

**Chula Vista Elementary School District
FEASTER CHARTER SCHOOL
2019-2020**



PARENT HANDBOOK
Feaster Charter



**670 Flower Street
Chula Vista, CA 91910
619-422-8397**

**Francisco J. Velasco, Executive Director
Dr. Sarah Motsinger, STEM Academy, Principal
Stephanie Dominguez, VAPA Academy, Principal
Dr. Angelica Sleiman, Associate Principal / Dean of Students**

Published Date
July 2018

Board of Education

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EQUAL OPPORTUNITY EMPLOYER

The Chula Vista Elementary School District is committed to providing equal educational, contracting, and employment opportunity to all in strict compliance with all applicable state and federal laws and regulations. The District office that monitors compliance is the Human Resources Services and Support Office.

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HELPFUL INFORMATION

School Phone Number: 422-8397

To Call a Classroom:

- 1. Dial the school phone number and press 4.**
- 2. Dial the classroom extension (listed below).**

During School hours, you may leave a message on voice mail.

Aderholdt	2941	Granados	2937	Princell	2902
Aguirre	2958	Guerrero	2926	Rhoads	2972
Arizmendi	2971	Guglielmo	2980	Rivaldi	2951
Bañaga	2935	Haggard	2966	Rodriguez Carrillo	2966
Bates	404	Hale	2982	Ruppert	2922
Bernazzani	2917	Hernandez	2924	Samaniego	2904
Blanco Lopez	2964	Hill	2986	San Roman	2927
Broyles	2965	Holder	2933	Silberberg	2981
Calimbahin	2925	Johnson	2980	Silva	2949
Calvadores	2954	Kelling	2956	Tellez Giron	2939
Cartier	2921	Kirkpatrick	2943	Thomas	2938
Cerda	2953	Lopez Gil	2962	Thorburn	2963
Cereto Nogales	2942	Lopez	2952	Treter	2992
Cortez	2948	McDonald	2923	Willis	2905
Diaz	2931	Medina	2988	Wylie	2973
Dycaico	2933	Miller	2901	Young	2903
Fang	2932	Olocco	2934		
Fraser	2987	Palacio Vargas	2957		
Gallegos	2974	Pandis	2945		
Gates	2985	Phan	2959		

To Call another Extension:

1. Dial the school phone number
2. Dial the Extension (listed below)

Francisco J. Velasco, Executive Director	2998
Dr. Sarah E. Motsinger, STEM Principal	2960
Stephanie Dominguez, VAPA Principal	2995
Dr. Angelica Sleiman, Associate Principal	2918
Denisse Garcia, Psychologist	2913
Reginald DePass, Finance Director	2915
Casandra Mateos, School Nurse	2994
Cynthia Figueroa, Social Worker	2961
Christopher Nickeson, Counselor	2961
Karla Salas, Librarian	2946
Claudia Acuña, Community Resource Director	2907
Marta R. Lara, Secretary	2998
Melissa Benton, Attendance / Health Specialist	2996
Marcela Flores / Charter Clerk	2997
Cecilia Garcia, Cafeteria	2991

DAILY SCHEDULE

School begins at 7:30 a.m. Students should not arrive at school earlier than 6:45 a.m.

Breakfast:

Every day:
TK – 8th 6:45 a.m. to 7:20 a.m.

School hours:

AM Transitional Kinder	7:40-11:00 a.m.
PM Transitional Kinder	11:45-3:05 p.m.
KINDER – 6 th Grade	7:30 a.m. to 2:45 p.m.
7 th & 8 TH Grade	7:30 a.m. to 3:00 p.m.

THURSDAYS

Minimum day/Release times:

Kinder –8 th Grade	7:30 a.m. to 1:30 p.m.
AM & PM Transitional Kinder	7:40 a.m. to 11:00 a.m.

ATTENDANCE

Studies show that there is a direct correlation between school attendance and student achievement. Therefore, parents should reinforce the importance of good attendance, and students should attend school every day except in certain unavoidable circumstances such as illness or death in the family.

Please plan medical appointments during school vacations or after school when possible. If your child will be absent, it is important that you call the school office that day (See absence procedure below).

