

WHITERIVER ELEMENTARY SCHOOL



JAYHAWK

Positive Attitude

Respect

Inviting Environment

Doorway to the Future

Excellence in Academics

PARENT/STUDENT HANDBOOK

2021-2022

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SCHOOL HOURS

Office Hours:

7:30 am—5:30 pm

Student Hours:

M-T-W-Th

8:45 am—3:45 pm

Teacher Hours:

8:00 am—4:14 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

Positive Attitude

Respect

Inviting Environment

Doorway to the Future

Excellence 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 2021-2022 SCHOOL YEAR CALENDAR

JULY '21						
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

5 12-Month Holiday
26-28 203-Contract Staff Start /
 301 or Paid Certified/
 Classified Pre-Service

3 2nd Sem. Begins / 3rd
 Qtr. Begins
14 District PD
17 Martin Luther King Jr.
 Day/No School/Holiday
28 Site PD

JANUARY '22						
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

16/84

AUGUST '21						
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				

2-3 New Teacher Orientation
4 All Staff Report
9 First Day for Students
13 District PD
27 Site PD

11 District PD
21 Presidents' Day/No
 School/Holiday
25 Site PD

FEBRUARY '22						
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					

14/14

15/99

SEPTEMBER '21						
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		

6 Labor Day/No School/
 Holiday
10 District PD
24 Site PD /Native
 American Day

10 3rd Qtr. Ends
14-17 Spring Break
21 Begin 4th Qtr.
25 Site PD

MARCH '22						
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		

17/31

15/114

OCTOBER '21						
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

7 First Quarter
 Ends
10-14 Fall Break
18 Second Quarter Begins
22 Site PD

8 District PD
22 Site PD
28 Snow day (if no snow
 days used)

APRIL '22						
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

12/43

15/129

NOVEMBER '21						
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 Veteran's Day
19 Site PD
24-25 Thanksgiving/No School/
 Holiday

16 Snow day (if no snow
 days used)
20 Site PD
26 AHS Graduation/Last
 Day of School / 4th
 Qtr. & 2nd Sem. Ends
 Last Day for Staff
30 Memorial Day 12-
 month Holiday

MAY '22						
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				

15/58

15/144

DECEMBER '21						
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	

17 Site PD / 2nd Qtr. Ends /
 1st Semester Ends
20-31 Winter Break
23-24 12-Month Holiday
30-31 12-Month Holiday

8 203 Contract Staff Ends

 35 Days = 1st Qtr.
 33 Days=2nd Qtr.
 38 Days=3rd Qtr.
 38 Days=4th Qtr.
 144 Total Student Days

JUNE '22						
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		

10/68

WHITERIVER ELEMENTARY SCHOOL STAFF

2021-2022

OFFICE STAFF	EXCEPTIONAL STUDENTS SERVICES
KASEY, Bonnie- Principal	EGUIA, Hanie Vessa- Resource
JAIMES, Angela- School Improvement Specialist	ENDFIELD, Brianna- Pre-K
MILLER, Melissa- Instructional Coach	JOBE, Ralph- Structured ESS
NASTIVAR, Norlinda-Attendance Clerk	LUGUE, Karen- Resource
PALMER, Patricia- Secretary	TBD - Speech
SUSAN, Norma- Community Liaison	
KINDERGARTEN	
BONITO, Jade	ESS Instructional Assistants
SIMMON, Sandy	LORICA, Arlan
TAGALOG, Jovilyn	PADDLETY, Brenda- Pre-K
	POTTER, Aluna
1st GRADE	VALADEZ, Eliza
ARANDA, Rosanne	TBD
JOHNSON, Danielle	
MACAPOBRE, Joanne	INSTRUCTIONAL ASSISTANTS
TAGALOG, Luke	BEGOLIN, Kimberly
2nd GRADE	BITSUI, Santina
BEST, Molly	FALL, Essie
LANGFORD, KATHLEEN	LAVENDER, Rachel
RONDUBIO, Vicente PH.D	MARRIETTA, Fernanda
WELCH, Connie	SUSAN, Norma R.
	TRUAX, Dakota
3rd GRADE	WALKER, Yolanda
DIAZ, Romeo	GEORGE, Gayle
JOHNSON, Jane	
NUBBE, Catie	
RONDUBIO, Ernico	
	1.
4th GRADE	SUPPORT PROGRAMS
JOHNSON, Isaac	ALSENAY, Miriam - Apache
JONES, Kristine	DECLAY, Gracie - Library
MONTERDE, Princess	LAVENDER III., Asa - Art
	ROBERTS, Brittany- STEAM
5th GRADE	TAYLOR, Robert - PE
ETHELBAH, Becky	
PARKER, Mazie	CROCKER, Leanna - Health Professional
THOMPSON, Sanjiv	
READING SPECIALIST	CUSTODIANS
COLESON, Jennifer	ADAMS, Francis - Head Custodian
	COSAY JR., Leroy
	TBD

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:

(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:



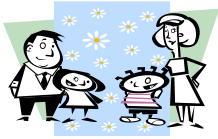
Science Fair, Family Fairs, Academic Nights and celebrations, Student Council, Apache Club, Native Vision, STEM Enrichment, and PAC family events.

