



Mary Velasquez Riley

Seven Mile Elementary School

Dawa Likehgau ye sine'

"Nothing is Impossible—The Power is in Your Hands"

Parent-Student

HANDBOOK

2022 - 2023

Contact Information

Seven Mile Elementary School
P.O. Box 190 (2005 Fort Apache Rd.)
Whiteriver, AZ 85941

Phone: (928) 358-5670

Fax: (928) 358-5671

www.wusd.us

Mrs. Misty Cook-Goseyun, Principal
Mrs. Susana Taylor—School Improvements Specialist
Mr. Tyron Massey , Secretary
Mrs. Jessica Roberts, Student Data Coordinator
Decora Clay - Community Advocate

School Hours

Office Hours

8:00am – 4:30pm

Teacher Hours

8:00am – 4:00pm

Student Hours

Monday through Thursday 8:45am – 3:45pm

Drop off and Breakfast – 8:30—8:45am

A message from the School Principal

Hello MVR Seven Mile Elementary Parents and Students,

Welcome to a new school year! I am very excited to continue as your principal and am committed to providing our students with the best education possible. Everyone at SME will continue working with all parents and community members to ensure we are on a common path towards excellence!

Remember, "Change is the only Constant in the Universe". Change can be challenging, but as we move forward together with a positive attitude, commitment to do what's best for the children and support each other as we accomplish wonderful things, we will be SUCCESSFUL!

The staff at Seven Mile have been planning for the upcoming year and working hard to provide the best instruction possible. We all care about our students greatly and will strive to do our best for them.

I encourage each of you to familiarize yourself with the guidelines regarding continuing safety protocols, daily schedules, attendance, cell phones, and the dress code. I am excited about starting school, and can't wait to work with you.

Have a wonderful year!

Regards,

Misty Cook-Goseyun

Principal

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Vision—Mission

Vision:

Seven Mile Elementary School will be a safe, orderly, and child-centered school that exists for children, parents, and the community.

Seven Mile’s highly qualified staff will utilize data-driven, research-based effective curriculum and instruction to enable students to meet and exceed academic standards and behavioral expectations.

In collaboration with parents and community, Seven Mile staff will model to develop well rounded, productive, and responsible members of society who respect themselves, fellow students, staff, and others.

We also encourage and promote a sense of **PRIDE** in all of our students.

It is our vision that all students at Seven Mile Elementary can achieve their dreams and that their Wildcat Pride can give them the power to do just that! We are Wildcat **STRONG!**

WILDCAT

Positive Attitude

Respect

Inviting Environment

Doorway to the Future

Excellence in Academics



Mission:

The Mission of Seven Mile Elementary School is to provide an atmosphere where all children are capable of success in both learning and life, no exceptions.

Dawa Likehgau ye sine'

"Nothing is impossible – the power is in your hands."



Kids @ Hope

Whiteriver Unified School District (WUSD) is a district of HOPE using the Kids at Hope framework. Here are the Kids at Hope pledges we will use this year:

Student's Pledge:

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.



Parent's Pledge:

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!



Kids @ Hope

At the same time teachers will be Treasure Hunters who believe and model that ALL children are capable of success.

Treasure Hunter's Pledge:

As an adult and Treasure Hunters

I am 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!

Alcohol and Drug-Free Zone

Seven Mile, like all schools in the state, is an alcohol and drug-free zone. This includes all events on school property. We will notify the authorities immediately if this law is violated at after-school events.

Seven Mile Elementary Staff 2022—2023**OFFICE STAFF**

COOK-GOSEYUN, Misty – Principal
 TAYLOR, Susana – School Improvement Specialist
 MASSEY, Ty – School Secretary
 ROBERTS, Jessica – Student Data Coordinator
 CLAY, Decora – Community Outreach Advocate
 ARMSTRONG, Rhiannon – CNA

KINDER TEACHING STAFF

MADRAGA, Jiezył LORICA, Mary Grace
 LEWISTON, Mary YUSAY, Mary Grace

1st GRADE TEACHING STAFF

MASSEY, Onalee GRAHAM, Danielle
 ORONGAN, Patricia Louise NERI, Eithel

2nd GRADE TEACHING STAFF

NUNEZ, Julie BOSE, Elsie
 PANER, Geraldin

3rd GRADE TEACHING STAFF

TOME-BARREDO, Mary Joy BANDOY, Joyce
 LUCERO, Emma SALCEDO, Amylynne

4TH GRADE TEACHING STAFF

LOREZO, Ma. Rhona
 ALSADO, Norlene MACAPAGONG, Edson

5th GRADE TEACHING STAFF

ANDERSON, Lily CLARO, Pretchel
 ANTON, Adonis

SPECIAL EDUCATION STAFF

GOODE, Lois – PT
 MCCARTHY, Brooke – OT
 JORE, Janice – Self-Contained
 TAGALOG, Samantha – ESS K – 3
 VERULA, Psyche – ESS 4 – 5
 CARROLL, Misty – Health Aide
 HENRY, Marliisa – Health Aide

