

S.A. Moffett Elementary School

<https://moffett-huntington-ca.schoolloop.com>



HANDBOOK

2022 - 2023

TABLE OF CONTENTS

SUBJECT	PAGE #
Principal's Message	3
Moffett School Mission Statement	4
School Calendar	5
Daily Schedule	6
School Lunch Service	7

STUDENT HEALTH AND SAFETY

Student Emergency Contact List	7
Health Clerk	8
Accidents	8
First Aid	8
Medications at School	8
Physical Restrictions	9
Communicable Diseases	9
Attendance and Absence	9
Independent Study	9
Tardiness	10
Crutches and Casts	10
Visitors on Campus	10
Playground Supervision	10
Parent Volunteers	10
Dogs on Campus	11
Student Dress Code	11
Bicycle Safety	12
Traffic Safety	12
Safe Campus	13
After-School Arrangements	13
Child Custody	13
Preschool Children	13
Limousines	13
Emergency Preparedness	14
Pets and Animals	14
Student Sign-Out	14
Medications on Student Information System	14
No-Gum Policy	15
Tobacco-Free Site	15

TABLE OF CONTENTS (CONTINUED)

HOME/SCHOOL COMMUNICATIONS

Back-to-School Night	15
Individual Parent Conferences	15
Interim Reports/Progress Reports	15
Report Cards	16
Education Records	16
Classroom Visitations	16
Open House	16
Ongoing Communication	16
Parent Square Communication	16
Weekly Schoolwide Flag Assemblies	17
Retention Policy	17
Labor Code 230.8	17

STUDENT DISCIPLINE & EXPECTATIONS

Homework Policy	18
Discipline Policy	18
Grounds for Suspension and Expulsion	18
Sexual Harassment	19
Dangerous Objects	20

SPECIAL PROGRAMS & SUPPORT SERVICES

Gifted and Talented Education	20
Special Education	21
Program for English Language Learners	21
School Site Council	22

ADDITIONAL SCHOOL POLICIES

Personal Items	22
Messages for Students	22
Lost-And-Found	22
Textbooks and Library Books	23
Study Trips	23
Treats and Parties	23
Use of Cell Phones on Campus	23

PRINCIPAL'S MESSAGE

Dear Parents:

It is with great pleasure that I welcome you and your child back this fall to Moffett School. I look forward to working with a dedicated staff of educators and an involved Moffett community to ensure that a secure, supportive, and challenging learning environment is provided for your child.

In order that all our children may benefit to the maximum extent from our programs, we encourage your active participation in the following ways. Become a member of PTA; participate in all scheduled parent-teacher conferences; when possible, volunteer your time as a classroom volunteer helper, a library volunteer, or an *Art Masters* volunteer; attend school functions regularly and encourage your child to bring home all information from school the same day it is distributed.

By maintaining a cooperative and united effort between home and school, we can ensure that the children of Moffett Elementary School receive a challenging and positive educational experience in an atmosphere that actively supports them in the learning process.

This handbook is designed to help parents become acquainted with school procedures. Our school policies and procedures are developed with the welfare of children in mind. Please contact our office if you need clarification or if you have additional questions.

Your child's years at Moffett School are important ones; we are here to ensure that they are both happy and productive.

Sincerely,

Mr. Forest Holbrook
Principal

Mission Statement

Our purpose is to ensure the academic and personal success of each child. We exist...

- To provide each student a solid foundation and an academic education in reading and writing literacy, mathematics, science, and history.
- To help children respect and value themselves and others.
- To teach children to access and apply information.
- To teach children effective communication skills (writing, speaking, and listening).
- To develop critical thinking and problem-solving skills.

We accomplish our purpose within a safe, secure, and supportive learning and teaching environment.

