

SUNNYSIDE ELEMENTARY SCHOOL

2019-2020



PARENT – STUDENT HANDBOOK

The Parent-Student Handbook is designed to assist Parents and Students about the general operations and procedures of Sunnyside Elementary. The sole purpose is to be a resource of information.

SUNNYSIDE UNION SCHOOL DISTRICT

STRATHMORE, CALIFORNIA

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MISSION STATEMENT

The mission of Sunnyside Union Elementary is to provide an environment that allows all students to grow academically and socially. This will be a result of providing students with opportunities to succeed as lifelong learners through challenging and engaging activities. All students will be owners of their learning through creative and confident actions. All members of the learning community will commit to working together to prepare our students to be successful 21st century citizens.

SUNNYSIDE PLEDGE

As a Sunnyside student, staff member, parent or guest, I pledge to act in an intelligent and valuable manner, respect others and myself, and use words that are honest and kind. I accept only the best in all that I do. I am proud to be a Sunnyside Trojan and demonstrate the Sunnyside Way!

DISCRIMINATION STATEMENT

STATEMENT OF NON-DISCRIMINATION (Title VI of Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1972):

The District does not discriminate against any person the basis of gender, race, color, religion, national origin, ethnic group, actual or perceived sexual orientation, marital or parental status, physical or mental disability. The District will take steps to assure that the lack of English will not be a barrier to admission or participation in District programs. Complaints alleging noncompliance with this policy of nondiscrimination should be directed to Steve Tsuboi. A copy of the District's Uniform Complaint Policy is available at 559.568.1741.

The District's Title IX Coordinator at 559.568-1741 x.208 or the District's 504 Coordinator at 559.568-1741 x.208.

LOCAL CONTROL ACCOUNTABILITY STATEMENT

The Governing Board is required to adopt and update the LCAP in a matter that includes meaningful engagement of parents/guardians, students and other stakeholders in the development and/or review of the LCAP.



DRUG AND ALCOHOL FREE CAMPUS

Sunnyside is a Drug and Alcohol Free Campus
Tobacco is prohibited on ALL School Property

VIDEO SURVEILLANCE

The Sunnyside Campus is Under Video Surveillance

SOCIAL MEDIA PLATFORMS

School Website

WWW.SUNNYSIDEUNION.COM

School App: App/Play Store

Type: Sunnyside Elementary, CA

Twitter

@SUNNYSIDEUNION1

Facebook

SUNNYSIDE UNION ELEMENTARY

Text Message Communication



It's Everything Sunnyside,
in your pocket.

Cafeteria Menus · Events · Staff Directory · Alerts · Athletics



6th Grade Choices – Tobacco Bowl

Superintendent-Principal's Message

Welcome to the Sunnyside Elementary School. We are excited to welcome all students, staff, parents, and stakeholders to our ever improving campus. It is our goal this year to academically prepare your child for a bright and prosperous future. In addition, we have made it our goal to establish positive relationships with ALL members of our learning community. It is our belief that if we ALL work together we will not only build Sunnyside into something special but everyone who is a part of the Sunnyside Family.

Over summer we have made a variety of campus improvements. We began the summer overhauling our campus restrooms. Although this is still a work in progress, we believe the students will have a much more positive experience. Additionally, the First 5 Shade Structure is now complete and operational. A variety of staff has changed and a few teachers have been off at trainings throughout the summer. The biggest change at our campus will be the implementation of Student Identification Cards for ALL students. These cards will need to be carried by the student and will be used for a variety of reasons, including but not limited to; entering the campus, discipline, behavior, restroom passes, campus departure, bus assignments and many other areas. All students will receive their cards on the first day of school and receive instruction on their use. Replacement cards will be the responsibility of the parent-guardian.

Each and every stakeholder makes Sunnyside UNIQUE. We hope that you believe that by working together we can make our Sunnyside Family that much better. Let's all agree to be positive difference makers and take Sunnyside to the next level.

Steve Tsuboi

Superintendent-Principal

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BELL SCHEDULES

TRANSITIONAL KINDERGARTEN - KINDERGARTEN

8:12 Report to Class
8:15 Instruction Begins
9:40 Morning Recess
9:45 Instruction Resumes
10:55 Lunch
11:40 Instruction Resumes
2:15 Dismissal

FOURTH AND FIFTH GRADE BELL SCHEDULE

8:12 Report to Class
8:15 Instruction Begins
10:05 Morning Recess
10:20 Morning Break
10:35 Instruction Resumes
11:59 Lunch
12:44 Instruction Resumes
3:00 Dismissal

Note: Early dismissal days are the same schedule except the dismissal time is either 1:00 pm or 2:00 pm. All other bells remain the same.



Peaceful Sunnyside Playground – May 2019

JUNIOR HIGH SCHEDULES – REGULAR DAY

Regular Day 3:00 PM Dismissal			SCHMIDT	KIMBALL	MERZOIAN	BEDOLLA	PAUL	ELA/ALD
Morning Bell	8:12	8:15						
Period 1	8:15	9:08	6A	6B	7A	7B	8A	8B
Transition	9:08	9:11						
Period 2	9:11	10:01	6B	6A	7B	7A	8B	8A
Break	10:01	10:16						
Period 3	10:16	11:06	8A	8B	6A	6B	7A	7B
Transition	11:06	11:09						
Period 4	11:09	11:59	8B	8A	6B	6A	7B	7A
Lunch	11:59	12:44						
Period 5	12:44	1:34	7A	7B	8A	8B	6A	6B
Transition	1:34	1:37						
Period 6	1:37	2:27	7B	7A	8B	8A	6B	6A
Transition	2:27	2:30						
Period 7	2:30	3:00	EIP	EIP	EIP	EIP	EIP	EIP



Sunnyside Cross Country – Lake Kaweah – Fall 2018

JUNIOR HIGH SCHEDULE EARLY DISMISSAL

Early Dismissal 2:00 PM			SCHMIDT	KIMBALL	MERZOIAN	BEDOLLA	PAUL	ELA/ALD
Morning Bell	8:12	8:15						
Period 1	8:15	9:01	6A	6B	7A	7B	8A	8B
Transition	9:01	9:04						
Period 2	9:04	9:50	6B	6A	7B	7A	8B	8A
Break	9:50	10:05						
Period 3	10:05	10:51	8A	8B	6A	6B	7A	7B
Transition	10:51	10:54						
Period 4	10:54	11:40	8B	8A	6B	6A	7B	7A
Transition	11:40	11:43						
Period 5	11:43	12:29	7A	7B	8A	8B	6A	6B
Lunch	12:29	1:14						
Period 6	1:14	2:00	7B	7A	8B	8A	6B	6A



Dodger Stadium – June 2019 – Class of 2019

JUNIOR HIGH SCHEDULE – MINIMUM DAY

Minimum Day 1:00 PM Dismissal			SCHMIDT	KIMBALL	MERZOIAN	BEDOLLA	PAUL	ELA/ALD
Morning Bell	8:15	8:18						
Period 1	8:18	8:53	6A	6B	7A	7B	8A	8B
Transition	8:53	8:56						
Period 2	8:56	9:31	6B	6A	7B	7A	8B	8A
Transition	9:31	9:34						
Period 3	9:34	10:09	8A	8B	6A	6B	7A	7B
Break	10:09	10:24						
Period 4	10:24	10:59	8B	8A	6B	6A	7B	7A
Transition	10:59	11:02						
Period 5	11:02	11:37	7A	7B	8A	8B	6A	6B
Transition	11:37	11:40						
Period 6	11:40	12:15	7B	7A	8B	8A	6B	6A
Lunch	12:15	1:00						



Cheesecake Factory – Valencia, California
“The Trip” – June 3, 2019

GENERAL INFORMATION

ASSESSMENTS

Sunnyside Union Elementary School students will be assessed throughout the year using a variety of assessment tools. Assessments are designed to monitor student progress and help develop specific plans of instruction. Below are descriptions of some of the assessments your child may participate in.

Classroom Assessments: The teacher is measuring student understanding of grade level standards that are being taught. Assessments may occur at any time and are also used to determine grade marks on trimester report cards.

District Assessments: These assessments are given school wide a minimum of three times per year. It allows teacher(s) to determine if a child is proficient and positively working towards grade level growth. These assessments are commonly referred to as Benchmarks.

State Assessments: In the spring students in Grades 3-8 will participate in the California Assessment of Student Performance and Progress (CASSPP). It is the goal of the district to have all students score either proficient or advanced on the statewide test. Results of the test are generally sent out at the end of July. Please contact the school if you need assistance in interpreting the results.

Developmental Reading Assessment (DRA): All students in grades Kindergarten – Fifth Grade will be given the DRA multiple times throughout the year. The DRA allows teachers to “assess reading engagement, fluency, and comprehension.” It allows teachers to “identify reading strengths and weaknesses and target instruction to meet individual needs.”

English Language Proficiency Assessments for California: The English Language Proficiency Assessments for California (ELPAC) is the required state test for English language proficiency (ELP) that must be given to students whose primary language is a language other than English. It consists of two separate ELP assessments: one for the initial identification of students as English learners (ELs), and a second for the annual summative assessment to measure a student’s progress in learning English and to identify the student's level of ELP. (Source: <https://www.cde.ca.gov/ta/tg/ep/>)

ANIMALS ON CAMPUS

In order to provide the safest learning environment possible, no pets or animals are allowed on school grounds without prior approval from site administration.