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!

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

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.

- See Appendix A Definition of Infractions and the Discipline Matrix
A complete Discipline Policy can be found on our district website: 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 of the family's faith.

- 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.

TARDIES

Any student not in the classroom at 9:00am 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.



ATTENDANCE



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.

SUPERVISION OF STUDENTS

- Adult supervision is provided from 8:15am to 4:00pm. 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 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**

Due to maintaining required social distancing and contact tracing procedures, same day changes in after school bus destination will not be possible. All transportation requests must be made on the Privilege to Ride a WUSD Bus Form the week prior to the change in destination.

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.



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:

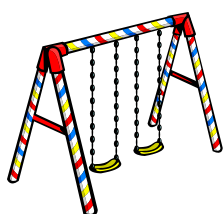
PLAYGROUND RULES:

- 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.)





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."

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.

Line up quietly 

Use Good Manners

Nice quiet conversation 

Clean your area

Head outside with walking feet 



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.



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 not be sitting "SOMEHOW!"
- 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 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.

- Only tailored shorts and skirts that are hemmed may be worn and are no more than 1 inch above the knee in grades kindergarten (K) through twelve (12).
- Bare midriffs, halter tops, and spaghetti straps are not acceptable.
- Clothing should fit student appropriately, not excessively baggie or inappropriately tight.
- Pants will have no holes above the knee that expose skin.
- Bare feet are never acceptable. In the interests of student safety, 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.
- Jewelry shall not be worn if it presents a safety hazard to self and/or others.
- Profane or defamatory writing on clothing or jewelry is not acceptable.
- No bandanas of any color, size, or shape may be carried or displayed in any classroom or at any school activity. This also includes simulations of anything representing gang-related clothing includes red, royal blue and other colors deemed gang related.
- No hats may be worn in a classroom, except for properly approved occupational safety headgear required for special classes.
- Gang-related personalization is not permitted on hats, on items of clothing.
- Obscene language or symbols or symbols of drugs, sex, or alcohol on clothing are expressly prohibited.

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

Students who volunteer for extracurricular activities, such as athletics, band, chorus, etc. are subject to the standards of dress as defined by the sponsor 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 Wednesdays: Students are encouraged to wear a Jayhawk shirt.



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.

*See Appendix B Whiteriver Unified School District Wellness Policy 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 11:00AM instead of 9:00AM 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 items such as ipods, MP3 player, headphones, PSP, personal DVD players, and other handheld games. 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. Conferences will take place Wednesday and Thursday from 4:00-6:00 pm.

Fall: October 27 and 28

Winter: January 5 and 6

Spring: March 30 and 31

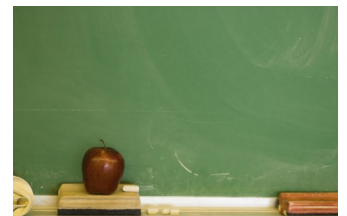
Student progress is discussed and a report card is issued for students in Pre-Kindergarten through 5th grade.

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 report uses state performance standards which provide a picture of a child's progress in school. The grading system is as follows:

- **HP** means the learner is highly proficient in the standard.
- **P** means the learner is proficient in the standard.
- **PP** means the learner is partially proficient in the standard.
- **MP** means the learner is minimally proficient in the standard.





ADVANCEMENT & RETENTION



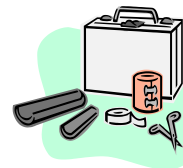
The State of Arizona says that advancement or retention is determined by the teacher and is based on the learner's progress.

- 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.

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:

- 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,



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 a weekly STEAM Class 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 cafeteria.



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.

APPENDIX A

DEFINITION OF INFRACTIONS

Absence from Class - failure to be physically present for all of a class session or required school activity.

Aiding/Abetting - any act that leads to or encourages an infraction on the discipline matrix.

Aggravated Assault - assault which causes serious injury to another; assault with a deadly weapon or dangerous instrument; assault which causes temporary but substantial disfigurement, temporary but substantial loss or impairment of any body organ, or fracture of any body part.

