



*A California Distinguished School*

**2024-2025**

## **Parent/Student Handbook**

**Clovis Unified School District  
Freedom Elementary School  
2955 Gettysburg Avenue  
Clovis, CA 93611  
559-327-4800  
freedom.cusd.com**

**Laurel Graves- Principal**  
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### ***Freedom Mission Statement***

*Our mission is to provide a safe and positive learning environment that will maximize student achievement in mind, body, and spirit through exemplary educational practices. We are committed to ensuring that all students achieve academic proficiency on the California State Standards.*

*An Affirmative Action/Equal Opportunity Employee Notice of Nondiscrimination  
The Clovis Unified School District does not discriminate on the basis of race, color,  
sex, disability, or national origin in admission, or access to and treatment of employment  
in its programs and activities as required by Title VI, Title XI and Section 504*

## PRINCIPAL'S MESSAGE

Welcome to Freedom Elementary, a 2012 California Distinguished School, home of the Trailblazers! We look forward to working with you to provide the best education possible for your child. At Freedom Elementary, our staff is committed to establishing a learning environment where high goals and expectations, strong character education, and academic success for *all* students are a priority. We recognize that the key to student success is the valuable link between our students, staff, parents, and community, and we encourage you to become involved in our school! Thank you for your support, and we look forward to building a partnership with you this coming school year.

### ABSENCES/ATTENDANCE

**All absences must be cleared within five days of the absence.** Parents should call the **Freedom Attendance Line at 327-4800 or utilize Parent Connect.** Please refer to the District Guidebook for further details.

### ARRIVAL/DISMISSAL

Students may be on campus starting at 7:30 a.m. **There is no supervision until 7:30 a.m.** Students must go home directly at the end of the school day unless they are involved in an after-school activity. **Siblings of students in sports may not wait with them as there is no extra supervision.**

### BICYCLES/SKATEBOARDS/SCOOTERS

Students are to obey all traffic laws when riding bicycles to and from school. Helmets must be worn. Students are to remove their skates, walk their bikes, scooters, and skateboards while on school grounds. Riding any type of vehicle on campus is strictly prohibited. Racks are provided for parking bicycles, scooters & skateboards. **All bikes, skateboards, and scooters must be locked up at the front of the school and cannot be stored in the classrooms.** Students must provide their own lock. The school is not responsible for loss or damages.

### CHILD PROTECTIVE SERVICES

It is important for parents to know that all school personnel are "Mandated Reporters" of child abuse. This means that should a staff member have even the slightest suspicion that a child has been abused, they must report it to the Child Protective Services (CPS). Failure to report a suspected case of child abuse leaves a staff member liable and could potentially result in the loss of their job.

### CO-CURRICULAR INVOLVEMENT

Each student is expected to develop as a "Sparthenian." This is an individual who develops in the areas of MIND, BODY, and SPIRIT. Many opportunities are available to each student. See our website for a complete list of co-curricular activities.

#### Fall Sports

Football 5<sup>th</sup>/6<sup>th</sup>  
Girls Volleyball 5<sup>th</sup>/6<sup>th</sup>  
Cross Country 4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup>

#### Spring Sports

Baseball 5<sup>th</sup>/6<sup>th</sup>  
Softball 5<sup>th</sup>/6<sup>th</sup>  
Boys Volleyball 5<sup>th</sup>/6<sup>th</sup>  
Track 4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup>  
Paddle Tennis 6<sup>th</sup>

#### Winter Sports

Wrestling 4<sup>th</sup>/5<sup>th</sup>/6<sup>th</sup>  
Basketball 5<sup>th</sup>/6<sup>th</sup>

**Pep/Cheer Spirit** 5<sup>th</sup>/6<sup>th</sup>  
4<sup>th</sup>

## DISCIPLINE

Maintaining student conduct is necessary to reach our goals of providing a safe school and attaining the highest student achievement. Misbehavior results in specific steps which the teacher, GIS, or principal takes to help the student find acceptable ways to improve his/her behavior. The steps may include a verbal warning, counseling, parent contact, or parent conference. Certain infractions may result in detention or suspension. See CUSD Board Policy 5131 & 5144 for the details.