MOFFETT SCHOOL CALENDAR

First Day of School	September 8
Back-to-School Night	September 22
Parent Conferences <i>(Planning Day Schedule)</i>	October 18 and October 20
Parent Conference Day <i>(No School for Students)</i>	October 19
Staff Development Day <i>(No School for Students)</i>	November 1
Veteran's Day Observed (School Closed)	November 11
Thanksgiving Recess	November 21 - 25
Close of First Trimester	December 16
Winter Recess	December 26 - January 6
Martin Luther King, Jr. Day	January 16
Lincoln's Birthday	February 13
Presidents' Day	February 20
Close of Second Trimester	March 31
Spring Recess	April 10 - 14
Smarter Balanced Testing Window	March 20 - May 26
K-5 Open House	April 27
Memorial Day	May 29
Last Day of School <i>(Planning Day Schedule)</i>	June 23

DAILY SCHEDULE

Playground supervision begins at 7:55 a.m.

REGULAR DAYS

<u>Grade</u>	<u>Arrival</u>	<u>Dismissal</u>	<u>Recess</u>	<u>Lunch</u>
Kindergarten	8:05	2:03	10:00 - 10:20	11:30 - 12:15
1st Grade	8:05	2:03	10:00 - 10:20	11:30 - 12:15
2nd Grade	8:05	2:03	10:00 - 10:20	11:30 - 12:15
3rd Grade	8:05	2:03	10:00 - 10:20	12:15 - 1:00
4th Grade	8:05	2:26	10:30 - 10:50	12:15 - 1:00
5th Grade	8:05	2:26	10:30 - 10:50	12:15 - 1:00

PLANNING DAYS

(Thursdays, beginning 9/8/22)

<u>Grade</u>	<u>Arrival</u>	<u>Dismissal</u>	<u>Recess</u>	<u>Lunch</u>
Kindergarten	8:05	1:06	10:00 - 10:20	11:30 - 12:15
1st Grade	8:05	1:06	10:00 - 10:20	11:30 - 12:15
2nd Grade	8:05	1:06	10:00 - 10:20	11:30 - 12:15
3rd Grade	8:05	1:06	10:00 - 10:20	12:15 - 1:00
4th Grade	8:05	1:15	10:30 - 10:50	12:15 - 1:00
5th Grade	8:05	1:15	10:30 - 10:50	12:15 - 1:00

*Planning Day schedule is observed every Thursday
for the 2022 - 2023 school year.
Additional planning days are scheduled for October 18th and June 23rd.*

SCHOOL LUNCH SERVICE

The school cafeteria serves lunch daily and is free of charge for the 2022-23 school year. Students are also welcome to bring their own lunches to school. For safety reasons, glass containers, glass bottles, and knives are not permitted.

If your child arrives to school late, please provide a lunch or call the office prior to 9:00 a.m. to order a school lunch.

Students with restrictive nut allergies will sit at a designated table in the lunch area.

Parents wishing to periodically eat lunch with their children are welcome to check them out to eat off campus. Parents are not allowed to eat lunch on campus with their child.

Please help your child understand that while eating in our lunch area, he/she is expected to be on their best behavior. Lunch area privileges may be suspended for a period of time, or other appropriate consequences may be imposed, for repeated violation of the following behavioral expectations.

1. Walk in a quiet and orderly manner to assigned tables.
2. Be polite and courteous to supervisors and other students. Talk in normal voices.
3. Remain seated until excused.
4. Walk out to the playground in an orderly manner after throwing away all trash in the trash cans provided.

STUDENT HEALTH AND SAFETY

STUDENT EMERGENCY CONTACT LIST

It is very important that we always have current information regarding home and work telephone numbers, place of employment, babysitter's number, etc. in order to contact a responsible person in case of an emergency. If information changes during the year, please notify the school office immediately. It is important to remember that we will not release a child to anyone without your prior written authorization, and only to those persons officially designated by you on the student emergency contact list (through your updates on the Aeries Parent Portal). Carpool parents should be listed on each other's cards. Students will be released only to persons eighteen or older.

STUDENT HEALTH AND SAFETY

HEALTH CLERK

A Health clerk is available for four hours daily to administer first aid. The District nurse is on call for emergencies.

