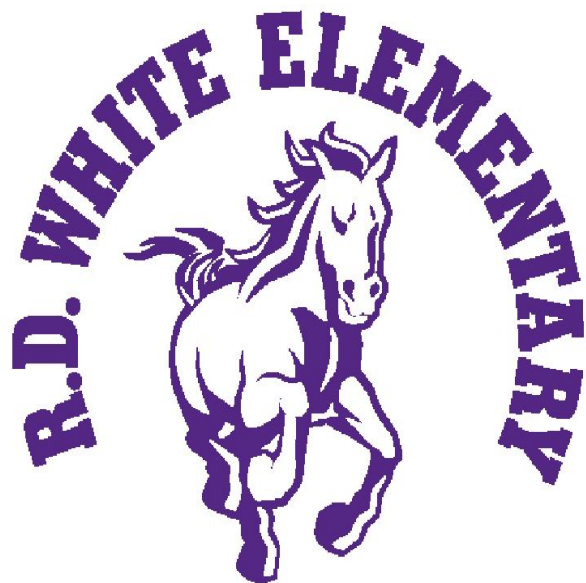




# R. D. White Parent Handbook



744 E. Doran St.  
Glendale, CA 91206  
(818) 241-2164

visit us on the web or [click here](#)



# R. D. White Elementary

## School Overview

Richardson D. White Elementary School, nestled in the foothills of Glendale, California, is a school community built on a strong foundation of collaboration and takes pride in its rich history of growth and achievement. We are committed to every student's academic, social, and emotional growth by providing a safe and nurturing environment while inspiring students to become lifelong learners.

R.D. White is the second largest elementary school in the Glendale Unified School District, serving over 970 students in TK through 5th grade. R. D. White offers a Dual Language Immersion program with a focus on biliteracy in English and Armenian languages and serves 31% of the overall student enrollment.

With the involvement of parents through the PTA, our students benefit from programs and assemblies that enhance their learning. In addition, programs including instrumental music and choral instruction for upper grade students, Accelerated Reader to help student independence in reading comprehension, school-wide Positive Behavioral Intervention and Supports (PBIS) where wanted behaviors are consistently taught and rewarded, and leadership through involvement in Student Council help build the foundations for success and connect students to school. Furthermore, the school's Response to Intervention (RTI) program supports students struggling with reading comprehension, writing strategies, and/or language acquisition.

A Gold Ribbon School, a California Distinguished School, and the 2022 California Pivotal Practice School Award recipient, our school strives to evolve, improving its practices to meet the challenges of ever changing educational paradigms and to prepare students for college, career, and life. We continue to develop and expand our PBIS practices, embrace professional development that focuses on data analysis, and incorporate community building circles to foster a sense of family. R.D. White remains committed to academic excellence, provides a safe and nurturing environment for all, and promotes individual and school-wide growth.



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# Daily Schedule

<b>Grade</b>	<b>Mon/Tues/ Thurs/Fri.</b>	<b>Wed. (Banking)</b>	<b>Minimum Day</b>
<b>TK</b>	8:05 am -12:57 pm	8:05 am - 12:52 pm	8:05 am - 11:37 am
<b>Kindergarten</b>	8:05 am - 1:07 pm	8:05 am - 1:02 pm	8:05 am - 11:47 am
<b>1st Grade</b>	8:05 am - 2:15 pm	8:05 am - 1:15 pm	8:05 am - 11:54 am
<b>2nd Grade</b>	8:05 am - 2:15 pm	8:05 am - 1:15 pm	8:05 am - 11:54 am
<b>3rd Grade</b>	8:05 am - 2:15 pm	8:05 am - 1:15 pm	8:05 am - 11:54 am
<b>4th Grade</b>	8:05 am - 2:35 pm	8:05 am - 1:35 pm	8:05 am - 12:14 pm
<b>5th Grade</b>	8:05 am - 2:35 pm	8:05 am - 1:35 pm	8:05 am - 12:14 pm



# Arrival at School

## Arrival Times:

- Students are expected to arrive between **7:40 - 8:05 a.m.** All students must be on the yard in their class line by 8:05 a.m. as instruction will begin promptly at 8:10 a.m.
- Morning supervision begins at 7:40.
- Enter the Mustang Valet marked by cones.
- Students will exit the car once in the coned area.
- Students should be ready to exit the vehicle promptly.
  - Say goodbye in your car.
  - Have backpacks inside the car, ready to go
  - Students exit only on the passenger side of the car
- Parents remain in cars at all times.
- For safety reasons, do not drop off your child(ren) before the gate opens. They may not enter before 7:40.

