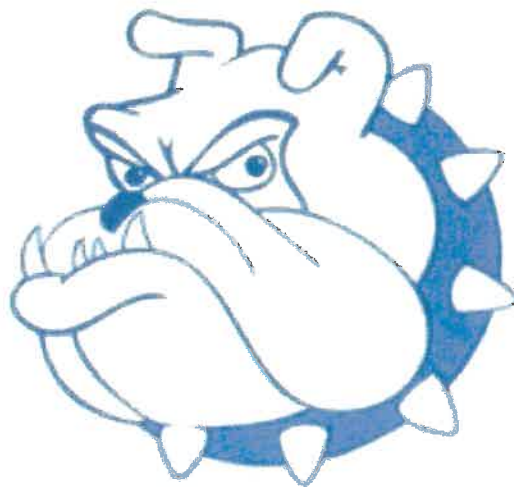


IF WE BELIEVE ... WE CAN ACHIEVE!

We at Margaret White will be respectful, responsible and caring citizens. We will be hard-working, productive, problem solvers at school, home and in our community.



Bulldog Pride
Margaret White Elementary School
Parent & Student HandBook
2024-2025

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Principal's Message

Dear Parents and Students,

On behalf of our school community, we welcome you to Margaret White Elementary School for the 2024-2025 school year. Where we will all work together to develop the capacity in our students to become independent life-long learners and to equip them with the skills and knowledge to pursue their goals. It is a privilege to lead a school that has high expectations, motivated educators, rich traditions, along with our tremendous amount of school pride.

It is our goal to create an enriched learning environment that engages each student. We will make every effort to help your child achieve success academically and socially this year. As always, we need and welcome your cooperation and continued support. You play a vital role in the academic success of our students; therefore, school/parent communication is crucial.

This handbook is designed to be a useful guide in understanding the wide variety of school procedures. A second purpose is to assist you in communicating with our staff.

This is going to be an amazing year for the students, staff and parents at Margaret White Elementary. Please join us in creating an outstanding academic experience for your child.

With Bulldog Pride,
Shelley Hillman
Principal, Margaret White Elementary School

Margaret White Elementary School

610 N Broadway
Blythe, CA 92225

Telephone Number 760 922-5159
Fax Number 760 922-1367

Shelley Hillman , Principal 760-922-5159
Margi Stinson, TOSA 760-922-5159
Kim Bayles, Counselor 760-922-5159

Office Staff

Monique Sain, School Secretary Ext. 4101
Valeria Cyr, Senior Clerk (Attendance) Ext. 4105
Mary Dobson, Dropout Prevention Specialist Ext. 4111
Brenda Lemire, Librarian Ext. 4115
Veronica DiStefano, Nurse Ext. 4117
Jennifer Miller, Campus Secretary

School Hours Mon, Tues, Thurs, Fri: 8:30am – 3:20pm
Wednesday: 8:30am – 12:15pm
Cafeteria opens at 7:30am

Bus Loading and Unloading Chanslor Way Parking Lot

Bussing Information 760 922-1322

School Website www.mwes.pvUSD.us
District Website www.pvUSD.us

School District Phone Directory

Administrative Office

Mrs. April Smith - Superintendent 760-922-4164
Ms. Rachel Angel- Assist Superintendent of Bus Svcs 760-922-4164
Mrs. Josie Koivisto - Director Curriculum, Instruction & Assessment 760-922-4164
Mrs. Lois Shaffer - Director of Data 760-922-4164
Mr. Edward Singh - Special Education 760-922-4164
Early Childhood Program 760-922-8454
Appleby Elementary 760-922-7174
Ruth Brown Elementary 760-922-7164
Palo Verde High School 760-922-7148
Counseling Center-High School 760-922-7148
Twin Palms High/Adult Ed. 760-922-4884
Family Services Center 760-922-1349

