

5400 Maryland Avenue La Mesa, CA 91942 619 668-5744 www.lmsvschools.org/MarylandAvenue

Dear Maryland Avenue Families,

This is Stephanie Starr with a BIG welcome to the new school year! The staff and I are busy preparing for our students' first day of school, which is Wednesday, 8/11/2021. Maryland Avenue is a wonderful learning community with a tradition of excellence where **children are the most important** people. Parents, families, staff and community join in partnership and work in harmony to ensure that **all children succeed**. We partner in educating, nurturing, and supporting our students. Our theme this year is focused on **connecting**, **recovering**, **and thriving**. We know that connection is more important than ever. I wholeheartedly believe that relationships precede learning; the connection between teachers/staff and students/families is the foundation of student well-being and student achievement.

There are many ways you can help your child be successful in school this year, including communicating with your child's teacher on a regular basis, supporting classroom expectations at home, reading to or with your child daily, and helping with homework. We invite all parents to be involved by joining our PTA, to attend school functions such as Back to School Night, and by attending parent-teacher conferences.

### **Important Notes**

- · School begins at 7:55am
- Our gates will open at 7:45am and students will go directly to their classrooms each morning to line up.
- Like last Spring, we will ask all family members who are dropping students off to say goodbye at the sidewalk. We have supervision to make sure students get to their classrooms safely.
- Please see the attachments to reference for grade level gate entrances.
- Family members dropping off TK, K and 1<sup>st</sup> grade students can walk their child to their classrooms throughout the school year.
- The first week of school, we understand that families may want to walk older students to their classrooms and that is absolutely acceptable. We ask that you help us follow guidelines and walk to the class and directly back.
- We anticipate that by our first Monday, 8/16/21, all but our youngest students (Tk, K, 1) will be ready to walk to class on their own.
- All students will be notified of their class placement on Tuesday evening through an email. Look for that email. I know everyone is anxious for that information and teachers are anxious to meet and welcome their students. If for some reason you do not receive that email, or it gets lost in your SPAM, we will have staff members out front on Wednesday morning with lists to help students with their placement information.



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Although we all hoped that this school year would be back to what we used to call "normal," that is not completely the case. We are not able to have parents, visitors, or volunteers on campus unless it is for an essential service/job. Please know that we love seeing you but this year we need to limit visitors as much as possible. I know you have already heard from our Superintendent, David Feliciano, about mask requirements. I want to be sure to reiterate those requirements. Masks are required to be worn inside all of our school buildings. This requirement is for staff working around children at all times, children, and any adult visitors to campus. Masks are not required while outside on campus. If you want your child to wear their mask outside as well please address that specifically with your child.

I know that mask wearing is a subject that can be emotional and people have very strong opinions on both sides. Please understand that this is not an issue that your teachers or I have any control over. We are bound to the mask wearing policies and cannot make a decision that differs from the guidance we have. Students who do not wear masks will not be able to stay in class. Please work with us.

This year, we are going digital with our First Day Packet materials that are required for signature by parents. To access these materials, please use the Aeries Parent Portal link below. This will allow you to complete an electronic version of the first day packet. If you have not logged into Aeries before or have forgotten your password, please see the attached directions on how to reset your password. If you would prefer a hard copy of the First Day Packet, your student's school site will have them available in the office. If you have any questions with Aeries Parent Portal, please contact the Help Desk at 619-771-6086.

Link to Parent Portal - <a href="https://aeries.lmsvsd.net/Portal/LoginParent.aspx">https://aeries.lmsvsd.net/Portal/LoginParent.aspx</a>

I look forward to working with all of you-see you Wednesday!

Stephanie Starr, Principal

# **Greetings Maryland Avenue School Community!**

Welcome back to the 2021-22 school year. We are so excited to see our students returning and we look forward to many great experiences in the year ahead!

### Returning to School

When students are welcomed onto campus this year, things will look different. Our school site has been modifying our day-to-day practices and school operations to limit staff and student exposure to COVID-19 in accordance with the latest state health requirements and recommendations. The newest state guidance was released on July 12, 2021 and can be viewed at the following website:

https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/K-12-Guidance-2021-22-School-Year.aspx#

Please talk to your children about these changes. The goal of the revised rules are to keep everyone safe while allowing all children to continue to attend school in person.

Below, I've outlined some key information about our current practices for the upcoming year:

### Cleaning

Classrooms and common areas will be cleaned daily with particular attention paid to high-touch areas. Facilities and equipment will be disinfected if an individual who contracts COVID-19 has been in the area within 24 hours. Employees have been provided cleaner to use in their areas, as necessary.

### Hygiene

At our school, hand hygiene will continue to play an important role in the coming year. Staff and students are trained on proper hand hygiene, including hand washing and use of hand sanitizer. Handwashing/sanitizing will be reinforced daily with time allotted to wash hands regularly.

