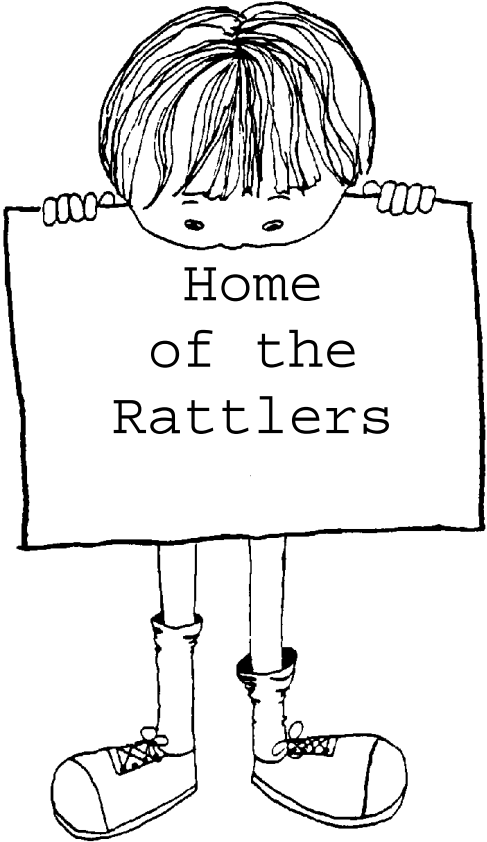


POWAY UNIFIED SCHOOL DISTRICT
Midland Elementary School Calendar
 2009 - 2010

AUGUST 20 THURSDAY	SCHOOL BEGINS
SEPTEMBER 7 MONDAY	LABOR DAY
NOVEMBER 11 WEDNESDAY	VETERANS DAY
NOVEMBER 16 - 20 MONDAY-THURSDAY	MINIMUM DAYS PARENT CONFERENCES
NOVEMBER 23 - 27 MONDAY - FRIDAY	DISTRICT RECESS ADMISSION DAY THANKSGIVING
DECEMBER 21 - JANUARY 1 MONDAY - FRIDAY	WINTER BREAK
JANUARY 18 MONDAY	MARTIN LUTHER KING DAY
FEBRUARY 15 - 19 MONDAY - FRIDAY	WASHINGTON DAY DISTRICT RECESS LINCOLN DAY
APRIL 5 - 9 MONDAY - FRIDAY	SPRING BREAK
MAY 31 MONDAY	MEMORIAL DAY
JUNE 8 TUESDAY	SCHOOL ENDS - MINIMUM DAY

Midland Elementary School
 Student/Parent Handbook



2009 - 2010

MIDLAND ELEMENTARY SCHOOL

MISSION STATEMENT

The Midland Community has set a goal of excellence. We want our children to be able to focus on their academic studies while here at school. In order to do so, we have incorporated the six pillars of Character Education that all children will be learning at Midland Elementary. Students are capable and will reach their personal best if they commit to show these character traits. Midland Elementary School shows acceptance and respect toward others by demonstrating:

TRUSTWORTHINESS

RESPECT

RESPONSIBILITY

FAIRNESS

CARING

CITIZENSHIP



VISION STATEMENT

Midland Elementary School is a learning community where students, staff, parents and community members are dedicated to excellence in education. Our uncompromising team commitment ensures that all students meet our high academic and ethical standards. We take pride in our collaborative home/school partnership that fosters strong academic achievement, positive behavior, and a joy of learning so that our children become life-long learners and respectful, contributing citizens. Our campus is a safe, well-maintained facility with specific, positive guidelines for student behavior and discipline. The needs of our diverse student population are continuously met due to strong communication between all members of the learning community, ongoing professional development, use of current technology and individual commitment to our shared vision.

Midland Elementary School Dress Code

The purpose of a school-wide dress code is to establish a school environment that supports a productive academic atmosphere, which supports students' learning and reflects the educational values of the staff and the parents. Please take time to review Midland's School Dress Code with your children and then sign and return the insert to school.