**Margaret White Elementary
Certificated Staff 2023/2024**

| | | |
|----------------------------------|--------------------------|---------|
| PRINCIPAL | Mrs. Shelley Hillman | |
| BIT-TOSA | Mrs. Margi Stinson | |
| SCHOOL COUNSELOR | Mrs. Kim Bayles | |
| TRANSITIONAL KINDERGARTEN | Ms. Kris Conrad | Room 1 |
| KINDERGARTEN | Ms. Patricia Salazar | Room 2 |
| | Ms. Ivon Figueroa | Room 3 |
| | Ms. Jessica Hawpe | Room 4 |
| FIRST GRADE | Ms. Bernadette Wells | Room 5 |
| | Mrs. Veronica Beltran | Room 6 |
| | Ms. Cindy Diaz | Room 8 |
| SECOND GRADE | Ms. Aryanna Cattell | Room 9 |
| | Ms. Lindsey Frangieh | Room 10 |
| | Ms. Geneva Guzman | Room 11 |
| THIRD GRADE | Ms. Diona Elms | Room 12 |
| | Mrs. Judith Valencia | Room 13 |
| | Ms. Priscilla Guerrero | Room 14 |
| FOURTH GRADE | Mr. Jonathan Camacho | Room 15 |
| | Ms. Heather Stephens | Room 17 |
| FIFTH GRADE | Mrs. Kassandra Aldous | Room 21 |
| | Mr. Zachary Bush | Room 22 |
| SIXTH GRADE | Ms. Brooke Darland | Room 24 |
| | Mrs. Jennifer Nugent | Room 25 |
| SEVENTH GRADE | Mrs. Janella Ruiz | Room 27 |
| | Ms. Lorena Verdugo | Room 28 |
| EIGHTH GRADE | Mrs. Tonya Jakobsen | Room 30 |
| | Ms. Christina Carter | Room 31 |
| LEARNING CENTERS | SDC Ms Wendy Lawson | Room 18 |
| | SDC Mrs. Sara Mendez | Room 19 |
| | RSP Mrs Stephanie Warren | Room 7 |
| | RSP Ms. Perla Silva | Room 20 |
| | Art Mr. Scott Winchell | Room 16 |
| | Band Ms. Kaylene Pecora | Room 32 |

Margaret White Elementary School

Classified Staff 2023-2024

| | |
|--|---|
| School Secretary | Monique Sain |
| Dropout Prevention Specialist | Mary Dobson |
| Senior Clerk – Attendance | Valeria Cyr |
| Library Clerk | Brenda Lemire |
| Nurse | Veronica DiStefano |
| Campus Security | Jennifer Miller |
| Paraeducator –Transitional Kinder - 7.5 hr. | Elissia Jone-Silva |
| Paraeducators – Special Education – 7.5 hr. | Tracie Winchell Cathia Amador Marcella Sandoval Vanessa Linares Karime Silva-Cid Stacey Klingensmith Arianna Medina |
| Paraeducators – Intervention 7.5 hr. | Amaris Verduzco Sabrina Salcido Victoria Provencio Beatriz Prieto Izabella Rivera |

Margaret White Elementary School 2023-2024 Schedules

Bell Schedule

- School Starts at 8:30 am
- School Dismisses at 3:20 pm M,T,TH,F
- School Dismisses at 12:15 pm on Wednesdays

Lunch Schedule

| <u>M, T, TH, F</u> | <u>Grade</u> | <u>Wednesday</u> |
|--------------------|---------------|------------------|
| 11:20-12:00 | TK/K | 10:20-10:50 |
| 11:30-12:10 | First Grade | 10:30-11:00 |
| 11:40-12:20 | Second Grade | 10:40-11:10 |
| 11:50-12:30 | Third Grade | 10:50-11:20 |
| 12:00-12:40 | Fourth Grade | 11:00-11:30 |
| 12:10-12:50 | Fifth Grade | 11:10-11:40 |
| 12:20-1:00 | Sixth Grade | 11:20-11:50 |
| 12:30-1:10 | Seventh Grade | 11:30-12:00 |
| 12:40-1:20 | Eighth Grade | 11:40-12:10 |



PALO VERDE UNIFIED SCHOOL DISTRICT
DISTRICT CALENDAR 2024-2025

Approved: 2/20/2024

| 2024 | | | | | | | Days |
|---------------------------|----|----|----|----|----|----|-----------|
| July | | | | | | | |
| S | M | T | W | T | F | S | |
| | 1 | 2 | 3 | 4 | 5 | 6 | |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 | |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 | |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 | |
| 28 | 29 | 30 | 31 | | | | |
| August | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | | 1 | 2 | 3 | |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 5 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 5 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 5 |
| September | | | | | | | |
| S | M | T | W | T | F | S | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 4 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 5 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 5 |
| 29 | 30 | | | | | | 1 |
| October | | | | | | | |
| S | M | T | W | T | F | S | |
| | | 1 | 2 | 3 | 4 | 5 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 5 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 5 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 5 |
| 27 | 28 | 29 | 30 | 31 | | | 4 |
| November | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | | | 1 | 2 | 1 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 | 5 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 | 4 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 | 5 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 | 0 |
| December | | | | | | | |
| S | M | T | W | T | F | S | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 5 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 5 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 4 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 0 |
| 29 | 30 | 31 | | | | | 0 |
| Instructional Days | | | | | | | 87 |

| 2025 | | | | | | | Days |
|---------------------------|----|----|----|----|----|----|-----------|
| January | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | 1 | 2 | 3 | 4 | 0 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 | 5 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 | 5 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 | 4 |
| 26 | 27 | 28 | 29 | 30 | 31 | | 5 |
| February | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | | | | 1 | |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 5 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 4 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 3 |
| 23 | 24 | 25 | 26 | 27 | 28 | | 5 |
| March | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | | | | 1 | 0 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 | 5 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 | 0 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 | 4 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 | 5 |
| 30 | 31 | | | | | | 1 |
| April | | | | | | | |
| S | M | T | W | T | F | S | |
| | | 1 | 2 | 3 | 4 | 5 | 4 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 | 5 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 | 4 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 | 0 |
| 27 | 28 | 29 | 30 | | | | 3 |
| May | | | | | | | |
| S | M | T | W | T | F | S | |
| | | | | 1 | 2 | 3 | 2 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 | 5 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 | 5 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 | 5 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 | 4 |
| June | | | | | | | |
| S | M | T | W | T | F | S | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 5 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 | 0 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 | 0 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 | 0 |
| 29 | 30 | | | | | | 0 |
| Instructional Days | | | | | | | 93 |

