

2024-2025 Garfield Parent Handbook

Clovis Unified School District

**“Red, white, blue, Cubs stay true!
No matter what, we do”**



1315 N. Peach Ave.
Clovis, CA 93619
(559) 327-6800
Fax (559) 327-6890
www.garfield.cusd.com

Important Dates

Aug. 19, 2024	First Day of School	Feb. 10, 2025	Lincoln’s Birthday
Aug.29, 2024	Back to School Night	Feb. 17, 2025	Presidents Day
Sept. 2, 2024	Labor Day	Mar. 10,2025	Staff Development
Nov. 1, 2024	Elementary Conference Day	Apr. 11, 2025	Open House
Nov. 11, 2024	Veteran’s Day	Apr. 14-21, 2025	Spring Break
Nov. 25-29, 2024	Thanksgiving Break	May 26,2025	Memorial Day
Dec. 23-Jan.7, 2025	Winter Break	May 30,2025	State Track Meet
Jan. 20, 2025	Martin Luther King Day	June 7, 2025	Last Day of School

Kindergarten

AM Regular Schedule	7:45 - 11:15	PM Regular Schedule	11:20 – 2:50
AM Early Release	7:45 - 10:30	PM Early Release	10:35 - 1:20

First – Third

Regular Schedule		Early Release		Rainy Day	
8:00	1 st Bell	8:00	1 st Bell	8:00	1 st Bell
8:05	Tardy Bell	8:05	Tardy Bell	8:05	Tardy Bell
10:05-10:25	Recess	10:05-10:25	Recess	10:05-10:25	Recess
11:25-12:15	1 st & 2 nd Lunch	11:25-12:15	1 st & 2 nd Lunch	11:25-11:55	1 st & 2 nd Lunch
11:55-12:45	3 rd Lunch	11:55-12:45	3 rd Lunch	12:05-12:35	3 rd Lunch
2:50	Dismissal	1:20	Dismissal	2:50	Dismissal

Fourth - Sixth

Regular Schedule		Early Release		Rainy Day	
8:00	1 st Bell	8:00	1 st Bell	8:00	1 st Bell
8:05	Tardy Bell	8:05	Tardy Bell	8:05	Tardy Bell
10:35-10:55	Recess	10:35-10:55	Recess	10:35-10:55	Recess
11:55-12:45	4 th Lunch	11:55-12:45	4 th Lunch	12:05-12:35	4 th Lunch
12:25-1:15	5 th & 6 th Lunch	12:25-1:15	5 th & 6 th Lunch	12:45-1:15	5 th & 6 th Lunch
2:50	Dismissal	1:20	Dismissal	2:50	Dismissal

CA State Track Meet

Grades 1 – 6	8:05 am – 12:35 pm
AM/PM Kindergarten	7:45 am – 11:15 am
Transitional Kindergarten	7:45 am – 11:15 am

Principal Jennifer Bump
GIS Erin Roberts
Office Manager Nancy Sternfels

Message from the Principal

On behalf of the faculty and staff, welcome to Garfield Elementary School, Home of the Cubs. We look forward to working in partnership with you to provide the best education possible for your children. The Garfield program reflects our belief in high standards and high expectations in the Buchanan Area. We are committed to maintaining a strong academic program using innovative approaches with a focus on continuous improvement for all students. This handbook has been prepared to provide a convenient reference for basic and essential information concerning the operation of the school. We are dedicated to teamwork and maintaining a tradition of excellence at Garfield Elementary. We are eager to work with you and your children to make this a rewarding and productive year.

Air Quality Precautions

CUSD has established Board Policy No. 2403 to lessen and prevent unhealthful consequences from polluted air conditions and to respond to mandates issued by the San Joaquin Valley Air Pollution Control District. Allowances will be made for any student experiencing health problems whenever the AQI reaches unhealthy for sensitive groups range (above 101). There will be mandatory restrictions of physical activities in school or at school-sponsored activities during episodes of poor air quality or Health Advisory episodes as outlined in Exhibit No. 3514.

Arrival Time at School

Supervision is provided only during the school day, beginning at 7:40 am. Students who are enrolled in Expanded Learning Club may be on campus before that time. The Garfield library does not open until 8:00 am. Any students found on campus prior to 7:40 will be assigned consequences.

Attendance Policy

Should your child be absent from school for any reason, please call the school office, use the "Report an Absence" link on Parent Connect, or send a doctor's note to the office when your child returns. Pursuant to California Education Code 48200, parents or guardians are responsible for sending students to school for the entire day. All absences and tardies must be cleared through the office and not the classroom teacher. Parents/guardians must contact the school within five days to clear an absence.

Block "G" Award

The Garfield Block "G" Award is the highest award a student may earn. Students in grades 4-6 are eligible for this award. The criteria for earning this award reflect a range of participation, achievement and service which exemplifies the Clovis Unified Spartenian model of achievement in Mind, Body and Spirit. In order to earn the Block "G" Award student must accrue points in each category as outlined in the Block "G" handbook and scoring sheet. Students earning this prestigious award will receive a Block "G" plaque/disc presented at a special ceremony at the end of the school year.