ACCIDENTS

Considerable care is taken to ensure that Moffett School is a safe place for students and staff. When an accident occurs, it must be reported immediately to the supervising adult in charge. School personnel may administer first aid. In case of serious injury, paramedics will be called, and the parent will be contacted. Student accident insurance is available at a nominal cost. Registration for student insurance may be complete online at the following web address: <https://studentinsuranceusa.com/>

FIRST AID

If a student is injured at school, school personnel will administer first aid. If the injury warrants care beyond immediate first aid, the parent is called. Ill or injured children are to be taken home by parents or by persons designated on the student's emergency contact list, only. Ill or injured children are not permitted to go home alone.

MEDICATIONS AT SCHOOL

For safety reasons, students are not allowed to have any medication in their possession at any time on the school bus or on the school premises; this includes Aspirin/Tylenol, cough drops, sore throat lozenges, etc. According to California Education Code, "definite procedures must be followed with regard to taking medication at school." A form, signed by the physician, must be on file in the office before school personnel may administer medication to a child. The medication must be stored in the school office only and must be brought in a container appropriately labeled by the pharmacy (student's name, medication, and dosage). No medication is permitted in the classroom or on the school bus. All medication must be administered in the office by office personnel. Epi-pens and asthma inhalers may be carried with the child, but only after proper forms are completed.

STUDENT HEALTH AND SAFETY

PHYSICAL RESTRICTIONS

Notes from parents requesting exemption from Physical Education following an illness or an accident will be honored for a short period of time. Requests for exemption from Physical Education for longer than one week require a physician's documentation of need.

COMMUNICABLE DISEASES

If your child shows symptoms of illness during the night, please keep him/her home the following day. Students who remain home at the onset of an illness recuperate faster and miss fewer days of school. Please notify the school immediately when a communicable disease is suspected or diagnosed. This is an important step in the control of a disease. Children recovering from communicable diseases such as measles, mumps, chicken pox, head lice, etc. must be readmitted to school through the office.

ATTENDANCE AND ABSENCE

The only acceptable excuses for student absence are illness, doctor's appointments, or funeral attendance of an immediate family member. If your child is absent, call the school attendance line or email us at: moffettattendance@hbcasd.us - both are available 24 hours a day. If your child is absent for five or more consecutive days, a doctor's note is required.

School attendance records are audited closely by the State Department. We must maintain accurate attendance records for apportionment purposes.

INDEPENDENT STUDY

While we believe there is no substitute for regular student attendance at school, the Huntington Beach City School District operates a program of Independent Study for students who miss five or more consecutive days of school for reasons other than illness. Please call our office at least one week in advance to arrange an independent study contract.

STUDENT HEALTH AND SAFETY

TARDINESS

Tardiness not only interrupts the instructional program but cultivates detrimental behavior that is difficult to reverse once a child reaches middle school. A student who arrives after 8:05 must come to the office for a tardy slip before entering the classroom. Please be sure that your child leaves home in time to arrive at school before the bell rings. Parents will be notified of excessive tardiness.

CRUTCHES AND CASTS

In the interest of student safety, a child who requires a cast/wrap or crutches will spend recesses in a supervised, contained, specified area, and a friend may accompany him. If walking around at recess is preferred (no equipment use/ball game play allowed), a parent note giving the child permission is required before he/she will be allowed outside.

VISITORS ON CAMPUS

To protect the welfare and the security of students and staff, visitors are required to check in at the school office upon entering school grounds (Penal Code 627.2).

PLAYGROUND SUPERVISION

Adult supervision of our school site begins at 7:55. Children are not allowed to arrive at school before 7:55. All students must leave the school grounds at their dismissal time. Students are not to play on the play structures or blacktop after their dismissal time. Children cannot wait unsupervised for their parents in the park after school. If you are in need of an after-school childcare program, a list of local childcare providers is available in the school office.

PARENT VOLUNTEERS

We welcome and encourage parent volunteers in our classrooms. All volunteers are required by law to have proof of a negative Mantoux TB test on file with our office before volunteering in our classrooms. In the interest of safety and to preserve the instructional environment, preschool children may not be brought with volunteers when they work in our classrooms or accompany a class on a study trip. Only children regularly enrolled at Moffett School may be in classrooms and on the playground during school hours.

