

# **WHITERIVER**

## **ELEMENTARY SCHOOL**



**JAYHAWK**

**P**ositive Attitude

**R**espect

**I**nviting Environment

**D**oorway to the Future

**E**xcellence in Academics

# **PARENT/STUDENT Handbook**

## **2024-2025**

# TABLE OF CONTENTS

	Page	Food	23
School Hours and Phone Number	3	Immunizations	23
Introduction and Mission Statement	4	JOM	23
Kids At Hope	5	Language Acquisition	23
Vision Statement and School Colors	6	Snow Days/Late Start/ Emergency	
WUSD School Calendar	7	Early Release/Early Dismissal	24
WRE Staff	8	Electronic Handheld Items	24
Student Activities	9	Home-School Connection	25
FERPA	9	Parent-teacher Communication	25
Parent Advisory Committee	10	Homework Policy	25
Appropriate School Behavior	10	Homework Request	25
Bullying, Harassment & Intimidation		Parent-Teacher Conferences	26
Policy	11-12	Report Cards	26
Guidelines for Disciplinary Actions	13-14	Advancement/Retention	27
Attendance	15-16	Health Office	27
Supervision of Students	16	Medications	28
Arrival and Dismissal	17	Counseling Service	28
Transportation Requests	17	Non-Accidental Injuries, Neglect,	
Bicycles	17	Abuse of a Child	28
Positive Behavior Intervention		Special Educational Services	29
and Support (PBIS)	18	Ancillary Programs	29-30
Expectations on the Playground	18	Lost and Found	31
Cafeteria	19	Emergency Drills & Procedures	31
Bus Transportation	19-21	Weapons	31
School Curriculum Extension Trips	21	Appendix A Definition of Infractions	
Kindergarten Visitation	21	and Discipline Matrix	32
School Dress Code	22	Appendix B Whiteriver Unified School District	
Additional Procedures	22	Wellness Policy	



## **SCHOOL HOURS**

### **Office Hours:**

Monday-Thursday

7:30 am—5:30 pm

### **Student Hours:**

M-T-W-Th

8:45 am—3:45 pm

### **Teacher Hours:**

8:00 am—4:15 pm



## **SCHOOL PHONE NUMBER**

928-358-5660

# **WHITERIVER SCHOOL HOME OF THE JAYHAWKS**



## **PARENT/STUDENT HANDBOOK INTRODUCTION**

This handbook provides general information to the students and parents of Whiteriver Elementary School regarding rights and responsibilities, as well as school rules and routines. The State of Arizona requires the school district to adopt a code of student conduct for all elementary schools.

It is the responsibility of the principal, teachers and staff to help parents and students understand and follow the rules of conduct, as well as to foster school routines. Parents are to read and discuss this handbook with their child in order to help them be successful in school.

## **OUR MISSION STATEMENT**

The mission of Whiteriver Elementary School is to offer a safe learning environment that guides all students to reach their highest potential.

# **KIDS AT HOPE**

**believed and practiced**

## **AT WHITERIVER ELEMENTARY**



Whiteriver Unified School District (WUSD) is a district of HOPE using the Kids at Hope framework. Here is the Kids at Hope pledge your child will be learning this year:

***I am a Kid at Hope.***

***I am talented, smart and capable of success.***

***I have dreams for the future  
and I will climb to reach those  
goals and dreams every day.***

At the same time school staff will be Treasure Hunters who believe and model that ALL children are capable of success. Staff will recite the Treasure Hunter's Pledge:

***As adults and Treasure Hunters we are  
committed to search for all the  
talents, skills and intelligence that  
exist in all children and youth.***

***We believe that all children  
are capable of success . . .NO EXCEPTIONS!***

Our Kids at Hope Parent Pledge is the opportunity for our parents to reinforce the same beliefs that are shared:

***I am an anchor parent.***

***I believe that my child is talented, smart and capable of success.***

***I am committed to helping my child reach their goals and dreams.***

***I believe that my child will succeed, NO EXCEPTIONS!***



# OUR VISION STATEMENT



At Whiteriver Elementary School we *empower all students to value culture, community, and learning to prepare for a successful future.*

We also encourage and promote a sense of **PRIDE** in all of our students. We developed an acronym that defines our school's **JAYHAWK PRIDE**:

## JAYHAWK STRONG

**P**ositive Attitude

**R**espect

**I**nviting Environment

**D**oorway to the Future

**E**xcellence in Academics



It is our vision that all students at Whiteriver Elementary can achieve their dreams and that their Jayhawk Pride can give them the power to do just that! Jayhawks, let your pride **SOAR!**

## SCHOOL COLORS

Whiteriver Elementary school colors are blue and yellow. Please show your **PRIDE** by wearing our school colors to all school activities and sporting events!

