

Ruth Brown Elementary School

We strive to ensure our students will become proficient in academics, be prepared for further learning, and develop a concept of self-worth in the process of becoming responsible citizens who respect others.



Student/Parent Handbook 2023-2024

Revised 6/21/23

Dear Ruth Brown families,

On behalf of the staff at Ruth Brown Elementary, I am happy to welcome you to the 2023-2024 school year! We are looking forward to a productive partnership with you to ensure our students can achieve their highest potential. Our teachers and staff are passionate, caring, hardworking, and always learning something new for the benefit of our students. We are a collaborative and driven group of people who take learning seriously while also making personal connections that help our students succeed.

I am thrilled at the opportunity to engage in the educational process together. I strongly believe that building strong relationships between home and school is a key factor in increasing student achievement.

With that in mind, you are invited to be an active participant at Ruth Brown Elementary. Whether you are a classroom volunteer, a member of our Parent Teacher Organization, or participate at one of our special events, you are encouraged to be involved! Research on schools clearly demonstrates that parent participation in their child's school coincides with a greater likelihood of academic success for their child.

It is our desire to keep you informed of all that is taking place at Ruth Brown. Up-to-date information appears on our school web page <https://rbes.pvusd.us/> and our Ruth Brown Elementary Facebook Page and Instagram. If you have questions or concerns that arise at any time, please do not hesitate to give your child's teacher or our office a call. I look forward to having a long and rewarding relationship with you and your family.

Sincerely,

Cintia I. Robinson
Principal

PVUSD District Vision

Palo Verde Unified School District will constantly seek to improve its culture of academic excellence. We expect every student to read, write and calculate competently. We expect every teacher to apply consistent standards, evaluate student performance accurately, and coach students with diligence and compassion. We expect every parent, student, and teacher to support the mutual quest for excellence. Educational progress can never happen without truth as its foundation, and it is to the wonderful truth of student potential and the challenging truth of student performance that we are unalterably committed.

Ruth Brown Mission Statement

We strive to ensure our students will become proficient in academics, be prepared for further learning, and develop a concept of self-worth in the process of becoming responsible citizens who respect others.

Ruth Brown Elementary School

Address: 241 North Seventh Street
Blythe, CA 92225

Telephone Number 760 922-7164
Fax number: 760 922-0636

Office Staff Carolina Rodriguez, Secretary
crodriguez@pvusd.us Ext. 5101

Lindsey Stewart, Senior Clerk
lstewart@pvusd.us Ext. 5105

Diana Vibanco, Dropout Prevention Specialist
dvibanco@pvusd.us Ext. 5111

Cassie Gallegos, Nurse
cassie.gallegos@pvusd.us Ext. 5117

School Hours: Mon, Tues, Thurs, Fri
TK-8th 8:20am – 3:10pm
Wednesdays
TK-8th 8:20am – 12:05pm

Bus Loading and Unloading East Barnard Street turnout
Bussing email student.transpotation@pvusd.us
Bussing phone number 760 922-1322
District Website <https://www.pvusd.us/>
School Website <https://www.rbes.pvusd.us/>

School District Phone Directory

District Office	760-922-4164
Palo Verde Head Start	760-922-8454
Appleby Elementary	760-922-7174
Margaret White Elementary	760-922-5159
Palo Verde High School	760-922-7148
Twin Palms High/Adult Ed.	760-922-4884

Ruth Brown
2023/2024
Lunch-Recess Bell Schedule
M, T, Th, F

School Starts	8:20am	TK-8th grade
Dismissal	3:10pm	TK-8th grade
	<u>Recess</u>	<u>Lunch</u>
TK/K	9:40-9:55 am 12:40-1:00 pm	10:50-11:30 am
First Grade	9:40-9:55 am	10:50-11:30 am
Second Grade	9:40-9:55 am	11:20-12:00 pm
Third Grade	9:40-10:55 am	11:20-12:00 pm
Fourth Grade	10:20-10:35 am	11:50-12:30 pm
Fifth Grade	10:20-10:35 am	11:50-12:30 pm
Sixth Grade	10:00-10:15 am	12:20-1:00 pm
Seventh Grade	10:00-10:15 am	12:20-1:00 pm
Eighth Grade	10:00-10:15 am	12:20-1:00 pm

Ruth Brown
2023/2024
Lunch-Recess Bell Schedule
Wednesdays

School Starts	8:20am	TK-8th grade
Dismissal	12:05pm	TK-8th grade
	<u>Recess</u>	<u>Lunch</u>
TK/K	9:10-9:25 am	10:10-10:40 am
First Grade	9:10-9:25 am	10:10-10:40 am
Second Grade	9:30-9:45 am	10:35-11:05 am
Third Grade	9:30-9:45 am	10:35-11:05 am
Fourth Grade	9:30-9:45 am	11:00-11:30 am
Fifth Grade	9:30-9:45 am	11:00-11:30 am
Sixth Grade	9:50-10:05 am	11:25-11:55 am
Seventh Grade	9:50-10:05 am	11:25-11:55 am
Eighth Grade	9:50-10:05 am	11:25-11:55 am

Rainy Day Schedule 2023-2024

*Should the administrator or designee call a rainy day schedule,
the following procedure will be followed.*

- Students must be picked up from the cafeteria at 8:00 am.
- Recesses will be held in the classrooms.
- Teachers will escort their classes to the cafeteria and then pick them up from the cafeteria and escort them back to their classrooms.

