

Alvord Unified School District

**LA GRANADA ELEMENTARY SCHOOL
PARENT HANDBOOK**

2021-2022
Home of the Mighty Lions



**All Students Will Realize Their Unlimited
Potential**

Rosa Gomez, Principal

10346 Keller Avenue
Riverside, CA 92505
(951) 358-1615



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WELCOME TO THE LA GRANADA FAMILY

August 2021

Dear Parents and Guardians,

Welcome to La Granada Elementary School! We are proud of our school and its educational program. We look forward to working with students, parents and community members in educating our children.

Our district's vision is that in Alvord, all students will realize their unlimited potential! We cannot accomplish these goals without you, and we ask for your support in meeting these goals.

It is critical that students attend school each and every day and they arrive to school ON TIME. Students should be in their lines when the 7:55 a.m. bell rings. Instruction begins promptly at 8:00 am. Please arrange vacations, medical and dental appointments around our district's calendar and our daily school schedule. When your child is out sick please call, visit the school office, or send a note to the teacher.

Please review the mandatory dress code and encouraged uniform policy. Above all, we expect that all students maintain modesty at all times. In an effort to encourage students to wear the La Granada uniform, we permit students to wear their La Granada spirit shirts and any college shirt as part of the uniform each day! Please read this dress code carefully.

School-home communication is highly encouraged. If you have questions call the school at 951-358-1615. If you wish to discuss a matter with your child's teacher or administration, please make an appointment.

Please keep this handbook to refer to throughout the school year. Be sure you and your children read and sign the enclosed sheet and return to your child's teacher. We look forward to meeting you and working together to ensure your child's success.

Sincerely,

Rosa Gomez
Principal

Alvord Unified School District

Strategic Plan

Our priorities are: students, teachers and instructional content.

Values

- Courage
- Inclusiveness
- Innovation
- Integrity

Vision

The Alvord Unified School District Promise:

All students will realize their unlimited potential.

Mission Statement

Alvord Unified School District, a dynamic learning community that embraces innovation, exists to ensure all students attain lifelong success through a system distinguished by:

- Active and inclusive partnerships
- Relationships that foster a culture of trust and integrity
- High expectations and equitable learning opportunities for all
- A mindset that promotes continuous improvement
- Multiple opportunities for exploration and creativity
- Professional development that promotes quality teaching and learning
- Access to learning experiences that promote a high quality of life

Parameters

- We will collaboratively develop policies that support equitable learning opportunities for all.
- We will hold everyone to a high level of accountability.
- We will not allow economic, social and academic barriers to impede the safety and education of our students.
- We will respect and value the diverse roles of all individuals and their contributions.
- We will only tolerate beliefs, decisions and actions that inspire students to succeed.

Beliefs

We believe:

- In individual empowerment
- Everyone has the right to a world-class education
- Success is our shared responsibility
- Engaged learning strengthens our organization
- Our community is enriched by its diversity
- Innovation with inspiration transforms lives
- Excellence is within everyone

Objectives

- All students will graduate from high school, ready for college and career.
- All students will contribute to a high quality of life in our community.
- All students will be inspired to fulfill their own unlimited potential.

Strategies

- We will redefine and establish programs for students who pursue an alternative educational pathway.
- We will collaborate with all partners and each other for the benefit of our students and the future of our community.
- We will develop a comprehensive PreK-12 program that ensures quality and engaging instruction.
- We will communicate effectively with all stakeholders in a clear and timely manner.
- We will develop the character of each student to build a better and more unified community.
- We will ensure, develop and support exemplary staff at all levels of the organization.
- We will develop a system for meaningful family engagement.
- We will develop a learning environment that challenges all students to achieve excellence.
- We will develop a learning organization to address the unique situation of each student.

Board adopted: May 15, 2014

LA GRANADA

E L E M E N T A R Y

10346 Keller Ave. Riverside, CA 92505 Tel: 951-358-1615 Fax: 951-358-1616

Daily Schedule 21-22

| Breakfast Begins | Office Opens | Campus Opens | Office Closes |
|------------------|--------------|--------------|---------------|
| 7:20 a.m. | 7:30 a.m. | 7:20 a.m. | 4:00 p.m. |

| Teacher Workday Begins | Teacher Workday Ends |
|------------------------|----------------------|
| 7:30 a.m. | 3:00 p.m. |

Transitional Kinder & Kindergarten Schedule

| SCHOOL BEGINS | RECESS | LUNCH | DISMISSAL |
|---------------|----------------------|-----------------------|------------|
| 8:00 a.m. | 9:30 a.m.- 9:45 a.m. | 10:15 am.- 10:50 a.m. | 12:20 p.m. |

Bell Schedule Grades 1-5

| Morning Bells | | Lunch Times | |
|--|-------------------------|--|---|
| Campus Opens | 7:20 a.m. | 1 st Grade | 11:40 a.m.- 12:30 p.m. 11:40 a.m.-12:15 p.m. (Tuesdays) |
| Line Up Bell Rings | 7:55 a.m. | 2 nd - 3 rd Grade | 12:30 p.m.-1:20 p.m. 12:20 p.m.-12:55 p.m. (Tuesdays) |
| School Begins | 8:00 a.m. | 4 th - 5 th Grade | 10:50 a.m.-11:40 a.m. |
| Recess Bells | | Dismissal | |
| A.M. Recess (1 st) | 9:45a.m.- 10:00a.m. | Kinder Dismissal | 12:20p.m. |
| A.M. Recess (2 nd - 3 rd) | 10:00a.m.- 10:15a.m. | Dismissal 1 st -5 th | 2:15 p.m. |

MINIMUM DAY DISMISSAL

Tuesdays, 1st-5th Only Dismissal @ 1:00 p.m.