Academic Terms

| Elementary | Dates | Days |
|--------------|------------------|------------|
| Trimester 1 | Aug. 12 - Nov. 1 | 59 |
| Trimester 2 | Nov. 4 - Feb. 20 | 59 |
| Trimester 3 | Feb. 24 - Jun. 6 | 62 |
| Total | | 180 |

| Secondary | Dates | Days |
|--------------|-------------------|------------|
| Semester 1 | | |
| Quarter 1 | Aug. 12 - Oct. 11 | 44 |
| Quarter 2 | Oct. 14 - Dec. 19 | 43 |
| Semester 2 | | |
| Quarter 3 | Jan. 6 - Mar. 7 | 41 |
| Quarter 4 | Mar. 18 - June 6 | 52 |
| Total | | 180 |

Legend

- Students Report
- SpEd Preschool Students Report
- SpEd Preschool Last Day of Instruction
- Last Day of Instruction
- Federal Holiday--No School (F)
- State Holiday--No School (S)
- Local Holiday--No School (L)
- PVT Contract Day--No Students
- End Secondary Term
- End Elementary Term
- Elementary Conference
- Elementary S-BAC Testing Begins
- Secondary S-BAC Testing Begins
- School Break / Non Contract (excl 12 mth)
- Minimum Day/Early Release
- Secondary Release @ 11:00 A.M.
- Elementary Release @ 12:00 P.M.

Events

- July**
- 4 Independence Day-Observed (F)
- August**
- 8-9 Teacher Work Day
- 12 First Day of Instruction
- 12-16 Minimum Day/Early Release
- September**
- 2 Labor Day (F)
- October**
- 2-4 Elementary Conferences (Elem. Early Release)
- 11 End of Quarter 1 (Secondary)
- November**
- 1 End of Trimester 1 (Elementary)
- 11 Veterans' Day - Observed (F)
- 25-27 School Break/Non Contract (excl. 12 mth)
- 28-29 Thanksgiving (F/L)
- December**
- 19 End of Quarter 2 (Secondary)/Minimum Day
- 20 Teacher Work Day
- 24 Winter Break/Christmas-Observed (L)
- 25 Winter Break/Christmas-Observed (F)
- 23-31 Winter Break

Events

- January**
- 1 New Year's Day (F)
- 2-3 Winter Break
- 20 Martin Luther King, Jr. Day (F)
- 23 100th Day of School
- 23-24 Elementary Conference (Elem. Early Release)
- February**
- 10 Lincoln's Birthday (S)
- 17 President's Day (F)
- 20 End of Trimester 2 (Elementary)
- 21 Teacher Work Day
- March**
- 7 End of Quarter 3 (Secondary)
- 10-17 School Break/Non Contract (Excl 12 mth)
- April**
- 18 Spring Recess (L)
- 21-25 Spring Break/Non Contract (Excl. 12 mth)
- May**
- 26 Memorial Day (F)
- June**
- 6 Last day of Instruction/ Minimum Day/ Early Release
- 7 or 9 Teacher Work Day
- 19 Juneteenth Observed (S)

Absences and Tardies

Every instructional minute counts! Please make every effort to schedule appointments for after school hours. If you know your student will be absent from school, be it from illness, injury or an appointment, please call the school office as soon as possible at 760-922-5159 ext. 4105 to report the absence. An absence due to a doctor's appointment will be marked as unexcused unless a note from the doctor is provided to the school. A student will be marked as unexcused after three consecutive days of absence due to illness unless a doctor's note is provided to the office. Please provide all doctors notes to the office in a timely manner.

Students being picked up early must be signed out of school at the school office. Only those listed on the emergency contact list may take a student out of school.

Please send your child to school on time. For safety reasons, students who are tardy must report to the office with an adult listed on our contact list before going to their classroom. Continuous absences and/or tardiness may result in a SARB referral (School Attendance Review Board).

Accident Insurance

The school district does not carry accident insurance on your child while traveling to or from school or while at school. We do encourage every parent to purchase the inexpensive insurance policy for their child that is available in the information sent home the first week of school.