### DRESS CODE

Each student has the responsibility to dress appropriately for the school environment. The Governing Board shall authorize school regulations, which prohibit student dress, or grooming practices which present a hazard to the health or safety of the student; materially interfere with schoolwork, create disorder, or disrupt the educational program in any way; cause excessive wear or damage to school property; prevent the students from achieving educational objectives because of blocked vision or restricted environment. Shoes that allow safe movement of the student must be worn daily for physical education. Please see the CUSD Parent and Student Rights Handbook for more dress code information under Board Policy 5132.

### EARLY DISMISSAL

Early release days will be every Wednesday dismissing at 1:20 p.m. This allows for teacher planning, preparation, and grade level articulation.

### FIELD TRIPS

All students wishing to participate in school or class field trips must have **written** permission from a parent or guardian. **Students will not be allowed to attend an off-campus activity or field trip without written or verbal consent.**

### FIRST GRADE PHYSICAL

CA state law requires that all children entering first grade have a child Health and Disability (CHDP) physical examination within 18 months of beginning first grade. If you have not yet provided the school with proof of the physical, please drop off the completed CHDP form to the nurse as soon as possible.

### FREEDOM FRIDAY – SPIRIT DAY

Each Friday the school displays its outstanding spirit by wearing our school colors: red, white or blue. T-shirts and sweatshirts can be purchased from PTC or from the display in the main office.

### GRADING POLICY

All students at Freedom in grades 2-6 are graded utilizing the A, B, C, D and F criteria. Within this policy, latitude has been given to the teacher to calculate grades on the following percentage basis:

A = 90 – 100% (Excellent Work)  
B = 80 – 89% (Above Average Work)  
C = 70 – 79% (Average Work)  
D = 60 – 69% (Below Average Work)  
F = 59% – below (Failing Work)

The classroom teacher is given the discretion to figure grades based on the percentile framework or on an A=4, B=3, C=2, D=1, F=0 grade point average basis.

In addition, it is the Clovis Unified School District's policy that parents be notified whenever students are in danger of failing classes or subjects.

### HEAD LICE

Clovis Unified School District operates on a no nit policy. Under this policy, students will be sent home if evidence of head lice is found. A student may not return to school until he/she has been treated and his/her hair and scalp are free of nits and lice. The student must check in with the school nurse or the office staff before he/she returns to the classroom.

### HOMEWORK POLICY

Homework may refer to assignments not completed in class as well as additional projects or assignments to be prepared by the student outside of the school day. Teachers may expect and/or require a student to devote up to 20 minutes (Grades K-1), 30 minutes (grades 2-3) and 45-60 minutes (grades 4-6) to after school study time no more than four days per week.

### 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 student and parents.

\*All assignments are to be written on the contract and handed in completed 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 to be successful.

\*The last day for independent study contracts during the month of December will be no later than three school days before the beginning of Winter Break.

\*The last day for independent study contracts during the month of June will be no later than three school days before the last day of school.

\*Independent Study Contracts are subject to state guidelines and may include, but are 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 request.

\*Approval is subject to the principal's discretion.

\*Students that do not return from Site Based Independent Study after the completion date will be marked unexcused and are subject to being dropped from enrollment after several days. Please note that this may result in a negative impact on grades, credits, school of enrollment, teacher assignment(s), and/or unforeseen missed opportunities.

### INSUFFICIENT FUNDS

All checks returned to Freedom Elementary due to insufficient funds or due to closed account will be assessed a **\$25.00 returned check fee**. After May 1<sup>st</sup>, all payments for field trips, cafeteria accounts, etc. must be paid by **CASH ONLY**.

