and filed within six months of the occurrence or when first acknowledged distinct staff will resolve the complaint through mediation or will investigate and provide a written report to the complainant. If resolution is not reached at the staff level, the matter may be taken to the distinct Board of Education. The time period for the district staff and /or Board response may not exceed 60 days. If the written report still does not resolve the complaint, the complainant may appeal to the California Department of Education within 15 days of the district reports issuance. If the Department of Education is unable to resolve the complaint, complainants may seek local civil law remedies. Uniform complaint Procedures have been established (Board Policy 1312.3) and may be obtained from the Personnel Office. Programs and services covered by the Uniform Complaint Procedures include, adult education, general and basic education, preschool, state and federal programs, special education, ROP, non discrimination, gender equity requirements, and civil rights guarantees. This notice is provided annually to parents and student, school and district advisory committee members, all distinct employees and to other interested parties. This notice is provided in English and is also available Spanish, Russian and Armenian on our district website. www.fcusd.org

Nondiscrimination/Sexual Harassment/Complaint Process Statement

The Governing Board is committed to providing equal opportunity for all individuals in education. District programs, activities, and practices shall be free from discrimination based on race, color, ancestry, national origin, ethnic group identification, age, religion, marital or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity or expression, or genetic information; the perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics. (EC 200, 220)

The Governing Board is committed to maintaining a safe school environment that is free from harassment and discrimination. The Board prohibits sexual harassment of students at school-sponsored or school-related activities. The Board also prohibits retaliatory behavior or action against any person who reports, files a complaint or testifies about, or otherwise supports a complainant in alleging sexual harassment. (BP 5145.7)

A complaint concerning unlawful discrimination, harassment, intimidation, or bullying may be filed only by a person who alleges that he/she personally suffered unlawful discrimination, harassment, intimidation, or bullying or by a person who believes that an individual or any specific class of individuals has been subjected to it. The complaint shall be initiated no later than six months from the date when the alleged discrimination, harassment, intimidation, or bullying occurred, or six months from the date when the complainant first obtained knowledge of the facts of the alleged discrimination, harassment, intimidation, or bullying. However, upon written request by the complainant, the Superintendent or designee may extend the filing period for up to 90 days. (5 CCR 4630)

The following compliance officer shall receive and investigate complaints and shall ensure district compliance with law:

Assistant Superintendent, Human Resources
1965 Birkmont Drive
Rancho Cordova, CA 95742
(916) 294-9025

Declaración de no discriminación/no Acoso Sexual / proceso de quejas

La Junta de Educación que gobierna actualmente está comprometida a proporcionar igualdad de oportunidades en educación para todas las personas. Las prácticas, actividades y programas del distrito estarán libres de discriminación basada en raza, color, ascendencia, origen nacional, identificación de grupo étnico, edad, religión, estado civil de los padres, discapacidad física o mental, sexo, orientación sexual, género, identidad de género o expresión o información genética; percepción de una o más de estas características; o asociación con una persona o un grupo con una o más de estas características reales o percibidas. (CE 200, 220)

La Junta de Educación se compromete a mantener un ambiente escolar seguro que esté libre de acoso y discriminación. La Junta prohíbe el acoso sexual de estudiantes en actividades patrocinadas por la escuela o relacionadas con la escuela. El Consejo también prohíbe conductas de represalia o acción contra cualquier persona que informa, presenta una queja o da testimonio de o si no apoya a una queja alegando acoso sexual.

(BP 5145.7)

Una queja sobre discriminación, acoso, intimidación o acoso escolar puede ser presentada solamente por una persona que alega que él o ella sufrió personalmente discriminación, acoso, intimidación o por una persona que cree que un individuo o alguna clase específica de individuos ha sido sometido a él. La queja deberá iniciarse no más de seis meses a partir de la fecha cuando la supuesta discriminación, hostigamiento, intimidación o acoso se produjo, o seis meses desde la fecha cuando el demandante obtuvo primer conocimiento de los hechos de la presunta discriminación, hostigamiento, intimidación o acoso escolar. Sin embargo, con una solicitud previa por escrito del querellante (quejoso), el Superintendente o su designado podría extender el plazo hasta por 90 días. (5 CCR 4630)

El siguiente funcionario deberá recibir e investigar quejas así como garantizar el cumplimiento de la ley por parte del distrito:

Asistente Superintendente, Recursos Humanos
1965 Birkmont Drive
Rancho Cordova, CA 95742
(916) 294-9025

Недискриминация /Сексуальные домогательства/Процесс обжалования

Совет Управляющих привержен обеспечению равных возможностей для всех людей в области образования. Программы дистрикта, деятельность и практика должны быть свободными от дискриминации на основе расы, цвета кожи, родословной, национального происхождения, этнической группы идентификации, возраста, религии, семейного или родительского статуса, физической или психической инвалидности, пола, сексуальной ориентации, пола, гендерной идентичности/выражения, или генетической информации; восприятие одного или более таких характеристик; или ассоциации с лицом или группой с одним или несколькими из этих фактических или предполагаемых характеристик. (ЕС 200, 220)

Совет Управляющих привержен сохранению безопасных условий в школах, свободных от преследований и дискриминации. Совет запрещает сексуальные домогательства учащихся в деятельности под эгидой школы или в школе. Совет также запрещает ответное поведение или действие против любого лица, которое сообщает о случившемся, подаёт жалобу или свидетельствует о, или иным образом поддерживает заявителя, утверждая случай сексуального домогательства. (BP 5145.7)

Жалобы относительно незаконной дискриминации, преследований, запугивания, или издевательства могут подаваться только лицом, которое утверждает, что он/она лично пострадал/а от незаконной дискриминации, притеснений, запугивания или издевательства, или лицом, которое считает, что лицо или какая-либо конкретная группа лиц были подвергнуты этому. Жалоба должна быть начата не позднее чем через шесть месяцев с даты, когда предполагаемая дискриминация, преследование, запугивание или издевательство произошло, или шесть месяцев с даты, когда заявитель впервые узнал о фактах предполагаемой дискриминации, притеснения, запугивания или издевательства. Однако, по письменному запросу заявителя, суперинтендант или назначенное лицо может продлить срок подачи до 90 дней. (5 CCR 4630)

Следующий ответственный сотрудник должен получить и расследовать жалобу и обеспечить соблюдение дистриктом закона:

Assistant Superintendent, Human Resources (Ассистент Суперинтенданта, Отдел Кадров)
1965 Birkmont Drive
Rancho Cordova, CA 95742
(916) 294-9025