ATTENDANCE

The following are state and district guidelines for student attendance:

Excused Absences

- Ill
- Medical Appointment (Doctor, Dentist, Etc.)
- Quarantined
- Attending a funeral of an immediate family member

When a child is absent:

- Reason for absence
- Date(s) of absence
- Detailed Description

Sample Unexcused Absences

- Family outings and trips
- Babysitting
- Early Pickups

Methods of Notification

- Written – please send a note with your child with the above information upon their return to school.
- Phone – please call 568-1741 to notify when and why your child is absent.

Minimum Attendance Requirement

- Students shall maintain a minimum of 90% attendance (18 days absent) to be considered for promotion to the next grade level, unless there is a valid medical reason, provided by a doctor.

Doctor's Note

- A doctor's note may be required if excessive unexcused absences occur. If a note is not provided, the school nurse or designated personnel will determine if a child is ill.

****** In all cases other than illness every attempt should be made for the student to attend a least a partial day of instruction.

Persistently Late Arrivals and Pick-Ups

Parents who consistently drop off or pick up their child may be referred to the School Attendance and Review Board.

Appointments

Please make every effort possible to schedule student medical, dental and other appointments so they do not interfere with class time. Students will be called out of the office once the parent/guardian arrives in the office to sign them out. Students will not be released to anyone who has not been authorized on the student enrollment card. If a child is late or returns to school from an appointment they must check in at the school office.

Attendance and SARB

After 5 Unexcused Absences:

A letter will be sent home notifying the parent/guardian of the severity of the problem. An opportunity will be provided to meet with school personnel to design a plan to increase student attendance.

At 10 Unexcused Absences:

A second opportunity will be given to address the attendance problem. A conference will be scheduled with the parent and school officials.

After 10 Unexcused Absences: A third letter declaring the child habitually truant will be sent. Sunnyside Union Elementary contracts with an outside district School Attendance and Review Board.

Meetings are currently held at Sunnyside Union School District. At this time a law binding contract will be signed and agreed upon. This contract will be in effect until the age of 18 and is valid in any district. If the contract is broken, the case may be referred to the Tulare County District Attorney's Office. At this time parents are subject, but not limited to; monetary fines (Up to \$2000.00), jail time in county facility or required parenting classes.

ARRIVALS AND DEPARTURES

Students are allowed to be on campus beginning at 7:30 AM in the morning. All students should be dropped off in front of the school in the BUS CIRCLE AREA. We encourage you to use the bus circle for morning drop-offs.

Buses will be dropping off students near the east parking lot. Do not use the WEST PARKING LOT for morning drop-offs. If you enter the parking lot during the morning you will not be able to exit until the last bus has dropped off.

If a student arrives after 8:15 AM they will need to report to the school office. All pick-ups (during school and after dismissal) should be conducted in the clearly marked pick-up zones. Students may leave campus with authorized (on emergency card) individuals only. This also includes pick-ups after field trips (names listed on field trip permission slip).

AWARDS AND RECOGNITION

Sunnyside attempts to recognize students for outstanding academic and social achievement. Listed below are a few of the awards/recognitions:

Perfect Attendance

Awarded at the end of each trimester. Perfect attendance means no absences, tardies, or leaving school early. Perfect attendance for the entire school year will also be awarded at the end of year assembly.

Character Awards

Recognizes students who demonstrate pillars of good character.

Honor Roll

Awarded to students who maintain a 3.00 in all core subjects.

Principal's Honor Roll

Awarded to students who maintain a 4.00 in all core subjects.

Graduation Awards

Athlete of the Year: Given to the top male and female athlete.

Most Improved: Given to the top three most improved students academically and socially.

Sunnyside Pride: Given to the top male and female who depict the Sunnyside Way.

American Legion: Recognizes the top two students who have exhibited academic excellence, superior behavior, community participation, honesty and integrity.

Academic Awards

- Outstanding Mathematics Student
- Outstanding Social Studies Student
- Outstanding Language Arts Student
- Outstanding Physical Education Student
- Artist of the Year
- Academic Cords
- Musician of the Year

BACK TO SCHOOL NIGHT

Back to School Night will be held on Thursday, August 29. All parents and guardians are expected to visit their child's classroom. Back to School Night is designed for parents to become familiar with their child's teacher, classroom, school program and policies.

Back to School Night Program

5:00 – 6:30	Dinner Fundraiser in Cafeteria
6:30 – 7:00	Annual Title I Meeting – Cafeteria
7:00 – 7:05	Welcome – School Auditorium
7:05 – 8:05	Classroom Visitations

Schedule Subject to Change

BIRTHDAY PARTIES

Instructional time is not to be used to celebrate a child's birthday. If you would like to send a treat for your child's class please make PRIOR arrangements with their teacher PRIOR to bringing any foods. FOODS ARE TO BE STORE BOUGHT AND PACKAGED. This is important so that students with allergies will not be affected. Balloons and presents should not be delivered to school. All balloons that are dropped off at school will be given to the child at the end of the day and ARE NOT allowed on the school bus. Please refrain from delivering birthday invitations on campus; this avoids a child's feelings from being hurt.

BOOKS AND SUPPLIES

Students are responsible for all school issued books and supplies. Parent/Guardians are responsible for any damages or replacement costs. Students may be asked by individual teachers for specific materials needed for their class. These materials are generally minimal in cost. If you have questions or need assistance please contact the teacher and/or Administration. A hold will be placed on student report cards and diplomas for any student who is leaving the district, until debts are settled.

BUS RULES AND REGULATIONS

Failure to comply with safety regulations on the bus will result in the SUSPENSION of bus riding privileges. The following guidelines have been developed to provide a safe environment.

Students are not allowed to leave with an unauthorized person without previous WRITTEN permission. This includes after school pick-ups.

All bus notes should be obtained in the school office before school starts. All phone requests for bus notes should be a MINIMUM of 30 minutes before dismissal. Once the bus is in route no calls to driver will be made for alternative drop offs. If a child misses the bus, it is the responsibility of the parent/guardian to arrange for transportation. School district transportation will be provided if it is deemed by the Director of Transportation of designee that the child missed the bus due to district reasons.

CAFETERIA

All students at Sunnyside receive FREE breakfast and lunch through the National School Lunch Program. Please make sure that you fill out the required form in a timely manner. Students bringing their lunch or students who want additional milk will be charged 40 cents.

CAFETERIA RULES

Students are not to bring candy, gum, soft drinks, chips (unless in packed lunch) or sunflower seeds to school. Students are not to sell any items on campus as part of a fund-raising project for another school or organization.

- Courteously accept food portions given by the servers.
- Use polite manners when eating.

- Do not touch others or their food.
- Do not share or trade food.
- Do not throw anything in the cafeteria
- Eat quietly and visit with people at your table.
- Stay seated until dismissed.
- If you need assistance, raise your hand.
- Follow exiting directions

*** All foods for special events must be store bought.**

CELL PHONE POLICY

Electronic devices shall be turned off and kept out of sight during class or at any other time as directed by a school district employee, except where deemed medically necessary or when otherwise permitted by the teacher or administrator. This includes during outside the classroom time and during ALL state and school tests/assessments. A student who violates this policy may be prohibited from possessing a mobile communications device at school or school-related events and/or may be subject to further discipline in accordance with Board policy and administrative regulation.

PROGRESIVE DISCIPLINE

1. **FIRST VIOLATION** - Verbal Warning

2. **SECOND VIOLATION**

Grades 6-8: Phone is confiscated from student and returned at the end of the period. Teacher will log violation into School System.

Grades TK-5: Phone is confiscated from student and returned at the break in instruction (Morning Recess, Lunch, End of Day). Teacher will log violation into School System.

3. **THIRD VIOLATION**

Phone is confiscated and sent to the school office. Students can pick up the phone at the end of the day and will be assigned a detention. Teacher will contact parent/guardian and log the entry in to School System.

4. **FOURTH VIOLATION**

Phone is confiscated and sent to the school office. Parent/Guardian must pick up the phone at the end of the day and a one-day detention will be assigned. Vice Principal or designees will contact parent/guardian and log the violation in to School System.

5. **FIFTH VIOLATION**

Phone is confiscated and sent to the school office. Parent/Guardian must pick up the phone at the end of the day and an 2-Hour Opportunity Room Session will be assigned. Vice Principal or designees will contact parent/guardian and log the violation in to School System.

6. **SIXTH VIOLATION**

Student is prohibited from possessing the Mobile Communication Device for the remainder of the Trimester AND serve a one-day suspension for defiance of authority.

CHOICES AFTER SCHOOL PROGRAM

Run by the Tulare County Office of Education, this after school program allows students three hours of academic, physical and extracurricular education. Students are provided a snack and are enrolled in the program every school day of the academic year.

CITIZENSHIP STANDARDS

Sunnyside School expects the highest standards from students at all times.