We encourage you to send your child to school for at least part of the day when you find it necessary to keep your child home for reasons other than illness. It is important that your child not be counted absent and not miss out on school assignments. If for some unavoidable reason your child will be absent for a week or more, please see your child's teacher or the attendance office in advance so we may arrange for an **Independent Study Contract**.

TARDIES

It is extremely important that students arrive at school on time. If your child is tardy, he/she must report to the school attendance office for a tardy slip.

Students are recognized for perfect attendance on a monthly and annual basis. **Perfect attendance** is defined as no absences, no tardies and no early dismissals.

IT IS THE PARENTS' RESPONSIBILITY TO VERIFY THEIR CHILD'S ATTENDANCE. PLEASE CALL THE SCHOOL OFFICE WHENEVER YOUR CHILD IS ABSENT OR TARDY. IF YOUR CHILD IS ABSENT THREE CONSECUTIVE UNEXCUSED DAYS HE/SHE WILL BE DROPPED AND YOU WILL HAVE TO REGISTER HIM/HER AGAIN.

EARLY DISMISSALS

Any student leaving school prior to dismissal will have an early dismissal logged to his/her record.

Excused early dismissals are given for doctors' appointments with notes from the doctor. To receive an excused early dismissal a note must be brought to school the next day. Please note that three unexcused early dismissals will count as one absence.

ABSENCE PROCEDURES

Regular attendance in school is required by law and is essential to ensure progress. When your child needs to miss school, please call the school each day of the absence. Parents are asked to call by 9:00 a.m. We will then be able to follow up on those students whose absences are unverified.

To Report an Absence:

- **Dial the school phone number (422-8397) and press 2.**
- **Record the student's name, teacher and reason for the absence.**

To speak to the Attendance Specialist:

Dial the school phone number (422-8397) and enter extension 2996.

Upon returning to school following an absence, students must check in at the Attendance Office with a note from home giving the date and reason for the absence. If a note or phone call is not received, the absence will be considered unexcused.

SCHOOL ROUTINES

Parent cooperation with the following routines will be beneficial to you and your child, will result in the smooth and efficient operation of our school, and will be greatly appreciated by the school staff.

- **Carefully read all bulletins that are sent home. Check your child's backpack or folder for bulletins, notices and homework assignments.**
- **Sign-in at the school office and receive a visitor's badge before entering a classroom. This is required of all visitors and volunteers.**
- **Send all absences notes and permission slips promptly.**
- **Help your child to be on time, courteous of others and responsible for his/her actions.**
- **Make sure you discuss with your child arrangements for pick up on rainy days.**
- **Remember that personal toys, games, laser pointers and trading cards MAY NOT be brought to school without the prior approval of your child's teacher. They will be confiscated and held in the classroom until a parent picks them up. (It is against the law for children to have laser pointers in school).**
- **Candy and gum are not allowed.**
- **Make any special plans for the day with your child BEFORE school. We will not allow children to use the school phones to ask your permission to go to friends' houses, etc.**
- **Review safety guidelines with your children; use cross walks when crossing the streets, do not talk to strangers, if you find any potential**

dangerous object do not pick it up and to report it to the school's office, etc.

STUDENT RECOGNITION

We love to recognize student effort and achievement. We have quarterly Citizenship assemblies and Honor Roll assemblies.

K-6

Honor Roll is based on report card grades, attendance, and behavior. To be on Honor Roll, students need to have 3s or 4s in math, reading, and writing, and **no more than three unexcused absences or unexcused tardies during the quarter.**

7th & 8th

Honor Roll is based on report card grades, attendance and behavior. To be on Honor Roll, students need to maintain a 3.5 grade point average or higher. Grade point average is calculated using grades from English, Social Studies, Math, Science, Physical Education, and Electives classes. Regardless of G.P.A., a student can be removed from Honor Roll due to unexcused absences (more than three), unexcused tardies (more than three), unruly or disrespectful behavior and excessive late assignments (more than one).