### ITEMS NOT ALLOWED AT SCHOOL

Students are not allowed to bring live animals, gum, candy, toys, electronic games, or music players to school. A teacher or administrator may take away such items from students and hold them for the parent to pick up. Any student apprehended with any type of gun, knife or explosive item on school grounds or at school sponsored functions will be recommended for expulsion. See Board Policy 5131 and 5144.

### LIBRARY

The Library is open Mondays, Tuesdays, Thursdays and Fridays from 8:00 a.m. until 2:50 p.m. and Wednesdays from 8:00 a.m. until 1:20 p.m. Students in first grade are able to check out one book and students in second through sixth grades may check out two books per library visit.

### LOST AND FOUND

Be sure to mark every item of clothing your child may take off while at school with his/her full name. Also, label any other items sent to school such as binders and lunch pails. The lost and found box is located in the cafeteria. We will hold monthly clean out dates for students/parents to check for missing items. Items not claimed at the end of each quarter will be given to local charities.

### LUNCH OFF CAMPUS

Students must be checked out of the office by an adult listed in Parent Connect. **Please do not check out students early for lunch and please return on time.** The principal may remove off-campus privileges if students are tardy after lunch. Door Dash deliveries are not allowable. If a parent would like to drop off a lunch, students can pick up, but deliveries from any third party will not be allowed.

### MEDICATION PROCEDURES

- **ALL** medications (even over the counter medications including Tylenol, Advil, Midol, Inhalers, etc.) must be checked through the nurse's office. **Students may carry inhalers after checking with the nurse.**
- CA Education Code Section 49423 requires that medications to be taken during the school day must be presented with:
  - a. A **written** statement from the **physician** detailing the name of the medication, amount, method and time schedules by which the medication is to be taken.
  - b. A **written** statement from the **parent/guardian** indicating their desire for the school to assist the pupil in the matters set forth in the physician's statement.
  - c. The medication must be **clearly labeled** and sent to the school in the original container from the pharmacy.
  - d. The Health Office does not keep medication for general student use.
  - e. The "Medication at School" form is available in the Freedom office or on the District Web Site under Departments, Nursing, and Medication at school form. Please review the policy carefully.
  - f. **NO MEDICATION WILL BE GIVEN AT SCHOOL UNLESS ALL REQUIREMENTS ARE MET.**

### MOVING/WITHDRAWING YOUR CHILD FROM SCHOOL

If you move, you must notify the school. If you are found to be out of zone, you will be required to immediately complete a transfer request in order for your child to remain at the school.

Notify the school at least two days prior to your child's last day of school. Return all library and textbooks, any school uniforms, and pay any fines. Check with the Food Service staff regarding your child's lunch account.

### OFFICE HOURS

The office is open from 7:30 a.m. to 4:30 p.m. daily. The office is closed on all school holidays.

## PARENT INVOLVEMENT

Parent involvement is an important part of implementing programs at Freedom. Parents are invited and encouraged to participate in the following: School Site Council (SSC), English Learner Advisory Committee (ELAC), School Assessment Review Team (SART), Intercultural Diversity Advisory Council (IDAC), and the Parent Teacher Club (PTC).

## PARENT/TEACHER CONFERENCES

Teachers are available for conferences either in person or by phone. Conferences may be scheduled by calling the teacher. Parents should not confer with teachers during class time. Parents will be asked to attend at least one individual conference during the year to discuss student progress.

## PARTIES

**Birthdays celebrations that consist only of a small treat at the end of the day are permitted with the teacher's permission. Treats must be store bought, with an ingredients label and dropped off in the main office.** Please check with your child's teacher if you would like to bring a small treat such as a cupcake or cookies and keep in mind, we have students with life-threatening allergies to nuts, including peanuts. **No balloons and/or flowers are to be delivered to individual students while at school.**

## 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/AR 9208, which is included in this handbook.

### Physical Education Excuse:

1. If a child is to be excused from PE for more than a 3-day period a written note from a doctor is required.
2. This note should include a diagnosis and specific date for returning to PE as well as any limitations that might apply.
3. Crutches, wheelchairs, and other devices require a doctor's prescription indicating directions for use and the student has been educated to use the device.