### **Physical Distancing**

Per current guidance issued by the California Department of Public Health (CDPH), "In-person instruction can occur safely without minimum physical distancing requirements when other mitigation strategies (e.g., masking) are implemented." Even though the state and local guidelines do not require physical distancing, we will still encourage students to remain as distanced from each other, as possible. In classrooms and at lunch, students are generally at least 3 feet away from each other.

# Masks and Face Coverings

Per the state health rules, masks are optional outdoors for everyone at school. Masks are required indoors for everyone at school (unless there is a valid medical exemption issued by a doctor). People with a valid medical exemption from wearing a face covering must wear a nonrestrictive alternative, such as a face shield with a drape on the bottom edge (as long as their condition permits it). Schools will provide a face covering to students who do not bring one to school. We are asking that all students bring their own mask to school.

### **Health Screenings**

Families should conduct health screenings for their children before leaving for school each morning. This could include assessing for symptoms consistent with COVID-19, and asking your child, "Do you feel well today?"

Temperature checks or health screenings will not be conducted as students enter the school. Staff members will monitor student health throughout the day and a health assessment will be conducted if a child appears to not feel well or develops symptoms while at school.

Following local guidelines, any student or staff exhibiting a fever or any of the COVID-19 symptoms will be immediately sent home. Health guidance also requires that if anyone in a student or staff member's household has tested positive for COVID-19, all household members and non-immune close contacts of the individual be required to quarantine at home for a specified period of time (based on their last known contact with the individual, and the individual's ability to meet requirements for returning to work or school). If someone in your household has tested positive for COVID-19, please contact the school office for further instructions.

# Other Safety Measures

- Drinking fountains are disabled. Students may bring their own water bottles and may refill their bottles at designated sinks on campus or use provided cups.
- Bathrooms are cleaned and stocked with soap throughout the day.
- HVAC systems have been serviced to maximize ventilation and air exchange with our facilities and air purifiers have been deployed in classrooms that require more ventilation.

### Child Nutrition and Meal Services

Meals for **breakfast and lunch** are **free to all students** in the 2021-22 school year. At breakfast, students may choose from one entree, fruit or juice and one milk. At lunch, students may choose one entree, choice of fruits and vegetables from the salad bar and one milk.

Of course, students are welcome to bring lunch from home, but we want to encourage everyone to participate in our meal service program. We receive funding for all students that participate in our free meal program, regardless of need.

In-Person Learning

School will resume as full-time, in-person learning this year. If you have reservations about returning to school in person, whether you have ongoing safety concerns about COVID-19 or whether you have concerns with the state mask requirement, please know that you have the option to enroll in the district's independent study program, Trust Blended Learning. You can learn more about Trust here: https://www.lmsvschools.org/trust/

I hope that this information provides you with a snapshot of our school's health practices in 2021-22, which may be subject to change based on evolving guidelines from our state and local agencies. We look forward to working with you and your students in the coming year.

Sincerely,

Stephanie Starr

Principal Maryland Avenue Elementary School

# New Quarantine Guidelines for COVID Close Contacts Quick Reference Guide

Quarantine guidance has changed for individuals who are close contacts of an individual who tests positive for COVID-19 in school. Specifically, it allows for students exposed to COVID-19 during a time on campus when both parties were masked to remain on campus, if mitigation strategies are followed. It is mandatory for students and staff to wear masks indoors, in accordance with state guidance.

Below you will find the most recent CDPH and County of San Diego Health and Human Services guidance on quarantining and isolation:

# Exposure When Both Parties Were Wearing Masks In School

- When both parties wore a mask in the school indoor setting, unvaccinated students who were close contacts (more than 15 minutes over a 24-hour period within 0-6 feet indoors) may undergo a modified 10-day quarantine. They may continue to attend school for in-person instruction if they:
  - Are asymptomatic;
  - Continue to appropriately mask (when around others);
  - Undergo at least twice weekly testing during the 10-day quarantine; and
  - Quarantine for all extracurricular activities at school, including sports, and activities within
    the community setting. This <u>does not include</u> Extended School Services (ESS); students
    may continue to attend ESS during a modified quarantine.

# Exposure When At Least One Party Was Unmasked During School

Additional guidance requires that if either or both individuals were unmasked (indoors or outdoors) during exposure, they are required to quarantine (except in the case of vaccinated students or those who are immune by recovering from COVID-19 within the last 90 days).

- For these contacts, those who remain asymptomatic, meaning they have NOT had any symptoms, may discontinue self-quarantine under the following conditions:
  - Quarantine can end after Day 10 from the date of last exposure without testing; OR
     Quarantine can end after Day 7 if a diagnostic specimen is collected after Day 5 from the date of last exposure and tests negative.
  - The standard quarantine duration for the 2021-22 school year is 10 days. In accordance with guidance, to discontinue quarantine before 14 days following last known exposure, asymptomatic close contacts who return on Day 11 must:
    - Continue daily self-monitoring for symptoms through Day 14 from last known exposure; AND
    - Follow all recommended safety measures (e.g., wearing a mask when around others, hand washing, avoiding crowds) through Day 14 from last known exposure.
    - If any symptoms develop during this 14-day period, the exposed person must immediately isolate, get tested and contact their healthcare provider with any questions regarding their care.
- These quarantining guidelines can also apply to individuals who were masked during their exposure period if they do not wish to undergo modified quarantine (which includes bi-weekly testing).