<u>M, T, TH, F</u>	<u>Grade</u>	<u>Wednesday</u>
10:50-11:10 am	TK/K	10:10-10:30 am
10:50-11:10 am	First Grade	10:10-10:30 am
11:20-11:40 am	Second Grade	10:35-10:55 am
11:20-11:40 am	Third Grade	10:35-10:55 am
11:50-12:10 pm	Fourth Grade	11:00-11:20 am
11:50-12:10 pm	Fifth Grade	11:00-11:20 am
12:20-12:40 pm	Sixth Grade	11:25-11:45 am
12:20-12:40 pm	Seventh Grade	11:25-11:45 am
12:20-12:40 pm	Eighth Grade	11:25-11:45 am

Absences

Telephone the school office on the day of the absence, 760-922-7164, Ext. #5105 or email: lindsey.stewart@pvusd.us, or diana.vibanco@pvusd.us . Please send a note with your child upon their return to school explaining the reason for the absence. Continuous absences and/or tardiness may result in a SARB referral (School Attendance Review Board).

Tardies

Please send your child to school on time. For safety reasons, students who are tardy must report to the office with an adult listed on our contact list before going to their classroom. Continuous absences and/or tardiness may result in a SARB referral (School Attendance Review Board).

Early-Outs

Parents who pick their child up early must sign them out of school at the office using a valid photo ID. Only names listed under your child's contact list will be able to pick up your child. Students will not be called out of class 10 minutes prior to the end of the school day. Please plan accordingly. Time in the classroom is very valuable--state law requires us to have specific minutes of instruction for the year.

Address and Phone Numbers

If an emergency should occur it is very important that the parents of a child can be reached. For this reason, every effort should be made to keep the school office informed of any changes in address, phone number, place of employment, and name and phone number of the person to call in case parents cannot be reached.

Behavior Expectations

At Ruth Brown Elementary School, our school's standards for behavior are:

Be Safe

Be Respectful

Be Responsible

Our goal is to use positive feedback (reinforcement and acknowledgement) when students follow the rules, and corrective feedback (re-teaching and negative consequences) when they are not following the rules. We want to use rule violations as an opportunity to teach correct behavior and increase students' possible appropriate responses.



PALO VERDE UNIFIED SCHOOL DISTRICT
DISTRICT CALENDAR 2023-2024

Approved: 11/15/2022

2023							2024										
July							January										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1	1	2	3	4	5	6	0				
2	3	4	5	6	7	8	7	8	9	10	11	12	13	5			
9	10	11	12	13	14	15	14	15	16	17	18	19	20	4			
16	17	18	19	20	21	22	21	22	23	24	25	26	27	3			
23	24	25	26	27	28	29	28	29	30	31				3			
30	31																
August							February										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1	5						2				
1	2	3	4	5	6	7	4	5	6	7	8	9	10	5			
6	7	8	9	10	11	12	11	12	13	14	15	16	17	4			
13	14	15	16	17	18	19	5	18	19	20	21	22	23	24	3		
20	21	22	23	24	25	26	5	25	26	27	28	29			4		
27	28	29	30	31			4										
September							March										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1	3	4	5	6	7	8	1	2	1		
3	4	5	6	7	8	9	4	10	11	12	13	14	15	16	0		
10	11	12	13	14	15	16	5	17	18	19	20	21	22	23	4		
17	18	19	20	21	22	23	5	24	25	26	27	28	29	30	4		
24	25	26	27	28	29	30	5	31									
October							April										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1	5	1	2	3	4	5	6	0			
1	2	3	4	5	6	7	5	7	8	9	10	11	12	13	5		
8	9	10	11	12	13	14	5	14	15	16	17	18	19	20	5		
15	16	17	18	19	20	21	5	21	22	23	24	25	26	27	5		
22	23	24	25	26	27	28	5	28	29	30					2		
29	30	31					2										
November							May										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1	5						1	2	3	4	3
3	4	5	6	7	8	9	4	5	6	7	8	9	10	11	5		
10	11	12	13	14	15	16	5	12	13	14	15	16	17	18	5		
17	18	19	20	21	22	23	5	19	20	21	22	23	24	25	5		
24	25	26	27	28	29	30	4	26	27	28	29	30	31		4		
December							June										
S	M	T	W	T	F	S	S	M	T	W	T	F	S				
						1								1	0		
3	4	5	6	7	8	9	5	2	3	4	5	6	7	8	5		
10	11	12	13	14	15	16	5	9	10	11	12	13	14	15	0		
17	18	19	20	21	22	23	4	16	17	18	19	20	21	22	0		
24	25	26	27	28	29	30	0	23	24	25	26	27	28	29	0		
31								30									