# WHITERIVER UNIFIED SCHOOL DISTRICT

## 2024-2025 SCHOOL YEAR CALENDAR

JULY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4 HOL - Independence Day  
9 EXT. YEAR Staff Start  
23-25 Pre-Service  
30-31 New Teacher Orientation

JANUARY '25						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

31-1 HOL - New Year's  
1-3 Winter Break  
6 Q3/Sem 2 Begins  
20 HOL - MLK Jr. Day  
31 ALL Staff PD

15/85

AUGUST '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

1 All Staff Report  
2 Optional PD Day  
6 First Day for Students  
16 ALL Staff PD  
29 HOL - Tribal Fair Day

14/14

FEBRUARY '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 HOL - Presidents' Day  
28 ALL Staff PD

15/100

SEPTEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 HOL - Labor Day  
27 ALL Staff PD

16/30

MARCH '25						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

6 Q3 Ends  
10-14 Spring Break  
17 Q4 Begins  
28 ALL Staff PD

13/113

OCTOBER '24						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

10 Q1 Ends  
14 HOL - Indigenous People's Day  
14-18 Fall Break  
21 Q2 Begins  
25 ALL Staff PD

15/45

APRIL '25						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

11 ALL Staff PD

18/130

NOVEMBER '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

8 ALL Staff PD  
11 HOL - Veteran's Day  
27-29 HOL - Thanksgiving

13/58

MAY '25						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

9 ALL Staff PD  
22 Graduation/Last Day  
26 HOL - Memorial Day  
27-29 Snow Days (If none used)

13/144

DECEMBER '24						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 ALL Staff PD  
19 Q2/SEM1 Ends  
24-25 HOL - Christmas Day  
23-31 Winter Break

12/70

JUNE '25						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

3 EXT. YEAR Staff Ends  
19 HOL - Juneteenth

37 Days = Q1      70 Days = S1      34 Days = Q3      74 Days = S2  
33 Days = Q2      40 Days = Q4  
144 Total Student Days

Board Adopted

<b>WHITERIVER ELEMENTARY SCHOOL STAFF</b>		
<b>2024-2025</b>		
<b>OFFICE STAFF</b>		<b>EXCEPTIONAL STUDENTS SERVICES</b>
<b>KASEY, Bonnie- Principal</b>		<b>CAYOSA, Joyce- Resource</b>
<b>MILLER, Melissa- Instructional Coach</b>		<b>MANAGBANAG, Aileen- Resource</b>
<b>NASTIVAR, Norlinda-Student Data Coordinator</b>		<b>MASSEY, Darilyn- PreK</b>
<b>PALMER, Patricia- Secretary</b>		<b>MELENDEZ, Seth- Structured ESS</b>
<b>SUSAN, Norma- Community Liaison</b>		<b>NGO, Tyrone- PreK</b>
<b>KINDERGARTEN</b>		<b>ESS Instructional Assistants</b>
<b>BONITO, Jade</b>		<b>NGO, Josenia-PreK</b>
<b>EDISON, Nina</b>		<b>PADDLETY, Brenda- PreK</b>
<b>MACAPOBRE, Joanne</b>		<b>POTTER, Aluna-STC</b>
		<b>TBD- STC</b>
<b>1st GRADE</b>		<b>TBD- PreK</b>
<b>ARANDA, Rosanne</b>		
<b>JOHNSON, Rebecca</b>		<b>INSTRUCTIONAL ASSISTANTS</b>
<b>LAVENDER, Rachel</b>		<b>ETHELBAH, Tara</b>
<b>WELCH, Connie</b>		<b>FALL, Essie</b>
		<b>GREGG, Frankie</b>
<b>2nd GRADE</b>		<b>PARKER, Fayette</b>
<b>BEST, Molly</b>		<b>SAMUEL, Jelayne</b>
<b>COLELAY, Jara</b>		<b>SUSAN, Norma R.</b>
<b>MONCAL, Percy</b>		<b>WALKER, Yolanda</b>
		<b>TBD</b>
<b>3rd GRADE</b>		
<b>ARMSTRONG, Ferminia</b>		<b>SUPPORT PROGRAMS</b>
<b>LATERGO, Sunday</b>		<b>ALSENAY, Miriam - Apache</b>
<b>NUBBE, Catie</b>		<b>TAYLOR, Dakota - Library Paraprofessional</b>
		<b>LAVENDER III., Asa - Art</b>
<b>4th GRADE</b>	1.	<b>TAYLOR, Robert - PE</b>
<b>JONES, Kristine</b>		<b>THOMPSON, Sanjiv - STEAM</b>
<b>LIMPAG, Jefrey</b>		<b>ETHELBAH, Danielle - Health Professional</b>
<b>MAGALLANES, Kim</b>		
		<b>CUSTODIANS</b>
<b>5th GRADE</b>		<b>BENDLE, Joriko</b>
<b>ETHELBAH, Becky</b>		<b>BENNETT, Kerri</b>
<b>PARKER, Mazie</b>		<b>MASSEY, Cordell</b>
<b>RONDUBIO, Vicente, Dr.</b>		
<b>READING SPECIALIST</b>		
<b>PLATH, Jennifer</b>		



# STUDENT ACTIVITIES



*\*\*Please be aware that any updates or changes to Student Activities and the School Calendar*



*will come in our monthly newsletters. Student Activities will occur when the school is operating under Phase 3 Plans\*\**

## ATHLETICS:

*Fourth and Fifth Grade Only:*

Fall Season: Volleyball, Flag Football

Winter Season: Girls & Boys Basketball

Spring Season: Co-Ed Softball



Athletic availability pending health and wellness of the community.