SDC PRESCHOOL SCHEDULE

| SCHOOL BEGINS | RECESS | LUNCH | RECESS | DISMISSAL |
|---------------|-----------|------------|------------------|---------------------|
| AM | 8:15 a.m. | 9:30-10:00 | 10:45-11:10 a.m. | 11:15 a.m. |
| PM | 11:50a.m. | | 12:00-12:30 p.m. | 2:00 p.m.-2:30 p.m. |
| | | | | 2:50 p.m. |

IMPORTANT INFORMATION

EMERGENCY INFORMATION

When your child is registered for the school year, you are required to fill out emergency contact information which we keep on file in the office. In case of an emergency, we will always call home first. **It is critical that you give us up-to-date emergency contact phone numbers on file in the office in the event we cannot reach you.** The person designated as your emergency contact must be someone who can reach the school in a reasonable length of time. Please notify the office of any changes in your address or phone number. **Remember, we will not release your child to people who are not listed under emergency contacts.**

It is essential that the information include:

1. A home phone number and/or business phone number
2. Emergency contact phone numbers of those you have authorized to pick up and care for your child in your absence
3. The name, address, and phone number of your child's doctor
4. At least three people the school can contact in case of an emergency

ATTENDANCE POLICY AND PROCEDURES

All students are expected by state law, to attend school every day unless they are ill. Dental and medical appointments should be scheduled after school or during vacation time. Students must not only attend school daily but also arrive on time. All students must be on campus when the first bell rings at 7:55 a.m. Please send a note or call the office with the reason for absence or tardy the day of or the day after the absence. Students arriving late to school must check into the office. **If your child arrives late or tardy, an adult must accompany the child in to the office.**

When a student arrives to school late, he/she disrupts the instruction already in progress and causes an unnecessary distraction to the class. Furthermore, students who arrive late to school often feel embarrassed for showing up late. We ask parents to please do their part to avoid students arriving late to school.

Early Departure: Some parents pick up their children early from school frequently. These are logged and counted in your child's attendance record. Again, this causes a disruption to the educational process. Thanks for doing your part to ensure that your child is in school for the entire school day.

STUDENT ARRIVAL AND DISMISSAL

Student safety is very important. The following are suggestions and rules, which will help your child be safe.

1. Parents must insist that children go directly to and from school. We encourage parents to never let students travel alone to and from school.
2. Students should not arrive before 7:30 a.m. unless they are in the Breakfast Program, which starts at 7:20 a.m. **There is supervision in the cafeteria beginning at 7:20 a.m. for the Breakfast Program, but there is no supervision prior to 7:40 a.m. on the playground or in classrooms.**
3. All students must enter and exit our campus through the gates on Jones or the Tyler parking lot gate.
4. **You may not park across the street at the district office, in red zones, or in the middle of the street when dropping off or picking up children.**
5. **You may not park on the west side of Jones and cross the street. The implementations of the arrival and dismissal procedures were established so that students or parents do not have to cross the street in unsafe areas.**
6. **Left hand turns in to the Tyler Parking Lot are prohibited.**

7. **No vehicles are to be left unattended during arrival or dismissal along Jones or Tyler. This impedes the flow of traffic. Many people have left their cars unattended and this has negatively affected the traffic.**
8. **Parents that pass and park in the Tyler parking lot may not enter the parking lot after the dismissal bell rings. If you arrive after the dismissal bell, you won't be allowed to enter the lot. Please park safely on the south side of Keller or join the pick-up line. Dismissal for kinder is at 12:20 and dismissal for 1st-5th grade is 2:15. Dismissal on Tuesdays for 1st-5th grade is at 1:00 pm.**

PLEASE HELP US KEEP ALL LA GRANADA STUDENTS SAFE BY FOLLOWING THESE RULES. If everyone follows the policies in place, all students will safely enter and exit the school in a timely manner.

PETS ON CAMPUS

Parents bringing or picking up their children from school are asked not to bring pets of any kind on the La Granada campus. Pets are not allowed in the office.

LOST AND FOUND

Lost items, including clothing, may be claimed from the Lost and Found container, which is located next to the office. In order to minimize the number of items lost, please label personal belongings on the inside with your child's first and last names.

BICYCLE RIDING RULES

1. **Only students in grades 4 and 5 are allowed to ride a bike to school.**
2. All students are expected to obey all traffic laws, including wearing a bike helmet while riding their bike to and from school.
3. Bicycles must be kept and locked up in the bike rack.
4. All bike riders must walk their bicycle on campus at all times.
5. Students who ride a bicycle to school must have a completed bike riding contract on file in the office.
6. Students are not allowed to ride doubles, and are not allowed to bring skateboards, skates, rollerblades, and scooters to school.

Failure to follow these rules may result in the loss of bike riding privileges.

LOST AND DAMAGED BOOKS

According to California Education Code, section 48900, parents are liable for the damage or loss of books that have been loaned to their child during any given school year. All lost/damaged books and instructional materials will be charged at the replacement fee for the book(s). Parents are liable for paying to replace all lost or damaged textbooks and library books.

REPORTING PUPIL PROGRESS

Individual parent conferences are held once each school year. Conferences provide parents and teachers with an opportunity to discuss each student as an individual and to identify goals for academic progress. Through a free exchange of information and ideas the school becomes more effective in planning and carrying out programs that meet each child's individual needs. Either the teacher or parents may initiate additional conferences. Parents are encouraged to make communication a two-way process. Contact the school and make appointments for conferences whenever you deem it necessary. Report cards and progress reports will each be provided two times a year through the Aeries Parent Portal. In addition, communications from school personnel concerning the behavior, homework, or other personal matters will be sent to you if the need arises.

CLASSROOM INTERRUPTIONS

At La Granada Elementary, student achievement is a focus and a priority. Toward that end, we will make every effort to reduce classroom interruptions.

We are asking you to help us by:

- Not calling the office to relay messages to your child. If you must speak with your child, please call after 10:00 a.m.
- **Informing your child before they leave for school in the morning of any plans for after school that they may need to know such as—**
 - Who is picking them up after school?
 - Which exit are they going to? Jones? Tyler?
 - Do they need to go to daycare?
 - What do they do if it rains?
 - Do they have their homework?
- **Making sure lunch is taken care of by—**
 - Seeing that they take their lunch with them to school.
 - Checking if they have enough money for that day.
- Purchasing extra lunches (by having money in the account) in case of a forgotten lunch or an emergency. Please see lunch personnel if you are interested in this option.

PHYSICAL EDUCATION

All students in grades 1-5 will participate in 100 minutes of Physical Education class each week. Students may wear a hat (that follows the uniform policy) during this outside instruction. Please send your student with water only. Juices, soda, Gatorade etc. will not be permitted. Regular water breaks will occur. If it is too hot or raining, PE instruction will take place indoors.

SNACKS

Students are encouraged to bring a healthy snack to eat during their morning recess break. Students may not share snacks as that can lead to issues of conflict between other students. Please refrain from sending your child with such food as Hot Cheetos, Takis etc.

ELECTRONIC & WIRELESS COMMUNICATION DEVICES (CELL PHONES)

In general, students have no need to bring cell phones to school. Students shall not use, display, transmit or have in the “on” position on school property any wireless communication device, including but not necessarily limited to, cellular telephones, paging devices, two-way radios, cameras or similar devices until after the conclusion of the school day.