ACADEMIC SUPPORT STAFF

EFREN, Meachelle – Computer
 ELEANDO, Mona – Cultural Class
 HENRY, Joshua – PE
 MASSEY, Denise – Library
 ANDERSON, Kathleen - STEAM
 ELLISON, Caitlin – Reading Specialist

INSTRUCTIONAL SUPPORT STAFF

COSEN, Rose – Instructional Aide
 KESSAY, Martha - Instructional Aide
 NACHU, Suzie – Instructional Aide
 YUSAY, Simeon - Instructional Aide
 ALCHESAY, Jacqueline - Instructional Aide
 HUDYMA, Bailey - Instructional Aide

ADDITIONAL STAFF

PAXSON, Rencher – Head Custodian/Bus Driver
 THOMAS, Josephine – Custodian/Bus Driver
 JOPLIN, Nehemiah—Custodian
 QUINTERO, Virgilee—Custodian
 QUAY, Tashina—Kitchen Manager

SUPPORT PROGRAMS

KOCH, Josh - ABHS Steam
 ABHS Life Coaches

Bell Schedule

Monday through Thursday

8:45 am	First Bell
9:00 am	Second Bell / Absent
12:00 pm	Kindergarten Lunch
11:00 am	1st Grade Lunch
11:00 am	2nd Grade Lunch
11:30 am	3rd Grade Lunch
11:30 am	4th Grade Lunch
12:00 pm	5th Grade Lunch
3:45pm	Dismissal
*3:40pm	K,1,2 (GYM)
*3:45pm	3,4,5 (Released front of the Bldg.)

Late Start

No breakfast will be served. Lunch only at regular scheduled time.

Snow Days/Late Starts/ Emergency Early Releases:

In cases of inclement weather and other emergencies, any decisions will be made district-wide by the superintendent. Snow days, late starts, and emergency early releases will be announced on KNNB and other radio stations. In the case of a late start, school will begin two hours later, so 11:00am instead of 9:00am for elementary schools. Breakfast will not be served.

Attendance Policy

Attendance

***Tribal Truancy Law**

If your child is absent for any reason, bring in a note or call the school. Office staff will determine if it is an excused or unexcused absence based on state law. Good attendance is vital for your child’s education, and the money our district receives from the state to pay for your child’s education. **Poor attendance is in violation of the Tribal Code Resolution No.: 10-2019-203 / Ordinance No.: 295.** Unexcused absences will result in the following actions:

*Copy of Tribal Resolution No. maybe located at SME Office or at WMAT Tribal Offices.

# of Absences	Action
2 nd Consecutive absence	Personal contact by teacher
3rd & 4th	Warning notice/home visit /Truancy Letter
5th	Mandatory parent meeting to explain hearing process
6th	Prosecution hearing at school/ Notice to Tribal Prosecution Department Social Services Re: Truancy (Additional Tribal agencies notified as needed: Ex. CPS, Police Department, etc.)

Tardies / Absences

Children are considered **tardy after 8:45 a.m.**, at **9:00 they are considered absent.** Excessive tardiness 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. Please refer to the chart to know when your child’s lateness results in a tardy or an absence. Significant tardies could result in loss of privileges by students and will require teacher/parent conference to determine ways to avoid tardiness in the future. It is the responsibility of the parents/ guardians to have children in school during all of the required hours/days.

Attendance Policy

Attendance/Tardy/Check-out:

Our school schedule and number of instructional minutes are based on state law for each grade level. Excessive early checkouts and late arrivals disrupt classroom learning. Prolonged absences, late arrivals, and early checkouts may result in your child being retained. If your child begins to show a record of being checked out early this can be grounds for a Truancy Letter to be served. See Tribal Truancy Law on page 12.

Parent Pick Up Time

All student will be released at 3:45 pm for parent pick up at the front entrance to school. Please refrain from pickup prior to this time, unless arrangements have already been made for a change of destination, or there is a genuine emergency.

(Reminder: All change of destination MUST BE MADE BY 12 O’CLOCK DAILY)

Visitor’s Policy

For safety of all SME student and staff, we will be a **CLOSED CAMPUS**. **All parents and visitors must report to the office to sign in and receive a visitor’s pass.** If you are heading to a classroom you **MUST** go to the office and check in with the office staff first.