## NATIVE AMERICAN DAY:

Chosen students will participate in a cultural performance.



## SCHOOL SPELLING BEE:

The Bee is for students in grades 3 through 5. Start studying now, the Bee is in December!



## OTHER SCHOOL ACTIVITIES:

Science Fair, Family Fairs, Academic Nights and celebrations, Student Council, Apache Club, STEM Enrichment, and PAC family events.



## FERPA

We are required by the federal government to let you know about the Family Educational Rights and Privacy Act (FERPA) every year. It involves your rights concerning your children's education records. They are the following:

- ♦ You can inspect and review educational records maintained by the school. The school is not required to make copies unless parents are at a great distance and it is impossible to see them in person.
- ♦ You can request that a school corrects records which you believe to be "inaccurate or misleading." If the school decides not to amend the records, a hearing process would take place.
- ♦ For the school to release student information, written permission is required unless it is to school officials, transfer schools, auditing officials, student financial aid officials, organizations conducting studies for the school, accrediting organizations, to "comply with a judicial order or lawfully issued subpoena," appropriate officials in health/safety emergencies, state/local authorities and "pursuant to specific State law."

## PARENT ADVISORY COMMITTEE



Whiteriver Elementary School has a Parent Advisory Committee (PAC), which everyone is encouraged to join. This is an opportunity to have a strong voice in your child's education. The PAC sponsors special activities and fundraisers to support and enrich the Whiteriver Elementary School community and serves as a valuable source of advice and opinion for the principal. **Watch the newsletter for PAC messages and announcements.**



### APPROPRIATE SCHOOL BEHAVIOR

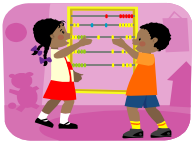
Students, teachers and staff are expected to show appropriate behavior while in school. This means that at Whiteriver Elementary we are all expected to embody our vision of PRIDE at all times. All students, teachers and staff are to have a **Positive attitude** and encourage each other to do our very best!

We are to be **Respectful** to each other through both our words and actions. We must always stop and think before we speak or act– will the outcome be positive and encouraging to another student? It is up to *you* to make the right choice! In doing this we can create an **Inviting environment** in which ALL individuals feel safe and welcome.

Our school is one that provides a **Doorway to the future** so we are always working diligently to reach our individual goals while at the same time, helping others to achieve their dreams.

Finally, we need to always be mindful of why we come to Whiteriver Elementary each day. We are here to achieve **Excellence in academics**. Every day is a great day to learn and to build our most important muscle, our brain!

Whiteriver Elementary incorporates Positive Behavior Intervention Supports to teach and reinforce appropriate behaviors. Please see our PBIS handbook for more information.



### SCHOOL WIDE RULES: EXPECTATIONS AND STUDENT RIGHTS

All students are expected to be good citizens inside and outside of the classrooms by demonstrating the following:

1. Be respectful to all adults and treat all other students the way you wish to be treated.
2. Leave all non-academic materials at home.
3. Leave every school area you enter neater and cleaner than you found it.
4. Carry a pass anytime you are in the hallway without your class.
5. Walk in silent, straight, careful line anytime you are transitioning to another place with your class. Keep away from walls. Keep your body to yourself.
6. Come to school, on time, dressed according to the dress code every day there is class.

Students are expected to conduct themselves at all times in a manner that will bring integrity to themselves, their family, their community and our school. It is important for students to understand that the entire school staff is responsible for their conduct during school hours, while anywhere on the school campus, on the bus, going to and from school, and at all school functions. Our expectations are aligned to the Project Achieve guidelines, and campus procedures, which are consistent with the research on effective schools and identified in our belief statement. All are purposed upon respect for others and for self.

# **BULLYING, HARASSMENT & INTIMIDATION POLICY**

The Governing Board of the Whiteriver Unified School District believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

## ***Bullying***

Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- Has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property;
- Is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm;
- Occurs when there is a real or perceived imbalance of power or strength;
- May constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical , or emotional means and may occur in a variety of forms including, but not limited to, the following:

- Verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyber bullying;
- Exposure to social exclusion or ostracism;
- Physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting;
- Damage to or theft of personal property.

## Harassment

Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preferences, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

## Intimidation

Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school busses, at school bus stops, and at school sponsored events and activities. Bullying includes bullying by the use of electronic technology or electronic communication devices, including telephones, social networking and other internet communications on school computers.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim physically, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such acts) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member of the School District. When disciplinary action is necessary for Bullying, Harassment, or Intimidation, relevant District policies shall be followed. ***Students found to be bullying others will be disciplined up to and including suspension or expulsion from school.***

# **GENERAL GUIDELINES FOR DISCIPLINARY ACTIONS**

## **1. REPRIMAND**

A formal conference and warning from a school official to the student. Written communication is sent to the parent.