### Isolation Guidelines for Sick or COVID-19 Positive Individuals Quick Reference Guide

The following guidance has not changed since the 2021-22 school year.

### My child is sick and does not take a COVID-19 test

If your child gets sick and you or your healthcare provider decides not to have them get a polymerase chain reaction (PCR/NAAT) to determine if they have COVID, they may return when:

- . It is at least 10 days from their symptom onset and
- They are without a fever for 24 hours with no fever reducing medication and
- Their symptoms are improving.

### My child is sick and/or tests positive with the COVID-19 virus

If your child tests positive for COVID-19 through either PCR (NAAT) Test or antigen test, they may return when:

- It is at least 10 days from their symptom onset or the date they tested positive if asymptomatic and
- . They are without a fever for 24 hours with no fever reducing medication and
- Their symptoms are improving.

# My child is sick and tests negative for the COVID-19 virus

If your child gets sick and tests negative for COVID-19 through a PCR (NAAT) Test, they may return when:

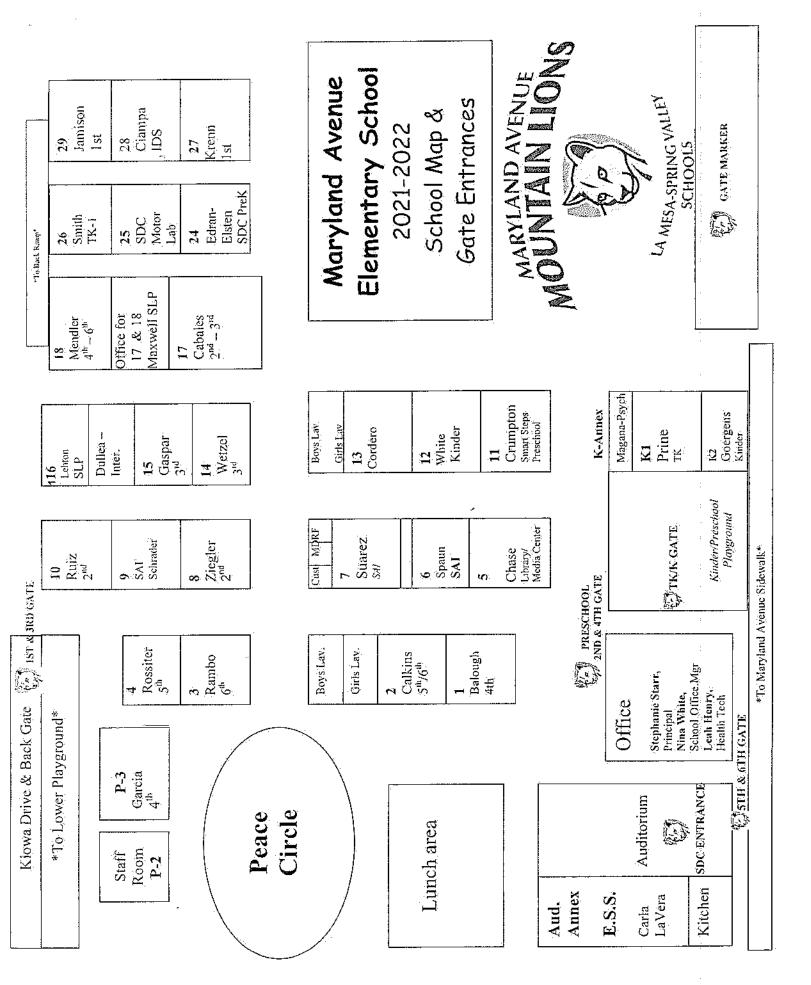
- . They are without a fever for 24 hours with no fever reducing medication and
- · Their symptoms have been improving for 24 hours and
- They provide proof of the negative PCR test results to the school site.

IMPORTANT NOTE: Negative Antigen tests are not accepted. Currently, San Diego County only accepts negative PCR (NAAT) Tests for return to work/school. It is recommended that parents choose to get a PCR (NAAT) Test for their children, to prevent having to retest. Parents can use the testing available through the District to meet these requirements.

## My child has symptoms that are a result of a chronic pre-existing condition

If your child has a pre-existing condition, which has previously been reported to the school, call the school nurse for further directions.