Academic Terms		
Elementary	Dates	Days
Trimester 1	Aug. 14 - Nov. 3	39
Trimester 2	Nov. 6 - Feb. 22	59
Trimester 3	Feb. 26 - Jun. 7	62
Total		180

Secondary		
Semester	Dates	Days
Quarter 1	Aug. 14 - Oct. 13	44
Quarter 2	Oct. 16 - Dec. 21	43
Quarter 3	Jan. 8 - Mar. 8	41
Quarter 4	Mar. 18 - Jun. 7	52
Total		180

Legend

- Students Report
- SpEd Preschool Students Report
- SpEd Preschool Last Day of Instruction
- Last Day of Instruction
- Federal Holiday—No School (F)
- State Holiday—No School (S)
- Local Holiday—No School (L)
- PVTA Contract Day—No Students
- End Secondary Term
- End Elementary Term
- Elementary Conference
- Elementary S-BAC Testing Begins
- Secondary S-BAC Testing Begins
- School Break / Non Contract (excl. 12 mth)
- Minimum Day/Early Release
- Secondary Release @ 11:00 A.M.
- Elementary Release @ 12:00 P.M.

Events

July

4 Independence Day—Observed (F)

August

10-11 Teacher Work Day

14 First Day of Instruction

14-18 Minimum Day/Early Release

September

4 Labor Day (F)

October

4-6 Elementary Conferences (Elem. Early Release)

13 End of Quarter 1 (Secondary)

November

3 End of Trimester 1 (Elementary)

10 Veterans' Day - Observed (F)

20-22 School Break/Non Contract (excl. 12 mth)

23-24 Thanksgiving (F/L)

December

21 End of Quarter 2 (Secondary)/Minimum Day

22 Teacher Work Day

25 Winter Break/Christmas—Observed (F)

26 Winter Break/Christmas—Observed (L)

27-29 Winter Break

Instructional Days 87

Events

January

1 New Year's Day (F)

2-5 Winter Break

15 Martin Luther King, Jr. Day (F)

25-26 Elementary Conference (Elem. Early Release)

25 100th Day of School

February

12 Lincoln's Birthday (S)

19 President's Day (F)

22 End of Trimester 2 (Elementary)

23 Teacher Work Day

March

8 End of Quarter 3 (Secondary)

11-18 School Break/Non Contract (Excl. 12 mth)

29 Spring Recess (L)

April

1-3 School Break/Non Contract (Excl. 12 mth)

May

27 Memorial Day (F)

June

7 Last day of Instruction / Minimum Day/ Early Release

8 or 10 Teacher Work Day

19 Juneteenth Observed (S)

Instructional Days 93

Arrival/Departure

- All grades may enter our campus through the back gate on 5th St. or the front gate next to our office.
- All bus riders: enter and exit using our gate on Barnard St.
- TK/K/1st/2nd grade students: exit our campus through the back gate on 5th St.
- 3rd/4th/5th grade students: exit our campus through the front of our school using the gate next to our office.
- 6th/7th/8th grade students: exit our campus through the gates facing 7th St. closest to our transportation department.
- SDC/Life Skills students: enter and exit our campus through the gate next to room 22. Make sure to pull forward and to not block the parking lot entrance.
- If you have several students that you are dropping off/picking up, you can just make one stop using your youngest child's designated gate.

Dress Code

In cooperation with teachers, students, and parents/guardians, the principal or designee may establish school rules governing student dress and grooming which are consistent with law, Board policy, and administrative regulations. These school dress codes shall be regularly reviewed.

The following dress and grooming guidelines shall apply to all school activities:

1. Clothing, jewelry, and personal items shall be free of writing, pictures, or any other insignia which is vulgar, lewd, obscene, profane, or sexually suggestive or which promotes the use of alcohol, drugs, tobacco, or other illegal activity.
2. Appropriate shoes must be worn at all times. (Shoes are defined as a foot cover which has a sole.)
2. No sunglasses will be permitted inside school buildings unless authorized by a doctor's note.
3. Chains other than those generally worn to display jewelry shall not be worn Short wallet chains will be allowed as long as it is attached to the wallet and garment at all times.
4. Hair may not be sprayed by any coloring that would drip when wet.
5. Clothes shall be sufficient to conceal undergarments. See-through tops and bare abdomens are prohibited. (Boys - undershirt must be covered with outer shirt) (Girls - tops must be worn with an undershirt or camisole).

6. Hats, caps, and other head coverings shall not be worn indoors, and will contain no signs with double meanings.

7. Tattoos must be covered at all times during school and school activities.

The dress code shall be modified as appropriate to accommodate a student's religious or cultural observance, health condition, or other circumstance deemed necessary by the principal or designee. In addition, the principal or designee may impose dress requirements to accommodate the needs of special school activities (Activity days, hat day, pajama day, cheerleading uniforms, dances, etc.), physical education classes, athletic activities, and other extracurricular and cocurricular activities.