Address and Phone Numbers

If an emergency should occur it is very important that the parents of a child can be reached. For this reason, every effort should be made to keep the school office informed of any changes in address, phone number, and name and phone number of the person(s) to call in case parents cannot be reached.

Bullying

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Both kids who are bullied and who bully others may have serious lasting problems.

- **An Imbalance of Power:** Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- **Repetition:** Bullying behaviors happen more than once or have the potential to happen more than once.

These types of behaviors are not permitted at Margaret White and should be reported to an adult on campus as soon as possible.

Cell Phones & Smart Watches

We encourage students to leave cell phones and smart watches at home, however we know in certain circumstances this is not possible. The expectation for students bringing cellphones/ smart watches to school is as follows:

1. Students are expected to turn cell phones/smart watches off when on school grounds..
2. Students are expected to store their cell phone/smart watch in their backpack unless there is a medical necessity.
3. Students are not to turn their cell phone/smart watch back on until they exit the gate of the school at dismissal.
4. Students who do not follow protocol will have consequences (e.g. cell phone/smart watch to be locked in a drawer, to be retrieved at dismissal).

Please be aware that we are not responsible for phones that are stolen or lost and **ABSOLUTELY NO INSTRUCTIONAL TIME WILL BE SPENT LOOKING FOR A LOST CELL PHONE/SMART WATCH.**

Again, we encourage students to leave cell phones at home, however if they must bring one to school, please go over the above expectations.

Departure from School

Students who are walking home are to leave school from the front of the school (Broadway). Bused students are to go to the south exit (Chanslorway). Parents who pick up students in private vehicles can park on Broadway. Students can use the crosswalk to meet parents across Broadway. The circular drive is closed one hour before school dismissal.

Our campus is completely fenced in and students must exit through the designated gates. Please wait outside the gate for a staff member to open it at the end of the school day. Please cooperate with staff on crosswalk duty; they are there for the protection of not only your child but for ALL students.

Please wait until 3:20pm to pick up your child. ***Students will not be released from class 15 min prior to the 3:20 bell.*** Students called out of class between 3:05 and 3:20 pm by parents wanting to avoid the rush cause a disturbance to the classrooms at the end of the day routine. Remember teachers need to assign and pass out homework as well as give reminders.

Students must be picked up immediately after school. Failure to do so may result in the authorities being called.

Dress

In cooperation with teachers, students, and parents/guardians, the principal or designee may establish school rules governing student dress and grooming which are consistent with law, Board policy, and administrative regulations. These school dress codes shall be regularly reviewed. The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee.

In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities (Activity days, hat day, pajama day, cheerleading uniforms, dances, etc.), physical education classes, athletic activities, and other extracurricular and cocurricular activities.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

Students shall be allowed to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff, and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received. As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting. (Education Code 35183)

The dressing and grooming of your child is your responsibility and your cooperation is expected. The following dress and grooming guidelines shall apply to all school activities:

1. Students must wear shoes at all times. (Shoes are defined as a foot cover which has a sole.) No flip-flops, sliders or shoes with wheels. Any type of sandals or shoe must have a strap on the back of the heel to support the foot.
2. Students' clothing must not include patches or decals with a "double meaning" such as referring to alcohol, tobacco, drugs, sex, degrading comments or pictures.
3. No sunglasses will be permitted inside unless authorized by a doctor's note.
4. Chains other than those generally worn to display jewelry shall not be worn. Short wallet chains will be allowed as long as it is attached to the wallet and garment at all times.
5. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.
6. All undergarments, both male and female, must be completely covered by the outer clothes being worn to school.
7. Pants or shorts too large for the individual will not be worn. (Waistband must not fall below the hips.) The fullness of the pants must not interfere with normal school activities and they must be clean and neat at all times.
8. Belts must be around the waistband of the garment (not hanging down).
9. The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities. (Activity days, hat day, pajama day, etc.)
10. No see-through tops will be worn without undershirts or camisoles. (Boys - undershirt must be covered with outer shirt) (Girls - tops must be worn with an undershirt or camisole). No

halter tops, tube tops, spaghetti straps, off-the-shoulder or low cut tops. No bare midriffs (tops must be long enough to reach the top of the waistband).

11. Shorts, skirts, and pants should be in the bounds of decency and good taste as appropriate for school. The garment must fit appropriately and shall not be a disruption to the educational process. The shorts are acceptable as long as undergarments or private areas do not show when worn.
12. Styles of clothing may vary from school to school, and may change from year to year. Consequently, prior to disallowing the wearing or displaying of the aforementioned clothing, the school reserves the right to make the determination that particular styles may, in fact, disrupt the educational environment.
13. The administration retains the sole discretion to make the final determination whether clothing, jewelry, accessories and/or appearance are consistent with the regulation. However, all school certificated and classified personnel shall be responsible for reporting violations of the dress code.

Electronic Devices, Toys, Trading Cards, etc.