Students shall be personally and solely responsible for the security of their cell phones. However, school personnel may immediately confiscate any device possessed or used in violation of this rule. Absent compelling and unusual circumstances, wireless communication devices that are confiscated by the schools will only be returned to the student’s parent or guardian. Alvord Unified School District shall not assume responsibility for theft, loss or damage of a cell phone or any other personal wireless communication device. Students who violate the above restrictions shall be deemed to have created a disruption to the instructional environment and will be subject to appropriate disciplinary action, generally up to and including short-term suspension. Additional aggravating factors subject a student to more stringent disciplinary consequence when the circumstances warrant:

Using wireless communication devices to reproduce images of tests, to access unauthorized school information or to assist students in any aspect of their instructional program in a manner that violates any

school board policy, district or school code of conduct is prohibited. Further, using cellular telephones or other devices with photographic capabilities in classrooms, playground, library, cafeteria, restrooms or any other common student areas is also prohibited.

PARENTS ON CAMPUS

La Granada is a closed campus. This means that parents/guardians or family members will not be allowed on campus simply to observe their students on the playground or to walk them to their line. However, we welcome parents to sign-in to the office for school business such as volunteering in the classroom, attending a parent meeting or helping in other volunteer capacities. **All visitors on campus must sign-in and must be on campus for school business per the Education Code and Penal Code 627 et al.** This provides parents an opportunity to advise the staff of their presence at school and of their needs. This requirement is intended to maintain a safe, secure, and peaceful campus.

Any concerns that a parent may have regarding a child other than their own must be brought to the attention of the principal. Parents may not speak to another child regarding a discipline concern or an incident between their own child and another student. By approaching a child on campus, you violate his/her rights to be safe and secure, and open yourself to possible criminal charges of assault. Since parents have no authority over any other parents or children, you must address your concerns through school officials who do have the necessary authority and responsibility for seeing that issues concerning students are properly addressed.

La Granada Elementary School

Student Dress Code/Uniform Policy

All students in grades TK-5 will have two ways in which to comply with the **mandatory** dress code for La Granada Elementary School. All students will have the choice of wearing a school approved uniform, or an appropriate alternative. The use of *uniforms is requested*, but compliance with our dress code is *mandatory*. The dress code is vital to insure personal safety, to create a positive learning environment, and to discourage classroom disruptions or distractions. Outward appearances that are radical, unusual and draw specific attention to an individual are disruptive to the learning process and present a disruptive influence to the social interaction between students. All La Granada staff is responsible for assuring that all students follow the dress code. Changes may be made during the school year.

Modesty should be maintained by both genders at all times. In order to assist with achievement of the goals for student success, the following **uniform** is requested:

Uniform for Girls:

- ✓ A **plain** shirt, blouse, sweater with a collar and sleeves in the uniform colors of white, red, navy blue or baby blue. We allow plain t-shirts in the colors listed above. The garment must cover the midriff when arms are raised and should not be unbuttoned below the sternum.
- ✓ Skirts, pair of pants, dark jeans or shorts of sufficient length to maintain **modesty for sitting and bending** are approved in the colors of navy blue, black and khaki. Shorts and skirts must be mid-thigh in length.
- ✓ *Students may wear their La Granada t-shirt and any college t-shirt on any day of the week as part of the uniform.* Specifically, Tuesdays are the day for students to wear their college t-shirts and Fridays are the day to wear red La Granada t-shirts.
- ✓ Shoes must have an enclosed toe and heel.

Uniform for Boys:

- ✓ A **plain** shirt or sweater with a collar and sleeves of appropriate size in the uniform colors of white, red, navy blue or baby blue. We allow plain t-shirts in the colors listed above as well.
- ✓ Pair of pants, dark jeans and shorts of appropriate waist size, worn at the waist is approved uniform attire. Pants may be navy, black or khaki.
- ✓ *Students may wear their La Granada t-shirt and any college t-shirt on any day of the week as part of the uniform.* Specifically, Tuesdays are the day for students to wear their college t-shirts and Fridays are the day to wear red La Granada t-shirts.
- ✓ Shoes must have an enclosed toe and heel.

Dress Code Requirements for All Students:

- ✓ Students are expected to be neat and clean. **Modesty must be maintained at all times.**
- ✓ **Shoes** must be worn at all times. Footwear with a substantial sole and an **enclosed toe and heel are required.** Roller skates/shoes and heels are not permitted.
- ✓ **Skirts and shorts** must reach at least **mid-thigh** in length.
- ✓ **Tops** must have a **2-inch-wide strap** and not expose bra straps. Aerobic style clothing, bare midriffs, halter tops, tube tops, net tops, see through clothing, clothing with holes in the shoulders, spaghetti straps, and low cut necklines are not permitted.
- ✓ **Baggy fitting and low-slung pants or shorts are not allowed.** Pants must be worn at the waist at all times.
- ✓ Jewelry which creates a health and safety hazard is not permitted. (ie Long earrings, hoop earrings)
- ✓ **Facial piercings, other than the ears, are not permitted. Spiked earrings are prohibited.**
- ✓ **Plain Baseball hats (brim forward), beanies, berets, and sunglasses may be worn outside** but are **not to be worn in the classroom or inside any building.**
- ✓ **Gang attire of any kind is not permitted.** This includes clothing with writing promoting or relating to gang activity, bandanas, stocking caps, hairnets and mittens with the fingers cut off.

- ✓ Clothing, jewelry, and personal items (backpacks, gym bags, water bottles, etc.) containing emblems, lettering or pictures promoting gangs, tagging, drugs, alcohol, tobacco, sex, death, mutilation, violence, and/or messages with double meanings are not permitted. **We expect that the clothing reflects positive messages.**
- ✓ Clothing which has been altered in an inappropriate manner (torn, written on or personalized) will not be allowed.
- ✓ Students **may not** wear make-up or have excessive hairdos, emblems or jewelry.
- ✓ **Hairdos** including **extremely unusual styles**, or bleaches, colored hairspray, glitter, dyes or **radical tints significantly different than the student's natural color are not allowed. Mohawks must be one inch or less.**
- ✓ Chains, including wallet chains are not allowed.
- ✓ Temporary tattoos need to be covered.
- ✓ Pajamas and slippers are not appropriate attire for school.
- ✓ Students may not change clothes at school (including at Halftime)

NON-COMPLIANCE FOR DRESS CODE

1. The first time a student violates the dress code he/she will be asked to call home and have the parent/guardian bring the appropriate clothing to school.
2. A second offense may result in a conference with the principal followed up with a phone call home to the parent/guardian. The parent/guardian must then bring the appropriate clothing to school.
3. The third violation will be considered defiance of school rules and school personnel and will result in a conference scheduled with the parent/guardian to formulate a plan for the student to comply. The parent/guardian must then bring the appropriate clothing to school.