## Arrival Locations:

- The Mustang Valet Driving Lane is open for drop off at the **Everett Street** and **Geneva Street** Pedestrian Gates
- We encourage TK and Kindergarten families to use the Geneva Street gate as it's closer to their line up area.

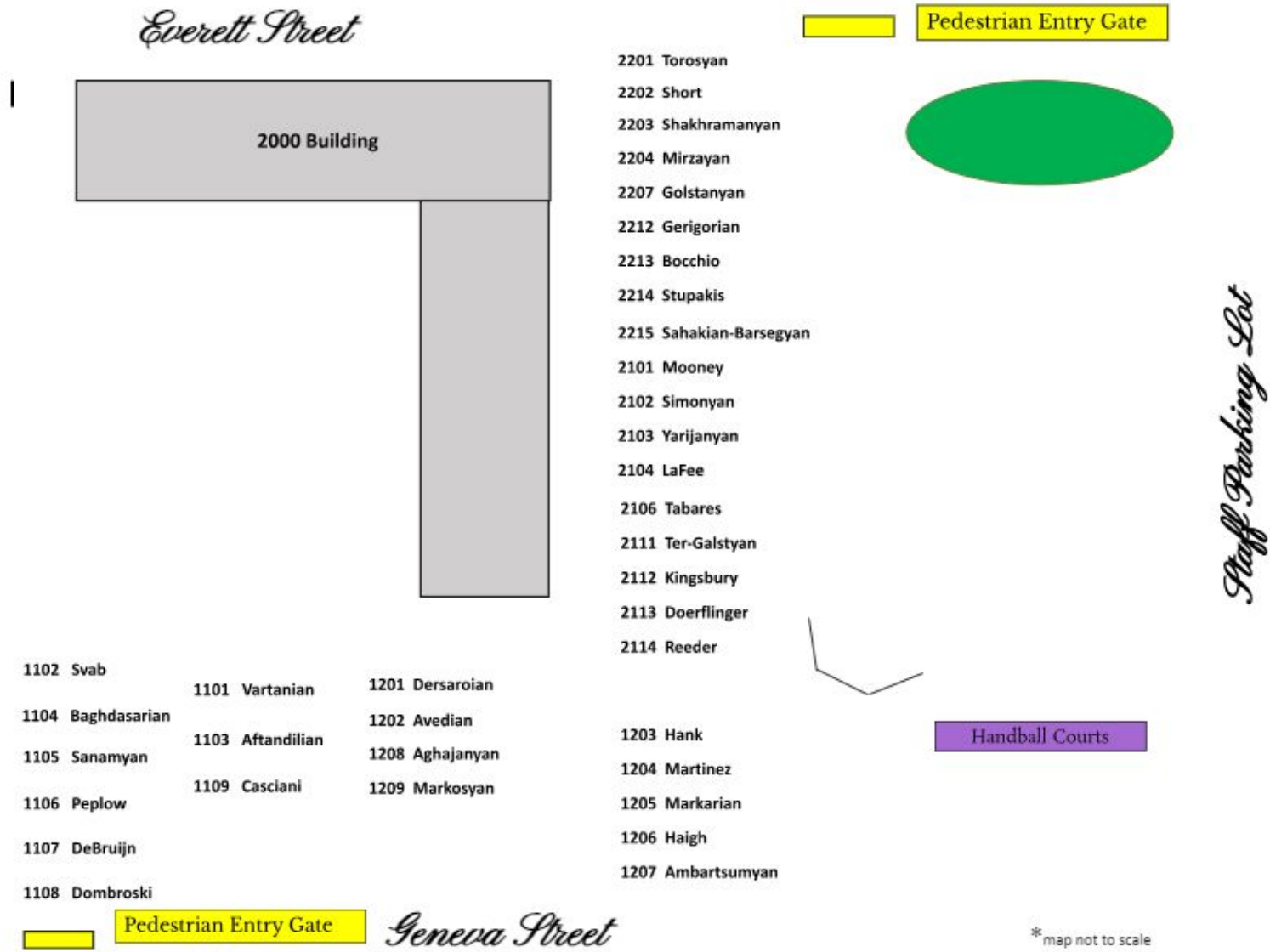
**Attendance Matters!** School begins at 8:05 a.m. Therefore, the pedestrian gates will close at 8:05 a.m. Please do not drop off students as the gate is closing. Students who arrive after the gate has closed must enter school from the front office The student will receive a late pass and be escorted/sent to class.

**To learn more about attendance rules and requirements, visit the district website or use [this link](#).**

## On Rainy Days

- All students enter from either the Geneva or Everett Street pedestrian gate.
- Students report to the auditorium and remain seated in their designated area.
- Students are **NOT** permitted to enter from the front of school.