- Show respect and consideration for others and their property.
- Use good manners at all times.
- Be on time, prepared and actively engaged in learning.
- Follow adult direction and courteously at all times.
- Wear appropriate clothing.
- Fighting will not be tolerated.
- Horseplay and roughhousing will not be tolerated.
- Maintain a clean learning environment.
- Do not intimidate or harass others.
- Profanity and obscene language will not be tolerated.
- Sexual harassment will not be tolerated.

CLASSROOM AND SCHOOL VISITATIONS

All parents/guardians are encouraged and welcome to visit their child's classroom. Please schedule with your child's teacher to eliminate the chance of disruption.

CONFERENCES

Parent conferences are scheduled three times per year at mid trimester, except for the first parent conference which is held slightly past the midpoint of the trimester. Please see the school calendar for dates and times. It is expected that your child be part of the conference.

DISCIPLINE

It is the goal of Sunnyside to have all students exhibit appropriate behavior at all times. Please refer to the Student Conduct Code Matrix and Progressive Discipline chart for details on how inappropriate behavior will be addressed. Please see the Parent Resource Booklet

DRESS CODE

The Governing Board believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. Please see the Parent Resource Booklet

DRUG DOG

Sunnyside School contracts with an outside agency to conduct random unannounced searches of the campus and classrooms for drugs and drug paraphernalia. For more information please contact the school.

EMERGENCY PROCEDURES

Sunnyside Union Elementary has developed a comprehensive emergency plan. All staff members are familiar with each outlined emergency. Emergency Plans are not distributed to the public for security concerns. Information will be provided via School App, Website or other form of Social Media.

EXTRACURRICULAR ACTIVITIES

Students may participate in extracurricular activities so as long as they have been given written permission by their parent/guardian AND have completed all requirements for participation (behavior, academics, etc.). Students are encouraged to participate in extracurricular activities (athletics, band, Student Council, etc.). A student’s grades must be maintained at a satisfactory level to participate.

- No student on detention, suspension or expulsion can participate in any school extracurricular activity while on detention, suspension or expulsion.

FAILURE TO PICK UP IN A TIMELY MANNER

It is the responsibility of the parent/guardian to pick up their child in a timely manner. Students are not allowed to stay on campus to watch other students or siblings. Parents who routinely pick up their child late (in excess of 15 minutes) from school activities (including dances, carnivals and other school events) will be referred to the School Attendance Review Board and/or law enforcement.

FOGGY DAY SCHEDULE

When deemed necessary, the Director of Transportation or designee may call for a foggy day schedule. If visibility becomes unsafe while in route, the driver may remove the bus from the road, and place it in a safe environment. School will START ON TIME for students on campus, but transportation may be delayed.

<i>Radio</i>	KJUG 106.7	KMG 580
<i>Television</i>	Channel 24	Channel 30

INFORMATION WILL ALSO BE SENT THROUGH THE SCHOOL APP.

GRADING AND REPORT CARDS

Report cards will be issued three times per year. Please refer to the attached calendar for end of trimester dates. If you have questions regarding your child’s grades, contact the classroom teacher as soon as possible.

HEAD LICE

It is board policy that all students identified with head lice may return to school must have all nits removed from the child’s hair before returning to school. District personnel have been advised to use confidentiality to the best of their ability. Please contact the school office for suggestions on how to address lice.

HEALTH – ADMINISTRATION OF MEDICATION

The school does not provide medication of any type. If your child needs to take medication during the school day, the proper form must be filled out and returned to school with the medication.
Medication forms are available in the district office. All student medication must be kept in the school office and taken under adult supervision. Medication must be properly labeled as to its contents, dosage and frequency to be administered.

HOMEWORK

Homework shall be used for work, which the student is able to do independently. Homework may also be work not completed in class.

HONOR ROLL

The Honor Roll is used to recognize students who demonstrate a high level of proficiency in Core Academic Areas. In addition, students must not have any “D’s” or “F’s” on his/her report card. The Honor Roll is designed for students in the fourth – eighth grade.

HONOR ROLL SCALE

Principal’s	4.00
High Honors	3.76 to 3.99
Honors	3.00 to 3.75

Students earning placement on the Principal’s or High Honors Roll will receive certificates at Awards Ceremony. Students who receive a 4.00 G.P.A all three trimesters will be recognized by the Principals Award.

ILLNESS AND INJURY

Because of the possibility of injury or sudden illness, it is imperative that each parent/guardian completes an emergency card and returns it during the first week of school. It will allow school personnel to reach you promptly in the case of an emergency.

If your child has an allergy or other medical problems) please note this clearly on the card. ANY changes in address, phone numbers, or medical condition MUST be reported immediately to the school office.

IMMUNIZATIONS (REQUIRED)

California law requires student to receive certain immunizations prior to enrolling in a public elementary or secondary school. Specifically, students must provide documentation of the following immunizations (recommended dosages as provided by CDE, June 2015)

Students Entering Kindergarten	
Immunization	Dosage
Diphtheria, Pertussis, and Tetanus (DPT)	5 doses
Polio	4 doses
Measles, Mumps and Rubella (MMR)	2 doses
Hepatitis B	3 doses
Varicella (chickenpox)	1 dose
Students Entering Seventh Grade	
Immunization	Dosage
Tetanus, reduced Diphtheria, and acellular Pertussis (Tdap)	1 dose
Measles, Mumps, Rubella (MMR)	2 doses

Other Items of Note:

- **Tuberculin Test (PPD) and Results before entry.**

Students will not be admitted to class without all required immunizations.

- ** Any student who has been living outside of Tulare County must have a Tuberculin Test (PPD) and the Results BEFORE they can be enrolled.**
- ** All students entering the Kindergarten and 7th grade must have Hepatitis B immunization PRIOR TO ENROLLING.**
- ** All students entering Kindergarten (2007 school year) as mandated by State law, must provide verification of Oral Health Assessment (Dental).**

Conditional Enrollments:

A school district may conditionally enroll:

- a transfer student for 30 days while the student's immunization records are transferred from another school.
- any student who submits a statement from a licensed physician that indicates:
 - Partial Immunization – the student has received some but not all of the required immunizations, is not due for any additional doses at the time of admission, and provides a date by which student will complete all required immunizations.
 - Temporary Medical Exemption – the student has a temporary medical exemption from immunization, provides a date when this exemption expires, and provides a date by which student will complete all required immunizations.

EXEMPTIONS – California law provides exemptions to the general immunization requirements listed above. The most prevalent exemptions include:

- **Homeless Youth Exemption:** A school district must enroll a student who is homeless, regardless of whether he or she can produce an immunization record at the time of enrollment.
- **Foster Youth Exemption:** School districts must enroll a student who is a foster child, regardless of whether he or she can produce an immunization record at the time of enrollment.
- **Special Education Exemption:** School districts must continue to provide related services identified in a student's Individualized Education Plan (IEP), regardless of whether he or she can produce an immunization record.
- **Medical Exemption:** School districts must enroll a student who submits a statement from a licensed physician indicating that (1) the immunization is not considered safe, and (2) the physician does not recommend the immunization
- **Personal Belief Exemption:** Students will no longer be exempted from California's immunization requirements under the personal belief exemption starting January 1, 2016. Students enrolled in a district with the personal believe exemption prior to January 1, 2016, may remain in school without producing a complete immunization record until certain "checkpoint" years. These checkpoints occur when (1) a child first enrolls in a new school, (2) a child reaches kindergarten, or (3) a child reaches 7th grade.
- **Independent Study Exemption:** A district must enroll a student who (1) wishes to attend an independent student program (as defined in Education Code 51745) and (2) who does not receive classroom based instruction, regardless of whether he or she can produce and immunization record.

- **Home –Based Private School Exemption:** Students who attend a home-based private school are not required to produce immunization records.

Assembly Bill 52 requires that all first grade students submit a health certificate BEFORE entering school. Students will be excluded from school up to five days, unless the parent or guardian of such student does one of the following:

- Provide evidence that the student has obtained a health screening.
- Provide evidence of an appointment to obtain a health screening within 14 days, and subsequently supplies evidence that a health screening was conducted within three months of enrollment.
- Sign a waiver for health screening.

INDEPENDENT STUDY

If you are planning on being absent from school five or more days (other than illness) please contact the DISTRICT OFFICE a minimum of 72 hours ahead of time. To receive credit for attendance, ALL assignments must be completed (with proficiency) and submitted on the first day back from leave.

INSTRUCTION AND PREVENTION

School districts are required by law to ensure that student in grades 7-12 receive AIDS prevention instruction in appropriate classes. Once per school year we will have a class in AIDS Prevention.

This instruction will emphasize sexual abstinence and abstinence from intravenous drug use. You have a right to review and inspect the materials used. If you do not want your child to receive this instruction, you

LIBRARY

All Sunnyside students are allowed to check-out books from the school library. Primary students may check out one book and upper grade students may have two. No student may have more than one book checked out at any given time. Parent/Guardians are responsible for all checked-out books and charges.

LOST AND FOUND

Throughout the year the school becomes inundated with personnel belongings (jackets, clothes, personal items, etc.). All items should be clearly marked with a name. Clothing items are displayed on racks in the middle hallway. All other items are kept in the front office. All unclaimed items are donated to local charities throughout the year. Notify the school district as soon as possible if an item has gone missing.

If you are planning on being absent from school five or more days (other than illness) please contact the DISTRICT OFFICE a minimum of 72 hours ahead of time. To receive credit for attendance, ALL assignments must be completed (with proficiency) and submitted on the first day back from leave.