SCHOOL SPIRIT DAYS

Every Tuesday is College Day at La Granada. Your child may wear a college shirt to school! Every Wednesday is AVID DAY. Every Friday is a school spirit day. We encourage all La Granada Lions to wear their red La Granada shirts. As stated above, we now allow students to wear La Granada t-shirts and college t-shirts everyday as part of the uniform policy.

DRESS UP DAYS

From time to time we have La Granada Dress up days. We will send home a notice advising students what they can wear on these fun dress-up days!

CODE OF CONDUCT

PLAN FOR A POSITIVE AND SAFE SCHOOL CLIMATE

Our goal at La Granada Elementary School is to ensure that our students develop their full potential, socially and academically. We are committed to creating an atmosphere for learning and for developing social responsibility. Each student is encouraged to take responsibility for his or her own learning and behavior. We urge parents and guardians to be actively involved in supporting our efforts in learning and discipline. Students at La Granada will adhere to the La Granada Code of Conduct. Our Code of Conduct is based on our Positive Behavioral Intervention and Supports framework: Respect, responsibility, and safety. The last six years we have focused on the additional traits of optimism, curiosity, grit and gratitude as research show these traits impact future success.

Code of Conduct

I pledge to be a person of CHARACTER.

I will be worthy of TRUST.

I will be RESPECTFUL and RESPONSIBLE, doing what I must.

I will always act with FAIRNESS; I will show that I CARE.

I will be a good CITIZEN and always do my share. OPTIMISM and CURIOSITY will show me the way! To be successful, GRIT, GRATITUDE and SELF-CONTROL will rule the day. Character counts at La Granada!

Character Traits Adopted from the KIPP Schools

<http://www.kipp.org/our-approach/character>



Gratitude refers to appreciation for the benefits we receive from others and the desire to reciprocate with our own positive actions.

- Recognizes what other people did for them;
- Shows appreciation for opportunities;
- Expresses appreciation by saying thank you;
- Does something nice for someone else as a way of saying thank you



Grit is perseverance and passion for long-term goals.

- Finishes whatever s/he begins;
- Sticks with a project or activity for more than a few weeks;
- Tries very hard even after experiencing failure;
- Stays committed to goals;
- Keeps working hard even when s/he feels like quitting.



Optimism is the expectation that the future holds positive possibilities and the confidence that, with effort, these possibilities become likelihoods.

- Believes that effort would improve his/her future;
- When bad things happen, s/he thinks about things they could do to make it better next time;
- Stays motivated, even when things don't go well;
- Believes that s/he could improve on things they aren't good at.



Self-control is the capacity to regulate thoughts, feelings, or behaviors when they conflict with valued goals.

School Work

- Comes to class prepared;
- Remembers and followed directions;
- Gets to work right away instead of waiting until the last minute;
- Pays attention and resisted distractions.

Interpersonal

- Remains calm even when criticized or otherwise provoked;
- Allows others to speak without interrupting;
- Is polite to adults and peers;
- Keeps temper in check.



Curiosity is the search for information for its own sake. Active open-mindedness means exploring a wide range of relevant information when trying to draw a conclusion; including information that challenges our own initial assumptions.

- Is eager to explore new things;
- Asks questions to help s/he learn better;
- Takes an active interest in learning.

Positive Behavioral Interventions and Supports (PBIS)

Trustworthiness Be honest • Don't deceive, cheat or steal • Be reliable — do what you say you'll do • Have the courage to do the right thing • Build a good reputation • Be loyal — stand by your family, friends and country

Respectful Treat others with respect; follow the Golden Rule • Be tolerant of differences • Use good manners, not bad language • Be considerate of the feelings of others • Don't threaten, hit or hurt anyone • Deal peacefully with anger, insults and disagreements

Safety Do your share to make your school and community safe • Keep hands, feet, and objects to yourself • stay where you are supposed to be • Have a calm body while waiting in line • Follow safety rules • Stay in your personal space • Use materials or equipment appropriately • Walk in the hallways • Stay in supervised areas • Report problems to adults on campus • Follow all directions given by adults on campus

La Granada Playground/Cafeteria Rules for Students

Recess Bells

All play activity is to stop when the bell rings. When the bell rings, students will FREEZE with their hands on their knees and then walk to their lines when an adult blows the whistle. All students are to walk in an orderly fashion to their designated line-up area to prepare to go back to class. Students are to line up quietly in one single file line.

Student Safety on Blacktop

- Walk or skip
- Single file line to check out jump ropes or balls
- No playing tag or similar games



Student Safety on Equipment

- One person at a time going in only one direction on any piece of equipment (swings, slide, monkey bars, etc)
 - Always go UP SLIDE STEPS – never down
 - SLIDE DOWN the slide – never walk up the slide
 - NO JUMPING OFF any equipment – swings, slide, monkey bars, etc)
 - NO HANGING UPSIDE DOWN on monkey bars
 - SWINGS:
 - No holding hands
 - No swinging too high and leaning way back



- Swing front to back only – not side to side
- Wait your turn by counting 20 full swings

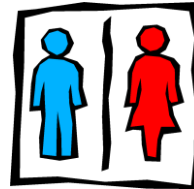
Student Safety on Field

- No play fighting (wrestling, ultimate fighting, karate, etc)
- Stay away from portable classrooms
- Run only
- Keep hands and feet to yourself at all times



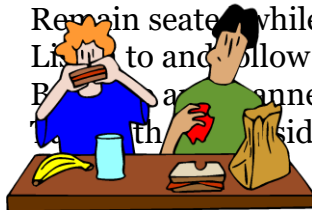
Student Safety in Restrooms

- Place trash in appropriate receptacles
- Place toilet paper in toilet
- Flush toilet after each use
- Wash hands thoroughly using soap and water



Cafeteria Behavior Expectations

- Remain seated while eating lunch and raise hand to request permission to leave seat/area
- Listen to and follow directions from campus supervisors the first time they are given
- Eat and drink properly
- Talk with a "side" voice



La Granada is SAFE, RESPECTFUL and RESPONSIBLE

At La Granada, our universal behavior expectations fall under the three rules of BE SAFE, BE RESPECTFUL and BE RESPONSIBLE. Students are taught the behavior expectations for each rule for various school locations. For example, the rules in the cafeteria are a bit different than the rules in the library. We ensure that students know what is expected, so that they experience success socially and academically.