Students should wear clothes that are neat, clean and appropriate for school activities. The following guidelines shall apply to all regular school activities:

- Students may not wear high, thick heeled, backless shoes or flip-flops, and sandals must have a closed toe and heel strap. Tennis shoes are the best choice but may not have wheels.
- Hats, caps and hoods shall not be worn indoors. (boys and girls)
- Clothes shall be sufficient to conceal undergarments at all times. See-through fabrics, halter-tops, off-the-shoulder or low-cut tops, midriff tops or any attire, which exposes the midriff when arms are lifted, are not allowed. Tank tops and dresses must have a minimum of a 1-inch strap and undergarments should not be visible. Backless shirts/dresses are not allowed.
- Pants may not hang below the waist and skirts and shorts shorter than mid-thigh may not be worn.
- Hair shall be clean and neatly groomed. Students may not wear make up, false nails, large earrings, and hair may not be sprayed with any coloring that would drip when wet.
- Clothing, jewelry, and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures or any other insignia that is crude, vulgar, profane or sexually suggestive. They must also be free from drug, alcohol or tobacco company advertising, promotions and likenesses, gang affiliated insignia and may not advocate racial, ethnic or religious prejudice.

Clothes worn to school should be appropriate for elementary school activities. Students wearing inappropriate clothing may be asked to have clothing brought from home.

Thank you for your support and cooperation with our school dress code policy. The positive message that school is a place to work and learn is reinforced when our students come to school dressed appropriately.

POWAY UNIFIED SCHOOL DISTRICT MISSION STATEMENT

WE BELIEVE
ALL STUDENTS CAN LEARN



Our mission is...

To ensure that each student will master the knowledge and develop the skills and attitudes essential for success in school and in a diverse society.

To fulfill our mission...

We provide comprehensive K-12 programs, complemented by early childhood and adult programs, which include a wide variety of learning strategies, experiences, and support services to promote student learning.

Fundamental to our mission are...

Staff participation in decision-making, a competent and caring staff, parents as partners, effective management of resources, and a safe, orderly, and attractive environment.

WE WILL ACHIEVE
EXCELLENCE IN ALL WE DO

GENERAL INFORMATION

School Office Hours

Our office staff works diligently to provide the best possible support for Midland students and parents. Midland's office is open from 7:30 a.m. - 3:00 p.m., Monday through Friday. You may contact the office by calling (858) 748-0047. Please be aware, students will not be allowed to make phone calls during the school day, with the exception of emergencies.

Starting and Dismissal Times

Grades K - 5

7:40 a.m.	Playground supervised. *Students are not permitted on the playground before this time.
7:55 a.m.	Students line up for class.
8:00 a.m.	Class begins.
2:20 p.m.	Dismissal (Monday - Thursday)
12:40 p.m.	Dismissal (Friday)

PEPP

8:00 a.m. - 11:20 p.m. **Monday - Friday**

Attendance

If your child is absent from school, it is necessary for a parent/guardian to call the office via the Attendance Hot Line (858) 748-0047 extension 2112. Please leave the following information:

- Student's name and grade
- Teacher's name
- Day(s) and date(s) of absences
- Reason for the absence
- Expected date of return

This is one way we can insure that your child is safe and that attendance does not become a problem. If the absence is for five (5) days or more, a doctor's statement, in addition to the parent's note will be required. Parents are encouraged to schedule vacations and trips during non-school days. We also encourage parents to utilize the afternoon of the minimum day, Friday, to make doctor and dental appointments when possible. To help us keep classroom interruptions to a minimum, parents are asked to communicate after school plans with their children before they come to school.

Behavior Expectations

HALL AND STAIRWAY EXPECTATIONS

- Rattlers walk quietly and safely on the stairs, in the hallways and as they move about campus.

BATHROOM EXPECTATIONS

- Rattlers behave responsibly in the bathroom.

CAFETERIA EXPECTATIONS

- Rattlers wait patiently and use good manners.

PLAYGROUND EXPECTATIONS

- Rattlers keep themselves and others safe.
- Rattlers take care of playground equipment.
- Rattlers freeze when the whistle blows.

ACADEMIC EXPECTATIONS

- Rattlers attend school daily unless they are sick or there is an emergency.
- Rattlers arrive to school on time.
- Rattlers try their hardest while at school.
- Rattlers complete their assignments.

DRESS EXPECTATIONS

- Rattlers dress appropriately and follow the school dress code.
- Rattlers may only wear hats, caps or hoods outdoors.