## REPORTING PUPIL PROGRESS

During the sixth week of each quarter, Mid-Quarter Progress Reports will be available in Parent Connect or through your child's teacher to students in grades TK-6. Report cards will be issued four times per year for grades 1-6.

## SCHOOL BUS

Freedom is designated as a "Walk-in" school. Transportation to and from school is not provided by the district. However, students will, at times, be transported to field trips or school events by bus. Rules for riding the bus are discussed with the students by the teachers.

## SCHOOL BREAKFAST AND LUNCH PROGRAM

Freedom provides breakfast and lunch to students on a daily basis from 7:30-7:55. Hot lunches are available to students in grades 1-6.

## STUDENT BEHAVIOR EXPECTATIONS

Maintaining student conduct is necessary to achieving our goals of providing a safe school environment and student success.

Freedom is a PBIS (Positive Behavior Intervention System) School. We promote a positive school environment based on our 4 stars-responsible, respectful, safe, and ready to learn. The development of students to be good and productive citizens in society is part of the school's mission. Students are held accountable for their actions and decisions.

A commitment to absolute non-violence is enforced at Freedom. The Clovis Unified School District has a Zero Tolerance Policy, Board Policy 5144.10, which is supported by the school. Students are expected to treat each other with respect, in a kind, courteous, and considerate manner. Verbal abuse and physical abuse are not acceptable.

## STUDENT CHECK-OUT

On occasion it may be necessary for you to pick up your child for an appointment or emergency. **Students may not be removed from the school directly from the classroom.** The student will not be called to the office until verification of California Driver's License of the adult, who must be listed in Parent Connect, Student Release Authorization, signs them out.

## TARDINESS

Our goal is to have every student in class on time, as every minute of instruction counts. Excused tardies include illness, medical appointments, funeral attendance or court ordered appointments. Excessive, unexcused tardies can result in a SARB meeting with the GIS. After 5 unexcused tardies in a semester your child will receive recess detention each time they arrive late to class for an unexcused reason.

## TELEPHONE

We make an effort to discourage forgetfulness and poor planning by limiting student telephone calls to essential matters. Cell phones (Board Policy 5131), must remain "off" during the school day and may only be used before 7:55 a.m. and after 2:50 p.m. If a Cell phone is found on:

1<sup>st</sup> Offense-The teacher will confiscate and return the cell phone to the student at the end of the day.

2<sup>nd</sup> Offense-The office will confiscate, and the cell phone will be released to the parent/guardian of the student.

3<sup>rd</sup> Offense-The student will no longer be permitted to have a cell phone on campus.

## VISITORS/VOLUNTEERS

Freedom is a school that welcomes the involvement of the community. Parents and guardians are encouraged to visit the school, talk with the teachers before or after class hours, and communicate openly with the administrative team.

In order to maintain a safe and orderly school environment, **all visitors must sign in at the main office, bring their Driver's License and receive a printed visitor's badge displaying their picture. All Volunteers must complete a Volunteer Application, a TB Test**, as well as submit a copy of their driver's license to the office in order to volunteer in CUSD. Please see the following website for more information.

<https://www.cusd.com/ParentVolunteers.aspx>

## WEBSITE

The Freedom School Website contains information of importance regarding school calendars, school activities, school events, classroom highlights and co-curricular programs. School Website address: <https://freedom.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.go/home](http://cair-me.cdph.ca.go/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 accommodation 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 the 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 a child has been the victim of child abuse or neglect must report it to Child Protective Services (CPS). All school personnel are mandated reporters.