Bus Rules and Regulations

The following bus passenger guidelines are presented in order that each student who rides the bus will arrive safely, on time, and in the proper frame of mind to learn and participate in activities. Board Policy requires passengers to follow instructions of the bus driver. All school and CUSD regulations apply while students are aboard the bus (school or

charter bus).

Bus Rules of Conduct:

1. Fighting is prohibited (physical contact or verbal altercation).
2. Threatening behavior and/or harassment of any kind is prohibited.
3. Weapons, smoking, laser pens, drugs, and alcohol are forbidden on or near a school bus.
4. Cross the street in front of the bus and only under the supervision of your bus driver.
5. Follow the instructions of your bus driver at all times.
6. Students are to remain seated and facing the front while the bus is in motion. If the bus is so equipped, students shall appropriately utilize seat belts at all times.
7. Keep your arms and head inside the bus at all times.
8. Profanity, indecent language, and obscene gestures are prohibited.
9. Any property defaced or destroyed on the school bus will be paid for by the student and/or their parent/guardian.
10. Eating, drinking, and chewing gum are prohibited.
11. Spitting or throwing objects on the bus or out the window is prohibited.
12. Loud or boisterous noises, singing or whistling will not be permitted.
13. Glass objects, inflated balloons, cleats, radios, tape recorders, roller blades, and skateboards will not be permitted.
14. Animals or insects (dead or alive) are not allowed on the bus.

Deliveries

No flowers, balloons, or special deliveries will be accepted by the office. No phone orders or food delivery orders such as Door Dash, Grubhub, or Uber Eats will be accepted. Students will not be summoned, and deliveries will not be made to the classroom. Students may not meet food delivery drivers on campus.

Dismissal and Pick-Up of Students

All students should go home immediately at the end of the school day or be picked up within 15 minutes unless they are involved in an after-school activity or are enrolled in Expanded Learning Club. Any student not in a co-curricular activity must be picked up after school and may not wait for an older sibling who is in a co-curricular activity, as the student will not be supervised. An administrator or teacher may request that a student remain after school, but only with parent permission. On game days, all students who regularly go home after school will do so unless they remain under adult supervision by a parent or guardian.

Parents picking up their children should use the loading zone on Nees Avenue. Parents should not park in parking stalls labeled for staff. They may park in unmarked parking stalls or use identified loading areas. Do not block parked cars while waiting for students. Parents and students must use the crosswalk when crossing Peach or Nees Avenue. The bus loading zone is directly in front of the school on Peach Avenue. After school supervision is not available in the office or the Garfield library. However, it is available through Expanded Learning Club. If you are not available to pick up your student on time every day, please Expanded Learning Club call at 327-9160 to make arrangements for after school care.

Early Dismissal

School is dismissed at 1:20 pm every Wednesday for students in PM Kindergarten and grades 1-6. Students in AM Kindergarten

are dismissed at 10:30 am every Wednesday. On May 24th, 2024 school will be dismissed at 12:35 pm to accommodate the State Track meet. Kindergarten will be released at 11:15 am on that date. June 7th will be the last day of school, and school will be dismissed at 1:20 pm.

Emergency Plan

Garfield has a written plan of action that outlines specific courses of action in the event that student safety is threatened. If a crisis situation exists, the Safe School Plan informs and mandates procedures that immediately provide consistent responses from school employees. Regular drills are planned and conducted to ensure appropriate reactions from students and school employees. Plans include fire, earthquake, lock-down, and facility alert.

Expanded Learning Club

Before and after school childcare may be available through the Expanded Learning Club program. Expanded Learning Club begins at 7:00 am and ends at 5:30 pm. Prices vary according to hours. For more information call 327-9160.

Field Trips

All field trips will be curriculum based to increase student achievement. Approved permission slips must be signed by a parent or guardian before a student can go on a field trip. Telephone permission is not allowed. In some instances, a fee may be asked to off-set the cost of the transportation on long distance field trips. Collection of money for field trips must be paid in advance; therefore, it is very important parents and guardians pay attention to the deadline for the permission slip and money needed for the trip. Chaperones for all field trips must adhere to CUSD guidelines for dress code and submit the CUSD volunteer application with picture ID and TB assessment no later than one week prior to the day of the field trip to allow for processing. For some field trips, finger printing may also be required. Due to limited bus space, not all interested chaperones may be able to attend every field trip. No other children may attend field trips. All students are required to ride in the bus with their classmates. Students must return to school before parents can check them out; however, if Form 6153 is on file with the staff member supervising the field trip the student may be released to his/her parent/guardian.

Foggy Day Schedule

During the winter months dense fog may interfere with normal bus schedules. On foggy mornings, the announcement of an initial A or B delay will be broadcast over most local radio and television stations. In such events, normal bus pick up times will be delayed. Even though busses are delayed, classes will begin at their usual start times. All students not using bus transportation are expected to be at school at the regular time.

Grading Policy

Garfield students in grades 1-6 are graded on the following scale:

Effort/Achievement

O = Outstanding

S = Satisfactory

N = Needs to Improve

A = 90-100% Outstanding work

B = 80-89% Above average work

C = 70-79% Average work

D = 60-69% Below average work

F = 0-59% Failing work

These criteria scales are ways to help parents see and understand their child's academic progress. Students in kindergarten and 1st grade will also receive a

district- wide report card based on standards and key assessments. More information about grading procedures will be shared at parent conferences. Quarterly report cards will be viewable via Parent Connect.