STUDENT HEALTH AND SAFETY

DOGS ON CAMPUS

For the safety of our students and staff, dogs are not allowed on the grounds of Moffett School. Please do not bring a dog with you to any school function or while picking up or dropping off your child.

STUDENT DRESS CODE

School personnel believe that appropriate dress and grooming contribute to a productive learning environment. Moffett staff will not interfere with the right of each student and his/her parents to make decisions regarding his/her appearance, except when their choices affect the educational program of the school. School personnel prohibit student dress or grooming practices which present a hazard to the health or safety of the student or to others in the school, materially interfere with schoolwork, create disorder, or disrupt the educational program, cause excessive wear or damage to school property, or prevent the student from achieving his/her own educational objectives because of blocked vision or restricted movement. Consistent with the above statements the following standards apply:

Clothing:

- Students must wear clothing appropriate for school and the activities in which they participate, including physical education.
- All clothing should be appropriately sized to the child. Clothing that is determined unsafe is not allowed. Excessively baggy clothing presents a danger for participation in physical activities. Clothing with spaghetti straps also does not allow for proper participation.
- Blouses and shirts should cover a child's midriff. Clothes shall be sufficient to conceal undergarments at all times.
- Clothing, jewelry, and personal items such as backpacks, water bottles, etc., shall be free of writing, pictures, or any other insignia which are crude, vulgar, profane, or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.

Shoes:

- Safe shoes must be worn at all times, and must be appropriate for all school activities, including physical education. Sandals must have closed toes and covered heels. Flip flops or backless shoes or backless strap sandals are not acceptable. Shoelaces must be the appropriate length and tied at all times.
- Shoes with wheels are not allowed at school.

Hats:

- Hats, caps, and other head coverings shall not be worn indoors.
- Hats may be worn outside for sunscreen purposes.
- Hats may not advocate or advertise alcohol, smoking, drugs, gangs, profanity, or violence.

STUDENT HEALTH AND SAFETY

Accessories:

- Accessories should not interfere with or distract from the learning environment and/or safety of the child while at school.
- Wallet chains, large bracelets and other such jewelry are not appropriate if they interfere with the instructional program or present a safety concern.
- Extreme hair styles or makeup may detract from and disrupt the learning environment.
- Hair shall be clean and neatly groomed.

BICYCLE SAFETY

It is recommended that only students in grades 3, 4, and 5 may ride their bicycles to school unless students in lower grades are accompanied by their parents or adult supervision. Electric bikes are not permitted on campus. All bicycles must be locked and parked in the racks provided. No bike riding is permitted on the school grounds. State law requires that all persons under the age of 18 wear helmets. Students who repeatedly violate bicycle safety rules may have their bicycle privileges suspended.

The school is not responsible for lost, stolen, or damaged bicycles.

TRAFFIC SAFETY

Providing for the safety of our students is everyone's responsibility and a priority with our Moffett School staff. Please help us keep our students safe by observing the following traffic expectations around Moffett School.

- Traffic in our West parking lot is one way. Vehicles must observe the appropriate flow of traffic by entering the south driveway and exiting the north driveway only.
- Right turns only are permitted upon exiting our west parking lot. No left turns.
- Never double park.
- Children should enter and exit a vehicle on the passenger's side only.
- Exit students at curbside. Wait your turn in the drop-off lane. Do not drive around others.
- Drive very slowly and carefully through school zones.
- Allow enough time for children to reach their destination without being hurried. Children in a hurry may forget to watch for traffic dangers.
- Do not stop near crosswalks.

STUDENT HEALTH AND SAFETY

- Do not back out of driveways or make U-turns near the school.
- Do not allow your child to walk/run between parked cars and buses to enter your vehicle. Park your vehicle in a designated stall or on the street and walk to meet your child.
- The North parking lot is purposed for buses. DO NOT PARK IN THE BUS LOADING ZONE AT THE FRONT LOT.

SAFE CAMPUS

In the interest of student and staff safety, all visitors must check in through our office and obtain a visitor sticker before entering our buildings and playground. You may be questioned by school personnel if you are not wearing a sticker.