SCHOOL WIDE DISCIPLINE PLAN

In all areas of the school, your child will see posted a set of School Rules. The rules are simple to understand and simple to follow:

Respect yourself.
Respect others.
Respect property.

"Be cool!"
"I live the golden rule!"
"I have pride in my school!"



Rattlers display the following **CHARACTER TRAITS**:

- **TRUSTWORTHINESS**
Rattlers are loyal and honest.
- **RESPECT**
Rattlers treat others the way they want to be treated.
- **RESPONSIBILITY**
Rattlers work hard, complete their assignments and come to school everyday.
- **FAIRNESS**
Rattlers share and take turns with each other.
- **CARING**
Rattlers do kind things for each other and for members of the community.
- **CITIZENSHIP**
Rattlers do their share to improve their school and community.

Independent Study Contracts are available for students who will be absent for five (5) or more days. In order for teachers to adequately prepare lessons for your child, it is necessary for you to give a minimum of 48 hours notice.

Tardies

Punctuality is a necessary trait for school success. When students are tardy, they miss critical instruction time that takes place at the beginning of each school day. Please help to insure your child's success by making sure they arrive to school on time, no later than 7:55 a.m. each day.

Health and Medications

Students may not have any medications (i.e. cough drops, Tylenol, Motrin, etc.) in class. All medications must be turned into the school office. All medication given at school must be accompanied by:

- a written statement from a physician detailing the method, an amount and time schedules by which the medication is to be taken and; (Form H26 available in the Health Office)
- a written statement from the parent/guardian indicating that they desire the school to assist the student. (Form H26 available in the Health Office)

Midland's medical technician can assist you with questions and necessary forms. Medical forms may be faxed to our school from your doctor's office at 858-748-8934.

Parent Volunteers

In order to implement School Board Policy, Poway Unified School District conducts background clearance checks for all District volunteers. Parents with children in more than one school will only have to submit paperwork for one clearance for the school year.

Most volunteers at Midland are "Level 1". This means that when you volunteer with children, you are in the presence of a staff member. The District is using the "Megan's Law" system to do the background checks. Volunteers that are alone with children without a staff person present will need further background checking. If you think this is your case, contact the school office.

In order to be a volunteer, you must have a certificate on file at the school showing that you have been examined and found to be free of tuberculosis. Please contact our Health Attendant if you need to check if your TB test is still current. (TB tests are good for four years from the test date.)

Volunteers must be processed and cleared along with a current TB test before they will be allowed to work at the school. 4

Parent volunteers are a vital part of Midland School. If you are interested in being a volunteer, please contact your child's teacher first so that your time will be utilized in the best way possible.

All volunteers are required to sign in at the office and are required to wear a clearly displayed volunteer pass while volunteering on campus during school hours. When you arrive to volunteer, check in at the office first so that you may sign the volunteer log and receive a volunteer pass. This allows us to easily identify all volunteer visitors on campus. Volunteers are requested not to bring small children to school with them.

Lost and Found

If something is found with no name on it, it will be placed in the lost and found bin/rack. Please remember to write your child's name on his/her things. Found items that are small or valuable will be turned in to the office.

School Breakfast and Lunch

Midland's meal program provides a nutritious and well-balanced breakfast and/or lunch to every child. Lunch menus are sent home each month, which enables parents and students to check for special events, treats, and nutritional news. Breakfast and Lunch may be either purchased on a daily basis or pre-purchased for a week or month. Prepayment envelopes are available in the office and should be returned to the office. To receive free or reduced price breakfast or lunch for your child, applications are available in the school office and are accepted throughout the school year. Lunch prices are:

- Full breakfast including milk \$1.25
- Full lunch including milk \$2.00
- Milk .50
- Juice .50 (4 oz.)
 .75 (8 oz.)

*If your child is allergic to milk, juice can be substituted with the presentation of a Medical Statement from the child's doctor.

Extended Student Services (ESS)

The Poway Unified School District provides Extended Student Services at all elementary schools. ESS provides before and after-school childcare services for students in grades K-5. The service is by enrollment and is prepaid on a monthly basis. For details concerning programs, requirements and costs, contact the Midland School ESS Coordinator at (858) 748-4905.