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School districts are required by law to ensure that student in grades 7-12 receive AIDS prevention instruction in appropriate classes. Once per school year we will have a class in AIDS Prevention.

This instruction will emphasize sexual abstinence and abstinence from intravenous drug use. You have a right to review and inspect the materials used. If you do not want your child to receive this instruction, you may submit that request in writing to the Superintendent.

LIBRARY

All Sunnyside students are allowed to check-out books from the school library. Primary students may check out one book and upper grade students may have two. No student may have more than one book checked out at any given time. Parent/Guardians are responsible for all checked-out books and charges. Charges may be paid for by Cash, Credit (see district office) or Check.

LOST AND FOUND

Throughout the year the school becomes inundated with personnel belongings (jackets, clothes, personal items, etc.). All items should be clearly marked with a name. Clothing items are displayed on racks in the middle hallway. All other items are kept in the front office. All unclaimed items are donated to local charities throughout the year. Notify the school district as soon as possible if an item has gone missing.

MESSAGES

Messages to students will be delivered during the students' next scheduled break (excluding emergencies). Class time will not be disrupted for deliveries to students. Requests for Bus Notes need to be called in prior to 2:30 PM (1:30 PM for Transitional Kindergarten and Kindergarten) to ensure proper distribution of requests. Please do not text or call your child on a cell phone during class time.

PARENT PARTICIPATION OPPORTUNITIES

Parents are encouraged to participate in Parent Academies, Board Meetings, School Site Council, English Language Acquisition Meetings, and the Parent Teacher Support Group. Sunnyside Elementary is a partner with the Save the Children "Early Steps to Student Success" and the P-3 Continuum (Prenatal to 3rd Grade). More information may be obtained by contacting the school or visiting www.sunnysideunion.com.

PHYSICAL EDUCATION

Physical Education is a required class required by state law. All students must participate unless they have a valid excuse SIGNED by a DOCTOR. If your child has a medical reason for not participating, or has a medical reason for limited participation, please make sure that a Doctor's note is on file in the office. All fourth thru eighth grade students are required to wear a Sunnyside Physical Education Shirt during class. Please contact Mr. Tsuboi for further details.

PLAYGROUND RULES

- No tag games on the Big Toy.
- Big Toy is limited to Kindergarten – Fourth Grade Students with Supervision
- Kindergarten Playground is limited to Pre-K through 2 grade students with teacher supervision.
- No running around buildings and in restrooms.
- No rough play, horseplay, or tackle games.
- Do not leave campus to retrieve ball or toy.
- Hardball, tackle football, and other hazardous games are not allowed.
- Only one person at a time on the slide.
- When whistle is blown, students are to stop and look for the nearest yard supervisor.
- When the bell rings, immediately stop play and line-up in designated area.
- Ask permission from yard supervisor before going to restrooms.
- Students are not to have any romantic contact on school grounds (No kissing, hugging, hand holding, etc.)
- Use only acceptable language (no obscenities or vulgarities).
- Third Grade and below and short basketball courts.
- Follow the direction of the yard duty supervisor.

PROBLEM SOLVING TEAM

The P.S.T. is a service to provide both parents and teachers and opportunity to work on helping students with behavioral, emotional and academic problems. The team works on making recommendations and suggestions to all parties involved.

REQUIRED PARENT ATTENDANCE

Whenever a student is removed from a class because he/she committed an obscene act, engaged in habitual profanity or vulgarity, disrupted school activities or otherwise willfully defied valid staff authority, the teacher of the class from which the student was removed may provide that

the student's parent/guardian attend a portion of a school day in that class. After completing the classroom visit and before leaving school premises, the parent/guardian also shall meet with the principal or designee. (Education Code 48900.1)

STUDENT ACTIVITIES

Listed below are some of the major student activities offered at Sunnyside.

Parent-Student –Staff Orientation Night

Beginning the 2019-2020 school year Sunnyside will hold an annual Parent-Student-Staff Orientation Night. The night will be an introduction of staff, activities, and fun for all. The event will be sponsored by the District and local vendors seeking to create a three way triangle of success between all stakeholders.

Back to School Night

Back to School Night provides an opportunity for parents to meet their child's teacher in an informal setting. This event is usually held in late August or early September.

Parent Conferences

Conferences are held three times per year. Parents AND Students are expected to attend.

Winter Concert

The band and music program presents the sounds of the season.

Turkey Trot

Annual event held the day before Thanksgiving Break. This race is for fourth – eighth grade students (male/female). The winning students are awarded certificate for a turkey, ham or chicken.

Grandparent's Day

Each November prior to Thanksgiving Break, those special folks are invited to attend Sunnyside's Annual Day in honoring Grandparents! It is a day of classroom presentations, visitations, lunch and fun.

Junior High Science Day

This event usually held the day before Winter Break allows students in junior high to work with unknown partner(s) on a science challenge. The students are given all materials, objectives and set amount of time. Winners of the competition receive awards.

Spelling Bee

We have a local spelling bee (3r-8th) with our top spellers advancing to the Tulare County Spelling Bee.

Math Bowl

Our top math students are invited to compete (individually and team) in the Math Super Bowl held every spring at the Visalia Convention Center.

Poetry and Prose

Students who enter Poetry and Prose demonstrate their skills and abilities by reciting different pieces of poetry. Our top performers then head off to the Tulare County Office of Education to participate in the countywide Poetry and Prose event.

College Trip

All 8th grade students *and* a parent are invited to attend a college field trip. It is our goal to introduce parents to college life, provide guest speakers (hopefully Sunnyside alumni) and allow the parents and students to bond together in a higher education setting.

Marathon Madness

Each spring students in Fourth – Eighth Grade practice building endurance to run in Marathon Madness. This event is 26 miles run in 26 school days, culminating with an evening activity in which the runners complete their Marathon. It is the goal for all students so “Survive Marathon Madness.”

Blue – Gold Track Meet

It is our goal to revisit the Blue-Gold Track Meet. This event is a school wide activity that splits the school into two teams (Blue versus Gold). The track meet is designed to help build teamwork amongst peers.

Fall Carnival

The annual Fall Carnival usually held the last Thursday of October is a time of fun and excitement by all. It is an evening of games and food in a carnival style. Many of the booths are sponsored by classrooms and other organizations.

Student of the Month Luncheon

Each month each teacher selects a Student of the Month. These students are recognized at the next Governing Board Meeting and are awarded a certificate which is followed up with a luncheon for their parents and themselves.

Flower Show

The annual flower show, which has been going on for over fifty years, is held every spring. This event is for all students. On the day of the

competition, the students bring in flowers, and then design an arrangement on campus. Sticking to tradition, awards (\$1 for first, \$0.50 for second, \$0.25 for third, \$2 for sweepstakes) are given in each classroom.

Talent Show

Over 70 years of talent has been performed in the school auditorium. This event draws friends and family for all distances to watch our students perform. All students participate through their class or organization.

Eight Grade Awards Dinner

Sponsored by the Parent Teacher Support Group and other donors, the Awards Dinner an evening consisting of dinner, academic awards and entertainment. This is a semi-formal themed event is open to all staff and eighth grade parents and students. The event signals the culmination of the 8th graders and kicks off graduation activities.

Spring Concert

Join the band and choir for an evening performance on the graduation stage. Those who attend are treated to some good music, while relaxing on their lawn chairs.

Open House

Come and visit your child's classroom during Spring Open House. This is a great opportunity to add for staff, students and parents to share items from throughout the school year. The evening will culminate in Classroom themed presentations.

Cinco de Mayo Carnival

Join the staff, students and Parent Teacher Support Group in celebration of Cinco de Mayo. The Carnival is held on the closest Thursday evening to May 5.

On Stage Performing Arts

Twice a year students are giving the opportunity to participate in two week practice sessions and performances of well-known Disney stories (i.e. The Jungle Book, AristoCat's, Etc.). Students work afterschool with members of the Tulare County Office of Education Theater Group.

Eighth Grade Graduation

Graduation is the culminating event of the year for the school. Watch as we honor those who are leaving our school with diplomas in hand. This event draws great interest and allows the many, many alumni to visit and catch up with one another. The highlight of the night is the singing of the Sunnyside School Song, as presented by the graduating class.

STUDENT IDENTIFICATION CARD AUTHORIZATION

Beginning the 2019-2020 school year Sunnyside Elementary will be implementing Student Identification Card for ALL students. The cards will be used to scan students going on and off campus, school detentions, non-dress for PE, authorization for events, restroom/hall passes, bus assignments, etc. Students will be trained on how to use the cards. If your child loses their card, they will be charged a replacement fee.

STUDENT INFORMATION AND ACTIVITY CARDS

It is essential that student information/emergency cards are returned in a timely fashion. NOTIFY THE OFFICE IMMEDIATELY WHEN THERE IS ANY CHANGE OF ADDRESS, PHONE NUMBER OR MEDICAL NEEDS.

STUDENT RECORDS

Parents and guardians are allowed to examine students' records that are held in each individual cumulative file. Please contact Jeannette Marquez to make these arrangements.