- Students who have a pre-existing condition may return to school with a note from their healthcare provider. The note MUST:
- Be signed by a licensed MD/DO/NP/PA who manages the condition.
- Confirm the chronic diagnosis (cite labs, date of record when diagnosed with the condition, etc.).
- Include the provider's contact information.
- Explain how the symptoms are unrelated to COVID-19.
- Be reviewed and approved by a school district nurse.



# LA MESA-SPRING VALLEY SCHOOL DISTRICT STUDENT CALENDAR 2021-2022 SCHOOL YEAR

<u>August</u>	11	Weds	School Begins
<u>September</u>	6	Mon	Labor Đạy (No School)
October	4-15	Mon-Fri	October Break
November	11 12 22÷26	Thurs Fri Mon-Fri	Veterans Day Observance (No School) No School Thanksgiving Recess (No School)
December	20 – 31	Mon-Fri	Winter Break (No School)
<u>Januäry</u>	3 17	Mộn Mon	Staff Development Day (No School)  Martin Luther King, Jr. Day (No School)
February	14 21	Mon Mon	Lincoln Day Observance (No School) Presidents' Day Observance (No School)
April	4-15	Mon-Fri	Spring Break (No School)
<u>May</u>	30	Mon	Memorial Day (No School)
<u>June</u>	17	Eri	Last Day of School

Issued by the Assistant Superintendent, Leadership and Learning

Calendar 2021-2022 BOARD APPROVED 3-4-2020

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# Maryland Avenue Elementary Schedule of Classes 2021-2022

Grade	Start_	Recess	Lunch	<u>Dismissal</u>
TK	7:55	9:40-10:00	11:30-12:10	2:15
Kinder	7:55	10:05 - 10:25	11:30- 12:10	2:15
1	7:55	10:30 - 10:50	12:15 - 12:55	2:15
2	7:55	10:30 - 10:50	12:15 - 12:55	2:15
3	7:55	10:05 - 10:25	11:30- 12:10	2:15
4	7:55	10:05 - 10:25	11:30-12:10	2:15
5	7:55	10:30 - 10:50	12:15 - 12:55	2:15
.6	7:55	10:30 - 10:50	12:15 ~ 12:55	2:15

<sup>\*</sup> Minimum Day Tuesday Only - Dismissal 1:00pm

# Recess

Time	Who	Playground
9:00-9:20	Pre-school	Kinder
9:40-10:00	TK, SDC TK-1	Kinder
10:05-10:25	Kinder	Kinder
10:05-10:25	SDC 1-3	Upper
10:05-10:25	3 <sup>rd</sup> , 4 <sup>th</sup>	Lower
	5 min. gap	
10:30-10:50	1 <sup>st</sup> , 2 <sup>nd</sup>	Upper
10:30-10:50	5 <sup>th</sup> , 6 <sup>th</sup> , SDC 4-6	Lower

# Lunch

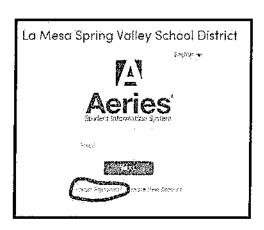
Time	Eat	Play
11:30-11:50	TK, K	3 <sup>rd</sup> , 4 <sup>th</sup>
11:50-12:10	3 <sup>rd</sup> , 4 <sup>th</sup>	TK, K
	5 min. gap	
12:15-12:35	1 <sup>st</sup> , 2 <sup>nd</sup>	5 <sup>th</sup> , 6 <sup>th</sup>
12:35-12:55	5 <sup>th</sup> , 6 <sup>th</sup>	1 <sup>st</sup> , 2 <sup>nd</sup>

<sup>\*</sup> SDC students will get their lunches a few minutes early

# **Aeries SIS Parent Portal Access**

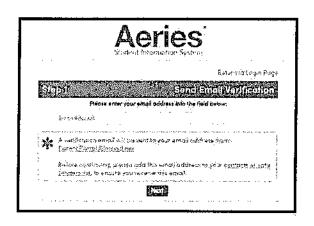
If you had an account set up last year, the same login credentials will work this year. If your student is newly enrolled in the school, you should have received an email with a link to set up your account in the Aeries SIS Parent Portal.

If you missed the email or you've forgotten your password, go directly to <a href="https://aeries.lmsvsd.net/Portal">https://aeries.lmsvsd.net/Portal</a>. Click on "Forgot Password?"



On the next screen enter your email address (the same address that the school has on record). Click next.

An email will be sent to you to verify your identity and provide a link for you to set up a new password.



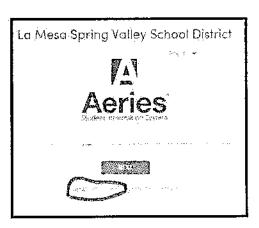
If you get a message that the email address could not be matched, call the school office to verify your email address.