Transportation

Whiteriver Unified School District # 20 Bus Safety Rules

The WUSD Student Discipline Policy will be in effect at bus stops and on all busses! District Transportation is a **PRIVILEGE** which can be revoked depending on repetitive violations of bus rules.

***ALL BUS DRIVERS/MONITORS/SCHOOL PERSONNEL MUST BE OBEYED AT ALL TIMES!**

At the bus stops:

- a. Be at the bus stop at least 5 minutes before bus arrival.
- b. All school rules apply at all bus stops.
- c. If you are late and miss the bus GO STRAIGHT HOME!
- d. Stay clear of the bus until it comes to a complete stop.
- e. Drivers/Monitors have the right to assign your seat.
- f. There is **NO** pushing or shoving while getting on/off the bus.
- g. **NO** one will be allowed on the bus if under the influence of alcohol/drugs (the only exception will be if under a doctor's order for a specific medication).
- h. Weapons, drugs/ alcohol or any similar paraphernalia are **PROHIBITED** in the bus.

While riding the bus:

- a. Students are expected to remain seated at all times while the bus is in motion.
- b. Keep your body parts and objects to yourself and do **NOT** extend them out the window or in aisle.
- c. Students should always face forward, seated properly.
- d. Keep all speaking voices and other noises at a minimum. (yelling, screaming, shouting will be considered a bus infraction and a safety hazard)

Transportation

While riding the bus: (cont.)

- e. Eating, drinking and gum chewing are **NOT** allowed in the bus. (GLASS CONTAINERS ARE **NOT** ALLOWED)
- f. Pets/animals are **NOT** allowed on the bus.
- g. No objects are to be thrown or otherwise transferred inappropriately inside the bus or out the windows.
- h. Students will respect all parts of the bus by not vandalizing the interior or exterior parts of the bus.
- i. Electronic devices are allowed **only** when used with earphones
- j. Appropriate/acceptable language is observed at all times. (NO BAD WORDS!)

Before exiting the bus:

- a. Pick up all litter and dispose properly.
- b. Take all belongings with you.
- c. STUDENTS MUST GET OFF AT THEIR REGULAR BUS STOP UNLESS THEY HAVE A BUS MESSAGE FOR CHANGE OF AFTER SCHOOL DESTINATION.
- d. Students are to immediately/safely exit the bus and GO STRAIGHT HOME!

Change of Destination

If your child requires a change of destination, please send a note with your child, or contact the front office **by 12 o'clock every day.**

Due to maintaining required social distancing and contact tracing procedures, same day changes that move students to another bus or add them to a bus may not be made.

Altering the change of destination at the end of the day causes confusion for our students, as well as a disruption of instructional time.

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 education environment, safety, health, and welfare of self and others.

Only tailored shorts and skirts that are hemmed and worn 1 inch above the knee.

Bare midriffs, halter tops, and spaghetti straps are not acceptable

Clothing should fit student appropriately, not excessively baggy 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 toed shoes are to be worn for any type of physical activity, such as PE and/or recess.

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 bandannas of any color, size, or shape may be carried or displayed in any classroom or at any school activity. This also includes simulations or colors (red, royal blue) or anything else representing gang related clothing.

No hats may be worn in the school, except for properly approved occupational headgear required for special classes.

Gang related personalization is not permitted on hats, or any item of clothing.

Obscene language or symbols of drugs, sex or alcohol on clothing are expressly prohibited.

Exceptions for special activities or health considerations may be preapproved by the administrator. Students who volunteer for extracurricular activities, such as athletics, band, chorus. Etc. are subject to standards of dress as defined by the sponsors of such activities.

Health Office (Nurse)

In order for students to be treated, they must have a Medical Release form on file. The nurse will contact parents if children need to go home due to illness. Any medications students take at school must be brought in by an adult and fill out a parent permission form. All medications must be kept in the original labeled container from the pharmacy.

Breakfast and Lunch

The Whiteriver Unified School District is under Provision 2 status with the National School Lunch Program. This means that breakfast and lunch are free for all students.

Statewide Nutrition & Wellness Policy

Students are not allowed to bring sweets or snacks such as gum, kool-aid, sunflower seeds, soda, 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. Per state law, K-8 students must follow healthy guidelines. If you would like to provide healthy food or snacks to your child's class to celebrate their birthday, prior arrangements must be made and instruction may not be interrupted.