# Student Line Up: Every Morning



\* map not to scale

## Arrival:

- Students enter the playground from either the Everett Street or Geneva Street pedestrian gate (yellow).
- Students line up at their room number and wait for their teacher.
- Students DO NOT play on the yard during this time.

# Dismissal from School

All students will be dismissed **from the front lawn on Doran Street**. Parents must park in the neighboring streets and walk to the front lawn to pick up their child.

- **TK** dismissal is at **12:57** (M, T, Th, F) and 12:52 on Wednesday.
  - **Kindergarten** dismissal is at **1:07** (M, T, Th, F) and 1:02 on Wednesday.
  - **1st - 3rd Grade** dismissal is at **2:15pm** (M, T, Th, F) and 1:15 on Wednesday.
  - **4th - 5th Grade** dismissal is at **2:35pm** (M, T, Th, F) and 1:35 on Wednesday.
- \*Wednesday is Banking Day. Students are dismissed early. Refer to the daily schedule on page 3.**

## Dismissal Reminders:

- Please arrive in a timely manner.
- Families are encouraged to leave campus promptly.
- Students will be escorted to their dismissal area and will be monitored until released to their parent(s)/guardian(s).
- No dogs or other pets are allowed on the lawn.
- No running or playing on the front lawn.

## For the safety of our students, please observe the following rules:

- Park only in legal spots (not in the red zone).
- Do not stop on Doran Street and motion for your child to get in the car.
- Cars must be parked at a curb for students to be dismissed.
- Use the crosswalks to cross the streets and wait for the crossing guard's assistance.
- Do not block our neighbors' driveways or parking in their driveways.
- Adhere to all traffic safety measures and laws.

**Supervision** is provided on the front steps until 3:00 pm Monday, Tuesday, Thursday, and Friday, and until 2:00 pm on Wednesday. All students are to be picked up promptly at their time of dismissal. There is no supervision after these times.

## Early Dismissal/Pick-Up Reminders:

We encourage students to remain for the duration of their school day. However, if a student needs to leave school early, parent(s)/guardian(s) must call the office ahead with the time and reason for the early dismissal. The front office staff will notify the teacher. The student will be responsible for gathering their belongings before heading to the front office. Parent(s)/Guardian(s) will be required to wait in the foyer until the student is ready. Parent(s)/Guardian(s) will need to allow up to 15 minutes for this process. **No early pick-up will be allowed within 15 minutes of dismissal.**

# Dismissal Zones

## R. D. White Elementary Dismissal Locations



To ensure the safety of all children, please:

- ★ Remain behind the barricades
- ★ Wait for the teacher to release your child to you once your child identifies you

<b>EAST</b>	<b>CENTER</b>	<b>WEST</b>
		12:57 TK DeBrujin
1:07 Kindergarten Svab	1:07 Kindergarten Sanamyan Baghdasarian	1:07 Kindergarten Dombroski Peplow
2:15 Primary Mooney-1st LaFee-1st Yarjanyan-1st Short- 3rd Vartanian -1st Aftandilian -1st	2:15 Primary Tabares-1st Kingsbury - 2nd Ter-Galstyan- 2nd Simonyan-2/3 Mirzayan-3rd Golstanyan-3rd Doerflinger -3rd	2:15 Primary Stupakis-2nd Bocchio-2nd Casciani-2nd Sahakian-Barsegyan-2nd Torosyan- 2nd Shakhramanyan-3rd Gerigorian-3rd
2:35 Upper Martinez-4th Dersaroian-4th Avedian-4th Hank-5th	2:35 Upper Haigh-5th Markarian-5th Markosyan-4th	2:35 Upper Aghajanyan-4/5 Ambartsumyan-5th Reeder-5th

### WEDNESDAYS ARE BANKING DAYS

Dismissal on Wednesdays for TK at 12:52 p.m. Kinder at 1:02 p.m. Grades 1, 2, 3 at 1:15 p.m. Grades 4, 5 at 1:35 p.m.  
 Minimum Day Dismissal: TK 11:37 a.m. Kinder 11:47 a.m. 1st-3rd 11:54 p.m. 4th-5th 12:14 p.m.



# Classroom Interruptions

## CLASSROOM INTERRUPTIONS:

Any interruption of classroom instruction has an impact on the learning process. Therefore, classroom interruptions are kept to a minimum. Please have your child come to school on time, well prepared, and organized.

- Any item (lunch, homework, projects) brought to the office will be placed on the counter for students to pick up.
- An email will be sent to the teacher informing them of the item(s) in the office as they will not be delivered.
- Students must come to the office during recess or lunch to check for their items.

**Instructional time will not be disrupted by calling students from class to pick up forgotten items.**

In order to minimize disruptions to the office, musical instruments and P.E. mats **WILL NOT** be accepted by the office.