STUDY TRIPS

Throughout the year, Sunnyside Union Elementary will attempt to take students on study trips that enhance learning. Chaperones and school personnel will supervise students on such trips. Students will also participate in a major grade span trip (K-2, 3-5 & 6-8) during the school year. All trips require a signed participation sheet. Contact your child's teacher if you are interested in participating.

All chaperones must provide Department of Justice fingerprint clearance and Tuberculosis Clearance.

If the study trip returns after regular dismissal time all students must be signed out by an authorized adult.

APPENDIX I – Bus Guidelines

Approved: June 25, 2019	Definitions
SCHOOL BUS STOPS	<ul style="list-style-type: none"> • The school bus will stop in designated areas of Plainview. See Map • All other stops (outside of Plainview) will be within a reasonable walking distance.
GENERAL RULES OF CONDUCT	<ul style="list-style-type: none"> • Students must be at stop before bus arrives. • Students must be in line waiting in an orderly manner. • All school rules apply
RED LIGHT	<ul style="list-style-type: none"> • Students will be crossed over by driver when necessary. • Students who are still on the bus must remain seated at all times.
SCHOOL BUS DANGER ZONE	<ul style="list-style-type: none"> • The School Bus Danger Zone is 12 feet around the entire bus. Students are not to enter this area without permission.
WALKING TO AND FROM SCHOOL	<ul style="list-style-type: none"> • All students walking to and from school shall have permission by school officials and parents.
ADDITIONAL NOTES	<ul style="list-style-type: none"> • Students to the west of Road 196 are to report to bus stop on west side of the road. • Students to the east of Road 196 are to report to a bus stop on the east side off the road. • All students receive Evacuation and Bus Safety Training Annually.

APPENDIX II – Bus Stops in Plainview

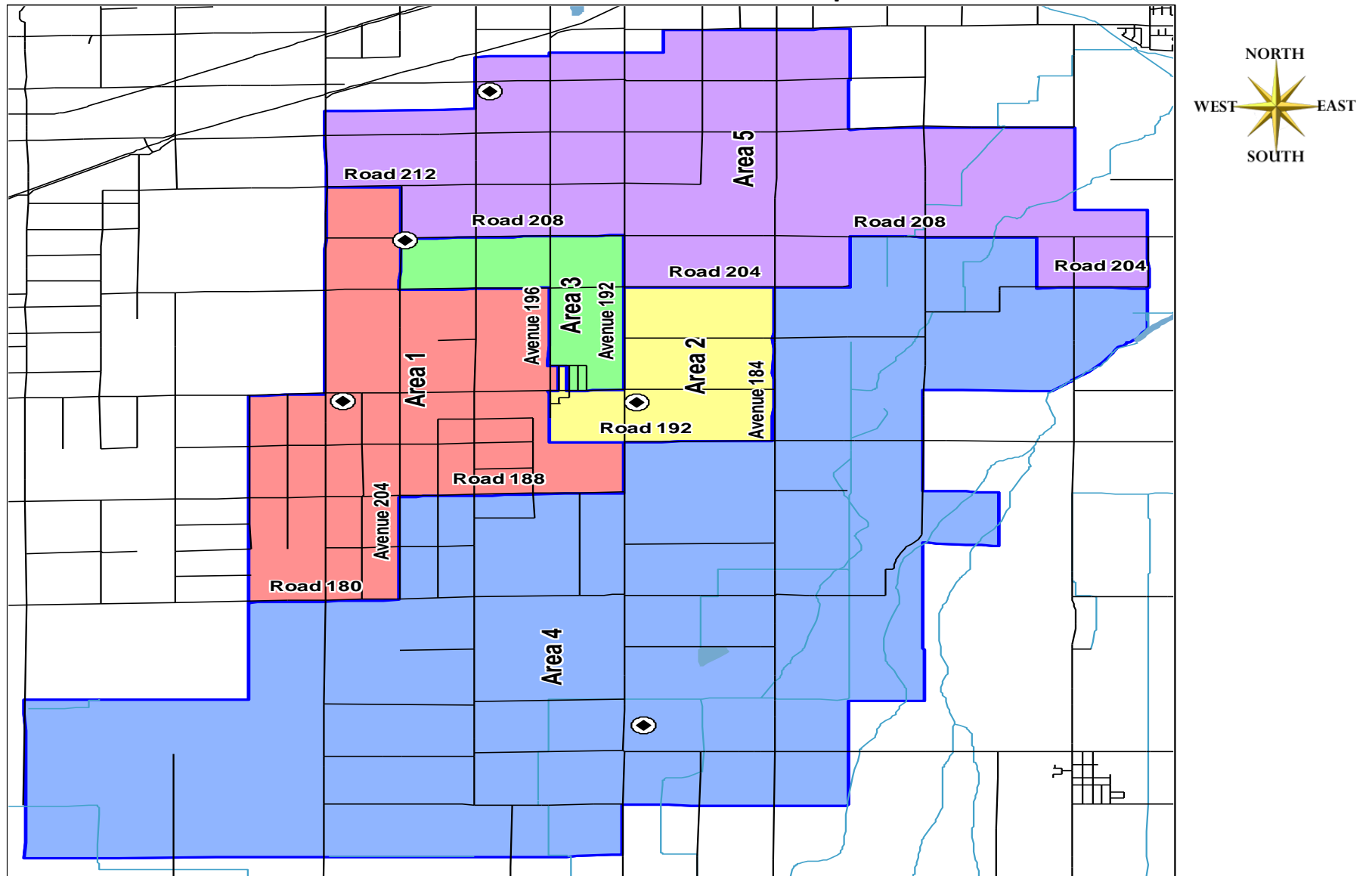
Scheduled Stops



Possible Stop



APPENDIX III - Trustee Area Map



APPENDIX IV – Air Quality

GREEN – GOOD 0-50	
Description	Action
Air quality is satisfactory and poses little or no health risk	None
YELLOW – MODERATE 51-100	
Pollution in this range may pose a moderate health concern for a very small number of individuals. People who are unusually sensitive to ozone or particle pollution may experience respiratory symptoms.	Unusually sensitive people should consider reducing prolonged or heavy outdoor exertion.
ORANGE – UNHEALTHY FOR SENSITIVE GROUPS 101 - 150	
<p>Members of the sensitive groups may experience health effects, but the general public is unlikely to be affected.</p> <p><u>Ozone:</u> People with lung disease, children, older adults, and people who are active outdoors are considered sensitive and therefore at greater risk.</p> <p><u>Particle Pollution:</u> People with heart or lung disease, older adults, and children considered sensitive and therefore at greater risk.</p>	Following groups should <u>reduce</u> prolonged or heavy outdoor exertion: People with lung disease such as asthma; children and older adults; and people who are active outdoors.
RED – UNHEALTHY 151- 200	
Everyone may experience health effects. Members of these sensitive groups may experience more serious health effects.	<p>The following groups should <u>avoid</u> all physical outdoors.</p> <ul style="list-style-type: none"> • People with heart or lung disease • Children and older adults <p>Everyone else should avoid prolonged or heavy exertion.</p>
PURPLE – VERY UNHEALTHY 201-300	
Triggers a health alert, meaning everyone may experience more serious health effects.	<p>The following groups should remain indoors and keep activity levels low:</p> <ul style="list-style-type: none"> • People with heart or lung disease • Children and older adults <p>Everyone else should avoid all physical activity outdoors.</p>

APPENDIX V - WILLIAMS UNIFORM COMPLAINT FORM

(Forms Can Be Obtained in District Office)

California *Education Code* (EC) § 35186 created a procedure for the filing of complaints concerning deficiencies related to instructional materials, conditions of facilities that are not maintained in a clean or safe manner or in good repair, and teacher vacancy or misassignment. The complaint and response are public documents as provided by statute. Complaints may be filed anonymously. However, if you wish to receive a response, you must provide the following contact information.

Response requested: ☐ Yes ☐ No

Name (optional):	Mailing Address (Optional):
Phone Number Day (Optional):	Evening number (Optional):

Issue of complaint (please check all that apply):

1. Textbooks and Instructional Materials

- ☐ A pupil, including an English learner, does not have standards-aligned textbooks or instructional materials or state-adopted or district-adopted textbooks or other required instructional materials to use in class.
- ☐ A pupil does not have access to textbooks or instructional materials to use at home or after school. This does not require two sets of textbooks or instructional materials for each pupil.
- ☐ Textbooks or instructional materials are in poor or unusable condition, have missing pages, or are unreadable due to damage.
- ☐ A pupil was provided photocopied sheets from only a portion of a textbook or instructional materials to address a shortage of textbooks or instructional materials.

2. Facility Conditions

- ☐ A condition poses an urgent or emergency threat to the health or safety of students or staff, including: gas leaks, nonfunctioning heating, ventilation, fire sprinklers or air-conditioning systems, electrical power failure, major sewer line stoppage, major pest or vermin infestation, broken windows or exterior doors or gates that will not lock and that pose a security risk, abatement of hazardous materials previously undiscovered that pose an immediate threat to pupils or staff, structural damage creating a hazardous or uninhabitable condition, and any other emergency conditions the school district determines appropriate.

- ☐ A school restroom has not been maintained or cleaned regularly, is not fully operational and has not been stocked at all times with toilet paper, soap, and paper towels or functional hand dryers.
- ☐ The school has not kept all restrooms open during school hours when pupils are not in classes and has not kept a sufficient number of restrooms open during school hours when pupils are in classes.