AFTER-SCHOOL ARRANGEMENTS

Be sure your child understands where he/she is to go after school. If a child is not going home his/her regular way, please call the school office or send a note to the teacher. Please help us avoid confusion and misunderstanding by communicating with us in advance.

CHILD CUSTODY

It is important that our school office is aware of and has on file any legal papers that relate to the unique custody circumstances concerning your child. Please be advised that both parents may pick up their child from school at any time unless a court order restricting this is on file in our office.

PRESCHOOL CHILDREN

A school campus can be an unsafe place for a toddler. We welcome parent volunteers, but we recommend that you leave your preschool children at home when you are volunteering in the classroom. It is difficult for a volunteer to help a teacher while supervising their own toddler. Preschoolers may not attend study trips. We ask that you understand the importance of a classroom environment that supports student learning and provides for optimum use of instructional time.

LIMOUSINES

Our school parking lot cannot accommodate limousines during pick up and dismissal times. Please do not arrange for your child to be picked up by a limousine.

STUDENT HEALTH AND SAFETY

EMERGENCY PREPAREDNESS

Fire and emergency drills are held on a regular basis so that children will have automatic responses to emergency signals. All children should have an up-to-date Student Emergency Contact List (through your yearly updating of emergency information on the Parent Portal) on file. Moffett School has an emergency plan that will be followed in case of an emergency. Following an event such as an earthquake, students will be kept under school supervision and released only to parents or an adult designated on the child's Student Emergency Contact List.

In case of school evacuation due to earthquake or fire, children will be released at the back of the school. You will be required to sign your child out with school personnel before your child is released to you or a designee. Please impress upon your children the need for them to follow the directions of any school personnel. Discuss emergency plans with all members of your household.

PETS AND ANIMALS

No animals/pets, including rodents, fowl, or reptiles are permitted in the classroom without prior approval from the principal and classroom teacher. Per district board policy, further documentation is also required.

STUDENT SIGN-OUT

When a student leaves school before regular dismissal time, the parent/guardian must sign the child out in the school office. A student will only be released to adults (minimum age of 18 years) other than parents with prior written approval by the child's parent(s).

MEDICATIONS ON STUDENT INFORMATION SYSTEM

In the event of an emergency requiring us to call 911, paramedics will want to know all medications a child is taking. Please put this information on your child's medical information page (though the Parent Portal) and notify the school office as changes occur.

STUDENT HEALTH AND SAFETY

NO-GUM POLICY

In the interest of maintaining a clean, healthy learning and teaching environment, gum chewing is not permitted at school.

TOBACCO-FREE SITE

In the interest of public health, the Huntington Beach City School District is proud to provide a healthy, tobacco-free environment and requests people refrain from using any tobacco products on Huntington Beach City School District property.

Thank you for your cooperation.

Huntington Beach City School District Policy #1007

HOME/SCHOOL COMMUNICATIONS

BACK-TO-SCHOOL NIGHT

A parent information evening (Back-to-School Night) is held in September. During this evening, parents are provided the opportunity to meet our teachers and will be informed of the year's course of study, daily schedules, classroom procedures, materials, and instructional practices. Back-to-School Night is an informative meeting for adults only.

INDIVIDUAL PARENT CONFERENCES

Individual parent-teacher conferences are scheduled in October. Two planning days and one student-free conference day provide sufficient time for teachers to conference with parents. Students are encouraged to attend with their parents.

INTERIM REPORTS/PROGRESS REPORTS

In compliance with education code, the parent or guardian shall be notified by the teacher during each grading period whenever it becomes evident to the teacher that the child may receive an unsatisfactory grade. Parents will be notified a few weeks prior to the issuance of report cards in the event that special assistance is needed.

HOME/SCHOOL COMMUNICATIONS

REPORT CARDS

Report cards are issued on a trimester basis.

EDUCATION RECORDS

A cumulative record is maintained for each student enrolled. All student information is confidential. Parents are welcome to review these records by making an appointment with the principal.

OPEN HOUSE

Open House provides us an opportunity to proudly display our students' accomplishments. K-5 Open House is scheduled for the evening of April 27, 2023.