Homework for Absent Students

If your child is absent from school and you wish to request his/her homework, please email your child's teacher before 9:30 am. This will give the teacher time to gather materials and send the homework to the office for pick up after 3:30 pm. Teachers are not required to provide homework for unexcused absences.

Independent Study

If a student is going to be absent from school (other than illness), the student should be placed on an Independent Study Contract. This contract is to be signed by the parent. All assignments are to be written on the contract and handed in complete once the student returns. **Parents must request the Independent Study Contract at least one week before the student will be absent from school.** This will allow time for the teacher and staff to prepare the work for the student. Independent Study Contracts are subject to state guidelines and may include but is not limited to rules regarding minimum duration, maximum duration, and virtual distance learning support and/or participation. Details to be provided at the time of the request. Approval of contracts is at the principal's discretion. Students who do not return from Independent Study after the completion date will be marked unexcused and are subject to being dropped from enrollment after several days. An Independent Study packet that is not returned or turned in incomplete will receive an unexcused absence for each day absent during the Independent Study.

Loading Zones

Parents must not leave their vehicles unattended in designated loading zones. This includes Kindergarten drop off and all red curbs. Vehicles left unattended may be ticketed or towed. Parents picking up their students should use the loading zone on Nees Ave.

Lost and Found

To prevent the loss of items, be sure to mark all items of clothing your child may take off while at school with his/her full name. Label all items sent to school such as lunch bags, binders, etc. Garfield Elementary is not responsible for lost or stolen items. Weather permitting, lost and found will be displayed and then donated to charities quarterly.

Lunch

Students should know if they are eating hot or cold lunch before leaving for school each day. If a student accidentally leaves their lunch at home, they may eat hot lunch instead.

Students will not be permitted to call home for lunch as this is disruptive. If a parent drops off a forgotten lunch to school, there will be a table outside the office for them to place it on. Please label with the student's name, and **email the teacher**. The lunches will not be monitored and will not be delivered to students.

Office Hours

The main office at Garfield Elementary is open on all school days from 7:00 am to 4:00 pm.

Parent Involvement

At Garfield Elementary there are a variety of exciting ways parents can get involved. Parents can join the School Assessment and Review Team (SART), the School Site Council (SSC), the Intercultural Diversity Advisory Council (IDAC) or the Parent Teacher Club (PTC). They can also volunteer in the library, in the classroom at teacher discretion, or in the snack shack. Volunteers must complete the Clovis Unified Volunteer Application and TB Risk Assessment. Volunteers should dress appropriately and sign in at the office on arrival. Do not bring small children when volunteering.

Parent/Teacher Conferences

Teachers are available for conferences either in person or by phone. Conferences may be scheduled by calling or emailing the teacher. Parents may not confer with teachers during class time. If cancelling a conference appointment, please call at least 24 hours in advance so another parent conference can be scheduled. Parents will be asked to attend at least one individual conference during the year to discuss student progress.

Parent Visitation

In the interest of safety, all visitors must report to the office and submit their ID through Raptor before being allowed on campus. Prior arrangements must be made with the teacher to work in or visit the classroom. All visitors without a Raptor name badge will be directed to the office. Teachers will not conference with parents during class time. Parents must report to the office when picking up their child for lunch and not to the classroom. Parents may not visit with students on the playground or in the amphitheater and may not loiter on campus during school hours.

Parent Teacher Club

Please consider joining our Parent Teacher Club (PTC) by signing up at www.garfieldptc.org. Your support ensures participation in an organization that provides our students with activities and raises money for support of special purchases for the school. Meetings are announced in the school newsletter Cub Connection. PTC information is sent home at the beginning of each school year and can also be found through a link on the school website.

PBIS

ROAR to Success: Maintaining student conduct is necessary to achieve our goals of providing a safe school and achieving highest student achievement. Garfield Elementary School has adopted ROAR to Success schoolwide expectations. ROAR Expectations (Remember Safety First, Outstanding Character, Act Responsibly, and Respect for All) are posted in the classroom, library, restrooms, and cafeteria. There is a schoolwide accountability program in the form of ROAR tickets. Students receive ROAR tickets for the following ROAR expectations. Tickets can be exchanged for tangible rewards each month in the ROAR store.

Physical Education

According to Education Code section 51210(a)(7), the District is required to provide, in the elementary setting, not less than 200 minutes each 10 school days, exclusive of recesses and the lunch period, physical education. Any complaints related to the failure of the District to adhere to this requirement may be filed under the District Uniform Complaint Procedures BP 1312.3 which can be found at <http://boardpolicies.cusd.com/>.

Release of Students During School Hours

When picking up students during school hours, all parents/guardians must sign their children out in the office. Students may not be picked up directly from the classroom. Students will only be released to adults with verified identification that are identified on the Student Release Authorization filled out each year through the Annual Information Update process. Students will be called out of class when parents arrive and will not be called out of class early. Parents with court ordered custody must provide a copy of current court orders to the office to avoid confusion or conflict. No child may leave the school grounds unless the school office has granted approval. When picking up students for lunch, it must be within the student's lunch period.