3. Teacher Vacancy or Misassignment

- ☐ Teacher vacancy - A semester begins and a teacher vacancy exists. (A teacher vacancy is a position to which a single designated certificated employee has not been assigned at the beginning of the year for an entire year or, if the position is for a one-semester course, a position to which a single designated certificated employee has not been assigned at the beginning of a semester for an entire semester.)
- ☐ Teacher misassignment - A teacher who lacks credentials or training to teach English learners is assigned to teach a class with more than 20 percent English learner pupils in the class.
- ☐ Teacher misassignment - A teacher is assigned to teach a class for which the teacher lacks subject matter competency.

Date of Problem: _____

Location of problem (school name, address, and room number or location):

Course or Grade Level and Teacher Name:

Describe specific nature of the complaint in detail. You may include as much text as necessary (please use other side):

Please file this complaint with the principal of the school or his/her designee in which the complaint occurred:

Sunnyside Union Elementary School
21644 Avenue 196
Strathmore, California 93267

A complaint about problems beyond the authority of the principal shall be forwarded within 10 working days to the appropriate school district official for resolution

APPENDIX VI - STUDENT-TECHNOLOGY ACCEPTABLE USE AGREEMENT

The purpose of this Acceptable Use Agreement (“Agreement”) is to ensure a safe and appropriate environment for all students. This Agreement notifies parents and students about the acceptable ways in which District Technology may be used. The District (“District”) recognizes and supports advances in technology and provides an array of technology resources for students to use to enhance learning and education. While these technologies provide a valuable resource to students, it is important that students’ use of technology be appropriate for school purposes.

Pursuant to Board Policy 6163.4, only Users of District Technology who submit a signature acknowledging receipt and agreement to the terms of use outlined in this Agreement are authorized to use District Technology.

Terms of Use

Acceptable Use: District students are only permitted to use District Technology for purposes which are safe (pose no risk to students, employees or assets), legal, ethical, do not conflict with the mission of the District, and are compliant with all other District policies. Usage that meets these requirements is deemed “proper” and “acceptable” unless specifically excluded by this policy or other District policies. The District reserves the right to restrict online destinations through software or other means.

Additionally, the District expressly prohibits:

1. Using District Technology for commercial gain;
2. Accessing District Technology for the purpose of gaming or engaging in any illegal activity;
3. Transmission of confidential information to unauthorized recipients;
4. Inappropriate and unprofessional behavior online such as use of threats, intimidation, bullying or “flaming”;
5. Viewing, downloading, or transmission of pornographic material;
6. Using District Technology for the creation or distribution of chain emails, any disruptive or offensive messages, offensive comments about race, gender, disabilities, age, sexual orientation, religious beliefs/practices, political beliefs, or material that is in violation of workplace harassment or workplace violence laws or policies;
7. Significant consumption of District Technology for non-school related activities (such as video, audio or downloading large files) or excessive time spent using District Technology for non-school purposes (e.g. shopping, personal social networking, or sports related sites);
8. Knowingly or carelessly performing an act that will interfere with or disrupt the normal operation of computers, terminals, peripherals, or networks, whether within or outside of District Technology (e.g., deleting programs or changing icon names) is prohibited;
9. Infringe on copyright, license, trademark, patent, or other intellectual property rights; or

10. Disabling any and all antivirus software running on District Technology or “hacking” with District Technology.

Accountability: Users are prohibited from anonymous usage of District Technology. In practice, this means users must sign in with their uniquely assigned District User ID before accessing/ using District Technology. Similarly, “spoofing” or otherwise modifying or obscuring a user’s IP Address, or any other user’s IP Address, is prohibited. Circumventing user authentication or security of any host, network, or account is also prohibited.

Disclaimer: The District cannot be held accountable for the information that is retrieved via the network. The District will not be responsible for any damages you may suffer, including loss of data resulting from delays, non-deliveries, or service interruptions caused by the District Systems, System Administrators or your own errors or omissions. Use of any information obtained is at your own risk. The District makes no warranties (expressed or implied) with respect to: (a) the content of any advice or information received by a student, or any costs or charges incurred as a result of seeing or accepting any information; or (b) any costs, liability, or damages caused by the way the student chooses to use his or her access to the network.

Password Policy: Passwords must not be shared with anyone and must be treated as confidential information. Passwords must be changed as often as required by the District’s IT department. All Users are responsible for managing their use of District Technology and are accountable for their actions relating to security. Allowing the use of your account by another user is also strictly prohibited. All passwords created for or used on any District Technology are the sole property of the District. The creation or use of a password by a student on District Technology does not create a reasonable expectation of privacy.

Responsibility: Users are responsible for their own use of District Technology and are advised to exercise common sense and follow this Agreement in regards to what constitutes appropriate use of District Technology in the absence of specific guidance.

Revocation of Authorized Possession: The District reserves the right, at any time, for any reason or no reason, to revoke a User’s permission to access, use, or possess District Technology.

Restriction of Use: The District reserves the right, at any time, for any reason or no reason, to limit the manner in which a User may use District Technology in addition to the terms and restrictions already contained in this Agreement.

Third-Party Technology: Connecting unauthorized equipment to the District Technology, including the unauthorized installation of any software (including shareware and freeware), is prohibited.

Personally Owned Devices: If a student uses a personally owned device to access District Technology or conduct District business, he/she shall abide by all applicable Board policies, administrative regulations, and this Agreement. Any such use of a personally owned device may subject the

contents of the device and any communications sent or received on the device to disclosure pursuant to a lawful subpoena or public records request.

Reporting: If a student becomes aware of any security problem (such as any compromise of the confidentiality of any login or account information) or misuse of District Technology, he/she shall immediately report such information to the Superintendent or designee.

Consequences for Violation: Violations of the law, Board policy, or this Agreement may result in revocation of a student's access to District Technology and/or restriction of his/her use of District Technology and/or discipline, up to and including suspension or expulsion. In addition, violations of the law, Board policy, or this Agreement may be reported to law enforcement agencies as deemed appropriate.

Enforcement

Record of Activity: User activity with District Technology may be logged by System Administrators. Usage may be monitored or researched in the event of suspected improper District Technology usage or policy violations.

Blocked or Restricted Access: User access to specific Internet resources, or categories of Internet resources, deemed inappropriate or non-compliant with this policy may be blocked or restricted. A particular website that is deemed “Acceptable” for use may still be judged a risk to the District (e.g. it could be hosting malware), in which case it may also be subject to blocking or restriction.

No Expectation of Privacy: Users have no expectation of privacy regarding their use of District Technology. Log files, audit trails and other data about user activities with District Technology may be used for forensic training or research purposes, or as evidence in a legal or disciplinary matter. Users are on notice that District Technology is subject to search and seizure in order to facilitate maintenance, inspections, updates, upgrades, and audits, all of which necessarily occur both frequently and without notice so that the District can maintain the integrity of District Technology. All data viewed or stored is subject to audit, review, disclosure and discovery. Such data may be subject to disclosure pursuant to the Public Records Act (California Government Code section 6250 et seq.). Pursuant to the Electronic Communications Privacy Act of 1986 (18 USC 2510 et seq.), notice is hereby given that there are no facilities provided by District Technology for sending or receiving private or confidential electronic communications. System Administrators have access to all email and will monitor messages. Messages relating to or in support of illegal or inappropriate activities will be reported to the appropriate authorities and/or District personnel.

The District reserves the right to monitor and record all use of District Technology, including, but not limited to, access to the Internet or social media, communications sent or received from District Technology, or other uses within the jurisdiction of the District. Such monitoring/recording may occur at any time without prior notice for any legal purposes including, but not limited to, record retention and distribution and/or investigation of improper, illegal, or prohibited activity. Students should be aware that, in most instances, their use of District Technology (such as

web searches or emails) cannot be erased or deleted. The District reserves the right to review any usage and make a case-by-case determination whether the User's duties require access to and/or use of District Technology which may not conform to the terms of this policy.

Specific Consent to Search and Seizure of District Technology: The undersigned consents to the search and seizure of any District Technology in the undersigned's possession by the District, the District's authorized representative, a System Administrator, or any Peace Officer at any time of the day or night and by any means. This consent is unlimited and shall apply to any District Technology that is in the possession of the undersigned, whenever the possession occurs, and regardless of whether the possession is authorized. The undersigned waives any rights that may apply to searches of District Technology under SB 178 as set forth in Penal Code sections 1546 through 1546.4.

Definitions

Blogging

An online journal that is frequently updated and intended for general public consumption.

E-mail

The electronic transmission of information through a mail protocol such as SMTP or IMAP. Typical e-mail clients include Microsoft Outlook.

Chain e-mail

E-mail sent to successive people. Typically, the body of the note has directions to the reader to send out multiple copies of the note so that good luck or money will follow.

Flaming

The use of abusive, threatening, intimidating, or overly aggressive language in an Internet communication.

Hacking

Gaining or attempting to gain unauthorized access to any computer systems, or gaining or attempting to gain unauthorized access to District Technology.