No grade of a student participating in a physical education class shall be adversely affected if the student does not wear standardized physical education apparel because of circumstances beyond the student's control. (Education Code 49066)

Students shall be allowed to wear sun-protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5)

Gang-Related Apparel

At individual schools that have a dress code prohibiting gang-related apparel at school or school activities, the principal, staff, and parents/guardians participating in the development of the school safety plan shall define "gang-related apparel" and shall limit this definition to apparel that reasonably could be determined to threaten the health and safety of the school environment if it were worn or displayed on a school campus. (Education Code 32282)

Because gang-related symbols are constantly changing, definitions of gang-related apparel shall be reviewed at least once each semester and updated whenever related information is received. As necessary, the school shall collaborate with law enforcement agencies to update definitions of gang-related apparel.

For the Boys:

1. Pants or shorts too large for the individual will not be worn. (Waistband must not fall below the hips.) The fullness of the pants must not interfere with normal school activities and they must be clean and neat at all times.

2. All underwear must be completely covered by outer clothes (i.e. no exposure of boxer shorts or undershirts).

3. Belts must be round the waistband of the garment (not hanging down).

For the Girls:

1. All underwear must be completely covered by outer clothes. Fishnet or see-through clothing must have undershirt or camisole.
2. No halter tops.
3. No off-the-shoulder or low cut tops.
4. No tube tops.
5. No blouses, tops, or dresses with spaghetti straps.
6. No bare midriffs (tops must be long enough to reach the top of the waistband)
7. Shorts, skirts, and pants should be in the bounds of decency and good taste as appropriate for school. The garment must fit appropriately and shall not be a disruption to the educational process. The shorts are acceptable as long as undergarments or private areas do not show when worn.

Styles of clothing may vary from school to school, and may change from year to year. Consequently, prior to disallowing the wearing or displaying of the aforementioned clothing, the school reserves the right to make the determination that particular styles may, in fact, disrupt the educational environment.

The administration retains the sole discretion to make the final determination whether clothing, jewelry, accessories and/or appearance are consistent with the regulation. However, all school certificated and classified personnel shall be responsible for reporting violations of the dress code.

Students who participate in a nationally recognized youth organization shall be allowed to wear organization uniforms on days when the organization has a scheduled meeting.
(Education Code 35183)

Classroom Visits

We encourage parents to visit our classrooms; however, there are some important steps that need to be taken before visiting our classrooms as defined in Education Code 51101. Unscheduled interruption of class time seriously impairs the educational process. Please schedule conferences with your student's teacher before or after school. ALL visitors must sign in and out at the school office before going into classrooms and must schedule their visits with the classroom teacher at least 48 hours in advance. Visitors are expected to observe all school rules and behavior policies while on school grounds. If the visitors choose to stay more than four hours, they will be required to go through the volunteer paperwork process.

Breakfast and Lunch

We ask that drinks and snacks you send from home be as nutritious as possible. Classrooms will not be interrupted to inform the students that their lunch is waiting in the office. You may only bring food/drinks to your own child following our district's student wellness policy 5030. We will not be accepting any food or drinks that don't follow our district's Student Wellness Policy 5030.

Nutritional Guidelines for Food Available at School

- *For all foods and beverages available on each campus during the school day, the district shall adopt nutritional guidelines which are consistent with 42 USC 1758, 1766, 1773, and 1779 and federal regulations and which support the objectives of promoting student health and reducing childhood obesity. (42 USC 1758b)*
- *The Board and the Superintendent or designee shall establish indicators that will be used to measure the implementation and effectiveness of the district activities related to student wellness. Such indicators may include, but are not limited to:
5. Extent to which other foods and beverages that are available on campus during the school day, such as foods and beverages for classroom parties, school celebrations, and rewards/incentives, comply with nutrition standards.*
- *To reinforce the district's nutrition education program, the Board requests no outside food be brought to share with other students.*

Birthday Parties

State law requires us to have specific minutes of instruction for the year. We will not be celebrating birthday parties in the classroom. Please do not make special arrangements with the classroom teacher, our office staff will not accept any food or balloons to be delivered to your child's classroom as it creates a huge disruption. You may drop off in the office a special birthday announcement that will be read over the intercom during morning announcements or you may send goodie bags with your child that contain non-food items.

Assemblies

Assemblies are a regular scheduled part of the curriculum and as such are designed to be educational as well as an entertaining experience. Assemblies are conducted on Wednesdays from 8:30 am to 8:45 am. Your classroom teacher will notify you ahead of time if your child is receiving a special award so you can attend.

Volunteer Policy

Fingerprinting and tuberculosis screening **MUST** be completed on ALL volunteers prior to being with students. This process must be completed *annually*. Once clearance is received, a copy will be sent to the site and then the volunteer can work in the school setting. Any person that will be on campus around children more than 4 hours in the school year must complete the Volunteer screening. It is free to the volunteers and keeps our students safe.

Gum Chewing

Ruth Brown Elementary Students are not allowed to have gum or any candy containing gum at school.