Safety Concerns

Please notify the office staff or administration if you have any on-site or off-site safety concerns that may impact the well-being of our students. Please remind your children to follow all safety rules, including using the crosswalk as the only area to cross the street. If your child walks to school, discuss the route they will take. Advise them to walk with a friend. They should always go straight home. If your child rides a bike, review all bike safety rules. Remind your child to wear a helmet at all times and lock their bike in the bike rack. All bikes and scooters must be walked on campus and in crosswalks.

School Meals

Breakfast and hot lunches, which include milk, are available at no charge to students during the 24-25 school year

Students may not share food. Parents may drop off forgotten lunches at the table outside of the office, labeled with the student's name. The office will not be responsible for any food or lunch left on the table.

School Parties and Birthday Treats

Room parents plan class parties during the year for each teacher. Room parents coordinate with the teacher for these events, which generally are scheduled at the end of the day. A small treat for birthdays is permitted, but please coordinate with your classroom teacher. Please do not deliver treats to classrooms. Be mindful of food allergies when selecting class treats. No balloon or gift deliveries can be sent to the school. Please do not distribute invitations to private parties at school. All food items must be pre-packaged with a nutrition label.

Student Discipline

Each student discipline situation is handled on a case-by-case basis. Discipline measures will first be addressed in the classroom. Progressive steps in the discipline process may be omitted depending on the severity of the infraction. The age of the child, behavior history, and the severity of the infraction will all be considered when progressive disciplinary decisions are made.

Tardies

If your student reports to school after 8:05 am, he/she must first report to the office to obtain a tardy slip to be given to the teacher. If your student is late due to a doctor's appointment, please submit a note from the doctor to the attendance office.

Telephone / Cell Phone / Smart Watch Use

Students should use the telephone in their classrooms only in the event the teacher directs them to do so. Students' cell phones are to be stored and turned off during the instructional day. Student use of their cell phone during the instructional day without permission will result in consequences. Phone calls from parents for their students will not be put through to the classroom. The office is unable to relay messages to your

student without disrupting the class, and may not reach t in a timely manner if they are out of the classroom. Therefore please confirm end of day pick up and other pertinent information before dropping off your child each day. In the event there is a family emergency, please contact the front office for assistance.

Volunteers

A key part of Garfield's success is community involvement and volunteers are always needed. If you are interested, please talk to your child's teacher regarding how you can volunteer. All volunteers must conform to CUSD guidelines by submitting a volunteer application, picture ID, and a TB assessment every four years. to Volunteers should dress appropriately and sign in at the office with their ID. Do not bring small children with you when you volunteer. Volunteers may not use or enter student restrooms.

Withdrawing Your Child from School

Should your family find it necessary to move out of the Clovis Unified School District, please follow the steps below to make for an easier withdrawal for both you and your child:

1. Notify the school at least two days prior to your child's last day at school.
2. Return all library books, textbooks, uniforms, or musical instruments and pay any fines or loans.
3. A student's school assignment is based upon the residence of the parent or court-appointed guardian. If you move, you must notify the school within five days. If you are found to be out of the Clovis Unified attendance area and have not notified the office your child can be withdrawn and your request for an intra or inter district transfer for your child to remain at Garfield may be denied. All financial obligations must be cleared before withdrawing.

The Clovis Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact: Equity Compliance Officer - Norm Anderson, Deputy Superintendent, 1450 Herndon Avenue, Clovis, CA 93611, (559) 327-9000, NormAnderson@cusd.com; Title IX Coordinator - Shareen Crosby, Risk Manager, 1450 Herndon Avenue, Clovis, CA 93611, (559) 327-9000, SharenCrosby@cusd.com; Assistant Title IX Coordinator – Steve France, Assistant Superintendent of Education Services, 1450 Herndon Ave., Clovis, CA 93611, (559) 327-9380, SteveFrance@cusd.com; Section 504 Coordinator - Wendy Karsevar, 1680 Herndon Avenue, Clovis, CA 93611, (559) 327-9400, WendyKarsevar@cusd.com.

NURSING SERVICES

A Credentialed School Nurse (CSN)/Registered Nurse (RN)/Licensed Vocational Nurse (LVN) or health services assistant (HSA - an unlicensed personnel) will be in the health office 5 days a week. The CSN/RN/LVN/HSA will contact parent(s)/guardian(s) regarding illnesses and injuries that occur during the school day. All RNs/LVNs/HSAs provide student health care under the supervision and direction of the Credentialed School Nurse. RNs/LVNs/HSAs follow the Emergency First Aid Guidelines for Schools when providing first-aid care to students and are CPR/First Aid certified.

EMERGENCY INFORMATION:

Ed Code 49408

The health office or school administrator will contact parent(s)/guardian(s) in an emergency situation due to illness or injury. It is very important that the health office has current parent/guardian contact information. If there is a change in your child's emergency contact information, please log into Parent Connect and update your information as soon as possible.

FIRST GRADE PHYSICAL EXAMINATION REQUIREMENT:

California State Law (California Code of Regulations, Title 5, Section 432 (2) (B) requires that each student have a complete Child Health and Disability (CHDP) physical examination within 18 months before entering first grade or 90 days after entering first grade (Health & Safety Code 124040, 124085).

The purpose of this examination is for the health and safety of your child and can help identify any health problems that may keep your child from doing well in school. Early detection is the best prevention.