District Technology

All technology owned or provided by the District to authorized users, including Internet/Intranet/Extranet-related systems, computer hardware, software, Wi-Fi, electronic devices such as tablet computers, USB drives, cameras, smart phones and cell phones, telephone and data networks (including intranet and Internet access), operating systems, storage media, wireless access points (routers), wearable technology, PDA's, network accounts, web browsing, blogging, social networking, and file transfer protocols, email systems, electronically stored data, websites, web

applications or mobile applications, any wireless communication device including emergency radios, and/or future technological innovations, whether accessed on or off site or through District-owned or personally owned equipment or devices.

Instant Messaging

A type of communications service that enables the creation of a kind of private chat room with another individual in order to communicate in real time over the Internet.

Internet Resources

Websites, instant messaging applications, file transfer, file sharing, and any and all other Internet applications and activities using either standard or proprietary network protocols. Examples of websites that pose a risk to the District, or are counter to its mission, are malware repositories, sites advocating violence against civil society or against persons based on race, religion, ethnicity, sex, sexual orientation, color, creed or any other protected categories, sites offering gambling activities or that are pornographic in nature.

IP Address

Unique network address assigned to each computing device connected to a network to allow it to communicate with other devices on the network or Internet.

Malware

Malware is any software, application, program, email or other data or executable code which is designed to cause harm to a network or computer or violate any law, statute, policy or regulation in any way. Examples of harmful activity or intent are theft of personal information or intellectual property by phishing or other means, hacking, violation of copyright law (distributing or copying written material without proper authorization), propagation of Spam e-mails, harassment, extortion, denial of service and facilitating access to illegal content (pornography, gambling, etc.). Accessing or storing malware is expressly prohibited unless authorized for research or forensic purposes by appropriately authorized and designated employees.

Network

Any and all network and telecommunications equipment, whether wired or wireless, controlled or owned by the District which facilitate connecting to the Internet.

Phishing

Attempting to fraudulently acquire sensitive information by masquerading as a trusted entity in an electronic communication.

Sensitive information

Classified as Protected Health Information (PHI), Confidential Information or Internal Information.

Spam

Spam is unsolicited nuisance Internet E-mail which sometimes contains malicious attachments or links to websites with harmful or objectionable content.

Spoofing

IP Address spoofing is the act of replacing IP address information in an IP packet with falsified network address information. Each IP packet contains the originating and destination IP addresses. By replacing the true originating IP address with a falsified address a hacker can obscure their network address and hence, the source of a network attack, making traceability of illegal or illegitimate internet activity extremely difficult.

System Administrator

District employees whose responsibilities include District Technology, site, or network administration. System Administrators perform functions including, but not limited to, installing hardware and software, managing a computer or network, auditing District Technology, and keeping District Technology operational.

Unauthorized Disclosure

The intentional or unintentional act of revealing restricted information to people, both inside and/or outside the District, who do not have a need to know that information.

User or Users

Individual(s) whether students or employees, full or part-time, active or inactive, including interns, contractors, consultants, vendors, etc. who have used District Technology, with or without the District's permission.

User ID

Uniquely assigned Username or other identifier used by a student to access the District network and systems

APPENDIX VII - SUICIDE PREVENTION POLICY BP 5141.52

The Governing Board recognizes that suicide is a leading cause of death among youth and that school personnel who regularly interact with students are often in a position to recognize the warning signs of suicide and to offer appropriate referral and/or assistance. To attempt to reduce suicidal behavior and its impact on students and families, the Superintendent-Principal or designee shall develop measures and strategies for suicide prevention, intervention, and postvention.

In developing measures and strategies for use by the Sunnyside Union School/District, the Superintendent-Principal or designee shall be developed in consultation with school and community stakeholders, school-employed mental health professionals and suicide prevention experts.

Such measures and strategies shall include, but are not limited to:

1. A Sunnyside Union School/District suicide prevention coordinator shall be designated by the Superintendent-Principal
2. Staff development on suicide awareness and prevention for teachers, school counselors, and other district employees who interact with students in the secondary grades at least annually
3. Instruction to students in problem-solving and coping skills to promote students' mental, emotional, and social health and well-being, as well as instruction in recognizing and appropriately responding to warning signs of suicidal intent in others
4. Methods for promoting a positive school climate that enhances students' feelings of connectedness with the school and that it is characterized by caring staff and harmonious interrelationships among students
5. The provision of information to parents/guardians regarding risk factors and warning signs of suicide, the severity of the youth suicide problem, the district's suicide prevention curriculum, basic steps for helping suicidal youth, and/or school and community resources that can help in youth crisis
6. Encouragement for students to notify appropriate school personnel or other adults when they are experiencing thoughts of suicide or when they suspect or have knowledge of another student's suicidal intentions
7. Crisis intervention procedures for addressing suicide threats or attempts
8. Counseling and other postvention strategies for helping students, staff, and others cope in the aftermath of a student's suicide.

As appropriate, these measures and strategies shall specifically address the needs of students who are at high risk of suicide, including, but not limited to, students who are bereaved by suicide; students with disabilities, mental illness, or substance use disorders; students are experiencing

homelessness or who are in out-of-home settings such as foster care; and students who are lesbian, gay, bisexual, transgender, or questioning youth. (Education Code 215)

Management Resources

CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

Health Education Content Standards for California Public Schools, Kindergarten Through Grade Twelve, 2008

Health Framework for California Public Schools, Kindergarten Through Grade Twelve, 2003

CENTERS FOR DISEASE CONTROL AND PREVENTION PUBLICATIONS

School Connectedness: Strategies for Increasing Protective Factors Among Youth, 2009

NATIONAL ASSOCIATION OF SCHOOL PSYCHOLOGISTS PUBLICATIONS

Preventing Suicide, Guidelines for Administrators and Crisis Teams, 2015

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES PUBLICATIONS

Preventing Suicide: A Toolkit for High Schools, 2012

National Strategy for Suicide Prevention: Goals and Objectives for Action, rev. 2012

WEB SITES

American Association of Suicidology: <http://suicidology.org>

American Foundation for Suicide Prevention: <http://afsp.org>

American Psychological Association: <http://www.apa.org>

American School Counselor Association: <http://www.schoolcounselor.org>

California Department of Education, Mental Health: <http://www.cde.ca.gov/ls/cg/mh>

California Department of Health Care Services, Suicide Prevention Program:

<http://www.dhcs.ca.gov/services/MH/Pages/SuicidePrevention.aspx>

Centers for Disease Control and Prevention, Mental Health:

<http://www.cdc.gov/mentalhealth>

National Association of School Psychologists: <http://www.nasopline.org>

National Institute for Mental Health: <http://www.nimh.nih.gov>

Trevor Project: <http://thetrevorproject.org>

U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration: <http://www.samhsa.gov>

APPENDIX VII - Title I, Part A LEA-Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A, Part A parent and family engagement requirements pursuant to ESSA Section 1116(a).

The purpose of the Parent and Family Engagement Policy is to have a written policy that outlines our Governing Board's basic premise that parents/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment. Sunnyside's Governing Board recognized that parent/guardians are their children's first and most influential teachers and that sustained parent involvement in the education of their children contributes greatly to student achievement and a positive school environment.

Parents will be involved in the development of the Parent and Family Engagement Policy, which may include the development of a Parent Advisory Board (ESSA sections 1116[a][2], and 1116[a][2][F]). Sunnyside's School Board, Site Council, ELAC, LCAP planning meetings all provide parents an opportunity to share ideas with the Superintendent or Designee. These meaningful opportunities for parents/guardians to be involved will allow parents to give suggestions and help in decision making, advisory and advocacy roles.

Parents and family members will be involved in the development of the Parent and Family Engagement Policy (ESSA Section 1116[a][2][A]) by providing parents an opportunity to give suggestions on how to improve parental engagement and involvement. Sunnyside Union Elementary has an open door policy and administration is strongly committed to ensuring parents are heard and parent suggestions are acknowledged and considered. The Superintendent or designee often asks parents for suggestions for the Parent and Family Engagement Policy during LCAP planning meetings, Breakfast for Parents, Parent Seminars and Site Council, ELAC and Board meetings. There will be copies of working plans provided to parents/guardians in an understandable and uniform format, in a language the parents/guardians can understand. There will be an opportunity at a public board meeting for public comment on the plan prior to the Board's approval of the plan or revisions to the plan.

Parents and family members will be involved in developing school improvement plans (ESSA Section 1116[a][2][A]). Sunnyside's School Site Council, Sunnyside Board Meetings, ELAC meeting, Parent Involvement Evaluation Meeting and Stakeholders LCAP planning meetings are all ways parents can be involved and give ideas for the LCAP (Local Control Accountability Plan) school improvement plan and the Single Plan for Student Achievement. Sunnyside's School Site Council and Sunnyside Board meetings are held every month and there is always a public input period. ELAC meetings are held 4 times per year with a public input period. The Stakeholders LCAP planning meetings are held monthly in March-June and provide an opportunities for all stakeholders to give suggestions on developing our school action plan and give suggestions on the best ways to

spend LCAP funds. Sunnyside also ensures that there is an opportunity at a public Board meeting for public comment on the LEA and LCAP plan prior to the Board's approval of the plans.