K-8th

Citizenship Awards awards will be based on the school's Character Strengths. Teachers will pick 3 students to receive the citizenship awards. The character strengths are as follows:

- * Social Intelligence
- * Emotional Self-Control
- * Gratitude
- * Zest
- * Grit
- * Curiosity
- * School-Work Self-Control
- * Optimism

BIRTHDAYS / SNACKS / LUNCH

The district is permitting no more than **two** parties/celebrations with food for each class, per school year, to be scheduled after lunch whenever possible or at the end of the day. All food items should be store-bought, pre-packaged, and/or pre-wrapped for food safety and allergies. Follow guidelines outlined in the CVESD Wellness Policy. **NO CAKE, CUPCAKES, CHIPS OR CANDY**

- **Note: We have a number of children with severe food allergies. Please bring packaged items to share, as teachers need to check ingredient lists.**
- **If you need plates, napkins, cups, serving knife, etc., you will need to bring all that with you.**
- **Please do not send any deliveries to the office such as flowers, balloons, etc. We cannot accept any deliveries.**

CVESD DISTRICT WELLNESS POLICY

"Chula Vista Elementary School District recognizes the link between student health and learning and is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education, and regular physical activity for all District students."

In 2004, Congress passed a law requiring every school district that uses federal dollars for school breakfast or lunch create a local wellness policy by the start of the 2006-07 school year.

A CVESD Wellness Committee consisting of principals, teachers, nurses, community organizations, parents, students and school food service professionals, was created to assist and advise the district on health-related issues.

The District's local wellness policy applies to every school in the District. The policy will assist schools in improving the health of students by promoting physical activity and nutritious food. The policy was revised in May 2012.

For example, in collaboration with the District's Wellness Committee, the Board of Education approved the removal of flavored milk (chocolate and strawberry) from the school menu. The healthier option of 1% white milk, non-fat white milk, and soy or lactaid milk for students with allergies and medical conditions will continue to be offered on the menu. To view a comprehensive summary of policy changes in English, [click here](#). Or view a more reader friendly presentation with colorful graphics that highlights key policy changes.

MEDICATION AT SCHOOL

If your child needs to take medication at school, you will need to have your doctor complete the authorization form. **This form is available in our Health Office. It is against the California Education Code Section 49423 for students to have or take medication at school, unless it is authorized by doctor's orders and the medication is administered in the Health Office.**

PRESERVATION OF LEARNING TIME

To maximize learning time the office staff will strictly limit calls to the classrooms. You can help us with this goal by leaving messages for your child or items you need your child to receive in the school office. These will be delivered at a time when instructional continuity will not be interrupted. Parents are always welcome to visit their children's classrooms. **Please call to schedule a visit ahead of time and check in at the office to pick up a badge before going to a classroom. All visitors checking into campus will be required to present a valid photo ID (drivers license, ID card or military ID). **All parents who wish to stay on campus (longer than 3 consecutive days) MUST have a valid TB test on file in the office and must always display their badge .**

GETTING TO/AND FROM SCHOOL

PARKING LOT PROCEDURES

Student safety is a priority at Feaster Charter School. Parents are asked to observe the following parking lot procedures that have been developed in consultation with the Chula Vista Police Department.

- Use the loading zone in front of the school for drop off and pick up only. **DO NOT PARK AND LEAVE YOUR CAR IN THIS AREA. You can be ticketed.**
- Do not double park
- Do not park in the red zone
- Park in stalls marked VISITOR only
- When the lot is full, cars will not be allowed in. Park in the nearby residential areas or circle back and try again. (Please do not park or block private residential driveways)
- Please pull forward as far as possible to pick up/drop off your child.

BICYCLES

Students in grades 4-8 may ride bicycles to school. By law, students must wear bicycle helmets when riding their bikes. Once a student enters campus, he/she must walk the bicycle to the bike rack located between room 202 and 203. All bicycles must be locked to the rack.

SCOOTERS/SKATEBOARDS

Students in grades TK-6th grades are not allowed to ride scooters or skateboards to school. We have had too many problems with students not wearing protective gear and with them riding them on campus. **7th and 8th** graders may ride a scooter or skateboard to school, with a helmet, but must leave it in their homeroom class until the end of the day and may NOT ride it while on campus.