These items are not recommended for school. Please have your child leave all personal items (toys, earbuds, balls, etc.) at home. The school is not responsible for any items brought to school and the teacher/staff will not spend valuable learning time investigating lost or stolen items.

General Suggestions to Parents

Remind your child not to talk to strangers, never to accept a gift from a stranger and never get into a car with a stranger.

- Your child needs plenty of sleep each night in order to do their best each day.
- Get to know the name of your child's teacher and classroom number. If you have any questions or concerns and would like to schedule an appointment with your child's teacher please call the office and they can assist you.
- Please contact your child's teacher first. Then call the office if there is something that you want to know about school, if something has happened at school that cannot be resolved, or if you need more information for any reason. The office will be able to assist you or make an appointment with the appropriate teacher, staff or administrator.
- Our staff and principal work very hard to create a positive learning environment that fosters success and growth in your child. Much thought and care goes into planning classes; this is typically done at the end of May. Due to fluctuating enrollment during the first few weeks of school, all classes are tentative and subject to change.

Gum Chewing

Students are not allowed to have gum, or candy containing gum at school.

Homework

Homework assignments vary from teacher to teacher. Some homework consists of completing assignments that were not finished during the school day. Other homework may include studying spelling words, practicing math facts, and special projects that relate to a unit of study or reinforce a skill worked on at school. All homework is meant to reinforce and enrich a student's learning experience.

When your child has an extended illness and you want to pick up homework, please notify the teacher before classes begin in the morning. This allows time for the teacher to prepare the assignments. The homework can be picked up in the office at the end of the day or sent home with another student.

Independent Study

If your child must be absent for three (3) days or more you may contact Mary Dobson, Outreach Consultant, at 760-922-5159 ext: 4111, to fill out an Independent Study Contract. Arrangements for Independent Study must be made at least three days prior to the child's absence. The completion of the contract must be verified by the teacher.

Interruptions

Parents are asked not to interrupt the classroom during the instructional day. Always go to the office, sign in and get a visitor's sticker before going to your child's classroom. ***All visitors must prearrange any visits to the classroom with the teacher in advance.*** Please make school pick-up arrangements before the child comes to school. Classes will not be interrupted for messages to your child. Thank you for your cooperation.

Lost and Found

Articles found should be taken to the lost and found area. Please have your child check there for any lost items. To ensure recovery of lost items, we request the child's name be printed on articles (especially sweaters, jackets, lunch pails, wallets, purses, and backpacks). The school is not responsible for lost or damaged personal property. Unclaimed articles will be donated once a trimester. ***Any Chromebook, library or textbook lost or damaged must be paid for.***

Lunch and Breakfast

Proper dining room behavior is expected from each child. Paraeducators in charge help ensure that children are sitting while eating, that they are socializing in an appropriate manner with their friends, and that they eat their whole lunch. School provided breakfast and lunch is free for all Tk-8 Margaret White students.

We ask that snacks be as nutritious as possible. Part of what we learn about in health class teaches about the benefits of eating nutritious foods, so you can help in this regard. Small bags of chips including Hot Cheetos are acceptable in the cafeteria as long as children wash their hands after eating. ***Large bags of chips are not acceptable and food of any kind should not be found outside of the cafeteria at any time.*** We will not be accepting food delivered by outside vendors such as DoorDash or Uber Eats.

We emphasize the following rules in the cafeteria:

Students will be expected to eat and sit with their class at a designated table each day.

To maintain a safe and orderly environment, if a student needs to use the restroom or get up from their table, they will need to raise their hand for permission from a paraeducator.

Each classroom is responsible for picking up their trash and ensuring that their eating area is clean and safe for the next classroom entering the cafeteria.

Medication

Medicine, including aspirin, cannot be administered by school staff without doctor authorization. Students who need to take prescribed medication must have the appropriate form signed by the physician and parent before the medication can be brought to school. All medication including inhalers must be left in the office. See Margret White's School Nurse for medication forms.

Parent Groups

The following parent groups are offered at Margaret White Elementary:

Parent Teacher Club (PTC)

The P.T.C. is an important part of Margaret White Elementary School. We urge all parents to participate in this worthwhile club through membership and attendance. Your support will show your concern and interest in your child's school. Learning is a partnership of parent, child, and school.

There are many important activities of the P.T.C. such as book fairs, holiday gift shop and other student-supported programs. Your child will bring home notices to keep you informed of all activities during the year.

School Site Council (SSC)

We have a School Site Council consisting of parents, teachers, administrators, and other school personnel. The main function of the group is to have input for improving the program at our school. The group meets once each month. Meetings are open to the public. You are welcome and encouraged to attend and discuss programs with a member of the Council. Minutes of the meetings are available upon request. Your ideas and suggestions are welcome and encouraged.

English Learner Advisory Council (ELAC)

This committee is composed of school staff and parents of children in bilingual programs. The committee advises and assists in planning an appropriate educational program to meet the needs of students of non or limited English proficiency. At least one member is selected to represent Margaret White Elementary at the District Bilingual Advisory Council.