Allowable Food & Beverage List

- Milk/ flavored
- 100% juice
- Water/ flavored water (calorie free)
- Fresh fruit assortment
- 100% fruit snacks
- Vegetable trays
- String cheese/ cheese cubes
- Pretzels
- Low-fat popcorn
- Quesadillas w/ salsa
- Low-fat breakfast/ granola bars
- Trail/cereal mixes
- Peanut butter with apples or celery
- Graham crackers
- Vanilla wafers
- Animal crackers
- Angel food cake
- Pizza w/ low-fat toppings
- Apples with fat-free caramel dip
- Instant pudding made with milk
- Yogurt smoothies
- Yogurt in a tube (try frozen)
- Crackers with cheese
- Yogurt parfaits (yogurt, berries, granola, layered)
- Pizza dippers (pizza toppings and bread on skewer with marinara dip)
- Wraps or sandwiches (turkey, roast beef, ham, tuna, tofu, veggie or chicken salad)

All schools will allow four exempted parties on Halloween, Christmas (before winter break), Valentine's and the end of the school year. These parties do **NOT** need to follow the "Allowable Food & Beverage List".

Curriculum

Reading and Math

Seven Mile Elementary uses the district adopted reading and math curriculum

Structured English Immersion Program

Students may enter this program if they have a Primary or Home Language Other Than English based on the Home Language Survey parents complete at registration. Students are tested with the Arizona English Language Learner Assessment (AZELLA) in oral, reading, and writing skills. If it shows they are not proficient in English, they are provided with an Individual Language Learner Program and provide support as they acquire both their home and English language.

Ancillaries

Our ancillary program include Apache Language and Culture, Computer, Library, Physical Education, and STEAM.

Technology

We are very fortunate to have a variety of technology and a Computer Literacy Teacher. The Computer Lab can accommodate a classroom for direct instruction on how to use a computer, as well as support students in completing research projects. The Computer Lab provides educational opportunities to bring Seven Mile students up to date on technology.

Most classrooms have document cameras and projectors, as well as access to desktops and to Chromebooks for classroom instructional use.

Testing

Three times a year, K-5th grade students take the district benchmark assessment in Reading and Math. In addition, Kindergarten students take one-on-one assessments throughout the school year. In April, students in 3rd-5th grade will take the designated AZ state test, as well as 5th grade participating in AIMS Science in the latter part of March. The District Assessments for Elementary are Aimsweb Plus and Study Island.

Progress Reports

Each mid-quarter in the mail, you will receive a progress report on how your child is doing so far academically and behaviorally. If you have any questions, you can contact your child's teacher.

Report Cards

Report cards are given to parents each quarter at Parent/Teacher Conferences and sent home with students at the end of the year. Any report cards not picked up are mailed. Report cards will show how well your child meets the state standards in each subject.

Parent—Teacher Conferences

Not only is this your chance to pick up your child's report card, but it is a great opportunity to meet with your child's teacher, find out how he/she is doing, look at his/her work, and ask questions. Parent—Teacher Conferences are scheduled:

1st Quarter: October 2022

2nd Quarter: January 2023

3rd Quarter: March 2023

You are welcome **to schedule an appointment** with the teacher for a conference at any time.

Awards and Recognitions

Monthly

Student of the Month

Teachers will choose one student each month to be recognized for model behavior. The requirements are:

- Perfect attendance for the month—no checkouts/tardies
- Positive attitude and participation in class
- All work completed for all classes and teachers
- No discipline referrals

These students will be featured and celebrated throughout the school year.

Quarterly

Academic Excellence

Principal's Honor Roll - This award is given to students who have marked Highly Proficient in all their academic subjects in the most recent quarter.

Honor Roll - This award is given to students who have marked Proficient in all their academic subjects in the most recent quarter.

Most Improved-Academics - This award is given to the student who has shown the most improvement over the quarter.

Awards and Recognitions

Attendance

Perfect Attendance - True to the name of the award itself, there should be a 100% perfect attendance for the entire quarter; no tardies, no early check-outs, and no absences- excuse or unexcused.

Faithful Attendance - This award is given to the students who had not more than 2 absences/ tardies in the entire quarter.

Citizenship Award

Citizenship Award is given to students who are recipients of any Academic Excellence award, involved in after school sports and/or student council activities, or other community service organization.

Year-end

Principal's Award

Principal's Award is given to students who have gone above and beyond to be Wildcat Strong throughout the year.

Citizenship Award

Citizenship Award is given to students who are recipients of any Academic Excellence award, involved in after school sports and/or student council activities, or other community service organization.

Academic Excellence

Principal's Honor Roll - This award is given to students who have marked Highly Proficient in all their academic subjects in the most recent quarter.

Honor Roll - This award is given to students who have marked Highly Proficient *and* Proficient in all their academic subjects in the most recent quarter.