A waiver signed by the child's parent/guardian indicating that they do not want or are unable to obtain the health screening and evaluation services for their children shall be accepted by the school in lieu of the CHDP form. If the waiver indicates that the parent/guardian was unable to obtain the services for the child, then the reasons why should be included in the waiver.

The CHDP form is available on the CUSD website under the "Parents" tab. Click "Health Forms" or a hard copy can be requested from your child's health office.

IMMUNIZATIONS

Board Policy 5141.31; A.R. 5141.31; Health and Safety Code 120325-120375; CCR Title 17, Division 1, Chapter 4

To be admitted to school, California law requires that all children be fully immunized. There are required immunizations to attend public elementary and secondary schools, childcare centers and developmental centers. Schools, and pre-kindergarten facilities are required to enforce immunization requirements, maintain accurate/complete immunization records of all enrolled children and submit reports. Children shall be excluded from school or exempted from immunization requirements only as allowed by California law.

At the time of registration, the school site is required to have proof that your child has received all currently due immunizations to complete the enrollment process. If required immunizations are not provided by the first day of school, your child will not be able to attend.

As of January 1, 2016, California law SB277 no longer allows for a personal beliefs exemption including religious belief exemptions as of July 2016. Any student entering school for the first time in California after July 1, 2016 will need to be fully immunized or have a medical exemption from a California physician.

Medical Exemptions:

Starting January 1, 2021, the only immunization accepted is a medical exemption written by a California physician for students through CAIR-ME. Any medical exemptions issued in CAIR-ME shall expire when the student enrolls in the next grade span or the medical exemption issued was temporary with an expiration date.

Refer to cair-me.cdph.ca.gov/home on how to obtain a medical exemption or contact your school site health office with questions or needing additional information.

Immunization Exclusion:

Ed Code 48216 (a), (b), & (c); A.R. 5141.31

Students who are not in compliance with their immunizations, parent/guardian will be contacted by the health office informing them of their child's missing immunizations. An immunization letter will be sent home indicating the immunizations needed to be in compliance. Parent/guardian have two (2) weeks or ten (10) school days to supply evidence either their child has been properly immunized, or their child will be exempted from school due to not meeting immunization requirements. Your child will remain excluded from school until a current immunization record is provided to the health office.

HEALTH ASSESSMENTS

Vision, Hearing and Dental Health Screening

CA Ed Code 49454; Ed Code 49455; Ed Code 49452; Board Policy 5141.3; A.R. 5141.6

California Education Code allows qualified district employees (sections 49452, 49454) to conduct routine vision, color vision and hearing screenings to each student enrolled in the District. The State of California vision and hearing screening is to be completed in Kindergarten, 2nd grade, 5th grade, 8th grade and 10th grade, as well as upon a written referral from parent/guardian or teacher at any grade level (California Code of Regulations, Title 17, Section 2952 (1)).

A written statement must be filed with the Credentialed School Nurse by a parent/guardian requesting exemption of their child from the routine health screenings for vision and hearing.

Oral Health Assessment Requirement

CA Ed Code 49452.8

A pupil, while enrolled in kindergarten in a public school, or while enrolled in first grade in a public school if the pupil was not previously enrolled in kindergarten in a public school, no later than May 31 of the school year, shall present proof of having received an oral health assessment by a licensed dentist, or other licensed or registered dental health professional operating within his or

her scope of practice, that was performed no earlier than 12 months before the date of the initial enrollment of the pupil.

The parent/guardian of a pupil may be excused from complying by indicating on a waiver form that the oral health assessment could not be completed.

TUBERCULOSIS (TB) RISK ASSESSMENT

Board Policy 5141.26; A.R. 5141.26

New or Returning Students

Each student seeking admission into a District school, whether for the first time, or if returning to the District school after being enrolled in another school in California, another state, or, spent 30 or more days in a high risk TB country, shall comply with submitting to a TB Risk Assessment by a school nurse/RN/LVN or provide documentation of a negative TB blood test (IGRA-Quantiferon or T-SPOT) or TB skin test (TST).

1. All students moving from out of the country and/or residing in a high TB risk country will be required to be cleared through the Children's Health Center prior to enrollment at their school site.
2. If any blood or skin test is positive, proof of a negative chest x-ray indicating the student is free from communicable TB must be submitted to the health office.
3. A student who is assessed of being at risk of having TB shall: get a TB blood test (IGRA-Quantiferon or T-SPOT) or a TB skin test unless proof of documentation is provided to the health office showing treatment for current or prior positive IGRA or TST performed in the United States, have a negative chest x-ray or no new risk factors since last documented negative TB test or TST.

TYPE 1 DIABETES INFORMATION

Reference: <https://www.cde.ca.gov/ls/he/hn/type1diabetes.asp>

In accordance with Education Code 49452.6, information regarding Type 1 diabetes, including risk factors is required to be provided to every incoming family. For questions or concerns related to Type 1 diabetes, please contact your health care provider or school nurse.

According to the U.S. Centers for Disease Control and Prevention (CDC), cases of type 1 diabetes in youth increased nationally from 187,000 in 2018 to 244,000 in 2019, representing an increase of 25 per 10,000 youths to 35 per 10,000 youths, respectively. The peak age of diagnosis of type 1 diabetes is 13-14 years, but diagnosis can also occur much earlier or later in life.