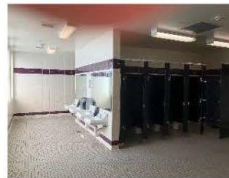
# R.D. WHITE MUSTANGS...



## Classrooms



## Restrooms



## Outdoor Spaces



## Hallways



## Cafeteria/Benches



**ARE SAFE**

Keep your hands, feet, and objects to yourself

Use all materials properly

Keep your hands, feet, and objects to yourself

Use restroom, wash your hands, and exit quickly

Keep your hands, feet, and objects to yourself

Run only in designated game areas

Keep your hands, feet, and objects to yourself

Walk at all Times

Keep your hands, feet, and objects to yourself

Eat your own food

**ARE RESPECTFUL**

Listen and follow all adult directions

Use kind and appropriate words

Use a quiet voice

Give others privacy

Share equipment and include others

Follow game rules

Stay quiet

Be mindful and aware of others

Clean up your area

Listen and follow directions of all adults

**ARE RESPONSIBLE**

Use time wisely to complete assignments

Take care of and organize all materials

Report problems to an adult immediately

Clean up after yourself

Ask an adult for help to solve problems

Use and return equipment properly

Carry a hall pass and go straight to your destination

Lift backpacks up and down the stairs

Pick up after yourself and throw away all trash

Stay in designated area until dismissed

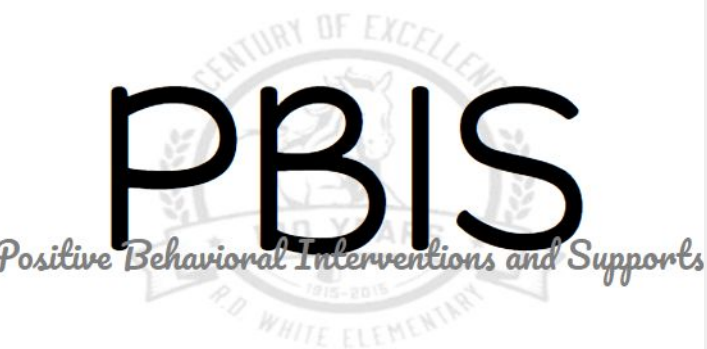
Students are expected to show their Mustang Pride at all times and follow the expectations in all areas of school. Teachers and staff regularly review these expectations and refer to them multiple times throughout the year. Students earn Proud Mustang Tickets for demonstrating the school expectations.

Students who are not meeting expectations in these areas will receive increasing consequences in order to correct and improve their performance, including but not limited to loss of school privileges, after school detention, or additional progressive disciplinary action.



## Be Safe

- Follow Peaceful Playground rules (page 13-14)
- Use all playground equipment correctly
- Keep hands, feet and objects to yourself
- Wait in line and go one at a time
- Walk and whisper in all Quiet Zones
- Eat ONLY what is yours at the lunch benches



## Be Respectful

- Show respect to all adults and students
- Follow all directions
- Use kind words



## Be Responsible

- When the bell rings, FREEZE and TOUCH YOUR KNEES
- When you hear the whistle, walk to your line
- Always have a hall pass when not in the classroom
- Pick up trash, don't pass it up
- PLAY only on the playground



# Playground Games

While on the playground students must follow our school expectations:  
**Be Safe, Be Respectful, Be Responsible**

## Playbook for a Peaceful Playground



### R.D. White Game Rules

1. Play by the R.D. White Game Rules ONLY. These rules also apply to after-school programs.
2. EVERYONE PLAYS OR NOBODY PLAYS. You can't say, "You can't play."
3. Play fair. Admit when you are out. No arguing or socking the ball when you are out.
4. Be ready when you enter a game. Check to make sure your proper play shoes are tied, your jacket is off, etc.
5. No time-outs, except for injuries or interference.
6. No cuts in line. Getting a yard supervisor is the only time your place may be saved. No holding spots.
7. No do-overs permitted at any time.
8. Play your best at all times. No going easy or hard.
9. Lines are OUT in all games.
10. Use equipment responsibly. No sitting on balls. Only kick-balls and soccer balls may be kicked. Return all equipment to the bins.
11. Solve disputes with Rock-Paper-Scissors. One time only unless you tie. Behind the back if necessary.
12. Do not run or walk through courts that are being used or games that are being played.
13. Return lost balls to a game as soon as possible so that players don't lose playtime.

### General Playground Rules

- ⊗ Be safe, be respectful, and be responsible.
- ⊗ Students may not bring personal toys or other play equipment to school.
- ⊗ No tackling or other rough play allowed.
- ⊗ Play game in designated areas only.
- ⊗ Use appropriate language at all times.
- ⊗ Behavior that is disrespectful or dangerous will result in a yellow slip.