# Acceso al Portal para padres: Aeries SIS

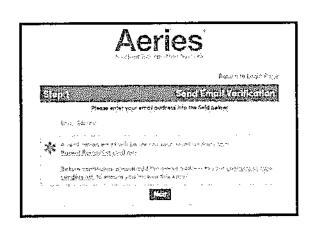
Si el año pasado tenía una cuenta establecida, las mismas credenciales de acceso le funcionarán este año. Si su hijo fue inscrito recientemente en la escuela, debe recibir un correo electrónico con un enlace para establecer su cuenta en el Portal para padres de Aeries SIS.

Si no vio el correo electrónico u olvidó su contraseña (password), vaya directamente a <a href="https://aeries.lmsvsd.net/Portal">https://aeries.lmsvsd.net/Portal</a> . Oprima en "Forgot Password?"

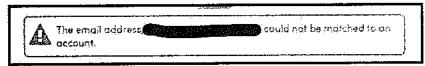


En la siguiente pantalla ingrese su dirección de correo electrónico (la misma dirección que la escuela tiene registrada). Oprima en "Next".

Se le enviará un correo electrónico para verificar su identidad y proporcionarle un enlace para crear una nueva contraseña (Password).



Si recibe un mensaje que indica que la dirección de correo electrónico no coincide a una cuenta, llame a la oficina de la escuela para



verificar su dirección de correo electrónico.

# Aeries Parent Portal: Annual Data Confirmation Process - 7 Steps Using a Web Browser

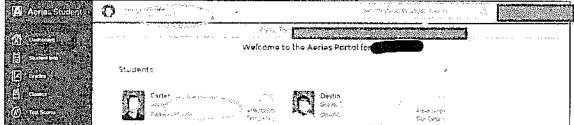
# Parent Logs In

- 1. Parent Logs in from an email when school office adds them on the Contacts screen or at <a href="https://Aeries.lmsvsd.net/portal">https://Aeries.lmsvsd.net/portal</a>
- 2. Multi-lingual support (only **English or Spanish** may be chosen at the top of the login window)
- 3. Parent uses "Forgot Password" on this screen to perform a self-service Password Reset



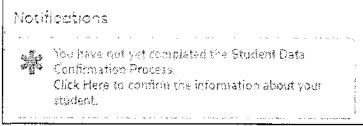
## Parent chooses student

Dashboard: screen that displays when a Parent logins to the Parent Portal



Parent chooses a student by clicking on the student's name either on the top left navigation or on the name listed on the dashboard

# Parent clicks "Click Here" on the Notifications box



Once the Annual Data Confirmation is completed this Notification is no longer displayed

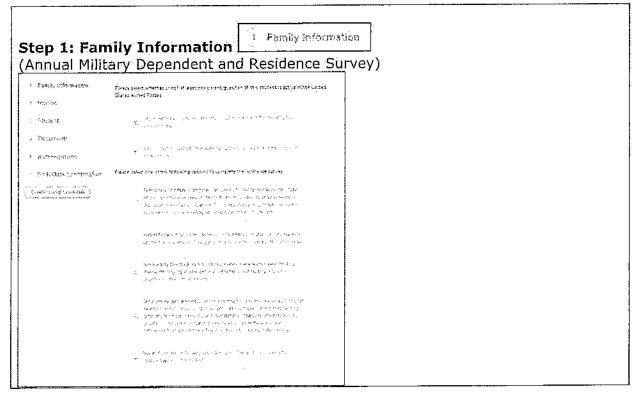
NOTE: Parent makes selections on each step and must click on the