Photographs

Photographs are taken in our buildings throughout the school year. Some of these photographs will be used in district publications or submitted to outside publications. Videotaping, for district use,

may also occur. Pictures taken with cell phones are prohibited. Requests not to photograph or film specific students will be honored. Please contact the office for additional information.

Playground Rules

1. Students dropped off directly in front of the school or the south side of campus at the gate must report to the cafeteria if it is before 8:00am. Students may not take belongings to the classrooms until they are released from the cafeteria. Once released to the playground at 8am, students are to drop off their backpack at their classroom then report to the playground. Kindergarteners must go to the cafeteria before 8:15 am. They will be walked to the kindergarten playground by a paraeducator at 8:15 am. They are not allowed on the playground before that time.
2. If you have a scooter or bicycle it must be stored at the bike racks in front. No wheels on campus. Please be sure all scooters and bicycles are locked up.
3. Leave all unsafe objects at home. Do not bring toys or other non-school essentials to school.
4. Leave rocks, bark, sticks, and other items not meant for playing alone.
5. EVERYBODY is to walk on the sidewalk, not on the grass or dirt. Do not run on the cement or blacktop. Stay away from any puddles and muddy areas. Do not play in the flowerbeds.
6. At recess time, do not stand or sit by the buildings. Do not play or rest on any ramps. Do not bring gum or candy to school.
7. On the playground, listen to the playground supervisors. Respect the adults on this campus.
8. Games:
 1. Limit running on the blacktop. Falls are more serious on the blacktop.
 2. Soccer on the field is OK.
 3. Kickball on the field is OK.
 4. Dodgeball is OK with the red rubber balls only on the field. Balls must make contact below the shoulders or the game will be ended.
 5. Basketball is OK.
 6. Jump rope is OK, as long as the jump rope is not being used as a lasso or weapon.
 7. No playing in or around the bathrooms or between classrooms.
 8. Food is only allowed at the picnic tables with teacher's approval.
 9. Toys are not allowed at school. If fights over personal toys arise the toy is confiscated. The school is not responsible for the loss of personal toys.
 10. Use equipment in an appropriate manner (slide down the slides, swing front to back on the swings, nobody should be on top of the monkey bars)
 11. Do not play with baseball bats, baseballs, softballs, or Frisbees at recess. These items are for PE.
9. Consequences:
 - Time-out is given for not following rules and rough play. Students need to stand on the lines and be watched closely during a time-out.
 - Parents will be contacted for continued inappropriate behavior
 - Immediate removal from the playground and the student(s) are brought to the office for severe incidents.
10. Stay in the play areas. Avoid edges of the playground and fence areas. Do not play on the sidewalk in front of classrooms or in dirt areas. Do not play between buildings. Do not go near buildings unless you are going to the restroom. If you go to the restroom, you must return to the playground immediately. The restrooms are not an extension of the playground. Do not play any types of games in the restroom. There is to be no loitering around the water fountains or the

restrooms. When the recess bell rings, line up where your teacher has instructed you to do so. Remember that students are not permitted in a classroom without an adult present. Do not get a drink or go to the restroom at the end of recess. Start recess by doing these things.

11. In the cafeteria, it is important to eat your food. Drink your milk if you open it. No yelling, running, or begging food from other students. Students raise their hand if they need to use the restroom, get a snack or need an adult for any reason.

12. At the end of the day, if riding a bus, go directly to the bus lines by the back gate. Line up in your line and wait quietly for your bus. If walking or getting picked up, you are to remain with your class and wait for your teacher to dismiss you at the gate. If you are meeting brothers or sisters, do so outside the gate. Follow the directions of the crossing guards. Scooters, skateboards and bikes need to be walked until you have crossed the street.

Pledge of Allegiance

Students in the school district shall recite the pledge of allegiance to the flag of the United States of America each morning. Anyone who does not wish to participate in reciting the pledge of allegiance for any personal or religious reasons may elect not to do so. Students and school personnel must respect another person's right to make that choice. Proper etiquette, display, and respect of the United States flag will be shown at all times.

Positive Behavior Intervention & Support

Positive Behavior Intervention & Support or PBIS is a proactive systems approach to school-wide discipline. It has an instruction focus where emphasis is placed on teaching the social expectation and behaviors directly. Working together, the entire learning community has responsibility for creating a Safe, Respectful, and Responsible environment in which our students can meet and exceed learning expectations.

In the past, school-wide discipline has focused mainly on reacting to specific student's misbehavior by implementing punishment-based strategies including reprimands, loss of privileges, office referrals, suspension and expulsion. Research has shown that the implementation of punishment (especially when it is used inconsistently and in the absence of other positive strategies) is ineffective. Introducing modeling and reinforcing positive social behavior is an important process when trying to improve student behavior. The purpose of school-wide PBIS is to establish a climate in which appropriate behavior is the norm. We believe that students will perform at higher levels when they know behavioral expectations. Positive interventions are used to acknowledge students that follow expectations. This is done through Positive Behavior Assemblies and positive announcements.