ONGOING COMMUNICATION

At times during the year, parents may wish to speak to the teacher or principal concerning their children and/or the school's programs or policies. Parents and staff members are encouraged to communicate frequently. Parents may schedule conferences with teachers or the principal by contacting the school office for an appointment.

If you are concerned about a classroom situation, please email the classroom teacher. The teacher will return your call to arrange a conference. School personnel are frequently expected to attend after-school meetings and assume yard supervision duties; they are not always available for "drop-in" visits. An appointment is appreciated and assures a satisfactory and relaxed meeting for both parties.

If you would like to meet with the principal, please email for an appointment. If you are concerned about a classroom situation, we ask that you confer with the classroom teacher, when possible, before talking with the principal. Your child's teacher has first-hand knowledge of your child's behavior and achievement. The principal will communicate the concern to the teacher and will work with you and your child's teacher to resolve the concern.

PARENT SQUARE COMMUNICATION

The principal, and occasionally office staff, will communicate with parents through our school's Parent Square app. Parents will receive an email with important school information on, usually, a weekly basis. You are automatically enrolled to receive these messages when you register your child.

HOME/SCHOOL COMMUNICATIONS

WEEKLY SCHOOLWIDE FLAG ASSEMBLIES

A school-wide student assembly is held every Monday at 8:05. Weekly announcements are made and school rules are periodically reviewed with the students. Also, PTA activities are presented and student achievements are recognized. Asking your child about the week's announcements may help you stay informed and may reinforce with your child the importance of active listening. The community is welcome and encouraged to attend this weekly event.

RETENTION POLICY

Assembly Bill 1626 requires a school district to approve a policy and implement procedures regarding the retention of pupils between grades 2 through 9. At the beginning of each school year, students are identified as being at-risk of retention based on individual results from the prior year's assessments. The parent/guardian is asked to participate in the development of a student assistance plan that specifies the areas of need and includes strategies to assist the student in meeting grade level standards. Please see the parent summary of Board Policy 5210, Guidelines for Identifying, Assisting, and Processing Students at Risk of Retention for a more detailed description of retention procedures.

LABOR CODE 230.8

This Labor Code prohibits an employer who employs 25 or more employees from discharging or discriminating against an employee who takes off up to forty hours each year to participate in school-related activities.

The text reads: No employer who employs 25 or more employees working at the same location shall discharge or in any way discriminate against an employee who is a parent, guardian, or grandparent having custody, of one or more children in kindergarten or grades 1 to 12, inclusive, or attending a licensed child day care facility, for taking off up to 40 hours each year, not exceeding 8 hours in any calendar month of the year to participate in activities of the school or licensed child daycare facility of any of his or her children, if the employee prior to taking that time off, gives reasonable notice to the employer of the planned absence.

STUDENT DISCIPLINE AND EXPECTATION

HOMEWORK POLICY

The findings of many current research studies point to the value of regular homework as part of the instructional program. Homework at Moffett School is considered an integral part of the learning process for the purpose of:

- promoting individual responsibility and valuable study habits,
- reinforcing skills previously taught, and
- enriching learning activities by extending the school experience.

In addition to these benefits, homework assignments become an avenue for communication between home and school. Regular homework assignments provide parents opportunities to evaluate their child's performance on academic tasks. Through monitoring a child's homework, parents can also become better acquainted with the content of the curriculum.

DISCIPLINE POLICY

Student behavior has a direct effect on the educational climate of the school. We believe it is our role, as educators, to work in partnership with parents to guide children toward the acquisition of socially appropriate and positive behavior.

At Moffett School, all individuals are afforded the following rights:

- The right of freedom to learn without interference from others.
- The right to work together as students and teachers in an environment that promotes respect and understanding.
- The right to be protected from physical or verbal harm.

Procedures for governing student behavior are developed to promote the development of self-discipline, protect the welfare of all children, and maintain a school climate that supports teaching and learning. At Moffett School, students are expected to show respect and consideration for others. Unacceptable behavior will result in consequences appropriate for each situation.