## **2. CONFERENCE**

Parents are notified of student misconduct, and a conference may be conducted with students, parents, school officials and/or other concerned individuals. The purpose of the conference is to discuss the student's behavior and help understand factors contributing to the misconduct, explain any discipline that is required by the District Discipline Matrix, and to emphasize the more appropriate, desired behavior.

## **3. RESPONSIBLE THINKING CLASS**

A removal from class for a short period of time for student to reflect on and behavioral counseling with a staff member.

## **4. DETENTION**

A restriction of free-time privileges such as recess; time after school may also be used as detention time. Parents will be required to provide transportation when after school detention is assigned.

## **4. RESTRICTION OF BUS PRIVILEGES**

Temporary exclusion of a student from school transportation facilities.

## **5. LOSS OF PRIVILEGES**

Occurs when a student is not allowed to participate in any school activity other than academic classes. This may include extra-curricular activities during or after the regular school day.

# **GENERAL GUIDELINES FOR DISCIPLINARY ACTIONS**

## **6. IN SCHOOL SUSPENSION**

Removal from class for a specified length of time, not to exceed ten (10) school days. Student will receive support on campus.

## **7. SHORT-TERM SUSPENSION**

Removal from school for a specified length of time, not to exceed ten (10) school days.

## **8. LONG-TERM SUSPENSION**

Removal from school for a specified length of time, a minimum of eleven (11) school days and a maximum of one hundred eighty (180) school days. The period of long-term suspension may extend into the next school year.

## **9. EXPULSION**

Permanent removal of a student from school. Governing Board action is required. Appeal for reinstatement is available and must be approved by and is at the discretion of the Governing Board.

## **10. RESTRICTION PENDING A PARENT CONFERENCE**

The student will be removed from school and school activities until a parent conference is held with the appropriate building administrator. The purpose of a parent conference is to attempt to reach a satisfactory and workable solution to the problem the student is experiencing.

A complete Discipline Policy can be found in our office or on our district website: [www.wusd.us](http://www.wusd.us)



# ATTENDANCE



## ABSENCES AND EXCUSES

### **IMPORTANT: ONLY AUTHORIZED INDIVIDUALS ARE ALLOWED TO EXCUSE A CHILD'S ABSENCE OR TARDY**

The regular school attendance of a school-aged child is required by state law. Regular school attendance is essential for success in school; therefore, absences shall be excused only for necessary and important reasons. Such reasons include illness, bereavement, other family emergencies, and observance of major religious holidays.

In the event of a necessary absence known in advance, the parent is expected to inform the school office at **(928) 358-5660**. When a student returns to school following any absence, a note of explanation from the parent is required.

If the absence is caused by emergency, such as illness, the parent is expected to telephone the school office at **(928) 358-5660, before 8:30am**. Please leave the following information on the school's voicemail system: *student's name, teacher's name, reason for absence* and *request for homework*. When a student returns to school following ***any*** absence, a note of explanation from the parent is **required**.

## **WHEN ABSENT FROM SCHOOL**

State law mandates that the school record reasons for all student absences. Therefore, when a student is absent, it will be necessary for the parent to call the school on or before the day of the absence in order to advise the school as to the reason for the absence. When it is impossible to call on the day of the absence, the school should be notified on the morning the student returns. All absences not verified by parental or administrative authorization will remain unexcused.

***Excessive absences (excused or unexcused) could result in referral to the Juvenile Advocate/Prosecutor***

The White Mountain Apache Education Code has been amended to provide two circumstances when a student or parent/guardian can be charged due to the child failing to attend school:

1. A student is "habitually truant" if he/she has a total of five unexcused absences within a school year.



## **ATTENDANCE**



2. A student has "excessive absences" when the student misses more than an excess of 10% of the total number of scheduled school attendance days during the year (14 days.)

### **TARDIES**

Any student not in the classroom at 8:45 am is considered tardy. Excessive tardies hurt a child's education as much as absences. When students come in late. They must check in at the front office to receive a tardy pass and have their time entered in our computer attendance system.

### **CHECKING STUDENTS OUT FROM SCHOOL**

All adults requesting to check students out from school will be checked by office staff to ensure they have the rights to do so. Adults checking students out from school must sign students out and must provide a written reason for why a child is being checked out.

### **PERFECT ATTENDANCE**

Students must be present ALL day, EVERY day bell to bell to be recognized for perfect attendance. Students who are tardy or checked out early will not be eligible for perfect attendance acknowledgements.



## **SUPERVISION OF STUDENTS**



- Adult supervision is provided from 8:15 am to 4:00 pm. Students are not allowed on campus before 8:15 am.
- Students will be adult supervised during school sponsored activities, however students must be picked up IMMEDIATELY following the activity.





# ARRIVAL AND DISMISSAL



Student safety is our primary concern and we ask your cooperation and diligence in dropping off and picking up students. All areas are monitored by school staff.

## Pick -Up

Staff will direct pick up traffic and call on students to come to the appropriate vehicles. Parents are to pull all the way forward. Staff will record the parent/guardian's name and students picking up on a clipboard. Then call on the radio for students to come to the vehicle.