At La Granada, we also emphasize social skills instruction. Students will be taught the steps to successfully accept criticism or a consequence, accept “no” for an answer, ask for help, ask permission, disagree appropriately, follow instructions, get the teacher’s attention, give criticism, listen, make an apology, resist peer pressure, stay on task, use appropriate voice tone, wait one’s turn and work with others.

POSITIVE REWARDS

Students have multiple opportunities to receive positive rewards. Teachers share their individual management plans with families at Back to School Night. Positive Rewards include: Caught Being Good Tickets, Lion Bucks, praise, character awards, choice time, extra computer time and free recess to name a few.

CONSEQUENCES FOR MISBEHAVIOR

When consequences for misbehavior are appropriate, teachers and staff at La Granada will first issue a warning and then follow up with a low level referral form. Students will receive appropriate intervention. If students receive four low level referrals, they will be sent to administration on the fifth referral. Failure to follow school or classroom rules may result in the following action or actions (not necessarily in this order):

1. Time Out
2. Loss of privilege(s)
3. Removed privilege (s)
4. Community Service
5. Discipline referral
6. Counseling
7. Behavior Contract
8. Social Skills training
9. Conference with the principal or assistant principal
10. Parent notification/conference with principal or assistant principal
11. Restructured Recess periods
12. Suspension
13. Expulsion
14. Police Notification

Some behaviors may warrant an automatic suspension and may require police notification.

THINGS to Keep at HOME

1. Gum
2. Food items with red dye such as Takis, Hot Cheetos, Hot Doritos etc.
3. Personal items. These include, but are not limited to:
 - Any toys, including items such as trading cards, trading cards and fidget spinners

- Electronic devices, such as Ipads, MP3 players, smart watches, and handheld video games (Electronic devices will be confiscated and parents will have to pick up in the office.)
- Sports equipment, such as footballs, basketballs, tennis balls, or soccer balls
- Anything with wheels (skates, skateboards, scooters, and heely shoes)
- Sharpies and permanent markers
- Mechanical pencils

4. Weapons, or simulated weapons, may NEVER be brought to school. These include, but are not limited to, squirt guns, air powered guns, knives, pocket knives, explosives, and all other dangerous objects.

SUSPENDABLE AND EXPELLABLE OFFENSES

Some school offenses are considered serious enough to require a school suspension, even if it is a FIRST offense. Last year the most common student misconduct violations at La Granada that resulted in suspensions included fighting, and bringing dangerous objects to school (most common were: toy guns, knives (utility and pocket, lighters and matches). Please encourage your children to talk to an adult (parent, teacher, counselor, administrators) about any problem before it escalates and discuss with them that bringing objects that are considered dangerous to school, even water guns, can lead to a suspension.

REPLICA FIREARMS

Replica firearms are not allowed on any campus or within the jurisdiction of the Alvord Unified School District. Any student who possesses a replica of a firearm or other dangerous object while under the school's jurisdiction is subject to suspension or expulsion. A replica is any reproduction of a firearm so constructed as to appear to a reasonable person to be a firearm. Students who threaten another person with a weapon shall be reported to law enforcement and are subject to arrest under California Penal Code 417.2.

POLICE NOTIFICATION

Appropriate law enforcement officials will be notified under, but not limited to, the following circumstances:

1. When a weapon, including any firearm, knife, explosive or other dangerous object, is taken from a student. This object will be turned over to the authorities.
2. When any student possesses a replica of a firearm or other deadly weapon and the replica is used in a threatening manner toward any other person. Students are subject to arrest under California Penal Code 417.2.
3. When a student possesses, furnishes, or sells drugs, alcohol, controlled substances, or look-alike substances. This contraband will be turned over to the police and a report made.
4. In any case when a student has assaulted, attacked, or menaced a school employee, the employee and the employee's supervisor is required to report the incident to law enforcement. Failure to report is a misdemeanor (Education Code 44014.1).
5. When a principal/designee requests police to conduct or assist in conducting a search.
6. When an illegal article is taken from a student.
7. When a student has caused injury to another student if circumstances warrant such a report, i.e., hate violence, serious injury, attacks, etc.

SEARCH AND SEIZURE

The principal/assistant principal/designee has the authority to conduct searches when reasonable grounds exist to suspect that the student has contraband in his possession or control in violation of a rule, regulation, or statute. The following regulations apply:

Personal Search—a personal search shall be defined as any inspection of a student’s desk, purse, pocket, book bag, or similar receptacle used for the student’s belongings.

1. The decision to search may be made by the principal/assistant principal/designee whenever there is a reasonable suspicion that a student has violated a rule, regulation, or statute.
2. The school official may request a police officer to conduct or assist in any search.
3. No “strip search” shall be conducted by any school employee including removal or moving clothing to look at underclothing or to observe a private area of a student’s body in a search for contraband.

HARRASSMENT

INTENTIONAL HARRASSMENT: Intentional harassment is defined as threats or intimidation directed against a student or group of students that is sufficiently severe or pervasive that it materially disrupts class work, creates disorder, and invades the rights of that student or group of students. Students are subject to suspension and/or expulsion for harassment when other means of correction have failed to bring about proper conduct or if the student’s presence causes a continuing danger to physical safety or threaten to disrupt the educational process.

DEFINITION OF SEXUAL HARRASSMENT

California and Federal laws define sexual harassment as unwanted sexual advances, or unwanted visual, verbal, or physical conduct of a sexual nature. Such offensive behavior includes, but is not limited to, the following:

- a) Unwanted sexual advances, including propositioning and requests for sexual favors, or repeatedly asking someone out for a date after it is clear that the person is not interested.
- b) Explicitly or implicitly offering employment or academic benefits in exchange for sexual favors.
- c) Making or threatening reprisals after a negative response to sexual advances.
- d) Visual conduct: leering; making sexual gestures; displaying sexually aggressive objects, pictures, cartoons, or posters.
- e) Verbal conduct: Making or using derogatory comments, epithets, slurs, or jokes; making sexually based remarks about another’s or one’s own body.

BULLYING

Bullying is a serious issue and will not be tolerated. It is important to understand the difference between conflict and bullying so that the school can address both issues appropriately.

DEFINITION AND TYPES OF BULLYING

Bullying is defined as: “When a person is exposed, repeatedly and over time, to negative actions on the part of one or more persons, and he or she has difficulty defending himself or herself.”