## RECOGNITION OF STUDENT ACHIEVEMENT

### SEMESTER AWARDS

Trailblazer	<b>1<sup>st</sup> – 6<sup>th</sup> Grade:</b> This award honors students in grades 1-6 who continually blaze trails of personal excellence! These students try hard, never quit and have shown continuous academic improvement throughout the quarter.
Sparthenian	<b>1<sup>st</sup> – 6<sup>th</sup> Grade:</b> This award honors students in grades 1-6 who have demonstrated outstanding achievement in mind, body, spirit and all around excellence.
Academic Distinction	<b>3<sup>rd</sup> – 6<sup>th</sup> Grade:</b> <b>PRINCIPAL'S HONOR</b> (4.0 Grade Point Average): A certificate will be awarded to those students who achieve "straight A's" in <i>Reading, Math, Language, Spelling, Science, and Social Studies</i> based on their quarter grades. <b>HIGH HONOR</b> (3.5-3.99 GPA): A certificate will be awarded to those students who attain this level based on their quarter grades in the areas listed above. <b>HONOR</b> (3.0-3.49 GPA): A certificate will be awarded to those students who achieve the necessary grade point average based on their quarter grades in the areas listed above.
Super Reader	As this award is earned these students will be recognized <u>in the grade level academic awards assembly</u> . <b>1<sup>st</sup> Grade:</b> This award honors students who master all 1 <sup>st</sup> Grade Sight Words and a DRA level of 16 or higher. <b>2<sup>nd</sup> Grade:</b> This award honors students who master all 2 <sup>nd</sup> Grade Sight Words and a DRA level of 28 or higher.
Math Whiz	As this award is earned these students will be recognized <u>in the grade level academic awards assembly</u> : <b>1<sup>st</sup> Grade:</b> Mastery of 60 addition and subtraction math facts in three, four-minute timed tests. <b>2<sup>nd</sup> Grade:</b> Mastery of 100 addition and subtraction math facts in three, four-minute timed tests.
Character Awards	<b>1<sup>st</sup> – 6<sup>th</sup> Grade:</b> This award honors students in grades 1-6 who have demonstrated outstanding character in the traits of open-mindedness, integrity, cooperation, kindness, optimism, courage, fairness, self-discipline, and perseverance.

### END OF YEAR AWARDS

Academic Achievement	<b>Kindergarten: (Presented in the classroom and parents can attend this public awards ceremony)</b> This award recognizes students who have mastered kindergarten standards in Language, Math, Spelling and Sight Words. <b>1<sup>st</sup> Grade:</b> This award is earned by students in first grade who have achieved a DRA Level 18 or higher and 90% or higher on all Math Benchmarks. <b>2<sup>nd</sup> Grade:</b> This award is earned by students in second grade who have achieved a DRA Level 34 or higher and 90% or higher on all Math Benchmarks.
Block F	<b>4<sup>th</sup> – 6<sup>th</sup> Grade:</b> This award recognizes students in grades 4-6 for their participation in the various areas of mind, body, and spirit. For more information, please refer to the Block F Handbook.
Super Reader	<b>Kindergarten: (Presented in the main office, during school hours, by principal- not a public awards ceremony).</b> This award honors students who master a DRA level of 4 or higher.

### 6TH GRADE ONLY END OF YEAR AWARDS

Athlete of the Year	One boy and one girl will be selected. Athletes will receive a plaque and have a plate on the perpetual trophies located in the MPR.
Principal's Medallion	This award is earned by students who have received Principal's Honor Roll (4.0) every quarter throughout their 4 <sup>th</sup> , 5 <sup>th</sup> , and 6 <sup>th</sup> grade school years.
Block F All-Star	This award is earned by students who have earned Block F all 6 semesters for their 4 <sup>th</sup> -6 <sup>th</sup> grade school years.