Awards and Recognitions

Year-end (cont.)

Most Improved

This award is given to the student who has shown the most improvement over the year.

Attendance

Perfect Attendance - True to the name of the award itself, there should be a 100% perfect attendance in the entire quarter/ **FOR THE YEAR**; no tardies, no early check-outs, and no absences- excuse or unexcused.

Faithful Attendance - This award is given to the students who had no more than 2 absences/ tardies in the entire quarter/ **FOR THE YEAR**

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 schools to release student information, written parent 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; and state/local authorities, "pursuant to specific State law."

Parents' Rights to Know

All parents of Title I schools have to the right to know the qualifications of their child's teacher(s). We have all SME teachers' qualifications on file in our office and are prepared to review them with you at any time. In addition, all parents of Title I schools have the right to know how their students are doing academically. You can come in anytime and ask to see your child's most recent and past results on classroom tests and school-related assessments including AZMERIT.

Behavior

The district follows a board-adopted district-wide discipline policy. There is one Discipline Matrix for K -2nd and another for 3rd – 5th. Both policies are found on the district website. **Be sure to go over the rules and discipline policy summary with your child.**

PBIS (Positive Behavior Intervention Support)

To encourage our students to make positive behavior choices, we are implementing PBIS which is a WUSD initiative. There will be assemblies throughout the year to teach students appropriate behavior expectations, school wide, as well as celebrations for appropriate choice making, the use of school-appropriate language and achievements by our students.

Wildcat Cash

Wildcat cash is provided by the staff for behavior, attendance, citizenship, academics, positive attitude, and respect. During the school year, the office will have a store with items that the students can exchange for their wildcat cash.

Brownie Points

Brownie points is a class effort incentive. It is given to classes who have shown good behavior. The classroom with the most number of brownie points earns a reward of their choosing at the end of the quarter.

Weapons Policy

No weapons are permitted on school premise. 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.

Controlled Substance Policy

Controlled substances include; Alcohol, Tobacco, any narcotic or dangerous drug. Any controlled substance or paraphernalia found in the possession of a student or anywhere on School Property will be confiscated in addition to any discipline imposed.

Cellphone Policy

Seven Mile Elementary School encourages communication between all stakeholders. However, students having possessions of cellphones, apple watches and galaxy watches can be quite disruptive to the students' learning environment. So, if you would like your child to have one of these items to school, you will need to come in to the office and sign an agreement. The agreement states: "The student will turn it in to the teacher in the morning when school starts. The teacher will lock it up during the day and the teacher will give it back in the afternoon by the end of the day".

Monthly Newsletters

Grade level staff will send home a "Peek at the Week" every week which includes Reading and Math focus for the week, spelling & vocabulary words and any other academic focus for the week. Also included is information on specific events and other classroom communication from your child's teachers. School wide notices are sent home whenever needed. **Always check your child's backpack or ask them if they have any papers.**

Picture Day

This year there will be two picture days at the beginning of the school year; the second is for retakes only a few weeks later. Picture days will be announced well in advance. Checks, money orders, and cash are accepted by the company but it does need to be exact change as the office does not have any money to make change. Information will be sent home for each picture day.

PAC

The Parent Advisory Committee meets once a month to provide information to parents. All parents are invited to come and participate. The first organizational meeting will be held at the school in August on the **third Tuesday**. Flyers will be sent home with each student every time a meeting is scheduled. Additionally, we will be aligning some school events with monthly meetings.

Board Meetings

The WUSD Governing Board meets regularly on the second Wednesday of each month. Meetings are open to the public.

Parent Volunteers

You are welcome to visit your children's classroom anytime. However, if you will be coming regularly, you can volunteer by completing a district volunteer application and submitting a tribal rap sheet for board approval. This is all you need to do as long as your child is in that classroom. Others who may wish to volunteer will need fingerprint clearance cards.

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



WE ARE WILDCAT STRONG!

PARENT - STUDENT HANDBOOK CONTRACT

I have read and understand the Parent/Student Handbook for Seven Mile Elementary School. This page must be signed and returned to your child's teacher.

Student's Name: _____ Date _____

(Please Print)

Parent's Name: _____

Additional Permission:

YES ___ I give permission for my student to appear in pictures taken by Seven Mile Elementary School staff (WUSD) for educational purposes only.

No ___ I do **NOT** want my child to appear in any SME Pictures.

For example:

Parent newsletters, on campus promotions, informative email to district leadership.

Newspaper releases: name and photograph

Internet – on WUSD district website: www.wusd.us

Parent's Signature: _____ Date _____