Contact your child's health care provider or school nurse if you have questions regarding Type 1 diabetes.

Type 1 Diabetic Student

1. Diabetic orders and Health Related Action Plan (HRAP) must be reviewed by the school nurse and parent/guardian prior to starting/returning to school.
2. Diabetic orders MUST be renewed every school year (A.R. 5141.21). Your child may not be on campus without current diabetic orders and supplies, including emergency medication. This is for the health and safety of your child.
3. All supplies, including snacks and/or emergency medication must be on-site daily. This can be stored in the health office or on-person.

TYPE 2 DIABETES INFORMATION-REQUIRED FOR INCOMING 7TH GRADE STUDENTS

Reference: <https://www.cde.ca.gov/ls/he/hn/type2diabetes.asp>

Pursuant to California Ed Code Section 49452.7, local education agencies are required to provide parents/guardians information on Type 2 diabetes to all incoming 7th grade students.

This information is provided to parents/guardians during the annual enrollment process. The California Department of Education developed this Type 2 diabetes information in collaboration with the California Department of Public Health, American Diabetes Association, California School Nurses Organization, and Children's Hospital of Orange County.

Parents/guardians may contact the school nurse at their child's school site for any questions they may have regarding the information provided about Type 2 diabetes.

FIRST AID, ILLNESSES AND INJURIES

If a student is injured or ill at school, he/she/they will receive care and consideration by the health office staff. The health office follows the Emergency First Aid Guidelines for Schools when providing first-aid care to students. Parents/guardians will be contacted for any serious injury or if the student is too ill to remain at school. Students will be released through the health office. The credentialed school nurse is available to consult with parents/guardians regarding health problems upon request, however, any injuries which occur at home should be cared for at home. Parents/guardians should follow-up with the credentialed school nurse regarding any extended illness or injuries that require needed care or accommodations while at school.

Assistive Devices

Crutches, wheelchairs, walking boots/shoes, walkers, scooters and casts require a medical note or CUSD School Participation Following Injury/Illness form and physical/academic restrictions in order for students to attend school. Refer to Ed Code 48213.

Brace, elastic bandage, sling and splint require a medical note or CUSD School Participation Following Injury/Illness form if the parent is requesting a PE excuse beyond three (3) days.

When to keep your child home due to illness:

1. Temperature 100.0 F or greater within 24 hours
2. Illness affecting child's ability to learn
3. Vomiting/Diarrhea
4. Sore throat-difficulty breathing or swallowing, or continuous drooling
5. Cold symptoms-continuous cough, difficulty breathing, uncontrolled wheezing, excessive nasal drainage (excludes seasonal allergies)
6. Ear/Eye irritation-redness with drainage, difficulty seeing or hearing, injury, intolerable pain
 - Suspected pink eye-notify healthcare provider for evaluation and provide medical documentation to health office.
7. Rash-worsening, painful, drainage, not healing
8. Starting antibiotics within 24 hours for an illness

When your child may return to school due to illness:

1. Fever free for 24 hours without the use of a fever reducing medication(s) (Ex. Tylenol or Motrin).
2. Vomiting/Diarrhea-student is able to tolerate liquids and food and/or stools have improved.
3. Pink eye-medical note clearing student of disease or two doses of antibiotics to be given before returning to school.
4. Rashes, such as but not limited to impetigo, ringworm, scabies and pinworms-medical note required clearing your student of possible communicable disease or a medical note stating the diagnosis and that appropriate treatment was initiated. Notify the health office.

PHYSICAL EDUCATION:

- Parent Note: Students will be limited to 3 days per quarter for handwritten parental note excusals from PE. **A medical note from a healthcare provider will be required after 3 days.**
- Medical Note: This note should include a diagnosis and specific date for returning to PE, as well as any limitations that might apply. If your child has an injury that requires them to remain out of PE, they will also be held out of recess and sports.

CONCUSSION PROTOCOL

If your child is suspected of having a concussion or has been diagnosed with a concussion, the CUSD Return to Learn-Concussion School Care Plan form needs to be completed by a physician indicating no evidence of a concussion or provide specific academic accommodations, if diagnosed.

If your child's concussion has resolved, a new medical note or the CUSD Return to Learn-Concussion School Care Plan form needs to indicate your student is cleared for full academic participation.

COMMUNICABLE/INFECTIOUS DISEASE

Board Policy 5141.22; A.R. 5141.22

The health office refers to the California School Nurses Organization, Guidelines for Communicable Diseases and Common Conditions in the Educational Setting, along with guidance and direction from the Fresno County Department of Public Health (FCDPH). When necessary, communicable disease cases are reported to the FCDPH. When two or more cases of a communicable disease are reported in a classroom within 14 days of each other, a notification letter may be sent home from the health office.

HEAD LICE:

Clovis Unified School District operates on NO LIVE LICE guidelines. Students will be sent home if evidence of live lice is found. Students must be treated within 48 hours and hair/scalp are free from live lice. Students must be seen in the health office and be cleared to return to class. After 48 hours, absences will be unexcused. Classroom checks are no longer a part of our guidelines. Head Lice Guidelines can be found on the CUSD Nursing Services website. <https://www.cusd.com/NursingServices.aspx>.