## Bus Loading Area

**State law does not allow parents to be in the bus loading area.**



## TRANSPORTATION REQUESTS

**IMPORTANT: ONLY AUTHORIZED INDIVIDUALS ARE ALLOWED TO MAKE  
TRANSPORTATION REQUESTS FOR A STUDENT**

Parents are required to notify the front office one day prior to change the student end of day transportation. Same day changes may be made if the student is to be picked up or walk home instead of riding the bus.

## BICYCLES

Encourage children who walk or ride bicycles to obey safety rules. All bicycles must be parked in the racks provided with their own locks.

**Skateboards are not allowed on the school campus.**



# POSITIVE BEHAVIOR INTERVENTION AND SUPPORT (PBIS)

Whiteriver Elementary supports students through Positive Behavior Intervention and Support. Students are taught to be respectful, responsible, safe, and excellent in all locations. They receive reinforcements when they demonstrate these positive behaviors. Please see the PBIS handbook on our website or request a copy from our office for more information.

## EXPECTATIONS ON THE PLAYGROUND

During the day, playground time is allotted for recess with teacher supervision. Here are the playground rules your child needs to know and follow:

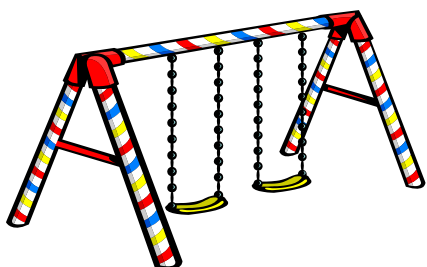
### PLAYGROUND RULES:

- Be courteous at all times.
- No Rough Play (including tackle football) will be tolerated.
- Unsportsmanlike conduct will result in losing playground privileges.
- Students should take turns in the slides and swings.
- When sliding, students must be seated in a forward position.
- No stopping while on the slide. Move quickly to the side when at the bottom, so as not to be in the way of the next student.
- Students MUST be on their designated grade level playground.



### Things **NOT** allowed on the playground:

- Climbing on top of the tubes
- Standing on bars
- Going up slides
- Climbing on walls or fences
- Throwing of wood chips or rocks
- Jumping off the apparatus
- Food and drinks (i.e., chips, candy, soda, milk, etc.)



**Jayhawk Strong!**  
**Playground/Gym**



<b>Respect</b> Use considerate words and actions Share equipment	<b>Responsible</b> Leave school property undamaged Tell an adult when someone needs help
<b>Safe</b> Stay in supervised areas Play appropriate games Leave rocks and sticks on the ground.	<b>Excellence</b> Invite others to join Be a good friend

# CAFETERIA



Students are expected to sit and eat lunch for a minimum of ten minutes. Here are the cafeteria rules and routines your child needs to know and follow:

## GETTING FOOD IN THE CAFETERIA

- Show good line behavior.
- Keep your hands and feet to yourself.
- Use a whisper voice.
- Get your tray, milk and silverware.
- Take only what you will eat.
- Do not share food with others.
- Say, "Please" and "Thank you."



**Jayhawk Strong!**  
**Cafeteria**



<b>Respect</b> Line up quietly Take only what you are going to eat	<b>Responsible</b> Use good table manners Nice quiet conversations Eat what is on <b>your</b> tray
<b>Safe</b> Clean your area Tell an adult about spills Stay in your seat	<b>Excellence</b> Head outside with walking feet Make healthy food choices

## CLEANING UP IN THE CAFETERIA

- Do NOT leave your seat until you are excused.
- Students MUST raise their hand when they finished eating.
- Clean up your eating area.
- NO food or drink is to leave the cafeteria.

# BUS TRANSPORTATION

Transportation is provided for all K-5 students. Please make sure that you discuss the route you want your child to take to and from the bus stop. Talk about the importance of always boarding and departing the bus at the correct stop that you know and approve of.



**Jayhawks Strong!**  
**Bus**



<b>Respect</b> Listen to adults Follow bus rules	<b>Responsible</b> Stay in your seat Keep your body to yourself Keep your belongings secure
<b>Safe</b> Get on the correct bus Get off the bus at your location	<b>Excellence</b> Go straight home See something, say something



# **BUS TRANSPORTATION RULES**



District provided transportation is a privilege, not a right. Here are the following bus routines your child needs to know and follow:

## **At the bus stops students will:**

- Follow all school rules at bus stops.
- Be at the bus stop at least 5 minutes before bus arrival.
- Stay clear of the bus until it comes to a complete stop.
- If you are late and miss the bus GO STRAIGHT HOME!
- There is to be NO pushing or shoving while getting on/off the bus.
- No one will be allowed on the bus if under the influence of alcohol/drugs.
- No objects are to be thrown or otherwise transferred inappropriately inside the bus or out the windows.
- Students must use appropriate/acceptable language at all times. **(NO BAD WORDS!)**
- Students will respect all parts of the bus by not vandalizing the interior or exterior parts of the bus.
- Drivers/Monitors have the right to assign seats.