### Around the World

(Basketball court only)

1. The numbers 1-8 are marked on the ground within throwing distance of the basket. All children in the game line up behind the number 1 mark. Each player should note their place in line carefully.
2. The first player tries to throw the ball into the basket. If successful, he moves to the number 2 spot and shoots again. He continues to shoot from successively higher numbers until he misses.
3. When he misses, he stays at the number which he missed and awaits his next turn.
4. When the first player misses, the next player in line has his turn. Each child starts at 1 and tries to put the ball into the basket from each consecutive number.
5. The first player to complete all the numbers is the winner.

### Basketball

(Basketball court only)

1. The first 2 players to make a freethrow are team captains.
2. Captains choose the teammates one at a time, alternating picks. Use Rock-Paper-Scissors to determine who picks first.
3. The captain who picked second gets to take the ball out.
4. If a player is fouled, his team gets to take the ball out.
5. Fouls are called for:
  - a. Open palm touches
  - b. Throwing elbows
  - c. Grabbing
  - d. Excessive physical contact

### 1-2-3 Handball.

(Use large red jelly balls only)

1. No more than 3 players in the court at one time.
2. First person in line is "server" and #1.
3. Play rotates between player #1 #2 and #3 until someone is out.
4. Ball may be hit with a fist, open palms, or interlocking fingers.
5. Ball must bounce once on the ground, then hit the wall, then BOUNCE ONE MORE TIME on the ground again to be playable.
6. New player entering the game is always #3.
7. Players must say their number loudly BEFORE or WHILE they are striking the ball.
8. Players who forget to say their number or say the wrong number are out.
9. Intentional body blocks are illegal.
10. Balls cannot hit the outside lines or bounce over wall.
11. Balls cannot be hit out of bounds or over the top of the handball wall.
12. No games allowed that aim the ball at a child standing against the wall.

### Shadow Tag

1. Play with 3 -5 players. In a designated area/court.
2. Pick someone to be the shadow stepper. That person shouts, "Go!" and the other players run around.
3. The shadow stepper tries to step on the others' shadows. When they do, the person whose shadow was stepped on becomes the shadow stepper.

# Playground Games

## Tetherball

1. Players stand on opposite sides of the circle.
2. First person at the court receives the serve. New player serves.
3. To serve, player must drop or toss the ball, then hit it. No throwing on a serve.
4. Always serve towards the wait line, unless you are left-handed.
5. Player may hit the ball only once before it travels around the pole or is hit by the opponent.
6. Player may hit the ball with a fist, interlocked fingers, or open palm. Holding is not allowed.
7. Hands only. If the ball hits another part of the body the player is out.
8. If the ball hits the pole and returns to the player, it may be hit again. If the ball does not hit the pole and the player hits it again, he is out for "double hits".
9. The game is over when the rope is completely wound around the pole. Winner stays in the circle and other player goes to the end of the line.
10. The line watches for fouls. If the line agrees on a foul, the player is out.
11. Once a player wins four games, he must return to the line.
12. Fouls are called for: a. Catching or holding the ball b. Touching the pole or rope c. Throwing the ball to serve d. Stepping in the pie-slice shaped areas e. Stepping onto the opponent's side of the court f. Stepping out of the circle g. If the ball hits a part of your body other than your hand

## Four-Square/Circle Four-Square

(Use blue jelly ball only)

1. Person who gets the ball is server (D).
2. Players take positions in boxes A, B, C and D.
3. Player D serves to A by dropping the ball and hitting it underhand from the bounce.
4. Ball must bounce once in the square before it can be hit.
5. After one bounce, receiving player hits the ball underhand to another square.
6. Players may use one or two hands but must always hit underhand with open palms.
7. Players may step out of bounds to play a ball that has bounced in their square, but they may not go into another player's square.
8. When one player is out, the first child in line enters at box A, and others rotate.
9. A moves to B, B moves to C, C moves to D.
10. If a ball is hit and clearly would have been out, the player who hit the ball is out, not the player who tried to play on it.
11. When two mistakes are made, the first person to make the mistake goes out.
12. First graders only are allowed to catch and hold the ball until the count of 3 before returning it.
13. No intentional "tea parties" allowed (only hitting the ball to two parties).
14. Fouls: a. Hitting overhand b. Bouncing the ball multiple times before serving c. Failure to hit the ball or double hits d. Stepping into someone else's box e. Hitting out of bounds f. Hitting into your own box g. Holding or catching the ball.