Bringing Personal Items to School

- Students assume all responsibility for personal items.
- Personal play equipment should be left at home.
- Any personal items that interfere with the learning process are not permitted.
- Students may not sell or trade anything.
- Gum is prohibited.
- Because they may be damaged or lost, non-school equipment, iPods, MP3 players, electronic equipment, and toys are not permitted.

CELLULAR PHONE POLICY

Per Poway Unified School District Board Policy Article 5.0, Section 5.29, Midland Elementary School adopted the following guidelines:

- Phones must remain off during school hours, 8:00am - 2:20pm, (including field trips)
- Phones must remain concealed and turned off (in a backpack) during school hours
- Approved use times are before/after school hours, before/after on-campus event/after school activity and by special permission from school staff
- Violation of phone policy will result in confiscation of phone by school staff
- Phones will be confiscated and may be returned to the parent/guardian
- Repeated violations of phone policy will result in permanent loss of phone privilege on campus; parents will be notified
- Phones must have identification of owner (name)

Dogs

In accordance with the SDCA REG 62.699; 62.670-11.116, dogs are not permitted on the Midland Elementary School Campus.



Safety Patrol

Safety Patrol provides a safe crossing for students before and after school. Please be respectful and follow their instruction.

Drop-Off and Pick-Up

Before School (7:40 a.m. - 8:00 a.m.)

- Drivers who need to stop and drop-off their children will need to enter the driveway in the "local lane" on the right hand side of the cones. Once your child(ren) is dropped off, please exit the parking lot as soon as possible - you can use either lane to exit the area
- Drivers who need to pass through to the parking lot will need to enter the driveway in the "express lane" on the left hand side of the cones. Please do not cross over, at any time, from the left hand lane to the right hand lane in our school driveway.
- Please do not park and/or leave your car unattended in either lane in our school driveway. If you need to enter the school campus for any reason, please park your car in a designated space in the parking lot (or on Midland Road) and come in to the office to let us know you're here.

After School (2:20 p.m. Mon - Thurs; 12:40 p.m. Fri)

- Students being picked up should wait in designated area in front of school.
- To insure the safety of your children; they must be picked up within 15 minutes after dismissal. There is no supervision after this time.
- Drivers should stay in their car and pick up students in the designated area only.
- Students who ride their bicycle or walk home from school should leave the campus immediately after dismissal unless they are accompanied by an adult.
- Bus riders are to stand and wait in the designated area until the bus arrives.

Bicycle Riders

- Bicycle riding is allowed for 3rd, 4th, and 5th grade students. Permission slips are available in the office.
- Bicyclists are required to wear safety helmets.
- Bicycles are to be walked on school grounds. School grounds include, but are not limited to Midland Road from Edgemoor to the end of the parking lot.
- Bicycles need to be walked to designated area and locked to the bike racks prior to the start of school.
- Bicycle riders need to ride in a safe manner. Bicycle privileges will be revoked from anyone who is not riding safely to and from school.
- Skateboards, motorized scooters, roller blades and other shoes with wheels are not permitted as a means of traveling to or from school.
- Tennis shoes with wheels are not allowed on campus.

Homework Policy

- Homework is defined as the time students spend outside the classroom completing assigned learning activities. The Board believes the purpose of homework should be to practice, reinforce, or apply acquired skills and knowledge. The Board also believes, as research supports, that moderate assignments completed and done well are more effective than lengthy or difficult ones poorly done. Homework serves to develop regular study skills and the ability to complete assignments independently. The Board further believes completing homework is the responsibility of the student, and as students mature, they are more able to work independently. Therefore, parents play a supportive role through monitoring completion of assignments, encouraging students' efforts, and providing a conducive environment for learning. Parents are encouraged to inform the teacher of any problems with the student and their homework.
- The weekly recommended study times* are listed by grade level.

Kindergarten	0.5 to 1.0 hour
Grade 1	1.0 to 1.5 hours
Grade 2	1.0 to 2.0 hours
Grade 3	1.5 to 3.0 hours
Grade 4	2.0 to 3.5 hours
Grade 5	2.5 to 4.5 hours

* These recommended times do not include unfinished class work.

** Homework assignments for students with exceptional needs shall be guided by the IEP (Individual Education Plan).

- Homework Responsibility:

Parent's Jobs:

- ♦ Establish a regular time for homework.
- ♦ Establish a regular place for homework.
- ♦ Provide necessary materials and supplies needed for homework completion.
- ♦ Establish logical consequences for noncompliance and follow through.