## **While Riding the Bus:**

- Students are expected to remain seated at all times while the bus is in motion.
- All body parts are to be **INSIDE** the bus and NOT out the window or in aisle.
- Students are to always be facing forward and sitting appropriately.
- Keep all speaking voices and other noises at a minimum (yelling, screaming, shouting will be considered a bus infraction and a safety hazard).
- Eating, drinking and gum chewing will NOT be allowed on the bus.
- **NO GLASS CONTAINERS are allowed** on the bus.
- Students are to behave respectfully by keeping hands, feet and other objects to themselves.
- No pets or animals will be allowed on the bus.



## **BUS TRANSPORTATION RULES CONTINUED**



### **While Riding the Bus continued:**

- Students may NOT bring vapes/drugs/alcohol or paraphernalia on the bus.
- Weapons of any kind are NOT allowed.

### **Before Exiting the Bus:**

- Pick up and remove all litter and dispose of properly.
- Take all belongings with you.
- Students are to immediately/safely exit the bus and **GO STRAIGHT HOME!**
- **STUDENTS MUST GET OFF AT THEIR REGULAR BUS STOP UNLESS THEY HAVE A BUS MESSAGE FOR A CHANGE OF AFTER SCHOOL DESTINATION.**
- **Failure to follow bus transportation rules may result in suspension of bus privileges.**



## **SCHOOL**



## **CURRICULUM EXTENSION TRIPS**

Curriculum extension trips may be integrated into the curriculum to support student achievement. Individual permission slips are sent to parents after a field trip has been administratively approved.



## **KINDERGARTEN VISITATION**

An orientation visit is held for incoming kindergarteners from the Head Start School in the spring. Students visit the Kindergarten classroom and playground while parents learn about Whiteriver Elementary and all of the exciting opportunities its program has to offer!



## SCHOOL DRESS CODE

The District encourages students to take pride in their attire as it relates to the school setting. Students should dress in a manner that, in addition to the following guidelines, takes into consideration the educational environment, safety, health, and welfare of self and others.

- A. Students must wear a shirt with pants or skirt or the equivalent (dress, leggings, or shorts).
- B. Clothing must not be see-through and must cover a student's undergarments, chest and torso, when standing or sitting.
- C. Shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, et cetera.
- D. Jewelry shall not be worn if it presents a safety hazard.
- E. Clothing, accessories and/or jewelry may not state, imply, or depict hate speech/imagery targeting groups based on race, ethnicity, gender, sexual orientation, gender identity, religious affiliation, or any other protected classification.
- F. Students may wear clothing, accessories and jewelry that display religious messages or religious symbols in the same manner and to the same extent that other types of clothing, accessories and jewelry that display messages or symbols are permitted.
- G. Subject to the above, no hats, bandannas, other head coverings, or sunglasses may be worn in a classroom or school building, except for properly approved occupational safety headgear required for special classes or if authorized by a school administrator or authorized/prescribed by a medical professional.
- H. Obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing are prohibited.
- I. Students may not wear clothing, accessories and/or jewelry with images, symbols, slogans, words or phrases that are profane, discriminatory or defamatory or that is worn with the intent to convey affiliation with a criminal street gang as defined in A.R.S. [13-105](#).
- J. Hats and sunglasses may be worn outside.

Exceptions for special activities or health considerations may be preapproved by the administrator.

Students who volunteer for extracurricular activities, such as athletics, band, chorus, et cetera, are subject to the standards of dress as defined by the sponsors of such activities



## ADDITIONAL PROCEDURES

- Students are not allowed to wear make-up.
- Ear piercing (with parent/guardian consent) are the only piercings allowed.
- Writing on body and clothing is also unacceptable.
- Jayhawk Pride Thursdays: Students are encouraged to wear a Jayhawk shirt or school colors.



## **FOOD**

Students are not allowed to bring sweets or snacks such as gum, kool-aid, sunflower seeds, soda, chips, or candy to school. The school abides by the district food service wellness policy, those recommended healthy snacks may be served for approved classroom parties. If you would like to recognize your child on their birthday, gift bags are acceptable.

\*The Whiteriver Unified School District Wellness Policy is available in our office or on our district website [www.wusd.us](http://www.wusd.us) for additional information.



## **IMMUNIZATIONS**

All students attending public schools in Arizona must have the following on file with the school nurse before the child can be admitted or attend school: current immunization record with documents the month, date, and year of immunization for diphtheria, tetanus, pertussis (whooping cough), polio, hepatitis B series, and MMR (measles, mumps, and rubella). Students not current with their immunizations will be sent home, and they need to bring back a current immunization record in order to return to school. It is strongly advised that parents/guardians keep their child's immunization current.



## **JOM**

For students to receive benefits from the Johnson O'Malley Program (JOM), parents must sign the JOM form.

## **LANGUAGE ACQUISITION**



The purpose of Language Acquisition is to provide a full access of Whiteriver Elementary high standards of learning for all students regardless of their language background. All teachers are required to receive a Structured English Immersion (SEI) endorsement. This is to ensure that teachers have a balanced understanding of effective teaching, learning styles, and techniques of Second Language Learners.