MEDICATION AT SCHOOL:

Ed Code 49423, 49480; Board Policy 5141.21; A.R. 5141.21

All medications, even over-the-counter medication(s) (including Tylenol, Advil, cough drops, eye drops, essential oils, etc.) require a physician order and are reviewed by the credentialed school nurse. Medication orders must be updated at the **beginning of each school year**. The Medication at School form is available in the school health office or on the CUSD website.

<https://cusd.com/HealthForms.aspx>

CA Education Code Section 49423 requires that any medications to be taken at school must be presented with:

- A written statement from the physician detailing the name of the medication, amount, method, and time medication is to be taken.
- A written statement from the parent/guardian indicating their consent for the school to assist the student in the matters set forth in the physician's statement
- Medication must be clearly labeled and sent to school in the original container from the pharmacy

Please note: Medication(s) brought to the health office without following the above guidelines will NOT be accepted or given at school. The Health Office does not keep medication for general use.

EMERGENCY ADMINISTRATION OF NALOXONE (NARCAN) NASAL SPRAY

California Education Code (EC) Section 49414.3 authorizes school districts, county offices of education, and charter schools to provide emergency naloxone or another opioid antagonist to school nurses or trained personnel who have volunteered, and to use naloxone or another opioid antagonist to provide emergency medical aid to persons suffering, or reasonably believed to be suffering, from an opioid overdose.

AIR QUALITY PRECAUTIONS:

Please refer to CUSD School Board Policy 3514 for more information about Air Quality Precautions. CUSD Board Policies can be found at the following website:

<https://boardpolicies.cusd.com/ClovisUnifiedBoardPolicies.aspx>

CHILD PROTECTIVE SERVICES

Penal Code Section 11166 requires any Mandated Reporter who reasonably suspects has been the victim of child abuse or neglect must report it to Child Protective Services (CPS).

All school personnel are mandated reporters.



CUSD CATEGORICAL FUNDING PROGRAM INFORMATION FOR THE 2024-2025 SCHOOL YEAR

On an annual basis, Clovis Unified School District (CUSD) submits our funding Application through the Consolidated Application and Reporting System commonly called the ConApp. The application is submitted in two (2) parts: Part I, which contains program and demographic information and Part II, which contains budget information and program data. The categorical programs included in the application are Title I, Part A - Improving Academic Achievement; Title II, Part A - Supporting Effective Instruction; Title III - English Learner (EL), and Immigrant Programs; and Title IV, Part A - Student Support and Academic Enrichment. Essentially, these funds are designed to assist students in mastering state standards.

CUSD Schools are committed to establishing a true partnership with all facets of the Clovis Learning Community and values the input of our educational partners. Because of this, we are pleased and proud to offer a variety of parent involvement opportunities that improve our overall program. Depending on the type of categorical funding a site may receive, district or school parent councils and committees are required under certain requirements and guidelines. Such advisory committees in CUSD include, but are not limited to:

School Site Council (SSC)
English Learner Advisory Committee (ELAC)
Parent Advisory Committee (PAC) and School Advisory Committee (SAC)
District English Learner Advisory Committee (DELAC)
District Indian Education Parent Advisory Committee (IPAC)
School and District level School Assessment Review Team (SART)
Intercultural Diversity Advisory Council (IDAC)
Local Control Accountability Plan (LCAP) Public Forums

We encourage all parents and guardians to become involved with their child's education at the classroom level, the school-wide level, as well as the district level. Each site's School Plan for Student Achievement (SPSA) describes the school's basic educational program and the categorical supplementary programs/services that are designed to support student achievement. Parental involvement is a necessary and vital part of developing the SPSA as well as our overall program. At the district level, parent committees provide input into our LCAP. If you would like additional information on any of the District Parent Councils or Committees, please call your child's school. The Principal, Learning Director, or Guidance Instructional Specialist (GIS) would be happy to assist you.

Listed below are several parent committees that assist with categorical programs and funding.

School Site Council (SSC): All schools that operate a categorical program funded through the consolidated application (ConApp) shall establish a school site council (SSC). The SSC shall develop the content of the SPSA. The SPSA shall be reviewed annually and updated, including proposed expenditure of funds allocated to the school through the ConApp and the local control and accountability plan (LCAP), if any, by the SSC. The SSC is composed of parents, students at the secondary level, and school personnel. It is responsible for developing, implementing, and evaluating the site's School Plan for Student Achievement programs.

Parent Advisory Committee (PAC) & School Advisory Committee (SAC): The entirety of the SSC acts as the SAC. The SAC serves as an advisory committee for the purpose of advising schools regarding supplemental education programs and acting as a liaison for their school community. They serve to share information and comments both at the district and site level. These education programs are supplemental education opportunities that provide services to students who are disadvantaged, English learners, foster youth and/or at-risk. Pursuant to California Education Code (EC) Section 52852 the SSC has been approved to function as the School Advisory Committee. The PAC is composed of at least one member of each school site's SSC. These individuals attend regular meetings at the district level to provide valuable input as a representative of their school, and act as a liaison between their SSC and the district.