## Spider

(Played in Four-Square court)

1. No body contact or pushing is allowed.
  2. Five players play at a time, one in the middle of the court, and one in each corner.
  3. When the middle person shouts, "Spider!" each person moves to a new corner.
  4. The person without a corner goes to the end of the line.
  5. Next person in line starts in the middle of the square.
- Foul: Player may not stay in the same corner or return to the same corner when "Spider" is called.

## Red Light/Green Light

Object: One person plays the "stop light" and the rest try to cross the imaginary line where he/she is located.

1. All the players form a line about 15 feet away from the stop-light.
2. The stop-light faces away from the line of kids and says "green light."
3. At this point the players are allowed to move towards the stop-light.
4. At any point, the stop-light may say "red light!" and turn around. If any of the players are caught moving after this has occurred, they are to go back to the start but can still play.
5. Play resumes when the stop-light turns back around and says "green light."
6. The first player to cross the imaginary line where the stop-light is positioned earns the right to be "stop light" for the next game.

## Play Structure Area

No jumping off equipment.

1. Slides
  - a. Feet first - sitting upright only.
  - b. One person at a time - no trans.
  - c. Only slide down. Do not crawl up the slide.
2. Dome
  - a. No standing on the dome.
  - b. No pushing others off the dome.

## Monkey Bars / Hanging Structures

### Climbing Wall

1. Students may not stand or sit on top of bars or climbing wall.
2. Do not play underneath the bars.
3. Only one student at a time on the bars and climbing wall.
4. Do not play chicken or tag on the bars or climbing wall.

**Behavior Expectations**

ARE SAFE

ARE RESPECTFUL

ARE RESPONSIBLE

**Outdoor Spaces**

Keep your hands, feet, and objects to yourself  
Do not use designated playground

Show respect and consideration  
Follow game rules

Ask or call for help to solve problems  
Use and return equipment properly



## Volunteers

R. D. White Elementary School encourages parent and community involvement in the school in order to enrich the instructional program by increasing learning opportunities, providing supportive services to teachers, and enhancing community understanding and support of public education. In order to protect instructional time and maintain a safe campus, parents/caregivers and volunteers shall adhere to the following guidelines (BP 1240; AR 1240; BP 1250).

### **Volunteer Requirements:**

- Volunteers who will be on campus for more than 5 hours per year will be required to be cleared through our District's Human Resources Department, which will include fingerprinting.
- All volunteers shall be tested for tuberculosis (TB) within 60 days before the volunteer service begins and present evidence of being free from tuberculosis (AR 1240: A.4). The TB test is good for four years and then must be renewed.
- Volunteers must register with the Raptor Visitor Management System upon arrival to the office.

### **Classroom Observation (non-volunteer):**

Visits to individual classrooms may be scheduled through the site administrator and will be limited [to approximately 20 minutes] (BP 1250-A).

### **Volunteering in the Classroom:**

Teachers often request volunteers for the classroom. Only volunteers who are scheduled will be allowed access to the classroom (AR 6116). Some teachers may choose not to utilize classroom volunteers during the instructional day.

## Visiting Campus

Student safety is a priority. Therefore, all visitors must sign-in and sign-out in the main office using the Raptor Visitor Management System and visibly wear a badge when on campus (BP 1250: B).

- Visitors may not deliver lunches, books, homework, projects, etc. directly to the classroom, as this creates a classroom disruption.
- Visitors of any kind shall not interfere with the operation of the school or the instructional program (BP1250: C).

## Personal Belongings/Backpacks

**Personal Belongings:** Toys, playground equipment, money, baseball or trading cards (such as Pokemon), Nintendo Switch and other handheld games, and other personal items are not to be brought to school. The school cannot assume responsibility for damage to or loss of such possessions. School specific games are taught to students and students are encouraged to play those games.

**Backpacks:** Students are encouraged to have a backpack they can easily carry on their back. The backpack should be large enough for a folder and any required items for school. Rolling backpacks are not allowed for TK, Kindergarten and first grade students and highly **not** recommended for all other grades with the large number of stairs around campus.

## Lost and Found

Please mark clothing and other items with your child's first and last names so they may promptly be returned. The lost and found is located on the yard near the play structure. All unclaimed items will be donated to charity several times during the year and after the last day of school in June.

# Cafeteria



**FREE breakfast and lunch is available for any student while on campus.**

## **Students may bring food from home.**

- Items from home must be ready to eat
- Students must be able to open and close their containers/boxes/bags/lids without adult assistance. However, adults are nearby to assist as needed.
- Please be mindful of all student allergies when packing food from home.
- Students may not share food.
- Pack healthy food options with minimal sugar content for both snack and lunch
- No candy
- No glassware
- No energy drinks, soda, or canned beverages
- Please do not bring lunches from local fast food restaurants. We are emphasizing healthy food choices.