CHILD NUTRITION SERVICES

Breakfast for is provided free of charge everyday from 6:45 a.m. – 7:20 a.m. Our school breakfast program can provide relief for you and your children with hectic morning schedules and give children a head start on successful learning. Make sure they begin the school day with a healthy breakfast. It is particularly important that students participating in the breakfast program arrive on time, so they have sufficient time to eat breakfast before going to class.

Lunch is also provided to all students free of charge at their grade level's assigned time.

Please send your child with a HEALTHY snack to be eaten with their class between breakfast and lunch. Please refer to the attached wellness policy for guidelines on healthy snacks.

STUDENT UNIFORM POLICY

In order to provide a safe and orderly environment for our students, students **are required to be dressed in uniform at all times, even when they are going on a FIELDTRIP.**

Our school uniform is as follows:

- **TK-6th Grade:**
 - SOLID navy blue, white, or red top including polo shirt, t-shirt, blouse, sweatshirt. School t-shirts ARE allowed as part of the uniform.
 - Navy Blue trousers, skirts, skorts, pants, or sweat pants
 - Leggings or tights under a skirt, are acceptable in red, white, blue or black only.
 - NO JEANS or JEGGINGS

- **7th & 8th grade:**
 - SOLID burgundy polo shirt, t-shirt or blouse. School t-shirts are allowed as part of the uniform.
 - SOLID burgundy jacket/sweatshirt/hoodie
 - Khaki trousers, shorts, skorts or skirts.
 - NO JEANS or JEGGINGS
 - PE Uniform Guidelines
 - Solid grey t-shirt or Feaster PE t-shirt (for sale in ASB office)
 - Solid burgundy sweatshirt/hoodie (for sale in ASB store)
 - Solid black shorts or loose-fitting pants, NO LEGGINGS (Feaster shorts and pants for sale in ASB office)
 - Athletic tennis shoes

Our goal with uniforms is to keep our students' attention on learning and not on the clothes they wear. Clothing should be suitable and comfortable for normal school activities and should reflect respect, pride, and good standards of the student's home and community.

***Students who are not in uniform will be sent to the office and their parents will be called to bring a change of clothes, if parents are not available students will be required to change into loaner clothes for the day.**

***Students who are out of uniform on a consistent basis will receive consequences.**

DRESS CODE

As you buy school clothes, please keep in mind the following:

MAKE-UP/HAIR

- Make-up IS NOT allowed in elementary school
- Allowed in Middle School Only:
 - Mascara
 - Lipgloss**Makeup must look natural and not be distracting*
- Hair must be of a natural color for boys and girls

SHOES

- Comfortable closed toed shoes
 - No open toed or backless shoes
 - No wedges, heels or platforms
 - Shoes with wheels are also not acceptable

ACCESSORIES

- Hats, caps, and other head coverings shall only be worn outside, for the purpose of shading the face (bill facing forward)
- Large dangling earrings, chains and keys worn visibly are unsafe and not acceptable
- Earplugs or ear spikes and all facial piercings are not allowed
- Hats, belts, books, binders, lunch bags, etc. adorned with graffiti or alleging gang affiliations are not acceptable

CLOTHING

- Clothes shall always be enough to conceal undergarments
- NO see-through or fishnet fabrics, spaghetti straps, halter tops, off-the-shoulder, low cut tops, or bare midriffs
- Pants need to fit around the waist to be worn at the waist and not be oversized or saggy.
- No skirts, skorts, or shorts can be shorter than mid-thigh or 4 inches above the knee

FREE DRESS DAY DRESS CODE

To include all of the above and...

- Clothing and jewelry shall be free of
 - Writing, pictures, or other insignias which are crude, vulgar, profane, and/or sexually suggestive
 - Anything which advertises or advocates racial, ethnic, or religious prejudice or the use of drugs, tobacco, or alcohol
 - Graffiti or alleging gang affiliations

PARENT INVOLVEMENT

Your involvement is essential for student success. We ask that you participate in our PTO, ELAC, SSC, and/or our School Charter Board. Meetings will occur throughout the school year.