Our PBIS committee has identified focus areas and created school-wide expectations for our school. The focus areas may include the playground, bathrooms, cafeteria, classrooms, sidewalks and common areas. Expectations for these areas are posted in all classrooms and discussed daily in class and during morning announcements.

Report Cards and Conferences

Report cards will be prepared at the end of each trimester. Conferences are required during the middle of the first trimester. At that time you will receive information about your child's progress in class. Conferences are an opportunity for the teacher to explain the social and educational progress of your child and answer any questions you may have concerning your child's school experiences.

You may be called in for conferences during the year other than at this time. Close communication between home and school is important for the success of your child.

Snacks and Class Parties

All food available to students on campus during school hours shall meet nutritional standards as required by legislation. Teachers are to limit class parties to no more than once a month. State law requires us to have specific minutes of instruction for the year.

We suggest bringing party bags with things such as pencils, erasers, stickers or stamps to celebrate birthdays. Your child will be able to pass out the goodie bag at the end of the day, just remember that any party bag must come with your student to school in the morning, the office is not responsible for these items. Unfortunately, cupcakes and sweets will not meet the nutritional standards set by our Board Policy. School staff shall encourage parents/guardians or other volunteers to support the district's nutrition education program by considering nutritional quality when selecting any snacks which they may donate for occasional class parties. Class parties or celebrations shall be held after the lunch period when possible. To reinforce the district's nutrition education program, the Board requests no outside food be brought to share with other students. Please see Palo Verde Unified SD Board Policy 5030 for more information. *All birthday and class party treats must be pre arranged with the teacher in advance.*

Student Success Team (SST)

When concerns arise about the academic or social growth of a student, special teams convene with the parent to meet and discuss strategies and solutions. Retention or promotion may also be discussed at these meetings. Responsibility for the decision to retain or promote rests with the school personnel. Parents and students shall be included in an advisory capacity.

SUSPENSION AND EXPULSION **EDUCATION CODE 48900**

CAUSES FOR SUSPENSION AND/OR EXPULSION (CALIF ED. CODE 48900)

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an 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, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.

- (f) Caused 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 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 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 a 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.
 - (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have

committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).

(u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.

(v) A superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.

(w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

48900.2 Additional grounds for suspension or expulsion; Sexual Harassment

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the student is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5

The conduct described in Education Code Section 48900.2 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 individuals' academic performance or to create an intimidating, hostile, or offensive education environment.

48900.3 Hate Violence

In addition to the reasons specified in Sections 48900 and 488900.2, a pupil in any grade 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate, violence, as defined in subdivision (e) of Section 33032.5

48900.4 Additional grounds for suspension or expulsion; Harassment, threats, or intimidation

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably 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.

48900.6 Community Service on school grounds during non-school hours; alternative disciplinary action

Instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, or the superintendent of schools, at his or her discretion, may require a student to perform community service on school grounds during nonschool hours. For the purposes of this

section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs. This section shall not apply to instances where suspension or expulsion is required by this article.

48905 Injury or damage to person or property of school district employee; willful misconduct or pupil; request for legal action by school district

An employee of a school district whose person or property is injured or damaged by the willful misconduct of a pupil who attends school in such district, when the employee or the employee's property is (1) located on property owned by the district, (2) being transported to or from an activity sponsored by the district or a school within the district, (3) present at an activity sponsored by such district or school, or (4) otherwise injured or damaged in retaliation for acts willfully undertaken by the employee in execution of the employee's duties, may request the school district to pursue legal action against the pupil who caused the injury or damage, or the pupil's parent or guardian pursuant to Section 48904.

WHILE A STUDENT IS ON SUSPENSION, THE STUDENT MUST BE UNDER ADULT SUPERVISION DURING SCHOOL HOURS. THE STUDENT WILL NOT BE PERMITTED ON CAMPUS NOR BE PERMITTED TO PARTICIPATE IN OR ATTEND ANY SCHOOL ACTIVITIES. STUDENTS VIOLATING THESE RULES ARE SUBJECT TO ARREST FOR TRESPASSING.

Telephone Use

Each classroom contains a telephone for the purpose of safety and better communication between parents and teachers. Students may only use phones when given permission by a staff member. We will not allow students to call home to make arrangements for after school pick up or lunch. These types of arrangements should be done prior to the visit. *Student use of cell phones/smart watches is prohibited during school hours.*

Tobacco

Margaret White is a tobacco free campus. Any use of tobacco or vape pens is prohibited.