Independent Study

If your child must be absent for three (3) days or more, you may contact the Dropout Prevention Specialist, Diana Vibanco, to fill out an Independent Study Contract. You may not exceed 14 days throughout the year. Arrangements for Independent Study must be made at least one day prior to the child leaving. The completion of the contract must be verified by the teacher.

Messages

For safety reasons, messages will not be taken over the phone for students. A parent or guardian must come into the office in person for messages to be delivered.

Lost and Found

Articles found should be taken to the lost and found area in the office. Please have your child check there for any lost items. To ensure recovery of lost items, we request the child's name be printed on articles (especially sweaters, jackets, lunch pails, wallets, purses, and backpacks). The school is not responsible for lost or damaged personal property. Unclaimed articles will be donated. Any library books, Chromebooks, or textbooks lost or damaged must be paid for.

Electronic Devices, Toys, Trading Cards, etc.

Please have your child leave all personal items (toys, earbuds, balls, etc.) at home. The school is not responsible for any items brought to school and the teacher/staff will not spend valuable learning time investigating lost or stolen items. Earbuds are not allowed.

Medication

Medicine, including aspirin, cannot be administered by the school. Students who need to take prescribed medication must have the appropriate form signed by the physician and parent before the medication can be brought to school. The medication and form must be left in the office. For any questions please call our nurse at extension 5117.

Parent Groups

The following parent groups are offered at Ruth Brown Elementary:

- **Ruth Brown Parent Organization**
The P.T.O. is an important part of Ruth Brown Elementary School. We urge all parents to participate in this worthwhile club through membership and attendance.

- *School Site Council*

We have a School Site Council consisting of parents, teachers, administrators, and other school personnel. The main function of the group is to have input for improving programs at our school. The group meets 4 times during the year. Meetings are open to the public. You are welcome and encouraged to attend and discuss programs with a member of the Council. Minutes of the meetings are available upon request. Your ideas and suggestions are welcome and encouraged.

- *English Learner Advisory Council (ELAC)*

This committee is composed of school staff and parents of children in bilingual programs. The committee advises and assists in planning an appropriate educational program to meet the needs of students of non or limited English proficiency. At least one member is selected to represent Ruth Brown Elementary at the District Bilingual Advisory Council.

Photographs

Photographs are taken in our buildings throughout the school year. Some of these photographs will be used in district publications or submitted to outside publications. Videotaping, for district use, may also occur. Requests not to photograph or film specific students will be honored. Please contact the principal for additional information.

Playground Rules

1. Be dropped off by your grade level designated gate not earlier than 7:30 am. You must put your belongings by your classroom door and go directly to the playground or cafeteria.
2. If you ride a scooter or skateboard to school, you must stop riding it and carry it once you reach the school campus. No wheels on campus.
3. Leave knives and other unsafe objects at home. Do not bring toys or other non-school essentials to school.
4. Leave rocks, bark, sticks, and other items not meant for playing alone.
5. EVERYBODY is to walk on the sidewalks. Do not run on the cement or tar. Stay away from any puddles and muddy areas.
6. At recess time, do not stand by the buildings. Do not play or rest on any ramps. Do not bring gum or non nutritional food/drinks to school.
7. On the playground, listen to the playground supervisors. Respect the adults on campus.
8. Playground stations:
 - Stay in your designated station and only use games located at that station. You may not go from station to station. Return all items to the station's central basket when finished playing.
9. No playing in or around the bathrooms or between classrooms.
10. Food is only allowed in the cafeteria or assigned snack tables. No begging for food from other students. No sharing.

11. No personal toys or electronics are allowed at school. The school is not responsible for the loss of personal toys or electronic items.
12. Use equipment in an appropriate manner (slide down the slides, swing front to back on the swings)
13. Stay in the play areas. Avoid edges of the playground and fence areas. Do not play on the sidewalk in front of classrooms or between buildings. The restrooms are not an extension of the playground, so do not play any types of games at all in the restroom. There is to be no loitering.
14. When the recess is over, line up where your teacher has instructed you to do so. Remember that no student is permitted to be in a classroom without an adult present.
15. In the cafeteria, no yelling, running, or begging for food from other students. The food you bring is for you; do not share it with others. No fast food or unhealthy drinks will be allowed.
16. All cell phones and smart watches must be turned off and inside backpacks while on campus.

Pledge of Allegiance

Students in the school district shall recite the pledge of allegiance to the flag of the United States of America each morning. Anyone who does not wish to participate in reciting the pledge of allegiance for any personal reasons may elect not to do so. Please contact the principal for additional information.

Report Cards and Conferences

Report cards will be prepared at the end of each trimester. Parent/Teacher Conferences are scheduled for 10/4, 10/5, and 10/6. A second round of conferences are scheduled for 1/25 and 1/26. At that time you will receive information about your child's progress in class. Conferences are an opportunity for the teacher to explain the social and educational progress of your child and to answer any questions you may have concerning your child's school experiences. You may be called in for conferences during the year other than at this time. Close communication between home and school is important for the success of your child.