These meetings will provide an opportunity to share information regarding our school, our charter and an opportunity for parents to provide their feedback. We encourage you to attend as many of the parent meetings as possible. **Your help and feedback are always needed and appreciated.**

We also invite you to volunteer in your child's classroom or around campus.

- **All classroom volunteers (that are here for 3 consecutive days or longer) are required to have a current TB test on file with the office.** TB test can be obtained at Rogers or Vista Square Elementary.
- If you volunteer 3 or more days a week, it is required that you have fingerprint records on file. See Marta in the front office for more information.

Homework Policy – Speak to your teacher regarding their homework policy. Below are some suggestions to keep in mind:

Studying at Home should help a child ...

- Practice what was studied in school, reinforce and extend the learning
- Enrich school experiences through independent study
- Develop habits of organization, time management, self-discipline, and responsibility.

Teachers expect parents will ...

- Provide a place and time appropriate for doing homework
- Ask your child daily about homework
- Monitor the student as needed
- Make sure school materials are returned
- Communicate with the teacher if there are questions about assignments

Teachers expect that students will ...

- Inform parents of an assignment and when it is due
- Complete homework neatly, accurately and on time
- Bring appropriate materials home and return materials to school on time
- Ask the teacher for explanation of an assignment is not understood

PARENT LEARNING OPPORTUNITIES

- Access to library media center:
Before school 7:15 a.m. to 7:30 a.m.
After school 2:45 p.m. to 3:15 p.m.
- Parent classes/workshops will be offered throughout the year
 - Example:
 - Family fun night (literacy and math hands-on activities)
 - High School Night (for Middle School students and parents)
 - English classes
 - PIQE (Parent Institute for Quality Education)
 - Zumba

Please contact our parent liaison, Claudia Acuña for more information or questions regarding resources the community offers. She can be reached at:
claudia.acuna@cvesd.org or (619) 422-8397 Ext. 2907

STUDENT CELL PHONE POLICY

Elementary School:

In order to provide you the peace of mind knowing that your child has a phone, we do allow students to have cell phones. In order to allow us to maintain our focus on instruction, our policy is the following:

Teachers will have students turn in their cell phones as they enter the classroom. The phone will be locked up, and teachers will return the phones as the students leave for home. Phones will not be kept in backpacks, desks or pockets. If you need to speak to your child during school hours, you will need to contact the front office at 619-422-8397.

If your child's cell phone is damaged, lost or stolen, we are not responsible for replacement costs. We ask that you have your child's name engraved or etched on the phone.

If your child ignores this policy and uses the cell phone during school hours, his/her phone will be confiscated and returned only to the parent.

Again, this policy helps us maintain our focus on instruction, as well as giving you the peace of mind of knowing your child has a cell phone.

Middle School:

All cell phones need to be turned in to the homeroom teacher at the start of the day. Students can collect them at the end of the school day.

If cell phones and/or other electronic devices are visible, being used, or turned on in class, they are subject to confiscation by the school with disciplinary consequences.

If a cell phone and/or other electronic device are brought to school, parents and students do so at the parents' or students' OWN RISK.

A confiscated device **MUST** be picked up by a PARENT/GUARDIAN.

BEHAVIORAL GUIDELINES

The students and staff at Feaster Charter School believe that a safe and positive school environment is important to both a child's learning in the classroom and to his/her growth as a citizen. In order to provide such an environment for our students we have established these behavioral guidelines:

- **Taking other people's property or causing damage to school property and another people's property is NOT permitted. Students who lose or damage school property, including textbooks, library books and iPads must pay replacement costs.**
- **Each person has the right to be different. The students and staff will respect the uniqueness of everyone.**
- **Each person has the right to an orderly environment. Children are expected to use good manners in the classroom and the lunch area. They are expected to be neat and pick up after themselves.**
- **All routines, procedures and classroom rules are developed with these 3 rules in mind.**

Accordingly, we have 3 major school rules:

**Be Respectful
Be Safe
Be Responsible**

There may be instances in which some students have difficulty following the behavioral standards. In these cases, we have adopted and will follow the Progressive Discipline Policy outlined below:

1. **Speak with Student (Restorative Practices)**
2. **Speak with Student & Parent Phone Call**
3. **Speak with Students' previous teacher**
4. **Time out in a different classroom/lunch detention & parent notification**
5. **Afterschool detention & parent notification**
6. **Parent shadow**
7. **Teacher/Parent Conference**
8. **Classroom Teacher consults with coach, counselors, and/or behavior specialist**
9. **Enact a behavior contract/log**
10. **Begin SST**
11. **Teacher/ parent/ principal or associate principal meeting**
12. **In-school suspension**
13. **Home Suspension**

If the student's behavior is unlawful, the process will be expedited.