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

*"If you think you can, you can. If you think you will, you will.  
You can be the difference"*

On an annual basis Clovis Unified School District (CUSD) submits the Application for Funding Consolidated Categorical Aid Programs commonly called the Con Ap. The application is submitted in two (2) parts: Part I, which contains program and demographic information, is submitted by June 1 each year; and Part II, which contains the budget information and additional program data, is submitted by January 31 each year. The categorical programs included in the application are Title I, Part A – (Improving the Academic Achievement of the Disadvantaged Improving, Title I, Part C – Migrant Education, Title II, Part A – Preparing, Training and Recruiting High Quality Teachers and Principals, and Title III – Language Instruction for Limited English Proficient and Immigrant Students. Essentially, these funds are designed to assist students in mastering state standards.

Clovis Unified Schools are committed to establishing a true partnership with all facets of the Clovis Learning Community. CUSD values feedback and input. Parents continue to make positive differences in the lives of the children we all support. We know from research that participation in your child's education will not only bring success to your child but other children in the school. Our parents truly make a difference in the lives of Clovis kids!

CUSD is proud and pleased 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 the CUSD include:

**School Site Council (SSC)**

**English Learner Advisory Committee (ELAC)**

**District Advisory Committee (DAC) and School Advisory Committee (SAC) District Learner Advisory Committee (DELAC)**

**District Migrant Education Parent Advisory Committee (DMEPAC) District Indian Education Parent Advisory Committee (IPAC) School and District level School Assessment Review Team (SART) Local Control Accountability Plan (LCAP)**

**Community 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 school's Single 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 of each and every student. 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 each of the site's SPSA and to the District's Local Education Agency Plan (LEAP). 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, or go to: <http://www.cusd.com/supplementalservices>.

**School Site Council (SSC):** All schools receiving categorical funds are required to form a SSC. The SSC is composed of parents, students at the secondary level and school personnel. It is responsible for developing, implementing and evaluating the Single Plan for Student Achievement programs. Members serve for two years and are elected by their peers.

**District Advisory Committee (DAC) & 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 provide to students who are disadvantaged, English learners, foster youth and/or at-risk. The SSC has approved to designate our SSC pursuant to California Education Code (EC) Section 52852 to function as the School Advisory Committee.

**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 provides input and makes recommendations to the principal, staff and SSC regarding services for English learners as well as conducts an annual survey. Members serve for two years.

**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. Currently the DELAC bylaws require each DELAC representative to be 1) a parent/guardian of an EL or former EL (i.e., a reclassified fluent English proficient student) currently enrolled at the site he/she represents, and 2) elected to serve as the DELAC representative by the site ELAC. 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.

**LCAP School, District Meetings and Community Forums:** The 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.

### **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 special 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**

1. **After School Safety and Education Funds (ASES):** This state funded and administered program provides three year grant funding to establish or expand after school programs that provide students with academic support and intervention, enrichment opportunities and supportive services to help the students meet state and local standards in core content areas. The purpose of the ASES program is to create additional educational and recreational opportunities for students within the learning community while providing a safe environment for students. The goals of this program are to: 1) improve academic achievement, and 2) provide enrichment opportunities that reinforce and complement the academic program.
2. **Title I, Part A (Improving the Academic Achievement of the Disadvantaged):** A federal-funded program to provide high-quality opportunities for students in high-poverty schools to meet district and state content and performance standards.
3. **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. This reservation requirement is not formula driven.
4. **Title I, Part C (Migrant Education Program):** A federal-funded program focused on providing services for migratory students and their families.
5. **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.
6. **Title III (Language Instruction for English learners(ELs) 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.
7. **Title VII (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 can be accomplished with 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. Your school can assist you in learning more about categorical programs. You may want to become involved in your school's School Site Council (SSC), English Learner Advisory Committee (ELAC) and/or attend the Annual Title I Parent Meeting. During the fall each school will send additional information about these activities. At the district level, we encourage you to become involved with our DELAC. We encourage and look forward to your involvement in the programs we offer our learning community.