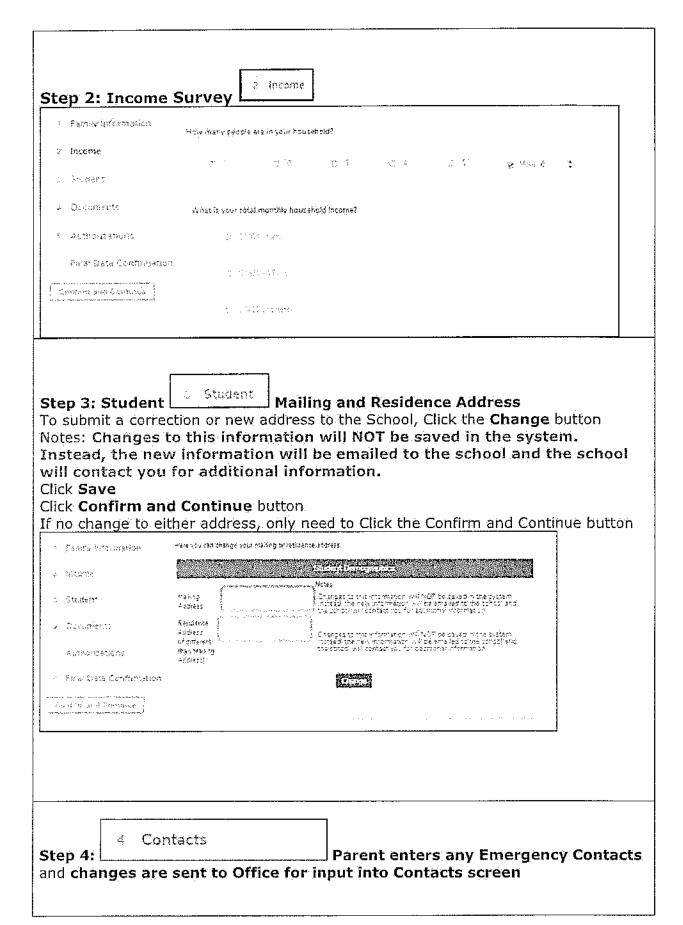
Confirm and Continue

Confirm and Continue button after each step

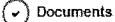
If a step is not complete a message will say You cannot continue with the confirmation process until you answer all required authorization questions

1 Family Information	Military Survey Audit Residence Survey Audit
2 Income	Income Verification Survey
3 Student	Residence or Mailing Address Change request
(4) Contacts	Emergency Contacts Information Changes
5 Documents	Parent Receives these four Annual Documents  1. Technology Take Home Agreement 2. Annual Notification 3. Electronic Permission 4. AUTA
6 Authorizations	Authorizations and Prohibitions
7 Final Data Confirmation	Finish and Submit
Confirm and Continue	Lange planting and the first management a discontinuous of an antique company and an antique of the property o

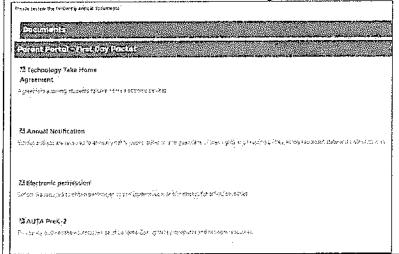




# Step 5: Documents



- Each document listed must be selected (opens in a new browser tablor downloaded)
- b. Once they have been opened in a new browser tab or downloaded, the box around the document will be green
- c. When finished and all are green, click the Confirm and Continue button

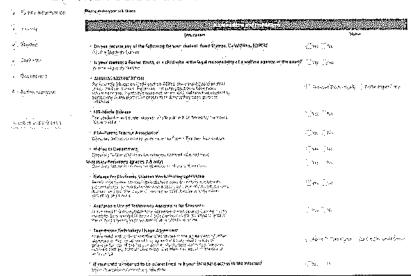




# 6 Authorizations

# Step 6: Authorizations

- a. Make selections and click the Save button
- b. Then select the Confirm and Continue button



Step 7: Final Data Confirmation

Parent clicks on Finish and Submit button

Firish and Submit



# School-Level Parent and Family Engagement Policy 2021-22

To involve and engage parents and families in the school programs, the following practices have been established:

We will utilize every opportunity available to communicate with our parents regarding student achievement, school improvement, and school-wide activities. We will solicit parent involvement via classroom teachers, parent-teacher conferences, weekly school-wide parent updates, the school marquee, social media, parent surveys, and phone/email communication. We will also take every effort to offer information to solicit input in multiple languages, as required. All public convened meetings are published at the beginning of the year for all parent advisory meetings to allow ample planning time encouraging maximum parent attendance. In addition, reminders are sent via email.

The school offers a flexible number of meetings for parents, such as meetings in the morning or evening.

Our school holds meetings with parents at a variety of times. Meetings are held for School Site Council (SSC), English Learner Advisory Committee (ELAC), and PTA after school, and/or evening. Back to School Night and Open House are scheduled in the evenings. Family engagement events are scheduled at varying times and days of the week to accommodate the needs of stakeholders. Screencasts are utilized for important parent information to allow parents to view at the time best suited for their schedule. Conferences in the fall are held throughout the day to allow for parent participation.

The school provides parents with timely information about programs at the school.

Timely information about school programs is done through weekly and/or monthly communication from teachers, support staff, and administration. Timely communication about the programs is also done through updates via telephone and email. Timely information is also shared at Back to School Night, SSC meetings, ELAC meetings, PTA meetings, and Open House. Information is posted on the school website, on social media, in the main office, and sent through the U.S. Mail, when necessary.

The school provides parents with an explanation of the curriculum used at the school, the assessments used to measure student progress, and the proficiency levels students are expected to meet.

Teachers review the curriculum and assessments used to measure student progress during Back to School Night each year. Teachers also review their curriculum overview, assessment, and grading expectations (as appropriate) in their start of the year communications and/or course syllabus. Curriculum and assessments are also reviewed during fall conferences.

If requested by parents, the school provides opportunities for regular meetings that allow the parents to participate in decisions relating to the education of their children.

There are a number of parent meetings throughout the year for individual students. Our school holds parent-teacher conferences in the fall. Parents are always welcome to set up a meeting any time with teachers, support staff, and/or administrators. We also regularly conduct meetings for students in special programs (i.e.: IEPs, 504s, SSTs). Parents are invited to participate in making site decisions related to the education of all students as well. Elected representatives from parent and community stakeholders work with the SSC to analyze data, monitor progress, and when necessary, make modifications to the instructional program, both through the School Plan for Single Achievement (SPSA) and the Parent Engagement Policy.