GROUNDS FOR SUSPENSION AND EXPULSION

A student may be subject to suspension or expulsion when it is determined that he/she:

1. Caused, attempted to cause, or threatened to cause physical injury to another person or willfully used force or violence upon another, except in self-defense.
2. Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object.
3. Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, any controlled substance.
4. Unlawfully offered, arranged, or negotiated to sell any controlled substance, alcoholic beverage or intoxicant of any kind, and then sold, delivered or otherwise furnished another liquid, substance, or material and represented it as a controlled substance (drug), alcoholic beverage or intoxicant.

STUDENT DISCIPLINE AND EXPECTATION

5. Caused or attempted to commit robbery or extortion.
6. Committed or attempted to cause damage to school property or private property.
7. Stole or attempted to steal school property or private property.
8. Possessed or used tobacco or any type of products containing tobacco or nicotine products.
9. Committed an obscene act or engaged in habitual profanity or vulgarity.
10. Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia.
11. Disrupted school activities or otherwise willfully defied school authority.
12. Knowingly received stolen school property or private property.
13. Possessed an imitation firearm.
14. Committed or attempted to commit a sexual assault or committed a sexual battery.
15. Harassed, threatened, or intimidated a student who is a complaining witness or witness in a school disciplinary proceeding.
16. Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
17. Made terrorist threats against school officials and/or school property.
18. Committed sexual harassment (grades 4-8 only).
19. Caused or attempted to cause, threatened to cause or participated in an act of hate violence (grades 4-8 only).
20. Intentionally engaged in harassment, threats or intimidation against district personnel or students, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class work, creating substantial disorder and invading the rights of either school personnel or students by creating an intimidating or hostile educational environment (grades 4-8 only).
21. Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel. Ed Code 48900

A student may be suspended or expelled for any of the acts listed above if the act is related to school activity or school attendance occurring at any district school under the jurisdiction of the Superintendent or principal or within any other school district, including but not limited to the following circumstances:

1. while on school grounds
2. while going to or coming from school
3. during the lunch period, whether on or off the school campus
4. during, going to, or coming from a school-sponsored activity

SEXUAL HARASSMENT

We will not tolerate the sexual harassment of any student. Teachers will report any incident of sexual harassment to the principal. The principal will investigate each complaint of sexual harassment in a way that ensures the privacy of all involved.

STUDENT DISCIPLINE AND EXPECTATION

DANGEROUS OBJECTS

Knives, guns, darts, glass, matches, lighters, firecrackers, cap guns, squirt guns, paint ball guns, and other potentially harmful or disruptive objects are not allowed at school. If these objects are brought to school, they will be confiscated, and the appropriate disciplinary action will be taken. If there is reasonable suspicion that a student possesses a dangerous object, that student may be searched. If there is reasonable suspicion that a student has an illegal or dangerous object in his/her desk or backpack, a search will be made of that student's desk or backpack.

SPECIAL PROGRAMS & SUPPORT SERVICES

GIFTED AND TALENTED EDUCATION - Universal First Grade GATE Testing Notification

During the school year, GATE Testing will occur for all first-grade students. First grade students will be administered the Otis Lennon School Ability Test (OLSAT) as one of multiple measures used to qualify students for Gifted and Talented Education (GATE) services in the Huntington Beach City School District. The OLSAT is an assessment that measures a student's cognitive ability by evaluating his/her performance on a series of verbal and non-verbal tasks.

First grade GATE Testing will occur in your child's classroom during the month of November and into early December. Specific dates will be communicated prior to the testing window. The OLSAT is administered in three sessions on separate days, each session is approximately 50 minutes. If you do not wish your child to be tested for GATE, your child will bring home an opt-out notice to complete and return to your child's teacher prior to the first day of testing.

The first grade GATE testing experience will count as one of two GATE testing opportunities provided to students in the Huntington Beach City School District.

You will receive information about your child's OLSAT scores and GATE qualification status either via the HBCSD Parent Portal or by mail no later than February. Please make sure your email and mailing address is up to date in AERIES to ensure results are delivered to the correct address.

Please keep in mind that this test is given over a short period of time and represents a snapshot of your child's progress. As with any one-time evaluation, you should use the results of the test along with other measures such as report cards, classroom tests, daily learning materials brought home by your child, and observations made by the classroom teacher to arrive at a complete picture of your child's progress.