Student Success Team (SST)

When concerns arise about the academic or social growth of a student, special teams convene with the parent to meet and discuss strategies and solutions.

SUSPENSION AND EXPULSION EDUCATION CODE 48900

CAUSES FOR SUSPENSION AND/OR EXPULSION

(CALIF ED. CODE 48900)

- (a) (1) Caused, attempted to cause, or threatened to cause physical injury to another person.
- (a) (2) Willfully used force or violence upon the person of another, except in self-defense.
- (b) Possessed, sold, or otherwise furnished a firearm, knife, explosive, or other dangerous object, unless, in the case of possession of an object of this type, the pupil had obtained written permission to possess the item from a certificated school employee, which is concurred in by the principal or the designee of the principal.
- (c) Unlawfully possessed, used, sold, or otherwise furnished, or been under the influence of, a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind.
- (d) Unlawfully offered, arranged, or negotiated to sell a controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind, and either sold, delivered, or otherwise furnished to a person another liquid, substance, or material and represented the liquid, substance, or material as a controlled substance, alcoholic beverage, or intoxicant.
- (e) Committed or attempted to commit robbery or extortion.
- (f) Caused or attempted to cause damage to school property or private property.
- (g) Stolen or attempted to steal school property or private property.
- (h) Possessed or used tobacco, or products containing tobacco or nicotine products, including, but not limited to, cigarettes, cigars, miniature cigars, clove cigarettes, smokeless tobacco, snuff, chew packets, and betel. However, this section does not prohibit use or possession by a pupil of his or her own prescription products.
- (i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- (j) Unlawfully possessed or unlawfully offered, arranged, or negotiated to sell drug paraphernalia, as defined in Section 11014.5 of the Health and Safety Code.
- (k) Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel engaged in the performance of their duties.
- (l) Knowingly received stolen school property or private property.
- (m) Possessed an imitation firearm. As used in this section, "imitation firearm" means a replica of a firearm that is so substantially similar in physical properties to an existing firearm as to lead a reasonable person to conclude that the replica is a firearm.
- (n) Committed or attempted to commit a sexual assault as defined in Section 261, 266c, 286, 288, 288a, or 289 of the Penal Code or committed a sexual battery as defined in Section 243.4 of the Penal Code.

- (o) Harassed, threatened, or intimidated a pupil who is a complaining witness or a witness in a school disciplinary proceeding for the purpose of either preventing that pupil from being a witness or retaliating against that pupil for being a witness, or both.
 - (p) Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug Soma.
- (q) Engaged in, or attempted to engage in, hazing. For purposes of this subdivision, "hazing" means a method of initiation or pre-initiation into a pupil organization or body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury or personal degradation or disgrace resulting in physical or mental harm to a former, current, or prospective pupil. For purposes of this subdivision, "hazing" does not include athletic events or school-sanctioned events.
- (r) Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel.
- (s) A pupil shall not be suspended or expelled for any of the acts enumerated in this section, unless that act is related to school activity or school attendance occurring within a school under the jurisdiction of the superintendent of the school district or principal or occurring within any other school district. A pupil may be suspended or expelled for acts that are enumerated in this section and related to school activity or attendance that occur at any time, including, but not limited to, any of the following:
 - (1) While on school grounds.
 - (2) While going to or coming from school.
 - (3) During the lunch period whether on or off the campus.
 - (4) During, or while going to or coming from, a school sponsored activity.
- (t) A pupil who aids or abets, as defined in Section 31 of the Penal Code, the infliction or attempted infliction of physical injury to another person may be subject to suspension, but not expulsion, pursuant to this section, except that a pupil who has been adjudged by a juvenile court to have committed, as an aider and abettor, a crime of physical violence in which the victim suffered great bodily injury or serious bodily injury shall be subject to discipline pursuant to subdivision (a).
 - (u) As used in this section, "school property" includes, but is not limited to, electronic files and databases.
- (v) A superintendent of the school district or principal may use his or her discretion to provide alternatives to suspension or expulsion, including, but not limited to, counseling and an anger management program, for a pupil subject to discipline under this section.
- (w) It is the intent of the Legislature that alternatives to suspension or expulsion be imposed against a pupil who is truant, tardy, or otherwise absent from school activities.

48900.2 Additional grounds for suspension or expulsion; Sexual Harassment

In addition to the reasons specified in Section 48900, a pupil may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the student is enrolled determines that the pupil has committed sexual harassment as defined in Section 212.5

The conduct described in Education Code Section 48900.2 must be considered by a reasonable person of the same gender as the victim to be sufficiently severe or pervasive to have a negative impact upon individuals' academic performance or to create an intimidating, hostile, or offensive education environment.