This School-Level Parent and Family Engagement Policy has been developed jointly with, updated periodically, and agreed on with parents.

Evidence of annual joint development/revision of the School-Level Parent and Family Engagement Policy can be found on the agenda and minutes of a School Site Council meeting held in the spring.

This policy was adopted by the Maryland Avenue Elementary School learning community on May 20, 2021 and will be in effect for the period of the 2021-22 school year.

The school will distribute the policy to all parents on, or before: September 30, 2021.

Type signature here.

K Maringa

Signature of Authorized Official

Enter date approved.

May 20, 2021

Governing Board Approval Date:

June 15, 2021

California Department of Education April 2020

# MARYLAND AVENUE ELEMENTARY SCHOOL STUDENT AND PARENT HANDBOOK 2021-2022 SCHOOL YEAR



(619) 668-5744 • Fax (619) 668-5746 Absence line: (619) 668-5744 ext. 2489 www.lmsvschools.org/marylandavenue

SCHOOL HOURS: 7:55am-2:15pm 1:00pm dismissal on Tuesdays

# MISSION STATEMENT

Maryland Avenue School and the community work together to create a caring and supportive environment, which challenges students to achieve academic success and become self-confident, concerned and productive citizens.



# PEACE BUILDER PLEDGE

# I am a peace builder. I pledge...

To praise people,
To give up put downs,
To seek wise people,
To notice and speak up about hurts I have
caused,
To right wrongs, and
To help others.
I will build peace at home, at school, and in my
community each day.

# Message for Maryland Avenue Peace Builders

Dear Maryland Avenue Families,

I am excited to begin the 2021-2022 school year with you! My name is Stephanie Starr and I am the new principal of Maryland Avenue Elementary School. Maryland Avenue is a wonderful learning community with a tradition of excellence. I am honored to be a part of this dynamic team of teachers and staff committed to student learning, student well-being, and strong partnerships between home and school. By working together, we will have a great impact on each child's success in school. Our district motto is "Every Child Learning Everyday" and our Maryland Avenue teachers and staff embrace high expectations and high levels of collaboration to ensure all students succeed. We look forward to an exciting school year where students, staff; and our community learn and grow together.

This handbook contains important information about school programs, policies, and procedures. Please take a few minutes to review this handbook as a family. Together, we will achieve great success throughout the 2021-2022 school year!

Stephanie Starr, Principal

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## GENERAL INFORMATION

BICYCLES & SCOOTERS: Students in grades 4-6 may ride their bicycles and scooters to school. Students are reminded that all traffic laws relating to automobiles also pertain to bicycle riders. In addition, by law, all students must wear helmets when riding their bikes. Helmets may be stored in class or locked with their bicycles during the day on the bike rack provided. Bicycles and scooters should not be ridden on the sidewalks, playground, or in hallways. Students should bring their own locks to secure their bicycles or scooters. The school is not responsible for damage or loss of bicycles or scooters.

Skateboards, hover boards and roller blades are not allowed.

BIRTHDAY TREATS: In support of the La Mesa-Spring Valley School District Wellness Policy, we will not accept edible treats to celebrate birthdays, ie: cupcakes, cookies, cakes, etc. As an alternative to an edible treat, we encourage students to bring other items that may be shared with classmates. Some suggestions are: a special book to be donated to the class, birthday pencils, bookmarks, or stickers. We believe this policy will strengthen our school-wide efforts to focus on the health and wellbeing of all of our students. Please help us continue to fight childhood obesity by celebrating your child's birthday in new and creative ways.

CARS/PARKING LOT/TRAFFIC: During arrival and dismissal times traffic is very congested in the front of our school. We recommend that parents consider dropping students off at our back entrance on Kiowa Drive to help ease the congestion on Maryland Avenue. We also suggest that families carpool and/or walk students to school whenever possible. The curbside in front of our kindergarten playground is a loading zone and is for dropping off and picking up students only. You MAY NOT park and leave your car in this area.

Parents and guardians are not allowed to drive through the parking lot from 7:40-7:55 and 2:10-2:30. Students must meet their rides at the curb or parents/guardians may park in appropriate spaces on the street (not in front of the kindergarten playground) and walk to the front of the school to meet students. No cars may enter the lot once the buses have arrived.

Our parking lot is limited in the number of handicapped parking spaces. Once the spaces are full, handicapped drivers will need to use a regular, marked space or park on the street. In addition to the handicap parking spots we have a handicap loading zone in the front lot. This area is a loading zone and requires drivers to follow loading zone rules. These rules include that it be short term parking and the driver must stay in the vehicle. School bus rules still apply to this area as well. No parking allowed in the bus zone at any time. No parking is allowed in marked spaces. The back lots are for staff parking only.