## **Breakfast is offered twice during the day. However, only one breakfast is free.**

- Breakfast is offered in the morning from 7:45-8:00 a.m. for all students.
- Breakfast is offered during recess for 1st-5th graders.

## **Water bottles are encouraged for all students.**

- Bottle refilling stations are available at multiple locations on campus.
- We encourage all water bottles to be properly labeled with the student's name, grade, and teacher name to prevent items being confused or lost.

## **Students will eat outdoors.**

- Weather permitting, students will enjoy their breakfast and lunch outdoors in designated areas

## **Share Tables:**

The purpose of the Share Table is to prevent waste. If a student picked up an item from the cafeteria that they no longer want, they may place it on the share table. Only unopened packages or whole, uneaten fruits may go on the table. The share table is only for students.

**The lunch menu is published at the end of each month and is available on the GUSD website under the Nutrition Services Department.**

Please contact us at the school if your child has specific dietary needs/concerns to see how we can help (818) 241-2164.

## **Attendance:**

Student attendance is to be **regular** and **punctual**. Consistent, on-time attendance is a priority. It is the responsibility of all students to make up class work missed during an absence.

## **Lates/Tardies:**

School starts at 8:05 a.m. It is important that students arrive on time. Frequent or persistent tardiness is a disadvantage to your child as well as a disruption to the class.

Students should be at their line-up area on the playground no later than 8:05 a.m. Students arriving late to school are to check in at the school office, pick up a late/tardy slip, and proceed to class. Students arriving less than 30 minutes late to school will receive a late slip. Students arriving late to school by 30 minutes or longer will receive a tardy slip.

## **Absences:**

All absences from school must be verified by a parent and/or guardian with a signed note, email to the teacher, or with a call to the office at (818) 241-2164. The parent/guardian note is to state the date of the absence and the reason for the absence (illness or other reason). Absences not cleared within three days will automatically become truancies.

Parents must notify the health clerk before a student returns if they have had a communicable disease, fracture, or been under a doctor's care for a prolonged illness lasting five or more days. In these special cases, the student must return to school with a doctor's note releasing them to return to school. According to state law, the only excused absences are illness, bereavement of an immediate family member, religious holiday, and court appearances. The principal may consider other absences as justifiable when requested in writing in advance. Justifiable absences shall be granted for a maximum of three days (GUSD Administrative Regulation 5113).

Tardies and absences are included on your child's report card, which becomes part of your child's permanent record.

A letter will be sent home if there are repeated incidents of tardies or absences.

## Cell Phones

Cell phones and smart watches (i.e. Apple Watch) that have text or call capabilities must remain off or on airplane mode at all times during the school day and must stay in the student's backpack until dismissal.

The phone/smart watch may not be used, including texting, at any time during school hours. Cell phone privileges will be revoked immediately if the phone rings in class or is taken out of the backpack. Parents will be required to pick up the cell phone directly from the office.

Cell phone cameras are NOT to be used at any time on the school campus.

The school is not liable for lost or damaged items. Security of personal cell phone is the responsibility of the student.

## Telephone Usage and Messages

Students may use the office telephone for urgent or school-related matters only. Please be sure that plans for after school pick up are made before your child comes to school.

To avoid interrupting instruction, calls are not connected to classrooms during class time. If a parent needs to give a message to their child, it must be communicated through the main office before lunch time.



# Birthday and Classroom Celebrations

## **Birthday Celebrations:**

Birthday and other party refreshments are not permitted during school hours. Although we understand the desire behind each request, experience indicates that such accommodations disrupt the educational program. Since it is our desire to make maximum use of instructional time, refreshments are not permitted. Parents, particularly of primary grade students, frequently request to bring treats to celebrate a birthday. Instead, we suggest you donate a book to your child's classroom. The distribution of party invitations at school is not allowed.

## **Classroom Parties:**

Two classroom parties are permitted during the school year. They often occur in December and at end of year. The classroom teacher or the room parent will communicate with families regarding these events.

Donations for classroom parties should follow the districts policies for food donations, including but not limited to healthy snacks and taking into consideration of food allergies.

## Homework Policy

We believe homework helps to establish essential study habits and is a cooperative effort between home and school. R. D. White Elementary School's Homework Policy is in alignment with GUSD Board Policy and Administrative Regulation, 6154.