Child's Jobs:

- ◆ Keep track of my books and assignments.
- ◆ Bring my assignments and needed materials home.
- ◆ Start homework on time and allow time to finish my assignments.
- ◆ Do my own work to the best of my abilities with only limited assistance.
- ◆ Turn my work in on time and accept responsibility for grades and other consequences.

Teacher's Jobs:

- ◆ Provide needed instruction.
- ◆ Provide necessary materials.
- ◆ Provide deadlines for assignments.
- ◆ Provide encouragement and reinforcement.
- ◆ Provide timely feedback about work returned.

Visitation Policy

The safety of all children is of paramount importance. Immediately upon entering campus, all visitors, including volunteers, are required to register with the school office and obtain a badge. **All adults on campus during school hours must have a staff, visitor, or volunteer badge.** Visitors may be accompanied by school officials while on campus, and may be denied permission to enter classrooms while in session if school officials determine that there is a substantial likelihood of interference.

Emergency Drill Procedures

The District has a plan in place for fires, earthquakes, and other emergencies. In order to provide for the safety and welfare of students, staff, and visitors in case of disaster, this plan has been developed with three major goals:

- To have buildings, furnishings, equipment, and emergency supplies in such condition that injuries and damages will be minimized, and the actions needed in time of disaster may be carried out effectively.
- To provide staff and students with appropriate instruction and practice so as to effectively help each person react properly in an emergency.
- To set up general and specific organization and procedures to be followed at a time of disaster, including the rendering of aid to victims and the protection and care of students until they can be safely united with their families.

Harassment

We believe that every student has the right to attend school and learn

- without being called names and;
- without being threatened, harassed, or bullied for any reason.

Harassment is unwanted and unwelcome behavior from another person that interferes with an individual's life and well-being. When this behavior is sexual in nature, it is "sexual harassment." When the behavior is motivated by a prejudice against another person's race, ethnicity, sexual orientation, religion, or gender, it is discrimination and could be described as "hate behavior" in some cases.

This type of intimidation and harassment will not be tolerated in our school and is also inappropriate in our society. It is our intent to promote the rights of equality and human dignity basic to our American ideals.

If you feel that you have been the target of harassment, threats, or bullying, it is important that you tell someone you trust, like a parent, teacher, principal or another adult. They may offer some excellent advice on how to deal with the situation or they may need to intervene on your behalf.

Additional information is available from our Principal including a complete copy of the District policies on this subject.

Academic Honesty

In support of the District's Academic Honesty Policy 3.40, students are expected to demonstrate acts of honesty at all times.

Teachers and staff members will support and enforce all District rules of academic honesty and provide a learning environment that does not allow or tolerate dishonesty. Any student who violates the rules of the Academic Honesty Policy will be subject to disciplinary action.

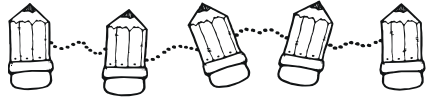
What are some responsibilities of a Parent?

All parents have the responsibility for the proper educational development of their children. By supporting the policies, rules, and regulations of the school concerning proper behavior, discipline, respect for self and others, and study habits, parents provide a valuable service to school, home, and community.

- Attending parent-teacher conferences to gain deeper insight into the child's progress; developing a close relationship with the child at home; and attending and participating in functions and activities sponsored by the P.T.A. are a few of the ways parents can support the school.
- Parent-teacher conferences are limited to the released time sessions held each year. However, meetings with individual teachers may be requested at any time during the school year at a mutually convenient time.
- Keeping informed of activities by reading the school bulletins, newsletters, and District, school and teacher websites, as well as following up on a child's school work, are also important responsibilities.

Midland Elementary School

Parent/Student Signature Page



My parents and I have read and understand all of the rules and expectations printed in this student handbook. I will do my best to follow these rules and to make Midland a wonderful school for all.

- Dress Code
- School Wide Discipline Plan
- Academic Honesty
- Harassment
- Attendance Policy

Parent Signature _____

Date _____

Student Signature _____

Date _____

Teacher: _____

Grade: _____

Room # _____

Midland Elementary School

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