If you have any questions, please call your child's school or the CUSD Department of Supplemental Services @ 327.0661. Additional

*This guidebook has been designed to give you a quick and brief list of answers to questions, which are frequently asked regarding school operations. Further information can be found in the "District Handbook of Parent and Student Rights and Responsibilities". If you have any questions regarding Freedom Elementary or District Policies, please contact the Freedom Office at 327-4800.*



# 24-25 Freedom Elementary Bell Schedule



1 <sup>st</sup> -6 <sup>th</sup> Regular Day Schedule	
School Starts	8:00am
1 <sup>st</sup> -3 <sup>rd</sup> Recess	10:00-10:20
4 <sup>th</sup> -6 <sup>th</sup> Recess	10:30-10:50
1 <sup>st</sup> -2 <sup>nd</sup> Lunch	11:15-12:05
3 <sup>rd</sup> -4 <sup>th</sup> Lunch	12:05-12:55
5 <sup>th</sup> -6 <sup>th</sup> Lunch	12:55-1:45
Dismissal	2:50pm

Rainy/Bad Air Day Schedule	
School Start	8:00am
1 <sup>st</sup> -3 <sup>rd</sup> Recess	10:00-10:20
4 <sup>th</sup> -6 <sup>th</sup> Recess	10:30-10:50
1 <sup>st</sup> - 2 <sup>nd</sup> Lunch	11:20-12:00
3 <sup>rd</sup> - 4 <sup>th</sup> Lunch	12:00-12:40
5 <sup>th</sup> - 6 <sup>th</sup> Lunch	12:40-1:20
Dismissal	2:50pm

TK/Kindergarten Regular Day Schedule	
A.M. Start	7:45am
A.M. Dismissal	11:15am
P.M. Start	11:15am
P.M. Dismissal	2:45pm

Rainy/Bad Air Day Early Release Schedule	
School Start	8:00am
1 <sup>st</sup> -3 <sup>rd</sup> Recess	9:30-9:45
4 <sup>th</sup> -6 <sup>th</sup> Recess	9:50-10:05
1 <sup>st</sup> - 2 <sup>nd</sup> Lunch	11:20-12:00
3 <sup>rd</sup> - 4 <sup>th</sup> Lunch	12:00-12:40
5 <sup>th</sup> - 6 <sup>th</sup> Lunch	12:40-1:20
Dismissal	1:20 pm

1 <sup>st</sup> -6 <sup>th</sup> Early Release Schedule	
School Start	8:00am
1 <sup>st</sup> -3 <sup>rd</sup> Recess	10:00-10:15
4 <sup>th</sup> -6 <sup>th</sup> Recess	10:20-10:35
1 <sup>st</sup> -2 <sup>nd</sup> Lunch	10:50-11:40
3 <sup>rd</sup> -4 <sup>th</sup> Lunch	11:40-12:30
5 <sup>th</sup> -6 <sup>th</sup> Lunch	12:30-1:20
Dismissal	1:20pm

SDC Preschool Schedule	
A.M. Start	8:00am
A.M. Dismissal	11:00am
P.M. Start	11:55am
P.M. Dismissal	2:55pm

TK/Kindergarten Early Release Schedule	
A.M. Start	7:45am
A.M. Dismissal	10:30am
P.M. Start	10:30am
P.M. Dismissal	1:15pm

State Preschool Schedule	
A.M. Start	8:05am
A.M. Dismissal	11:05am
P.M. Start	12:10pm
P.M. Dismissal	3:10pm

Special Event Schedule	
School Start	8:00am
1 <sup>st</sup> -3 <sup>rd</sup> Recess	10:00-10:20
4 <sup>th</sup> -6 <sup>th</sup> Recess	10:30-10:50
1 <sup>st</sup> -2 <sup>nd</sup> Lunch	11:20-12:10
3 <sup>rd</sup> -4 <sup>th</sup> Lunch	11:50-12:40
5 <sup>th</sup> -6 <sup>th</sup> Lunch	12:20-1:10
Dismissal	2:50pm

