

# Christa McAuliffe Elementary

## What Parents Should Know for the 2019-20 School Year

### DEAR PARENTS

Welcome to Christa McAuliffe Elementary School and new academic school year for 2019-20. Christa McAuliffe School is a wonderful school with a strong academic focus. The mission of Christa McAuliffe School is to provide a safe and nurturing environment where students are empowered to become successful lifelong learners, reaching their academic and social potential through a collaborative respectful partnership between parents, families, students, educators, school personnel, and community. The staff and I would like to welcome you and your family. If you have any questions, please contact our school at (805) 385-1569 or email Mrs. Elisondo, Principal at [marias@oxnardsd.org](mailto:marias@oxnardsd.org) further assist you.

### SCHOOL HOURS AND INFORMATION

Kindergarten.....8:45 a.m. – 2:02 p.m.  
First - Fifth grade ..... 8:45 a.m. – 2:55 p.m.  
Office Hours.....7:30 a.m. – 4:00 p.m.

### OFFICE STAFF

School Principal.....Mrs. Mary Elisondo  
School Assistant Principal.....Mrs. Michel Haun  
School Office Manager .....Mrs. Amy Dahm  
School Secretary.....Vacant  
School Attendance Tech.....Mr. Miguel Arellano  
School Office Assistant .....Ms. Maria Jasso  
School Phone..... (805) 385-1560  
If your child is absent, please call, send a note or email to Mr. Arellano at [m2arellano@oxnardsd.org](mailto:m2arellano@oxnardsd.org)

### SCHOOL ARRIVAL, PICK-UP, & SUPERVISION

For your child's well-being and safety, students are not to arrive at school prior to 8:10 a.m. Adult supervision is not available prior to this time. Students are to be picked-up immediately at school dismissal. **Only parents/legal guardians or adults listed on the emergency card may pick up students. We check ID's when signing a student out. Non-custodial guardians may not pick-up students during school time unless they are listed/noted on the Emergency Card.**

### SCHOOL RULES AND EXPECTATIONS

We believe student learning can only take place when students are following directions, feel safe, and are on task. Throughout the school year, teachers will review the rules and what is expected of each student. If you have concerns about your child's behavior, please contact your child's classroom teacher or the Principal so we can support you and your child. Please read the Annual Parent Rights Notification your child takes home, for this document contains information parents need to know.

### ARTICLES FROM HOME

No toys, electronics, or other personal items should be brought from home. The school is not responsible for any loss of personal items brought by students from home.

### LOST AND FOUND

Please label your child's clothing for proper and quick identification. Jackets, sweaters, lunch boxes, and other items are kept in the Lost and Found bin which is located in the school's cafeteria. Parents are welcome to check the Lost and

Found for any missing items. Lost wallets, glasses, and smaller valuables are kept in the office. When articles are not claimed after a reasonable time, they are donated to charity.

### CELL PHONES AND ELECTRONIC DEVICES

It is our policy to prohibit the use of personal cellular phones or non-school given electronic devices by students on campus during normal school hours. Students are permitted to possess cellular phones or electronic devices on campus provided that any such device shall remain off and stored in a backpack, pocket, or other place where it is not visible during normal school hours or school sponsored activities. Students are permitted to use cellular phones or electronic devices off campus before and after school. Students must comply anytime a request is made by school personnel to cease the use of a cellular telephone or other device even before or after school. **The District is not responsible for lost or stolen cellular phones or other personal items of value such as iPods, cameras, electronic games, computers, or any electronic device etc.**

### MEETING WITH THE TEACHER

Parents can meet with teachers; simply contact the front office for an appointment that is convenient for you and the teacher. Feel free to call the office for a teacher's email address or look on our school's website. Teachers are not allowed to conference or take phone calls during instructional time, as they may not be interrupted during the instructional day. We can, however, take a message for the teacher.

### PARENT VOLUNTEERS

If you are interested in volunteering at Christa McAuliffe School you'll need to have a TB test (renewed every two years) and be finger-printed. **You will also need to submit a Volunteer Form each calendar year.** These procedures are designed to ensure student safety & follows Education Code Law and Board Policies. For more information, contact the front office.