Aggravated Assault of a School Employee - a person commits aggravated assault of a school employee if the person who commits assault as defined knows or has reason to know that the victim is a teacher or other person employed by any school, and either is on school grounds or is engaged in any school-related duties.

Alcohol - any fermented and/or distilled liquor or a substance reasonably believed to be or portrayed by the student as a fermented and/or distilled liquor.

Arson - the attempt to burn any property, to start a fire or explosion, or to promote the continuation of a fire or explosion. Arson does not include teacher approved class activities such as an approved and supervised experiment in a chemistry class.

Assault - intentionally, knowingly, or recklessly causing any physical injury to another person; knowingly touching another person with the intent to injure, insult, or provoke such person; intentionally placing another person in reasonable apprehension of imminent physical injury.

Behavioral Contract - a written agreement outlining certain remedial conditions and/or a plan of actions seeking a particular solution to a student behavioral problem.

Breaking and Entering - unauthorized entry into the property of another or into any portion of the school property.

Bullying - occurs when a student, either alone or in concert with others, uses superior strength, power, influence or advantage deliberately to inflict physical, emotional, or verbal abuse on another student. Bullying includes explicit or implied threats of bodily harm, weapon possession, extortion, repeated insults and/or teasing, assault, social ostracism, sexual harassment and intimidation.

Bus Behavior – please refer to WUSD Bus Safety Rules

Cafeteria Misbehavior - see school handbooks.

Cheating - the use or attempted use of information, academic work, research or property of another as one's own. Cheating shall include but not be limited to sharing knowledge during an examination or the unauthorized use of notes or other materials in an examination. Cheating shall also include the willful disobedience of testing rules.

Complicity - the association or participation in any act or the agreement between more than one individual to commit an act where the act ultimately is committed or attempted by any one or more of the individuals.

Conference - a meeting/discussion, in person or by telephone, between a school employee and a student and/or parent.

Controlled Substance -

alcohol;

tobacco

any narcotic or dangerous drug;

glue, paint, or any intoxicating substances that may excite or stupefy an individual or diminish the individual's physical or mental capacity when possessed for such purposes;

any other potential mind altering substance, including marijuana and over the counter substances;

drug paraphernalia, as defined by A.R.S. 13-3415;

any other substance enumerated in A.R.S. 13-3401, as well as any imitation controlled substance listed in A.R.S. 13-3451. Medication shall not be considered a controlled substance so long as the medication is either 1) prescribed by a physician and used in accordance with the prescription and Governing Board policies or 2) a proprietary medicine as defined in A.R.S. 32-1901(39) when used in accordance with parental instructions and Governing Board policies.

Any controlled substance or paraphernalia found in the possession of a student or anywhere on District property will be confiscated in addition to any discipline imposed.

Counseling - individual or group professional guidance with a student that may utilize techniques involving discussion, interviewing, testing, and other guidance procedure.

Defiance of School Authority - refusal to comply with a reasonable request by school personnel.

Destruction - damaging, destroying or defacing school property or the property of any other person.

Disorderly Conduct - conduct that is reasonably likely to disrupt, or that does disrupt, the regular or normal school functions or any school process or activity.

Display of Affection - visible affectionate physical contact that exceeds accepted standards of reasonable public conduct.

Disrespect - display of rude or discourteous behavior toward a school employee.

Disruption of the Educational Process - any conduct that causes, is intended to cause, or that is reasonably likely to cause a breakdown in the orderly process of instruction and/or school activities.

Ditching - the failure to attend class without an approved reason.

Drug - a controlled substance as defined herein.

Explosive Devices - any apparatus or substance that is capable of exploding or causing an explosion.

Extortion - the act or practice of obtaining something from a person by force, threatened force, or undue or illegal power or influence.

Failure to Report - the failure to report to school employees or administrators any infraction about which a student has knowledge.

False Information - intentionally giving an untrue communication to any Whiteriver Unified School District personnel.

Fighting - engaging in physical contact for the purpose of inflicting harm on another person.

Firearm - gun, rifle or similar items whether or not functional.

Forgery - the unauthorized or untrue making or alteration of a written document or another person's name or signature.

Gambling - to engage in a game or other activity that involves the element of risk or chance with the intention that property will be exchanged based on the outcome of the game or activity.

Harassment - serious or repeated conduct toward an individual that would disturb or annoy a reasonable person under similar circumstances. This conduct could include, but not be limited to, forms of verbal or physical harassment based on race, religion, sexual orientation, ethnicity, national origin, disability, socioeconomic status or appearance.