The following 3 components must co-exist to constitute bullying.

1. Bullying is aggressive behavior that involves unwanted, negative actions.
2. Bullying involves a pattern of behavior repeated over time.
3. Bullying involves an imbalance of power or strength.

There are 9 types of bullying:

1. Verbal bullying including derogatory comments and bad names;
2. Bullying through social exclusion or isolation;
3. Physical bullying such as hitting, kicking, shoving, and spitting;
4. Bullying through lies and false rumors;
5. Having money or other things taken or damaged by students who bully;
6. Being threatened or being forced to do things by students who bully;

7. Racial bullying;
8. Sexual bullying; and,
9. Cyber bullying (via cell phone or Internet).

Due to the serious nature of any and all types of bullying, bullies will receive consequences. If your student witnesses bullying or is a victim of bullying, please report it immediately to administration.

CONFLICT VS. BULLYING

What is conflict? “**Conflict** is a struggle between two or more people who perceive they have incompatible goals or desires.



Conflict occurs naturally as we interact with one another. It is a normal part of life that we will not always agree with other people about the things we want, what we think, or what we want to do. Most conflicts arise in the moment because people of the same relative amount of power see the same situation from two different points of view.” (schools.nyc.gov)

Here are some examples of conflict among children:

- Children quarrel over who gets to go first
- Children argue about the rules of a game on the playground
- Children call another student names when they don’t know how to resolve a problem
- Children argue in class when working in collaborative groups because they don’t agree on how to solve the problem

When conflict occurs, it can be hurtful and conflict resolution and problem solving must occur. Further, consequences can be issued but conflict is very different from bullying.

Bullying Vs. Normal Conflict

| | |
|---|--|
| <ul style="list-style-type: none"> • Bullying • Intentional • Repeated • Feels Proud • Does not stop when asked • Does not feel sorry for actions. • Part of a harmful situation.  | <ul style="list-style-type: none"> • Normal Conflict • Accidental • Occasional • Feels remorse • Changes behavior when asked • Apologizes and learns a lesson • Part of building relationships  |
|---|--|

By Susan Fitzimonds, Winter 2012

What you can do to support your child in dealing with conflict.

- Encourage your child to set their limits by telling the other child to stop or to leave them alone.
- Encourage your child to tell an adult if they need help to resolve the problem.
- Teach your child how to walk away, find a friend or problem solve the conflict.
- Reach out to your child's teacher or administration for support.

PARENT ROLE IN STUDENT SUCCESS

FIVE WAYS YOU CAN MAKE A DIFFERENCE THIS YEAR

As a parent, you were your child's first teacher. Even while your child is in school, you still teach important lessons every day. Research shows that when parents and schools work together students do better. Here are some suggestions on ways you can make a difference in your child's education. They don't cost money. They don't require training. All they need is you.

1. **Read to your child every day.** Long after children learn to read for themselves, they love this special time with Mom or Dad. Kids who are read to are the kids who want to read on their own.
2. **Join your school's parent-teacher organization.** When parents and teachers work together schools improve.
3. **Volunteer.** The more help parents give teachers, the more time teachers can spend with students. Work full-time? There are still ways to help such as ensuring your child does their homework every night. Ask your child's teacher what you can do to help out.
4. **Let your children know school is important.** Ask about their homework. Attend school events. Talk about how you use what you learned in school in your job.
5. **Recognize your child's special gifts.** Each child has special talents. Perhaps the most important thing you can do is to help your child see how he or she is special. That boosts confidence and sets the stage for learning.

Parenting is one of the most important tasks anyone ever performs and the one for which there is the least preparation. We learn to be parents through on-the-job training. In order for parents to raise children with strong values and healthy self-esteem in an increasingly complex world, parent education is of paramount importance. The school administration have the opportunity to provide research, resources, and support, which will assist parents in dealing with the multiple pressures of child rearing.

PARENT INVOLVEMENT

VISITING SCHOOL

Parents are urged to visit school. Classroom visitations need to be arranged in advance through the teacher or administrative staff. The office is pleased to assist you in this matter. We require that any person coming on the La Granada campus check in through the office. This procedure is a precaution for the safety of our students.

DISTRIBUTING INVITATIONS

Occasionally, students want to invite students to non-school sponsored parties and wish to hand out their invitations at school. This process creates a variety of problems. Therefore, we have established the practice that unless the entire class is invited, these invitations may not be distributed at school.

BIRTHDAY PARTIES

Many families choose to bring a special food item to school on the day of their child's birthday. If you plan to celebrate your child in this way, please follow these guidelines:

- Call the school to set up a scheduled time for the event with your classroom teacher.
- Consult the District's Approved Snack list when deciding which treat to share with the class. See office for snack list copy or La Granada's website for a link to the snack list.
- Purchase the item at a store. Only store-bought items are allowed to be shared with students.
- The school has the right to refuse food items if the items don't comply with the District's Wellness Guidelines or are homemade.

SCHOOL SITE COUNCIL (SSC)

The School Site Council consists of parents and staff that work together to plan and evaluate La Granada programs which receive special funding. Members on the council and committee are elected. However, the meetings are open and all parents are encouraged to attend and participate.

ENGLISH LANGUAGE LEARNER ADVISORY (ELAC)

ELAC consists of parents and staff members who meet to discuss the planning and implementation of the English language development programs. The committee advises the principal and staff on community concerns and learns about instructional programs and school procedures. In addition, training opportunities are provided to parents to assist them in furthering their children's education.

PARENT TEACHER ASSOCIATION (PTA)

The PTA is a service organization, which provides hundreds of hours of volunteer work and support of curriculum to La Granada on an annual basis. You are welcome to attend meetings and strongly encouraged to support this group.

ACTION TEAM PARTNERSHIP (ATP)

ATP believes that family support and engagement play an important role in a child's healthy development, in school achievement, and in college and career readiness. Our work centers on growing and strengthening La Granada's capacity to engage families in partnerships to build stronger schools and to support home learning environments.

PARENT UNIVERSITY

We are excited to offer classes to parents and family members that are designed to help families support their children grow socially and academically. Our goal is to provide parents with the tools necessary to help our students succeed both now and in the future.

FAMILY PICNIC DAY

Family Picnic Days give families the perfect opportunity to participate in their students' La Granada experience. During Family Picnic Days, families are encouraged to bring a healthy lunch, a book, and a blanket and enjoy some quality time with their student(s) during their scheduled lunch time. There will be four picnics this school year and we look forward to having you on campus!