**SNOW DAYS/LATE STARTS/  
EMERGENCY  
EARLY RELEASE/  
EARLY DISMISSAL**



- In the event that there is an inclement weather and other emergencies (i.e., fire, no water, snow, national emergency, etc.), any decisions will be made district-wide by the superintendent. Please discuss with your child what to do in the event that he/she arrives home and no one is there. Parents are requested to inform their child's teacher **in writing** of any changes or other arrangements that they prefer for their child in the event an emergency dismissal occurs. Snow days, late starts, and emergency early releases will be announced on KNNB and other radio stations.
- In case of a late start, school will begin two hours later at 10:45 am instead of 8:45 am for elementary schools Breakfast will not be served.



**ELECTRONIC  
HANDHELD ITEMS**

- Electronic items are disruptive to the students' learning, students, thus, students are not allowed to bring electronic equipment to school. This includes cell phones, tablets, gaming devices, laptops, cameras, etc... These items will be confiscated and stored in the school safe.
- For first offense, the item will be returned to parents. For second offense, item will be kept until end of semester and released to parent. It's important that students remain focused on their academic learning and assignments throughout the school day.
- **Phones:** If parents would like their child to bring a phone to school, they must fill out a permission slip with the teacher. Violation of this procedure will result in confiscation of the phone.





# **HOME-SCHOOL CONNECTION**



## **PARENT-TEACHER COMMUNICATION**

Please contact your child's teacher FIRST with any questions that you may have, as teachers have the most direct contact with your child every day and are best able to answer your questions. Teachers are available BEFORE and AFTER instructional time to address any questions or concerns you may have regarding your child's progress in school. You are asked to leave a message on teacher voicemail or send an email during school hours and teachers will respond as soon as possible. You can also leave a message with the front office staff. PLEASE ensure that all of your contact information is up to date. It is important that teachers and parents communicate regularly in order to promote the success of your student!

## **HOMEWORK POLICY**

Whiteriver Elementary expects students to continue their learning beyond the school day. Therefore, each student may be assigned homework that does the following:

- Provides practice of skills and lessons introduced in class
- Strengthens basic skills
- Develops independent study skills
- Keeps parents aware of their child's curriculum

## **HOMEWORK REQUESTS**

If a child is absent due to illness, then time at home needs to be spent on recovery. A request for homework should be made at the time an absence is called in to the school. The teacher will have materials ready for pick up at the end of the school day.



## PARENT-TEACHER CONFERENCES



There are three (3) designated times in the school year when Parent-Teacher Conferences take place. In-person conferences will take place Thursdays from 4:15-7:00 pm. Phone conferences may be scheduled upon parent request.

**Fall: October 24**

**Winter: January 9**

**Spring: March 20**

Student progress is discussed and a report card is issued for students in Pre-Kindergarten through 5th grade.

Concerns or questions regarding your child's progress in school should be directed to your child's teacher at ANY TIME during the school year. ***We encourage open communication between school and home.***

## REPORT CARDS

Report Cards are given every nine weeks. The subject grade should be based upon pupil mastery of the content of the course. The teacher will establish a reasonable standard for average achievement in each of the subjects.

The following scale will serve as a guide for the distribution of grades,

K- 3rd grade	4th Grade	5th Grade
A- 90-100%	A- 90-100%	A-90-100%
B- 75-89%	B- 78-89%	B- 80-89%
C- 60-74%	C- 64-77%	C- 68-79%
D- 45-59%	D- 50-63%	D- 55-67%
F- 0-44%	F- 0-49%	F- 0-54%

Grades will be weighed at 60% classwork, 35% formative assessment, 5% benchmark assessments.



## ADVANCEMENT & RETENTION



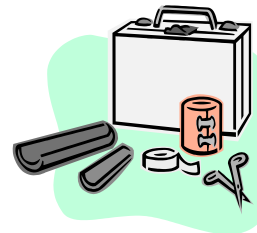
The State of Arizona says that advancement or retention is determined by the teacher and is based on the learner's progress.

- Teachers will alert parents at the first Parent-Teacher Conference if there is a concern about their child's progress.
- Teachers will notify parents by the second Parent-Teacher conference if their child is being considered for retention.
- Interventions for home and school will be collaboratively created by teachers, parents and other school staff, if necessary.
- Parents have the right to appeal the decision of the teacher to retain or advance their child.
- Parents may submit a written request for a review concerning retention or advancement to the Governing Board within ten (10) days after issuance of the end of the year report card.

## HEALTH OFFICE

There is a qualified Health Provider on duty every day. The Health Office provides the following services:

- Annual height and weight data
- Vision and hearing screenings
- First aid (when needed)



When students exhibit signs of illness, parents are contacted. **It is critical that Emergency Card information is COMPLETE and CURRENT.**



# MEDICATIONS



Whiteriver Elementary follows all Arizona regulations when it comes to dispensing medicine.