Hate Crimes - Any act designed to frighten, harm, injure, intimidate or harass an individual, which is motivated in whole or part by the student's bias. The student's bias may include, but not be limited to, race, religion, sexual orientation, ethnicity, national origin, disability, socioeconomic status or appearance.

Hazardous Materials/Dangerous Items - Any item that could be used to inflict damage to a person or property, or create a substantial disruption.

In School Suspension (ISS) - assignment of a student to a designated supervised room for part or all of a school day.

Initiation/Hazing - any type of initiation activity, whether conducted on or off school grounds, that is not expressly authorized by the school principal.

Injury Prone Behavior - intentional, negligent or reckless behavior that has a reasonable possibility of hurting or damaging oneself or others or the property of others.

Insubordination - any action involving defiance or disregard of authority and/or school rules and regulations.

Intimidation/Threat - verbal, written or physical communications or acts made with the intent or reasonable effect to inflict fear, injury or damage or to realize personal gain.

Intoxicating Agent - any controlled substance.

Leaving Campus - leaving school grounds, except where generally permitted for all students, without receiving prior approval from the proper school authorities.

Loitering - when an individual is present in or about a school after a reasonable request to leave or without authorization or a legitimate reason for being there.

Lying - intentionally giving an untrue communication.

Malicious Damage - conduct with the intent to cause loss or harm resulting in injury to person, property, or reputation.

Normal Educational Process - the normal operation of the school or School District.

Not Pursuing the Course of Study - refusal to follow the established curriculum or syllabus in a particular subject or course of study.

Obscene Statements or Materials - statements and materials which an average student, applying contemporary school standards would find, taken as a whole, appeal to prurient interests and, taken as a whole, lack serious literary, artistic, political or scientific value. The standard is that of the school community with a recognition that students are, as a class, younger and more sensitive than the general adult population.

Paraphernalia - any accessory, apparatus or equipment that may be used in the manufacture of or utilization of a controlled substance, or otherwise as defined in A.R.S. 13-3415.

Physical Abuse - any act intended to cause injury to another, that is reasonably likely to cause injury to another, or that a reasonable person would find insulting or offensive.

Police Report - the notification to law enforcement authorities that alleged criminal conduct has occurred.

Possession of Stolen Property - to hold an item or items without the permission of the owner.

Profanity - the departure in the use of language from what is normally considered to be acceptable within the environment of a school or school related area.

Refusal to Identify Self - refusing to give correct name when requested to do so by school personnel, or the use of another person's name or identity as one's own.

Robbery - the unauthorized taking of property of another by force, violence, or threat.

Sale of Intoxicants - the transfer of ownership from one person to another for a price or item of value, any controlled substance.

Sexual Harassment - any unwelcome sexual advance, request for sexual favors or other verbal, written or physical conduct of a sexual nature that substantially interferes with a student's or employee's performance or creates an intimidating, hostile or offensive school environment.

Sexual Misconduct - public sexual indecency by engaging in one (1) or more of the following: sexual contact, sexual act, indecent exposure, etc.

Solicitation - a person commits solicitation if such person requests, commands, or encourages another person to provide him or her with information concerning where to purchase or obtain a substance or item the possession of which is illegal and/or prohibited by District policy.

Tardiness - arriving to class after the scheduled starting time.

Theft - unauthorized taking of property owned by another.

Tobacco - ground up leaves used for smoking or chewing, or manufactured products such as cigars or cigarettes, known to be addictive and dangerous.

Transfer - to furnish, deliver or give away.

Trespass - the unauthorized presence of an individual on school property.

Truancy - absence from an assigned class and/or required school function without a proper and timely excuse.

Unexcused Absence - absence from class without a proper and timely excuse that is approved by school authorities.

Vandalism - destroying, mutilating, damaging or defacing objects or materials belonging to the school, school personnel, or other persons.

Verbal Abuse - Obscene language, name calling, racial slurs or derogatory statements addressed to another individual or group of individuals.

Vulgarity - the use of offensive language; repulsive language; any obscenity.

Weapons - an object in one's possession that is used, is attempted to be used, or is commonly used to threaten or inflict bodily harm to another person or destroy property. Weapons also include any object that reasonably appears to another as an item that is being used or that is commonly used to inflict bodily harm on another person or to damage the property of another.

Note: Please refer to AZ SAFE –Arizona Accountability for Education for the Definitions of Violations according to AZ Laws.

Please refer to the WUSD Student Discipline Policy and WUSD Wellness Policy located on our district website www.wusd.us for more information.

**LET YOUR
PRIDE
SOAR!**



**JAYHAWK
STRONG**

Positive Attitude

Respect

Inviting Environment

Doorway to the Future

Excellence in Academics