### BREAKFAST AND SCHOOL MEAL PROGRAM

The cafeteria serves breakfast and lunch. A school breakfast is available to all students from 8:10 to 8:30 a.m. in the cafeteria. The price of a school breakfast is free for all students. If you wish to deliver food for your child's lunch, please leave it at the front office. All lunches brought to the office will be placed on a cart in the cafeteria and distributed by campus assistants. We will not interrupt instruction by calling the classroom. **Please do not deliver fast food meals to the school. We are making every effort to follow healthy food guidelines.** Food from the cafeteria or from home is not to be taken to the playground.



OXNARD SCHOOL DISTRICT  
1051 South "A" Street • Oxnard, California 93030 • 805-385-1501  
[www.oxnardsd.org](http://www.oxnardsd.org)



## Christa McAuliffe Elementary

3300 Via Marina Ave.

(805) 385-1560

Fax: (805) 985-4690

Attendance is mandatory. If your child is absent from school, it is your responsibility to contact the school and notify them of the reason for the absence. If a student is absent and the school is not notified, the absence will automatically be counted as an unexcused absence. If a student demonstrates a pattern of excessive absences or tardies, the following procedures will be followed:

### SARB Procedures

SARB (School Attendance Review Board) procedures may be initiated for students who have:

- 3 unexcused absences, or
  - 3 truant tardies (over half an hour), or
  - a combination of both
- 
- Mailed notification of concern after 3 unexcused absences or 3 truant tardies.  
Initiation of attendance contract
  
  - Mailed notification of continued concern after 6 unexcused absences or trancies.
  
  - Referral to SARB (School Attendance Review Board) after 9 unexcused absences or trancies.

\* **Excused Medical** – After 10 medical excused absences, a doctor's note is required to verify absence. Any medical absences after 14 without a doctor's note will be unexcused.






**For further information, please see the Annual Parent Rights Notification.**

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# Christa McAuliffe Elementary School Guidelines

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As a Challenger “CHAMP”ion, I  
will:

-  Have a good attitude
-  Expect success
-  Accept responsibility
-  Respect myself and others
-  Think before acting



# McAuliffe Elementary

## CHAMPS Expectations

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Students are expected to follow CHAMPS, a proactive and positive approach to classroom and school-wide behavior management.



### **CONVERSATION**

**CAN STUDENTS TALK TO EACH OTHER?**



### **HELP**

**HOW DO STUDENTS GET THEIR QUESTIONS ANSWERED?**



### **ACTIVITY**

**WHAT IS THE TASK OR OBJECTIVE?**



### **MOVEMENT**

**CAN STUDENTS MOVE ABOUT?**



### **PARTICIPATION**

**WHAT DOES THE EXPECTED STUDENT BEHAVIOR LOOK AND SOUND LIKE?**



# **SUCCESS!!**

# KHFOOTY

McAuliffe Elementary prioritizes safety on-campus. Physical safety requires students to Keep Hands, Feet and Other Objects To Themselves (KHFOOTY).

Keep  
Hands  
Feet and  
Other  
Objects  
To  
Yourself



# Dress Code Policy

- *California Education Code Title V, Section 302: A pupil who goes to school without proper attention having been given to personal cleanliness or neatness of dress, may be sent home to properly prepare for school, or shall be required to prepare himself for the schoolroom before entering.*
- *Gang-Related apparel is defined as apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 35294.1)*

McAuliffe Elementary School endorses the principle that dress and grooming of students is the responsibility of the student and parent/guardian and that good taste and good grooming are part of the socialization and learning process. School dress codes are annually reviewed by the School Site Council and/or School Safety Committee following these board of education policies.

All clothing shall be neat, clean, and acceptable in repair and appearance and shall be worn within the bounds of decency and good taste as appropriate for school. Schools have the authority under state law to restrict the wearing of clothes which could be considered to be “gang” attire, or disruptive to the learning environment.

## DRESS STANDARDS

1. Shoes must be worn at all times. Sandals must have heel straps. Thongs or backless shoes or sandals are not acceptable.

2. Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, gang attire (including professional sports attire) which bear drug, alcohol or tobacco company advertising, promotions and likeness, or which advocate racial, ethnic or religious prejudice. Any clothing, jewelry or personal items that interfere with school work; create disorder or disrupt the educational process, are not allowed.



3. Walking shorts are permissible and must be at least mid-thigh in length or reach the tip of middle finger as measured against the shorts or whichever is longer. All sports-wear-type shorts, bike shorts (spandex), frayed shorts, shorts with holes, or short-shorts are unacceptable. Shorts that stop between mid-calf and the knees, worn with long white socks are considered gang attire and may not be worn. There must be at least four inches between the top of the socks and bottom of the shorts.



4. Clothes shall be sufficient to conceal undergarments at all times. See-through or fish-net fabrics, halter tops, off-the-shoulder or low-cut tops, bare midriffs and skirts or shorts shorter than mid-thigh are prohibited.

5. Over-sized clothing is inappropriate. Clothing may be no longer than one size larger than the appropriate size. Pants must stay up on hips without use of a belt and should not cover shoes. Shirts longer than mid thigh in length must be tucked in pants.

6. Accessories and jewelry, which present a hazard to health or safety, are prohibited. Ear gauges, nose rings and lip rings may not be worn while on campus.

7. Hats, caps and other head coverings shall not be worn indoors.

8. Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

Students who violate the dress policy will be requested to correct inappropriate clothing, or call home to have proper clothing items brought to school. If available, "loaner clothes" may be given to replace inappropriate clothing.

## **DRESS CODE COMMON SENSE RULE**

Students may not wear clothing or hairstyles that are disruptive to the educational process.



**ALL STUDENTS WILL BE HELD TO  
THE MCAULIFFE ELEMENTARY  
SCHOOL DRESS CODE POLICY**



## Bullying Definition

Bullying is unwanted, aggressive behavior among school aged children that involves a real or perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Both kids who are bullied and who bully others may have [serious lasting problems](#).

In order to be considered bullying, the behavior must be aggressive and include:

- An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people.
- Repetition: Bullying behaviors happen more than once or have the potential to happen more than once.

Bullying includes actions such as making threats, spreading rumors, attacking someone physically or verbally, and excluding someone from a group on purpose.

## Types of Bullying

There are three types of bullying:

- Verbal bullying is saying or writing mean things. Verbal bullying includes:
  - Teasing
  - Name-calling
  - Inappropriate sexual comments
  - Taunting
  - Threatening to cause harm
- Social bullying, sometimes referred to as relational bullying, involves hurting someone's reputation or relationships. Social bullying includes:
  - Leaving someone out on purpose
  - Telling other children not to be friends with someone
  - Spreading rumors about someone
  - Embarrassing someone in public
- Physical bullying involves hurting a person's body or possessions. Physical bullying includes:
  - Hitting/kicking/pinching
  - Spitting
  - Tripping/pushing
  - Taking or breaking someone's things
  - Making mean or rude hand gestures



# What is Cyberbullying?

Cyberbullying is bullying that takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets as well as communication tools including social media sites, text messages, chat, and websites.

Examples of cyberbullying include mean text messages or emails, rumors sent by email or posted on social networking sites, and embarrassing pictures, videos, websites, or fake profiles.

## Why Cyberbullying is Different

Kids who are being cyberbullied are often bullied in person as well. Additionally, kids who are cyberbullied have a harder time getting away from the behavior.

- Cyberbullying can happen 24 hours a day, 7 days a week, and reach a kid even when he or she is alone. It can happen any time of the day or night.
- Cyberbullying messages and images can be posted anonymously and distributed quickly to a very wide audience. It can be difficult and sometimes impossible to trace the source.
- Deleting inappropriate or harassing messages, texts, and pictures is extremely difficult after they have been posted or sent.



## Effects of Cyberbullying

Cell phones and computers are not the reason for cyberbullying. Social networks can be used as a positive tool for activities, such as connecting with friends and family, help students with homework, and for entertainment. However, these tools can also be used to hurt people. Be it bullying at school in person or bullying through an electronic device, the effects are similar.