1. Medicine MUST be prescribed by the child's physician.
2. Prescription drugs must be in the **original pharmacy container, labeled with the child's name, date, dosage, and time to be taken.**
3. Parents must take the medicine to the Health Office and complete a medication administration form.
4. Medicine must be given in the presence of a health provider, principal, or designated staff member.

## Medications

Our schools have standing orders for certain medications that can be administered at school. These medications are all medications you can purchase over the counter without a doctor's prescription. At registration, you will either give consent, or not, for our Health Aides to administer these over the counter medications when needed for your student, per our doctor's approved standing orders. Stomach aches cannot be treated with medication at school. This is to prevent masking of symptoms that could be potentially life threatening.

Medication Administration packets need to be completely filled out in order for any medications brought in by a parent/guardian, to be administered at school. The parent's and the doctor's signatures are required for all medications that are brought in by parents/guardians. Our schools have Health Aides, which are either Medical Assistants or Certified Nursing Assistants.

In the state of Arizona, Certified Nursing Assistants are not allowed to administer medications without a provider's authorization, they cannot administer based on the prescription alone. Medical Assistants can administer prescription medications that are in the original container, the prescription on the bottle gives them the ability to administer it at school. The difference between the two is that one is licensed and the other is certified.

## Illness

Students who present to the Health Office with a fever of 99.8 F or higher or who have thrown up will be excluded from school. When a child has an active fever or is actively vomiting, they are considered highly contagious. To prevent the spread of illnesses, the student cannot return to school until they have been fever and vomit free for at least 24 full hours, without the use of fever-reducing medication (Tylenol/Ibuprofen).

## COUNSELING SERVICES

Individual and group counseling services are available to our students through Apache Behavioral Health Services. Parents/Guardians must complete intake and referral forms before counseling services can take place.

## NON-ACCIDENTAL INJURIES, NEGLECT, ABUSE OF A CHILD

School personnel are mandated by law to report concerns about children such as non-accidental injuries, physical neglect or emotional abuse. The law requires that if the concern is a reasonable belief, there does not need to be physical evidence. School personnel do NOT investigate, we only report as obligated by the state statute.

# **SPECIAL EDUCATION SERVICES**

The Special Education Program is for students who are identified through testing and qualify for extra assistance. Services are provided both in and out of the classroom as needed and determined by the Individual Education Plan (IEP). Certified Special Education Teachers work with students and address special needs.

## **ANCILLARY PROGRAMS**

Students will regularly be provided instruction in a variety of ancillary programs rotating on a weekly basis. Program descriptions are as follows:

### **PHYSICAL EDUCATION**



Physical Education (PE) activities promote physical well-being. These lessons are taught during the school day and the entire class is expected to participate. If your child has a health issue that restricts him or her from participating in PE for a period of time, a doctor's note is required.

### **LITERACY CENTER**

The Whiteriver Elementary Library maintains a quality collection and facility. It includes the following:

- Reference materials
- Periodicals
- Fiction and non-fiction books
- Technological resources



K-2nd grade students may read books in the library or in the classroom, but are not allowed to take library books home. If a book is lost, stolen, or damaged, parents are responsible for the replacement of the book.

## **ART CLASS**



Each student will participate in art classes in which the fine art standards are taught. They will showcase their artwork throughout the building and during the annual art show.

## **STEAM CLASS**

Students participate in STEAM Classes where they learn science, technology, engineering, arts, and math in interactive project based learning activities.



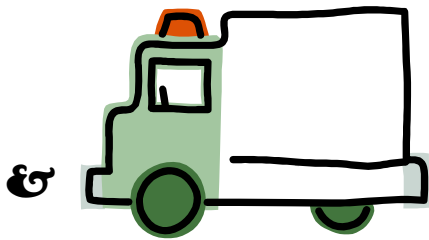
## **APACHE LANGUAGE AND CULTURE**

Students will be provided the opportunity to learn the Apache Language integrated through Apache Culture.



## **LOST AND FOUND**

Lost articles of jewelry, money, eyeglasses, etc. are kept in the School Office until claimed. The clothing lost and found bin is located in the hallway. Items left at the end of the school year will be donated.



## **EMERGENCY DRILLS PROCEDURES**

Students participate in regular fire and evacuation drills. Whiteriver Elementary also has procedure plans for lockdowns for the entire campus. In the event of a lockdown, parents will be notified through School Messenger. All staff, students, and visitors must lock down during the event. Do not come to the school or call the school as this may risk the safety of students and staff. Information will be released as soon as it is safe to do so. In the event of an evacuation, a reunification point will be communicated through School Messenger.



## **WEAPONS**

(A.R.S. 15-515) No student shall carry or possess a weapon (knife, loaded or unloaded gun, explosive firearm, pellet gun, dangerous firearms) or simulated weapon (fake gun, water gun, sharp objects) on school premises without the authorization by school administrator, no shall a student use or threaten to use a weapon or simulated weapon to disrupt the activity of the District. There will be severe consequences for students who violate this policy/law.

# **LET YOUR PRIDE *SOAR!***



## **JAYHAWK STRONG**

**P**ositive Attitude

**R**espect

**I**nviting Environment

**D**oorway to the Future

**E**xcellence in Academics