PARENT ELA AND MATH CLASSES

The school's instructional coach provides parents classes in ELA and math so that they can support their student at home. Parents learn about the latest shifts in ELA and math instruction. These classes are offered in the fall and spring semesters on Fridays, once a month.

COLLEGE READINESS

At La Granada we believe that we are not only preparing your child to achieve proficiency at their grade level, but that we are preparing them for life, particularly to go to college. We know that attending college can open many paths in a person's life. Therefore, La Granada emphasizes college in a number of ways. Each classroom is assigned a college and students participate in activities that focus on that college. We present awards at each flag ceremony that reflect the awards received at the college level- cum laude, magna cum laude and summa cum laude. We sing college chants and remind students each day that they are working hard because they are going to college!

La Granada Classroom Colleges 2020-2021

| Grade | Teacher | Room | College/University |
|------------------------|----------------|-------------|-------------------------------------|
| Pre- K | Gonzalez | 16 | University of Michigan |
| TK/K | Hernandez | 19 | University of Wisconsin |
| First/Second/Third SDC | Bennett | 18 | Cal Baptist University |
| Kinder | Des Rochers | 2 | University of California, Irvine |
| Kinder | Lodge/ Ramirez | 3 | Yale University |
| Kinder/First | Aguilar | 14 | Cal Poly Pomona |
| First | Whisler | 8 | Cal Berkeley |
| First | Backes | 9 | Washington State |
| First | Quirino | 10 | Colorado State University |
| First | Maharaj | 12 | USC |
| Second | Harrison | 7 | University of Mississippi |
| Second | Roycroft | 13 | UCLA |
| Second/Third SDC | Kapturkiewicz | 6 | Grand Canyon University |
| Third | Cordova | 103 | Notre Dame University |
| Third | Campbell | 105 | Cal State Long Beach |
| Third | Cruz | 206 | Azusa Pacific University |
| Fourth | Patini | 205 | University of Arizona |
| Fourth | Ortega | 202 | Iowa State |
| Fourth | Coovert | 5 | San Diego State |
| Fourth | Cespedes | 102 | University of California, Riverside |
| Fourth/Fifth | Monroy | 204 | Air Force Academy |
| Fifth | Monsoor | 203 | New York University |
| Fifth | Morales | 201 | Princeton |
| Fourth/Fifth SDC | Thompson | 106 | University of Louisville |
| Resource | Churchman | P-1 | Florida State |
| Speech | Ness/Burns | P-2 | Columbia |

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|------------------|-------|-----|--------------------------|
| Literacy Teacher | Evans | 104 | Cal State San Bernardino |
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ALVORD UNIFIED SCHOOL DISTRICT

La Granada Elementary School

School Parental Involvement Policy

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PART I. GENERAL EXPECTATIONS

The La Granada Elementary School agrees to implement the following statutory requirements:

- The school will jointly develop with parents, distribute to parents of participating children, a School Parental Involvement Policy that the school and parents of participating children agree on.
- The school will notify parents about the School Parental Involvement Policy in an understandable and uniform format and, to the extent practicable, will distribute this policy to parents in a language the parents can understand.
- The school will make the School Parental Involvement Policy available to the local community.
- The school will provide accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students.
- The school will periodically update the School Parental Involvement Policy to meet the changing needs of parents and the school.
- The school will adopt the school's school-parent compact as a component of its School Parental Involvement Policy.
- The school agrees to be governed by the following statutory definition of parental involvement, and will carry out programs, activities and procedures in accordance with this definition:

Parental involvement means the participation of parents in regular, two-way, and meaningful communication involving student academic learning and other school activities, including ensuring—

- (A) *that parents play an integral role in assisting their child's learning;*
- (B) *that parents are encouraged to be actively involved in their child's education at school;*
- (C) *that parents are full partners in their child's education and are included, as appropriate, in decision-making and on advisory committees to assist in the education of their child;*
- (D) *the carrying out of other activities, such as those described in section 1118 of the ESEA.*

PART II. DESCRIPTION OF HOW THE SCHOOL WILL IMPLEMENT REQUIRED SCHOOL PARENTAL INVOLVEMENT POLICY COMPONENTS

1. The **La Granada Elementary School** will take the following actions to involve parents in the joint development and joint agreement of its School Parental Involvement Policy and its school wide plan, if applicable, in an organized, ongoing, and timely way under section 1118(b) of the ESEA:

The School Site Council (SSC) and the Leadership Team meet regularly to revisit and review the District and School Parental Policies. Information is also shared with English Language Advisory Committee (ELAC) and at staff collaborative meetings and the monthly Principal's Coffee. Staff and parents review the school-parent-student compact to insure implementation and update as needed.

Parent and staff input are essential in meeting the needs of the students, teachers and parents. Some procedure is embedded into the data, information gathering and goal setting of the SPSA process which takes place annually, as well as independent meetings and discussions with the SSC, ELAC, Principal's Coffee, Leadership Team and staff collaborative meetings.

2. The **La Granada Elementary School** will take the following actions to distribute to parents of participating children and the local community, the School Parental Involvement Policy:

The school announces via notices home when the School Parental Involvement Policy will be reviewed and open for discussion. SSC, ELAC, Principal's Coffee and Back To School Night agendas and parent notification fliers are distributed.

Administration will distribute and discuss the Title 1 requirements and rights at Annual Title I meetings annually.

3. The **La Granada Elementary School** will update periodically its School Parental Involvement Policy to meet the changing needs of parents and the school:

The School Site Council and the Leadership Team meet regularly to revisit and review the District and School Parental Policies. Information is also shared with ELAC and at staff collaborative meetings and the monthly Principal's Coffee. Staff and parents review the school-parent-student compact to insure implementation and update as needed.

Parent and staff input are essential in meeting the needs of the students, teachers and parents. Some procedure is embedded into the data, information gathering and goal setting of the SPSA process which takes place every year, as well as independent meetings and discussions with the SSC, ELAC, Principal's Coffee, Leadership Team and staff collaborative meetings.

4. The **La Granada Elementary School** will convene an annual meeting to inform parents of the following:

- That their child's school participates in Title I,
- About the requirements of Title I,
- Of their rights to be involved,
- about their school's participation in Title I:

At the beginning of every year, the principal will distribute and discuss the Title 1 requirements and rights at Annual Title I meetings. Parents receive invitations to Annual Title I meetings with information that a meeting will be held to discuss the Title 1 program (including tutoring). Handouts are distributed and as the presentation is made, translation is made available. All parents are encouraged to attend. Sign in sheets provide staff with the information about which parents were in attendance.