48900.3 Hate Violence

In addition to the reasons specified in Sections 48900 and 488900.2, a pupil in any grade 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or the principal of the school in which the pupil is enrolled determines that the pupil has caused, attempted to cause, threatened to cause, or participated in an act of, hate, violence, as defined in subdivision (e) of Section 33032.5

48900.4 Additional grounds for suspension or expulsion; Harassment, threats, or intimidation

In addition to the grounds specified in Sections 48900 and 48900.2, a pupil enrolled in any of grades 4 to 12, inclusive, may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines that the pupil has intentionally engaged in harassment, threats, or intimidation, directed against a pupil or group of pupils, that is sufficiently severe or pervasive to have the actual and reasonably expected effect of materially disrupting class-work, creating substantial disorder, and invading the rights of that pupil or group of pupils by creating an intimidating or hostile educational environment.

48900.6 Community Service on school grounds during non-school hours; alternative disciplinary action

Instead of disciplinary action prescribed by this article, the principal of a school, the principal's designee, or the superintendent of schools, at his or her discretion, may require a student to perform community service on school grounds during nonschool hours. For the purposes of this section "community service" may include, but is not limited to, work performed on school grounds in the areas of outdoor beautification, campus betterment, and teacher or peer assistance programs.

This section shall not apply to instances where suspension or expulsion is required by this article.

48905 Injury or damage to person or property of school district employee; willful misconduct or pupil; request for legal action by school district

An employee of a school district whose person or property is injured or damaged by the willful misconduct of a pupil who attends school in such district, when the employee or the employee's property is (1) located on property owned by the district, (2) being transported to or from an activity sponsored by the district or a school within the district, (3) present at an activity sponsored by such district or school, or (4) otherwise injured or damaged in retaliation for acts willfully undertaken by the employee in execution of the employee's duties, may request the school district to pursue legal action against the pupil who caused the injury or damage, or the pupil's parent or guardian pursuant to Section 48904.

WHILE A STUDENT IS ON SUSPENSION, THE STUDENT MUST BE UNDER ADULT SUPERVISION DURING SCHOOL HOURS. THE STUDENT WILL NOT BE PERMITTED ON CAMPUS NOR BE PERMITTED TO PARTICIPATE IN OR ATTEND ANY SCHOOL ACTIVITIES. STUDENTS VIOLATING THESE RULES ARE SUBJECT TO ARREST FOR TRESPASSING.

Telephone Use

Each classroom contains a telephone for the purpose of safety and better communication between parents and teachers. Students may only use phones when given permission by a staff member. We will not allow students to call home to make arrangements to visit a friend, to bring them lunch, or to be picked up early. These types of arrangements should be done prior to arriving at school. Student use of cell phones and/or smart watches by students on our campus is prohibited.

Cell phones/Smart watch at School

We understand that communication between your child and you is important, especially after school is out. Students are allowed to bring cellphones/smart watches to school; however, they will be required to turn them off once they enter our campus and place them inside their backpacks. Our number one focus during the day is to make sure our students are learning. If a student chooses not to follow our cell phone/smart watch expectation, they will receive a warning and the parents(s) will be asked to pick up the cell phone/smart watch. Ruth Brown staff is not responsible for losses or property damage.

Transportation Services

Transportation of pupils in the state of California is a privilege. The school district is not mandated to transport students. Therefore, the students must follow the rules of conduct to keep their privilege to ride. If your child is a bus rider, he/she will be expected to ride the bus daily unless you personally come to our office to tell us of a change in plans for that particular day. Each student is assigned a definite bus route. Pick up times, routes and specific buses may need to be changed during the year to accommodate new students. Every effort will be made to keep changes to a minimum.

SCHOOL BOARD POLICY

Bus Rider Rules

The following rules apply at all times when students are riding a school bus, including when on school activity trips:

1. Riders shall follow the instructions and directions of the bus driver at all times.
2. Riders should arrive at their assigned bus stop five minutes before the scheduled arrival time and stand in a safe place to wait quietly for the bus.
3. Riders shall enter the bus in an orderly manner and go directly to their seats. Students may be assigned seats by the school bus driver.
4. Riders shall sit down and fasten any passenger restraint systems. Riders shall remain seated while the bus is in motion and shall not obstruct the aisle with their legs, feet, or other objects.
5. Riders shall not block the aisle or emergency exit with their body or personal belongings. Riders may bring large or bulky items, such as class projects or musical instruments, on the bus only if the item does not displace any other rider or obstruct the driver's vision.
6. Riders should be courteous to the driver and to fellow passengers. Vulgarity, rude, or abusive behavior is prohibited.
7. Any noise or behavior that could distract the driver, such as loud talking, horseplay or fighting, throwing objects, or standing or changing seats, is prohibited and may lead to suspension of riding privileges.
8. Riders shall not use tobacco products, eat, or drink while riding the bus.
9. Riders may bring electronic devices onto the bus only if such devices are permitted at school. If the use of cellular telephones or similar devices disrupts the safe operation of the school bus, the bus driver may direct the student to no longer use the device on the bus.
10. Riders shall not put any part of the body out of the window nor throw any item from the bus.
11. Riders shall help keep the bus and the area around the bus stop clean. Riders shall not damage or deface the bus or tamper with bus equipment.
12. Service animals are permitted on school transportation services; all other animals are prohibited. (Education Code 39839; 13 CCR 1216)

13. Upon reaching their destination, riders shall remain seated until the bus comes to a complete stop and upon the signal from the driver, unfasten any restraint system, enter the aisle, and go directly to the exit.