Children who are cyberbullied have a higher chance of:

- Consuming drugs and alcohol
- Not wanting to go to or stop going to school
- Experience bullying in person
- Get bad grades
- Have a low self-esteem
- Have more health problems

## Report Cyberbullying

When cyberbullying happens, it is important to document and report the behavior so it can be addressed.

### Steps to Take Immediately

- Don't respond to and don't forward cyberbullying messages.
- Keep evidence of cyberbullying. Record the dates, times, and descriptions of instances when cyberbullying has occurred. Save and print screenshots, emails, and text messages. Use this evidence to report cyberbullying to web and cell phone service providers.
- Block the person who is cyberbullying.

### Report Cyberbullying to Online Service Providers

Cyberbullying often violates the terms of service established by social media sites and internet service providers.

- Review their terms and conditions or rights and responsibilities sections. These describe content that is or is not appropriate.
- Visit social media safety centers to learn how to block users and change settings to control who can contact you.
- Report cyberbullying to the social media site so they can take action against users abusing the terms of service.

## Report Cyberbullying to Law Enforcement

When cyberbullying involves these activities it is considered a crime and should be reported to law enforcement:

- Threats of violence
- Child pornography or sending sexually explicit messages or photos
- Taking a photo or video of someone in a place where he or she would expect privacy
- Stalking and hate crimes

Some states consider other forms of cyberbullying criminal. Consult your state's laws and law enforcement for additional guidance.

### Report Cyberbullying to Schools

- Cyberbullying can create a disruptive environment at school and is often related to in-person bullying. The school can use the information to help inform prevention and response strategies.

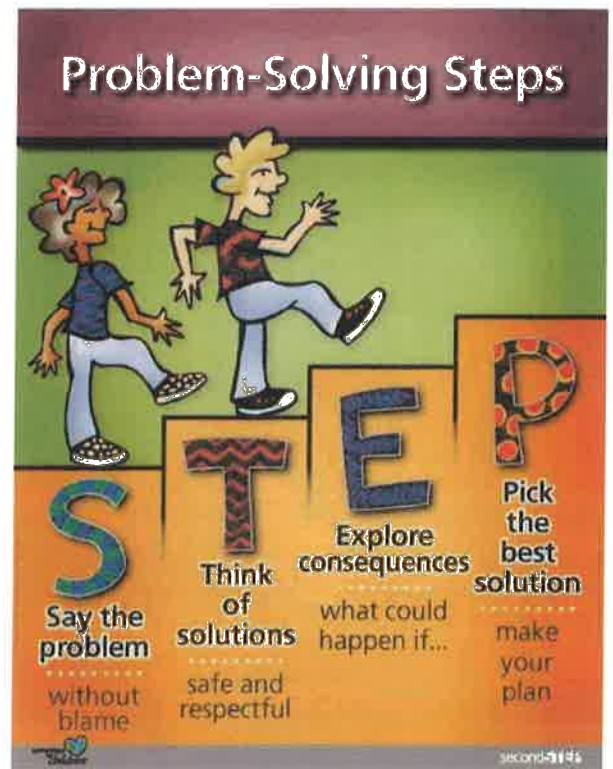
For more information see <http://www.stopbullying.gov/what-is-bullying/definition/index.html>



# Conflict Resolution

Conflicts between students are normal and will arise. How they are resolved is most important. Students should solve conflicts by following the steps (STEPS) below:

- S** Say the problem
- This student is hurting me!
  - I don't like how she/he spoke to me!
  - She/he took my pencil!
- T** Think of solutions
- Should I hurt them back?
  - Should I tell a teacher?
  - Should I tell them to stop?
  - Should I walk away?
- E** Explore the consequences
- I will be in trouble for hurting
  - They could stop
  - They will keep going
- P** Pick the best solution
- You may first try:
1. *Using your words.*  
Talk it out with the other student
- Then
2. *Walking away.*  
Ignore their comments.  
Focus on your work or behavior.
- Finally
3. *Getting help from an adult.*  
Explain to a campus assistant,  
teacher, or see the school  
counselor.



**Success!**