English Learner Advisory Committee (ELAC): All schools enrolling 21 or more English learners are required to form an ELAC. The ELAC is composed of parents and school personnel. The ELAC advises the principal, staff, and SSC regarding services for English learners and assists in the development of the annual survey. Each ELAC shall have the opportunity to elect at least one member to the District English Learner Advisory Committee (DELAC).

District English Learner Advisory Committee (DELAC): Whenever there are 51 or more EL students in the district, there shall be a functioning District English Learner Advisory Committee (DELAC). It is important that each school site ELAC elect a DELAC representative and arrange to have that representative attend every DELAC meeting as they act as a liaison between the school site and the district to share important information that impacts our students.

District Indian Education Parent Advisory Committee (IPAC): The CUSD Native American Indian Education Parent Advisory Committee meets throughout the year to discuss program issues, services provided, and other needs related to the student achievement of our students, community agencies, and outreach programs. The CUSD Indian Education Program addresses the needs of American Indian and Alaskan Native students in grades TK - 12. The program assists eligible students to achieve at the same challenging state performance standards expected of all students in grades TK -12.

Local Control Accountability Plan (LCAP) Forums: CUSD develops an LCAP annually that works to better align the academic plan with the district expenditure plan that is approved by our CUSD Governing Board each June. Parents and other stakeholder groups are invited to participate in the development of the LCAP through participation of school and district committee meetings and community forums. LCAP School, District Meetings, and Community Forums are exciting opportunities for all stakeholders and school committees to engage with the District and share their ideas on how CUSD can provide quality opportunities and support for CUSD youth and schools. Community participation and feedback in the forums will inform the District's LCAP's funding priorities over the next several years.

These forums are designed to provide an opportunity for school communities to hear about CUSD's current efforts to support youth and families and to provide input and feedback on future plans and opportunities. Sites also have an opportunity to work together in teams to share new ideas to support identified groups and to plan for site engagement and implementation.

The following is an overview of the categorical funding and programs in CUSD. These funds are further discussed and outlined in each school's SPSA and at the committee meetings.

Rationale

General District funds provide support for the District's base/core curriculum program. Some children have special characteristics, not reflective of the general school population, that affect their success in the base/core programs. Some come from economically disadvantaged homes; some are educationally disadvantaged or lack English language proficiency because they have a primary language other than English. Children, such as those described above, require supplemental services and materials not generally provided through the base/core curriculum program. The needs of our children are identified, and supplemental services and materials are planned and targeted to meet their special needs. Categorical funds are to be used to provide the financial support to meet these special needs.

Philosophy

All CUSD schools offer students with individual needs the same kinds of high-quality learning opportunities and access to the core curriculum in all curricular areas. Categorical funds are designed to support additional assistance to help students succeed in the regular classroom program (base/core curriculum) and address any learning gaps. The focus is on the effective utilization of supplementary materials, personnel, and staff development. Staff development activities are used to improve instructional practices and strategies to increase the ability of teachers and other staff to challenge and assist all students to reach their fullest potential.

Categorical Program Descriptions

30 Expanded Learning Opportunities Program (ELOP): The Expanded Learning Opportunities Program fund is an ongoing funding source from the state. Funding allocation is determined by the district's enrollment of Unduplicated Pupils (UPP). Unduplicated Pupils are students classified as English Learners, Foster/Homeless Youth, or eligible for Free/Reduced meals. The purpose of ELOP is to complement existing programs by providing students with more access to expanded learning programs which occur before school, after school, or during intersessions (summer/winter/spring breaks). ELOP focuses on developing the academic, social, emotional, and physical needs and interests of students through hands-on, engaging learning experiences

40 Title I, Part A (Improving Academic Achievement): A federal-funded program to provide high-quality opportunities for students in high-poverty schools to meet district and state content and performance standards.

50 Title I, Part A, Title X, Part C, Education for Homeless Children and Youths: Title I, Part A funds provide comparable services to homeless children that assist them to effectively take advantage of educational opportunities as provided to children in schools funded under Title I, Part A. These comparable services shall be provided to homeless children in public and private schools, shelters and other locations where children may live, institutions for neglected children and, where appropriate, local institutions such as local community day school programs.

60 Title II, Part A (Preparing, Training and Recruiting High Quality Teachers and Principals): A federal-funded program focused on teacher and principal training and recruitment programs. *E WUF "eqo dlpgu"qwt "Vknq"KK'hwpf lpi 'y kj "Vknq"KK'RctvC+

70 Title III (Language Instruction for English Learners (EL) and Immigrants): A federal-funded program focused on assisting school districts in teaching English to limited English proficient students (English learners) and immigrants and helping these students meet the same challenging State standards required of all other students.

80 Title IV, Part A (Student Support & Academic Enrichment): A federal-funded program focused providing students with a well-rounded education, improve school conditions for student learning, and enhance technology.

7. Title VI (Indian Education Formula Grant): A federal-funded program focused on helping Native American/Alaskan Native students meet the same challenging state standards required of all other students.

The goal of the CUSD staff is to create and maintain the best educational environment possible. This cannot be accomplished without your support and input. If you have any questions, concerns, or would like to become more involved in the educational process at your school, please contact your school principal or watch for communication from your site.

At the district level, we encourage you to become involved in one of our many parent committees or to join us for one of our parent nights.

Additional information about district committees and events can be found here: <https://www.cusd.com/SupplementalServices.aspx>