Traffic Rules

- Circular drive (Broadway Street) is to be used for drop off of students in the mornings only.
- Left hand lane of this drive is for thru traffic only. Please do not stop and drop off students from this lane.
- All students must enter and exit autos from the curbside of autos parked on the right (curb). Please never let students exit the car on the traffic side. This is very dangerous.
- Students and parents must use crosswalks at all times.
- Circular drive has a maximum speed limit of 5 mph.
- All students riding bikes, scooters and skateboards to school must wear approved safety headgear, as required by city laws.

Transportation Services

Transportation of pupils in the state of California is a privilege. The school district is not mandated to transport students. Therefore, the students must follow the rules of conduct to keep their privilege to ride.

If your child is a bus rider, he/she will be expected to ride the bus daily unless you send a note to the teacher telling of a change in plans for that particular day.

If your child is a walking student and wishes to ride a bus home with a friend, it will be necessary to bring a note to the office giving your permission and providing the address where the child is to be delivered. The transportation department will then be called to determine if space is available and if so, the office will approve the request and the child will take the note to the bus driver.

Each student is assigned a definite bus route. Pick up times, routes and specific buses may need to be changed during the year to accommodate new students. Every effort will be made to keep changes to a minimum.

If your child does not ride the bus for three (3) days, the driver will not return until you have notified the transportation department.

Rules of Conduct on the Bus

Observe the same conduct as in classrooms.

1. Be courteous; do not use profane language.
2. Do not eat or drink on the bus.
3. Keep the bus clean.
4. No smoking or vaping on the bus.
5. Do not be destructive.
6. Remain seated at all times with seat belts.
7. Keep head, hands, and feet inside the bus and out of the aisles.
8. Cooperate and follow the bus driver's directions.
9. Absolute silence is required at all railroad crossings.

General Bus Rules

1. Line up in single file, do not crowd, push, or shove while loading or unloading the bus.
2. Do not bring animals, reptiles, or insects either dead or alive at any time.
3. Do not bring glass containers, large musical instruments, or any athletic equipment on the bus.
4. Catch the bus at the assigned stop.
5. You will be held responsible for any damages done to private property surrounding the bus stop.
6. Do not tamper with any equipment on the bus.
7. ANY unauthorized or unsafe action which would endanger the safety of the driver or students on the bus is not permitted.

Parent Responsibilities

1. Have your child at the bus stop 5 minutes before scheduled arrival time.

2. If you have a Head Start or kindergarten student, a parent or a responsible adult must be at the bus stop when the child is delivered home.
3. Sign and return all misconduct citations. Students are not allowed to ride until the citation has been signed and returned.
4. You must provide transportation if your child misses the bus.
5. You are responsible for any acts of vandalism to the bus done by your child.
6. You are expected to cooperate with school officials regarding your child's behavior.
7. If your child rides the special education bus or you live in a remote area, you are responsible for notifying the transportation department if your child will not be riding the bus.

Volunteer Policy

The volunteer information form needs to be completed by the candidate and signed by the principal prior to taking the form to the district office. Fingerprinting and tuberculosis screening must be completed by all volunteers prior to being with students. This process must be completed annually. Once clearance is received, a copy will be sent to the site and the volunteer can work in the school setting. Any person that will be on campus around children more than 4 hours in the school year must complete the volunteer screening. It is free to the volunteers and keeps our students safe.

Walking To and From

For maximum safety, please teach your child to follow the safest route to school. Teach and review the use of crosswalks, stopping at the curb and looking both ways before crossing a street.

Please instruct your child to come directly home from school, not stop and play. Caution him/her to never talk to strangers, accept candy from strangers, or get into a stranger's car.

Website – <https://mwes.pvusd.us>

The school and school district maintain a website that provides a wide variety of information about the school district and school programs and activities as well as school board information.

Zero Tolerance

On March 16, 1993, the Board of Education adopted a ZERO TOLERANCE stand as follows:

1. Anyone possessing a weapon shall be recommended for expulsion for the current semester and the following semester.
2. Anyone selling drugs shall be recommended for expulsion for the remainder of the current semester and the following semester.
3. Anyone inflicting great bodily harm or serious injury to another shall be recommended for expulsion for at least the remainder of the current semester and, depending upon the severity of the injuries, the following semester.
4. Battery against any school district employee shall result in a recommendation for expulsion for at least the remainder of the current semester and, depending upon the severity of the battery, the following semester.

The consequences will be applied to all students involved in any of the above activities

Margaret White Elementary School
Parent & Student Handbook
2024-2025
Signature Page

Dear Students and Parents:

Please sign below indicating that you have read the Parent & Student Handbook which includes school wide policies and procedures, school calendar, bell schedule and contact information for our school and staff.

Student Signature: _____ Date: _____

Print Student Name: _____

Student's Grade: _____ Student's Teacher: _____

Parent/Guardian Signature: _____ Date: _____

Print Parent Name: _____

Parent Phone Number: _____

Thank you,

Shelley Hillman
Principal, Margaret White Elementary