### We will apply the following guidelines at R. D White Elementary School:

- It is recognized that individual student differences will affect the amount of time spent on homework. In addition to assigned homework, students are expected to do reading outside of the school day.
- The homework lesson will relate to what is being taught in class. The teacher may assign homework in other subject areas as needed to maximize our students' education. Supplemental Programs such as GATE and SAI-CORE may have differentiated homework assignments.
- Homework assignments are a part of each student's effort grade. Students are to return homework to the classroom teacher the following day or as assigned by the teacher.
- Unfinished classroom work can be considered part of daily required homework and may be completed in addition to assigned homework as long as it adheres to the suggested times for homework below.
- An important aspect of our homework policy is to keep parents informed of the school's curriculum and their children's progress. It is helpful if parents take an active interest by providing an appropriate place to do homework and by giving encouragement and support throughout the process. Please confer with the teacher if your child needs special help or is consistently spending excessive time on homework.

### **Suggested times for Homework as per GUSD Board Policy 6154:**

- Transitional Kindergarten: No Homework
- Kindergarten: Up to 10 minutes daily, includes nightly reading minutes
- Grades 1-3: 10 to 40 minutes daily, includes nightly reading minutes
- Grades 4-6: 30 to 60 minutes daily, includes nightly reading minutes

Often times, parents inquire about extension or added practice for their child. Families can extend their homework experiences by completing additional online lessons using the iReady program. See your child's teacher for more information.

General appearance and clothing are the primary responsibility of the students and their parents. Cleanliness at school is a must. To promote a climate favorable to learning and to ensure student safety, student dress must conform to standards of safety, modesty, and must not disrupt the learning environment.

- For reasons of safety, shoes with a safe sole must be worn at all times. No flip-flops or open toe shoes, without back support, etc., will be permitted.
- Oversized clothing represents a safety hazard during physical activity. Shorts, pants, or shirts that are excessively large and loose-fitting inhibit normal movement, and, therefore, may not be worn. Pants or shorts must fit properly and must be worn at the waist. Belts must be the correct size, and the end of the belt may not hang down.
- Clothing must not disrupt the proper educational climate. Clothing that is offensive, contains violent or obscene drawings or messages, or advertises or represents alcohol, tobacco, and/or illegal substances or activities may not be worn.
- Students must be modestly dressed. Articles of clothing that are inappropriately revealing may not be worn. Bottoms should reach the fingertips, tops should cover the midriff, and straps must be at least two inches wide.
- Hats may not be worn indoors at any time. Hats may be worn outdoors for P.E. and recess.

**Parents will be notified immediately when a student is dressed inappropriately. Consequences will be determined by the school administration, which may include parental delivery of appropriate clothing to school.**

## **ACADEMIC STANDARDS/CALIFORNIA CONTENT STANDARDS (CCS):**

In addition to providing opportunities for our students to develop 21st skills (Critical Thinking, Collaboration, Communication, and Creativity/Innovation), CSS will also affect the way our students will be learning in the classrooms. Our school follows all CSS in Math and English Language Arts. The following are key shifts called for by the Common Core in English Language Arts adopted by the state of California as our California Content Standards:

- Regular practice with complex texts and their academic language.
- Reading, writing, and speaking grounded in evidence from texts, both literary and informational.
- Building knowledge through content-rich nonfiction.

All California Content Standards can be found on the [California Department of Education website](#).

# Title IX Compliance

STATEMENT OF NON-DISCRIMINATION (Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972 Section 504 of the Rehabilitation Act of 1973):

The Board of Education is committed to equal opportunity for all individuals in education. District programs, activities and services shall be free from unlawful discrimination, harassment (including sexual harassment), intimidation, and/or bullying based on actual or perceived sex, race or ethnicity, color, national origin, nationality, religion, age, sexual orientation, sexual preference, ancestry, ethnic group identification, gender, gender expression, gender identity, physical or mental disability, marital or parental status, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, or sexual harassment in any district service, program and/or activity that receives or benefits from state financial assistance. The Board shall promote programs which ensure that unlawful discriminatory practices are eliminated in all district activities. The District will take steps to assure that the lack of English will not be a barrier to admission and participation in district programs. A copy of the District's Uniform Complaint Policy is available by calling (818) 241-3111, ext. 1457. Complaints alleging noncompliance with this policy of nondiscrimination should be directed to the following personnel:

Title IX Coordinator – Dr. Kelly King, 223 N. Jackson, (818) 241-3111 ext 1209, [titleix@gusd.net](mailto:titleix@gusd.net)

Section 504 Coordinator – Hagop Eulmessekkian, 223 N. Jackson, (818) 241-3111 ext 1416, [heulmessekkian@gusd.net](mailto:heulmessekkian@gusd.net)

Title II/ADA: Dr. Kelly King, 223 North Jackson, (818) 241-3111 ext 1209, [kking@gusd.net](mailto:kking@gusd.net)



**R.D. White Mustangs**  
**We are Safe, Respectful, and Responsible**