5. The **La Granada Elementary School** will hold a flexible number of meetings at varying times, and provide transportation, child care, and/or home visits, paid for with Title I funding as long as these services relate to parental involvement:

- At the beginning of each school year, the initial meetings for SSC, ELAC, Principal's Coffee, Parent Teacher Association (PTA) that are held in the morning in room P3.
- Childcare is provided for every parent meeting or training on the campus when possible.
- Parents are polled as to what meeting time would best suit their needs for participation and the meetings are then scheduled.
- Review of the meeting time is reviewed at various times during the year to insure the needs of the parents are being met.
- Parents are provided with incentives to increase attendance and participation in parent involvement activities.

6. The **La Granada Elementary School** will provide timely information about Title I programs to parents of participating children in a timely manner:

- Parents will receive notice and agenda of SSC and ELAC meetings a minimum of 72 hours in advance
- Results of annual state testing will be available in the Aeries Parent Portal.

7. The **La Granada Elementary School** will provide to parents of participating children a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the proficiency levels students are expected to meet:

The School offers parents a copy of the School Accountability Report Card (SARC) annually on the school's website. Parents are exposed to samples of each content curriculum at SSC, ELAC and Principal's Coffee meetings. Teachers explain some of the curriculum and units of study to parents at Parent Teacher Conferences held each fall. Teachers hand parents printed copies of the Language Arts and Mathematics California Standards at Back to School Night and at Parent Teacher Conferences. Academic assessment and student progress is discussed with parents at Back to School Night and Parent Teacher conferences, or whenever a parent needs to conference with a teacher about his/her student's progress.

- Back to School Night
- Parent Conferences
- Annual Title I Meeting
- Parent Council Meetings (i.e. SSC, ELAC, ATP)

8. The **La Granada Elementary School** will provide parents of participating children if requested by parents, opportunities for regular meetings to formulate suggestions and to participate, as appropriate, in decisions relating to the education of their children, and respond to any such suggestions as soon as practicably possible:

La Granada hosts an open forum for parents to participate in decision making and voicing their concerns and suggestions monthly at the Principal's Coffee. Also, parents are invited to attend any SSC or ELAC meeting. Flyers are sent home regularly and/or posted to announce meeting times of all said meetings. Childcare and translation is made available at all meetings.

9. The **La Granada Elementary School** will submit to the district any parent comments if the school wide plan under section (1114)(b)(2) is not satisfactory to parents of participating children:

- School-wide plan will be shared with parents during SSC and ELAC parent meetings
- If any parent comments dissatisfaction regarding the school-wide plan content, the comments will be forwarded to the office of Equity and Access and to the Superintendent or administrator designee.
- All efforts will be made to revise the plan so that it meets with the satisfaction of all parents.

10. The **La Granada Elementary School** will take the following actions to provide accessibility and opportunities for parents with limited English proficiency, parents with disabilities, and parents of migratory students:

- Notices/flyers sent home in English and Spanish
- Translation services available for meetings and workshops
- Family Nights
- ELAC meetings
- Principal's Coffee Meetings
- Kinder Camp/Summer Send Off
- CAFE Conference
- Parent University
- ATP Meetings
- Child care will be provided for all meetings when possible

PART III. SHARED RESPONSIBILITIES FOR HIGH STUDENT ACADEMIC ACHIEVEMENT

1. The **La Granada Elementary School** will build the schools' and parents' capacity for strong parental involvement, in order to ensure effective involvement of parents and to support a partnership among the school involved, parents, and the community to improve student academic achievement, through the following activities specifically described below:

- *Family Reading Event*
- *Family Math/Science Event*
- *Parent University*
- *Parent Workshops*
- *AVID Elementary*

2. The school will incorporate the school-parent compact as a component of its School Parental Involvement Policy:

- Parent input will be given regarding the school-parent compact
- The school-parent compact will be shared during Back to School Night and at the parent conferences held the first trimester of the school year
- The school-parent compact will be signed by all stakeholders indicated on the compact
- Copies of the school-parent compact will be sent home with all students

3. The school will, with the assistance of its district, provide assistance to parents of children served by the school in understanding topics such as the following, by undertaking the actions described in this paragraph --

- the State’s academic content standards,
- the State’s student academic achievement standards,
- the State and local academic assessments including alternate assessments,
- the requirements of Title I,
- how to monitor their child’s progress
- how to work with educators:

Parent Workshops

Parent Conferences

Annual Title 1 Night

Back to School Night

CABE attendance

4. The school will, with the assistance of its district, provide materials and training to help parents work with their children to improve their children’s academic achievement, such as literacy training, and using technology, as appropriate, to foster parental involvement, by:

- Parent University
- Parent Workshops

5. The school will, with the assistance of its district and parents, educate its teachers, pupil services personnel, principals and other staff, in how to reach out to, communicate with, and work with parents as equal partners, in the value and utility of contributions of parents, and in how to implement and coordinate parent programs and build ties between parents and schools, by:

- Professional Development trainings regarding parent involvement and partnership for teachers
- Professional Development trainings regarding parent involvement and partnership for paraprofessionals

6. The school will, to the extent feasible and appropriate, coordinate and integrate parental involvement programs and activities with Head Start and public preschool and other programs, and conduct other activities, such as parent resource centers, that encourage and support parents in more fully participating in the education of their children, by:

- Kinder Camp to be held each spring for incoming kindergarten and Transitional Kindergarten students and their parents/caregivers
- Summer Sendoff

7. The school will, to the extent feasible and appropriate, take the following actions to ensure that information related to the school and parent- programs, meetings, and other activities, is sent to the parents of participating children in an understandable and uniform format, including alternative formats upon request, and, to the extent practicable, in a language the parents can understand:

- All event notices will be sent home in English and Spanish

PART IV. ADOPTION

This School Parental Involvement Policy has been developed jointly with, and agreed on with, parents of children participating in Title I, Part A programs, as evidenced by parent council meetings, leadership team meetings.

This policy was adopted by the **La Granada Elementary School** on April 8, 2021 and will be in effect for the period of 2021-2022. The school will distribute this policy to all parents of participating Title I, Part A children on or before September 2021. It will be made available to the local community on or before September 2021. The **La Granada Elementary School** notification to parents of this policy will be in an understandable and uniform format and, to the extent practicable, provide a copy of this policy to parents in a language the parents can understand.

Signature (official authorization)

Date