14. Riders should be alert for traffic when leaving the bus and shall follow the district's transportation safety plan when crossing the road and exiting the bus.

The driver or any passenger shall report any violation of the district's bus rules to the principal or designee. The principal or designee shall notify the student's parent/guardian of the misbehavior, determine the severity of the misconduct, and take action accordingly. In instances of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined appropriate by the principal or designee, up to the remainder of the school year.

Bus drivers shall not deny transportation except as directed by the principal, or designee.

Transportation Discipline Procedures

Students transported in a school bus shall be under the authority of and responsible directly to the driver of the bus, and the driver shall be held responsible for the orderly conduct of the students while they are on the bus, in clear view at the bus stop, or being escorted across a street or highway. Continued disorderly conduct or persistent refusal to submit to the authority of the driver shall be sufficient reason for a student to be denied transportation.

The goal of discipline is to achieve a change in student behavior. Administratively the driver and the school principal may use a variety of interventions to gain safe and appropriate student behavior. If the behavior on either the first incident or repeated incidents endangers the students, driver and/or bus, the loss of privilege to ride the bus will be immediately enforced upon notification to parents/guardians by the school principal or designee.

Discipline Plan - Possible Consequences for Misconduct could include:

- Warning
- Student Conference
- Parent/ Student Conference
- Progressive days of riding suspensions

Examples of Inappropriate Behavior

1. Boisterous behavior (loud talking, whistling, yelling)
2. Insubordination (refusing to obey the driver)
3. Profanity, vulgarity, obscene name-calling or gestures directed at anyone
4. Not remaining seated while the bus is in motion
5. Arms or body exposed outside windows
6. Throwing objects inside or out of the bus
7. Deliberately getting off the bus at an inappropriate stop
8. Hitting or fighting
9. Unsafe loading or unloading procedures and/or exiting the bus inappropriately (i.e. through emergency doors/ windows in a nonemergency).
10. Defacing of school property, public or private property on the school bus or at a school bus stop.
11. Exiting the bus inappropriately (i.e., through emergency doors/windows in nonemergency)
12. Threatening the driver in any manner
13. Smoking and/or lighting matches or a lighter on the bus
14. Riding bus after receiving a no ride penalty
15. Unauthorized opening, closing, or tampering of any kind with bus doors, radio, or bus controls

The parent/guardian and school principal will be involved in actions that result in any suspension of transportation privileges.

Parental Responsibilities

1. Have your child at the bus stop five minutes before scheduled arrival time.
2. If you have a Head Start, Transitional Kindergarten, or Kindergarten student, a parent

or a responsible ADULT must be at the bus stop when the child is delivered home.

3. Sign and return any Misconduct Citations, and attend any parent/guardian conferences regarding student misbehavior.

4. If a student misses the bus, whether in the a.m. or in the p.m., the parent/guardian is responsible for the child's transportation.

5. The parent/guardian of any minor student shall be held liable for any acts of vandalism to the bus.

6. Parents/guardians of children who ride the Special Education Bus or live in a remote area are responsible for notifying the Transportation Department when their child will not be riding the bus. If your child does not ride the bus for three days the driver will not return until you have notified the Transportation Office.

Transportation for Students with Disabilities

Transportation for students with disabilities shall be provided in accordance with a student's Individualized Education Program (IEP) or Section 504 accommodation plan. If a disabled student is excluded from school bus transportation, the district shall provide alternative transportation at no cost to the student or parent/ guardian provided that transportation is specified in the student's IEP.

Guide dogs, signal dogs, and service dogs trained to provide assistance to disabled persons may be transported in a school bus when accompanied by disabled students, disabled teachers, or persons training the dogs.

Bus Surveillance Systems

The Superintendent or designee shall monitor the use and maintenance of the district's bus surveillance system. Students are prohibited from tampering with the bus surveillance system. Any student found tampering with the system shall be subject to discipline and shall be responsible for the costs of any necessary repairs or replacement.

Camera supports may be installed in all buses. Cameras may be rotated among the buses and activated at the discretion of the Superintendent or designee.

The content of any recording is a student record and may only be accessed in accordance with the district's policy and administrative regulation concerning student records.

Ruth Brown Elementary School
Parent & Student Handbook
2023-2024
Signature Page

Dear Students and Parents:

Please sign below indicating that you have read the Parent & Student Handbook which includes school wide policies and procedures, school calendar, bell schedule and contact information for our school and staff.

Student Signature: _____

Date:_____

Print Student Name: _____

Student's Grade:_____

Parent/Guardian Signature: _____

Date:_____

Print Parent Name:_____

Parent Phone Number:_____

Thank you,

Cintia Robinson
Principal, Ruth Brown Elementary