SPECIAL PROGRAMS & SUPPORT SERVICES

There is no specific way to help your child prepare for this type of test. During testing, if your child is ill, please do not send them to school. Make-up days for illness are built into the testing schedule. Please contact the GATE office at (714) 964-8888, extension 2036 if you have any questions.

SPECIAL EDUCATION

The Individuals with Disabilities Education Act (IDEA) is a federal law mandating that all children with disabilities have available to them a free, appropriate public education. The Moffett School staff is committed to the identification and the service of special education students within the least restrictive environment and with access to the regular education core curriculum. A continuum of program options is provided ranging from related services such as speech therapy to specialized academic instruction for part or all of a child's school day, as needed.

Search and Serve Notice: State law mandates that all individuals with exceptional needs have a right to participate in a free appropriate public education with special education and services, when necessary. Assessment for special education is provided for children from birth to 21 years of age. Please contact the Director of Administrative Services, at (714) 964-8888, if you are aware of children who are not being served.

PROGRAM FOR ENGLISH LANGUAGE LEARNERS

Within 30 calendar days of initial enrollment, students who are identified as having a primary language other than English as determined by the home language survey are assessed using the English Learner Performance Assessments for California Initial Assessment (ELPAC IA). Students who score at the Novice English Learner performance level on the ELPAC IA are recommended for placement in a Structured English Immersion Program. Students who score at the Intermediate English Learner performance level on the ELPAC IA are recommended for placement in the English Mainstream Program. Students who score at the Initial Fluent English Proficient level will be recommended to receive no additional language support after considering multiple measures. Parents will receive notifications of results and placement recommendations. All ELs are placed with teachers who have additional authorization to teach second language learners.

SPECIAL PROGRAMS & SUPPORT SERVICES

SCHOOL SITE COUNCIL

The primary task of our School Site Council is to ensure that the school is continually engaged in identifying and implementing a research-based curriculum and effective instructional practices that enable all children to be successful learners. The Council meets three to five times a year and is responsible for developing and monitoring the Single Plan for Student Achievement. Parent representatives are elected by parents at Back-to-School Night. Meetings are open to the public. Meeting agendas are posted in the school office. You are welcome to call the school office if you would like more information about the Moffett School Site Council.

ADDITIONAL SCHOOL POLICIES

PERSONAL ITEMS

Personal items such as bats, balls, skateboards, roller blades, electronic games, etc. are not to be brought to school. The school assumes no responsibility for personal items of value, including cell phones and other electronics, lost or damaged at school.

MESSAGES FOR STUDENTS

Protecting the instructional program from unnecessary interruptions is a priority. Please confirm after school plans and transportation arrangements with your child before your child comes to school. Please ask for a message to be relayed to your child only in an emergency.

LOST-AND-FOUND

Lost-and-Found articles are stored in a container in the lunch area. Please label coats and other clothing with your child's name for easy identification. Items not claimed throughout the year will be donated to a charitable organization.

ADDITIONAL SCHOOL POLICIES

TEXTBOOKS AND LIBRARY BOOKS

Students will be issued textbooks and are held responsible for their loss or damage. Payment must be made for lost or damaged materials.

STUDY TRIPS

Written parental (guardian) permission is necessary for a student to participate in a school-sponsored study trip or to leave the school premises during the school day. Parent chaperones must have current tb test results on file in the school office for participation on all study trips.

TREATS AND PARTIES

Birthday treats and celebratory items are not to be distributed at school. Recognition of students and their birthdays is handled by the teacher at the classroom level. Any items brought to the classroom or office for distribution will be rejected and returned to families.

Invitations to private, after-school parties may not be distributed in our classrooms unless there is an invitation for each child in the room.

USE OF CELL PHONES ON CAMPUS

Maintaining a teaching and learning environment that is free from distractions is a priority. We ask that all visitors to our campus turn off their cell phones upon entering our school. Student use of cell phones during class is a disruption and will not be permitted. Cell phones should be maintained in the off position and in the child's backpack unless otherwise noted by the classroom teacher.

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