Sunnyside Union Elementary School District will allot funds for parent and family engagement (ESSA Section 1116[a][3][B]) by setting aside Title I Funds to help fund Parent Involvement Activities. The LCAP also has a parent involvement component and funds are additionally set aside to fund additional parent involvement activities.

Sunnyside Union Elementary will provide coordination, technical assistance, and other support to assist schools in planning and implementing effective parent and family engagement activities. This may include consultation with employers, business leaders, philanthropic organizations, or individuals. Technical assistance will be provided to parents (ESSA Section 1116[a][3][A]) by Sunnyside's Administration Team or by Staff Members who are trained in effective parent and family engagement activities.

Sunnyside Union Elementary School District shall reserve 1 percent of Title I, Part A funds to carry out parent and family engagement requirements (ESSA Section 1116[a][3][A]).

Sunnyside Union Elementary School District shall coordinate or integrate parent and family engagement strategies with other relevant federal, state, local laws, and programs (ESSA sections 1116[a][2][C], and 1116[e][4]) by:

- Working with the State Preschool Program, First 5, and Save the Children to ensure our younger age students' needs are met.
- Sunnyside will work with the Tulare County Migrant Education to meet the needs of our Migrant students.
- Sunnyside will also work with Tulare County Choices program to meet the needs of after school students.

Sunnyside Union Elementary School District shall conduct, with meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the Parent and Family Engagement Policy on improving academic quality of all schools served under Title I, Part A, Part A, and use the finding to design evidence-based strategies (ESSA sections 1116[a][2][D], and 1116[a][2][E]) by providing an annual Parent Involvement Evaluation meeting. This meeting will allow parents, teachers, and administration a means in which to brainstorm ideas to improve our Parent Involvement and give suggestion for Parent Involvement activities. The Parent Involvement Policy Evaluation meeting is held usually in January or February for the upcoming school year. The Parent and Family Engagement Policy is also presented and approved by the School Site Council, ELAC and the Sunnyside School Board each school year.

The Parent and Family Engagement Policy is in a format and language that is easy for the parents and families to understand (ESSA Section 1116[f]). It will be provided to all families in their home language at the beginning of the school year.

Sunnyside Union Elementary School District will provide assistance to parents and families in understanding the state academic standards, state and local academic assessments, Title I, Part A requirements, how to monitor their child's progress, and how to work with educators to help all students succeed (ESSA Section 1116[e][1]) by:

- Sunnyside holds an annual Title I meeting outlining the requirements of Title I in conjunction with our Annual Back to School Night. This is to inform parents/guardians of Sunnyside's participation in Title I and explain Title I requirements and the right of the parents/guardians to be involved.
- Sunnyside also ensures that each student and parent/guardian receives and returns a Parent-Student Teacher Compact. This compact outlines each participant's active involvement needed for a successful school year.
- Sunnyside also schedules a minimum of 5 parent seminars in efforts to increase parent involvement and gives parents an opportunity to learn more about Common Core Standards, CAASPP tests and test scores, and how to help their children at home.
- Sunnyside encourages all parents to attend all 3 parent conferences. This allows parents and teachers to correspond about their individual child's needs and work together to improve student progress and make goals for each individual student.

Sunnyside Union Elementary School District will provide materials and training to help parents and families work with their children to improve their achievement, such as literary training and using technology (ESSA Section 1116[e][2]) by holding valuable Parent Seminars that focus on student achievement, literacy training and technology.

Sunnyside Union Elementary School District will educate teachers, instructional support staff, principals, and other school leaders and staff, with the assistance of parents and families, in the value and utility of contributions of parents and families, and how to reach out to, communicate with, and work with parents and families as equal partners, implementing and coordinating parent and family programs to build ties between parents and families, and the school (ESSA Section 1116[e][3]) by:

- Continually encouraging all staff to make time to reach out to parents to praise student success or to collaborate to make solutions to problems that may arise a student.

Sunnyside Union Elementary will coordinate and integrate parent and family involvement programs with other federal, state, and local programs, including public preschool programs, and conduct other activities, such as parent and family resource centers that encourage and support parents and families in more fully participating in the education of their children (ESSA Section 1116[e][4]) by:

- Sunnyside Union Elementary has a State Preschool and there is a Parent Advisory Committee and monthly parent involvement meetings.
- Working with Save the Children. Save the Children has a Parent Community Liaison whose primary focus is to make a plan to have more students proficient in reading by Grade 3. This 3 year plan is being developed by Parents and Community Stakeholders.

Sunnyside Union Elementary will ensure that information related to school and parent programs, meetings, and other activities are sent to the parents of participating children in a format, and to the extent practicable, in a language the parents and families can understand (ESSA Section 1116[e][5]). All correspondence from the school will be translated into the parents' home language. A translator will be made available in the front office and at every parent conference and parent seminar.

This policy was adopted by the Sunnyside Union School District on May 14, 2019, and will be in effect for the period of the 2019-2020 school year.

The LEA will distribute the policy to all parents and families of students participating in the Title I, Part A program on, or before: September 1, 2019.

2018-2019 Sunnyside Union Elementary

Title I, Part A School-Level Parent and Family Engagement Policy

This policy describes the means for carrying out designated Title I, Part A parent and family engagement requirements pursuant to ESSA Section 1116(c). To involve parents in the Title I, Part A programs, the following practices have been established:

- Sunnyside will provide at least 5 parent involvement opportunities for parental growth including parent seminars and motivational guest speakers (preferred Spanish speaking). Sunnyside Union Elementary makes effort to have fun student activities or awards held in conjunction with parent meetings. This is done to increase parent attendance.
- Sunnyside ensures that each student receives and returns a Parent-Student-Teacher Compact which outlines the responsibilities by the parents, the students and the teacher.
- Sunnyside will hold parent conferences 3 times per year that will provide opportunities for parents/guardians to conference with their students' teachers. Students are encouraged to participate in parent conferences.
- Sunnyside will send home literature to parents informing them of the importance of parental involvement and a yearly parent involvement activity calendar with all anticipated activities at the beginning of the school year.
- Sunnyside will send notices home via the students but also by means of a telephone, email, social media and text messaging to help keep parents informed. All correspondence will be made available in the parents' home language.
- Sunnyside will use an electronic marquee to advertise events and inform parents.
- Parents are always welcome to visit the school and provide input or suggestions to the LEA/LCAP plan. Copies of the current plans are available upon request.
- Sunnyside Union Elementary Administration and Staff will receive training assisting them with the planning and implementation of parent involvement activities.
- Sunnyside will encourage all staff to have regular two-way, meaningful communication between family members and school staff in a language that family members can understand. This can be done to reach out to parents to praise student success or to collaborate with parents to make solutions to problems that may arise with a student.
- Teachers are also encouraged to make frequent reports to parents/guardians on students' academic progress if the child is below grade level.
- Parents are given reasonable access to staff, opportunities to volunteer and participate in their child's classroom and observation of classroom activities.

- Sunnyside Union Elementary has a PTSG (Parent Teacher Support Group), in which all parents/guardians and staff are welcome. PTSG will be encouraged to support parent involvement activities.

Sunnyside Union Elementary convenes an annual meeting to inform parents about Title I, Part A requirements and about the right of parents to be involved in the Title I, Part A program (ESSA Section 1116[c][1]). The annual Title I meeting is held in conjunction with Back to School night.

Sunnyside Union Elementary offers a flexible number of meetings for Title I, Part A parents, such as meetings in the morning or evening (ESSA Section 1116[c][2]). There are Breakfasts for Parents which give parents an opportunity to communicate with staff and administration. There are also many events and seminars held at night to accommodate the parents work schedules. The school is also researching different locations other than the school for parent meetings.

Sunnyside Union Elementary involves parents of Title I, Part A students in an organized, ongoing, and timely way, in the planning, review, and improvement of the school's Title I, Part A programs and the Title I, Part A parent involvement policy (ESSA Section 1116[c][3]) by providing an annual Parent Involvement Evaluation meeting. This meeting will allow parents, teachers, and administration a means in which to brainstorm ideas to improve our Parent Involvement and give suggestion for Parent Involvement activities. The Parent Involvement Policy Evaluation meeting is held usually in January or February for the upcoming school year. A representative will share the findings of the evaluation meeting at the Governing Board meeting. The Parent and Family Engagement Policy is presented and approved by the School Site Council, ELAC and the Sunnyside School Board each school year.

Sunnyside Union Elementary provides parents of Title I, Part A students with timely information about Title I, Part A programs (ESSA Section 1116[c)(4)[A]).

The school provides parents of Title I, Part A students with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet (ESSA Section 1116[c][4][B]). This information is disseminated at parent conferences and parent seminars.

If requested by parents or teachers of Title I, Part A students, the school provides opportunities for regular meetings known as Student Study Teams that allow the parents to participate in decisions relating to the education of their children (ESSA Section 1116[c][4][C]).

This School-Level Parent and Family Engagement Policy has been developed jointly with the School Site Council, updated periodically, and agreed on with parents of children participating in Title I, Part A programs.

This policy was adopted by the Sunnyside Union Elementary School District on May 14, 2019, and will be in effect for the period of 2019-2020 school year.

The school will distribute the policy, in an understandable and in a language the parents/guardians can understand to all, to all parents of students participating in the Title I, Part A program on, or before: September 1, 2019.