Parent Concern Guidelines

There are many instances when parents have concerns regarding their child at school. The following procedure **MUST** be followed:

- Step 1:** Parent addresses concern to teacher via email, phone call, conference, etc.
- Step 2:** If problem is not resolved, parent may schedule a meeting through the front office with one of the principals or associate principal.
- Step 3:** If issue is not resolved, parent may setup a meeting through the front office with the Executive Director.

SUSPENDABLE OFFENSES (Come from EdCode)

- Sexual Harassment
- Fighting/Physical Aggression
- Homicidal Threats
- Property Damage/Vandalism
- Possession, selling or furnishing of weapons (firearms, knife, explosives, dangerous objects)
- Technology Violation (sexual in nature)
- Use/Possession of Drugs and/or Alcohol or intoxication or controlled substances on campus
- Committed or attempted to commit extortion or robbery (accomplished by force or fear)
- Obscenity
- Drug paraphernalia (possession, offered or negotiated to sell) on campus
- Terrorist threats

EMERGENCY FAMILY REUNION PROCEDURES

In case of an emergency or natural disaster such as an earthquake, you need to be aware of our school's plan for releasing your child. Our concern is for the safe and orderly dismissal of our students. If as many as 600-700 parents arrive at our school at approximately the same time to pick up students, your cooperation and patience is essential to our plan.

Parking will be very limited, so be prepared to park a block or two from the school. **DO NOT DOUBLE PARK** in front of the school or in the parking lots as it may interfere with getting emergency vehicles into our school site.

For the safety of your child, before allowing you to take him/her home, we must document to whom each child is released. When you arrive at school, come to the entrance by the office at our "Check in Area" and please do the following:

1. Sign Student Release Log and complete a Student Release Form.
2. Information from your child's Emergency Card completed by you at the beginning of the school year will then be verified for proper authorization.
3. Be prepared to present a picture identification card if requested.
4. A runner will go to the Student Supervision Area, get your child(ren), and bring him/her to the "Family Reunion Area".
5. Your child(ren) will be released at the Family Reunion Area.

It may take some time for the orderly dismissal of 1000+ students, so **please be patient and prepared to wait.**

It is imperative that you keep all information on your child's Emergency Card up-to-date. Your child will be released only to those listed on the card.

These procedures should be shared with everyone you list on the Emergency Card, so they are familiar with our procedures.

FIELD TRIPS

Field trips are planned as extensions of class activities. In some cases, the numbers of chaperones allowed may be limited; therefore, spaces will be given to parents who have not had an opportunity to chaperone on previous field trips. **CHAPERONES MAY NOT BRING OTHER CHILDREN ON THE FIELD TRIP.** All students going on the field trip, including chaperones' children, will ride the bus to and from the field trip. Further, students **must** be in school uniform.

LOST and FOUND

The Lost and Found is in the **AUDITORIUM**. Please help us keep the number of lost items down by labeling your child's clothing and school items such as backpacks, lunchboxes, etc. Our Lost and Found fills up quickly so we will clean it out every two weeks. Items that are not claimed will be donated to a local charity.

TOBACCO & E-CIGARETTE POLICY

Let it be known that Feaster Charter School Prohibits the following items on campus (inside or outside) and at off-campus, school-sponsored events:

No tobacco products and tobacco-related devices or imitation tobacco products
No lighters, and
No electronic cigarettes

Students shall not smoke or use tobacco, or any product containing tobacco or nicotine, while on campus, while attending school-sponsored activities, or while under the supervision and control of District employees.
(Education Code 48901)

Students who violate this policy shall be subject to disciplinary procedures, which may result in suspension from school. (Education Code 48900)

In particular, it has come to our attention that *E-cigarettes* – officially named electronic cigarettes – are growing in popularity among many school-age-children. Please understand that **possessing or using electronic cigarettes at school** is in direct violation district tobacco policy.

For those of you not familiar, “Electronic cigarettes look a lot like real cigarettes, are battery powered and often contain liquid nicotine from tobacco plants. They allow a user to inhale the vapor – often a nicotine vapor – without fire, smoke, ash or carbon monoxide. When users inhale, the tip appears to glow and instead of producing smoke, these cigarettes emit the vapor that is absorbed through the lungs. E-cigarettes can come in a variety of flavors including: apple pie, banana split, blueberry, caramel, chocolate, coffee bean, cool mint, raspberry, smoky bacon, very vanilla and white chocolate – which makes them especially attractive to young people.” You may refer to this website for further information.

http://www2.aap.org/richmondcenter/pdfs/ECigarette_handout.pdf

STUDENT HARASSMENT POLICY

The Chula Vista Elementary School District and Feaster Charter School recognize that harassment based on sex is a violation of both federal and state anti-discrimination laws. Our school and the District expect that all students will have a learning environment free from sexual harassment or the threat of sexual harassment. Sexual harassment **will not be tolerated** toward students by students or by adults during school-related activities.

Teachers shall inform students in age-appropriate ways of what sexual harassment is, that they do not have to endure it, and that it will not be tolerated. Teachers shall also inform students of our procedure for investigating complaints and the consequences that follow.

If any student perceives comments, gestures, or actions from any other student or adult during school-related activities to be sexual harassment, the student is encouraged, but is not required, to inform directly the person engaging in such conduct that such conduct is offensive and must stop. If this approach is not taken and/or is not successful, the student should notify the classroom teacher and/or the school principal. School staffs who are aware, or who become aware, of sexual harassment or any allegations of sexual harassment shall inform the principal or administrative designee. The administrator shall take immediate steps to investigate any complaints of sexual harassment in a manner that respects the privacy of all parties concerned. Following the investigation, the administration will communicate with parents and teachers to share findings, determine next steps, and will follow up in accordance with the Administrative Regulation 5145.7.

No student, staff member, parent, or other individual will suffer reprisals for reporting incidents of sexual harassment or making complaints.

Any student in Grades 4-8 found responsible for sexual harassment of anyone in or from the District will be subject to appropriate discipline as contained in the school's discipline policy. The severity of the disciplinary action will be based upon the circumstances of the infraction.

Feaster Bully Policy

At Feaster, we are committed to keeping a safe learning environment for all. In order to do so we need to work as a team with families and the community. Please see the chart below to help define whether your child is experiencing bullying. The Chula Vista Elementary School District has created an on-line reporting system to help with accountability and keeping track of parent concerns. Below is the link for that reporting system:

<i>What Bullying is...</i>	<i>What Bullying is Not...</i>
Repeated aggressive behavior	Not liking someone
Intended to cause harm (physical or emotional)	Accidentally bumping into someone
An attempt by one or more individuals to gain power over another	A single act of telling a joke about someone
Physical: Hitting, kicking, pushing, destroying property	Expression of unpleasant thoughts or feelings regarding others
Verbal/Written: Threatening, name-calling, teasing, taunting	Arguments or disagreements
Social/Emotional: Terrorizing, spreading rumors, intimidating, humiliating, blackmailing, isolating	Being excluded from a game or group on the playground (unless being done regularly and with intention to hurt the feelings of another)
Cyber-bullying: Using technology to bully others verbally, emotionally and/or socially	Isolated acts of harassment, aggressive behavior, intimidation or meanness

<http://www.cvesd.org/PARENTS/Pages/Bullying.aspx>

Parent Student Handbook
Acknowledgement

I have read, understand, and will support my child in following the policies outlined in this handbook.

Student Name _____

Teacher _____

Grade _____

Date _____

Parent Name _____

Parent Signature _____

*****Please sign and return to your child's teacher***