The La Mesa Police Department patrols our parking lot regularly and will issue tickets to parking violators.

CELL PHONES: Student use of cell phones, smart watches, pagers, or other mobile communication devices on campus is prohibited. These devices MUST be turned off while students are on campus and secured in their backpacks. If you decide to send your child to school with a cell phone, it will be at your own risk. The school will not be responsible for lost or damaged devices.

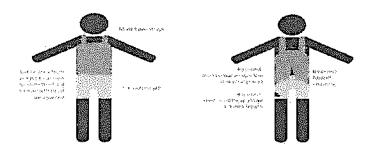
1 Offense—Cell phone will be turned into the teacher for remainder of the day. 2nd Offense—Cell phone will be turned into office until a parent picks up. 3rd Offense—The student will be required to turn his/her cell phone into the office each morning. Cell phone will be returned at the end of each school day.

However, a student shall not be prohibited from possessing or using a mobile communication device under any of the following circumstances: (Education Code 48901.5, 48901.7)

- 1. In the case of an emergency, or in response to a perceived threat of danger.
- When a teacher or administrator grants explicit permission to the student to
  posses or use a mobile communication device, subject to any reasonable
  limitation imposed by that teacher or administrator.
- 3. When a licensed physician or surgeon determines that the possession or use is necessary for the student's health and well being.
- 4. When the possession or use is required by the student's individualized education program.

Smart phones and other mobile communication devices shall not be used in any manner which infringes on the privacy rights of any other person. When a school official reasonably suspects that search of a student's mobile communication will turn up evidence of the student's violation of the law or school rules, such a search shall be conducted in accordance with BP/AR 5145.12—Search and Seizure.

**DRESS CODE:** Maryland Avenue students are expected to dress appropriately in order to create a more positive environment for learning. Clothing should be neat, clean, and fit properly. Students may not dress in a manner that creates a safety hazard or that interferes with or distracts from the learning process.



This includes, but is not limited to:

- Blouses or shirts may not show the midriff. Straps narrower than 1", strapless, or halter-tops will not be allowed.
- Hats, hoods and sunglasses may not be worn at school unless approved by Ms. Starr for a religious or medical reason. In addition, students will not be allowed to wear hoods on top of their heads unless it is raining.
- Appropriate footwear is to be worn at all times. Closed-toe, sturdy footwear
  is highly suggested to protect feet during physical activity, a regular part of

- the school program. Flip-flops, high heeled shoes, and "heelies" (shoes with wheels) are not to be worn at school,
- 4. Pants must be tailored to the waist and stay up without using a belt.
- 5. Undergarments may not be visible at any time, this includes bra straps.
- No provocative clothing may be worn. Shorts should be mid-thigh length.
- Clothing, hats, jewelry, book covers, backpacks, binders, etc. that mention tobacco, alcohol, drugs, profanity, obscenity, weapons, or violence, or any inappropriate wording are not permitted.
- Attire including clothing, jewelry, and other accessories, which may be a safety hazard to the wearer or others, is not permitted (e.g. wallet chains, spiked rings or bracelets, chain necklaces, daugling earnings, or body jewelry).
- 9. Makeup that may be distracting will not be permitted.
- 10. Hair styles that may be distracting will not be permitted.

Students who do not follow these school dress standards will be asked to make the appropriate changes. Parents may be notified to provide proper clothing when necessary. Loaner clothing will be provided when available.

EMERGENCY CONTACTS: If a child becomes ill or suffers an injury during school hours, the school office will notify the parent or person designated by the parent for this purpose. Notify the school immediately of any change in name or phone number of the person(s) to be called in case of an emergency.

EMERGENCY DRILLS: Once a month students participate in a fire drill, lockdown, or duck and cover drill. Procedures and practices are taught to all students and reviewed regularly in order to ensure their safety should a disaster occur. Should it become necessary to release students from school, only persons whose names are on the Emergency Contacts are allowed to take students.

**CAMPUS SECURITY:** Gates and auditorium doors are locked during school hours. Visitors must sign in with a valid ID through the office and wear a badge at all times.

**EXTENDED SCHOOL SERVICES (ESS):** Before and after school care is available at our school (6 a.m.—6 p.m.). Registration forms and information can be obtained from the District office or website: <a href="www.lmsvschools.org/ess">www.lmsvschools.org/ess</a>

**HOMEWORK:** All students, grades K-6, have homework during the year. Homework assignments are an extension of the skills and activities learned in the classroom and are intended to

support growth in the areas of organizational skills and time management. Assignments are given on a daily or weekly basis. Teachers review homework policies with parents at Back-To-School Night. Board Policy mandates student homework not exceed two (2) hours per week in grades K-3 and four (4) hours per week in grades 4-6.

### HOURS:

Monday, Wednesday, Thursday and Friday 7:55 am -2:15 pm Tuesday 7:55 am -1:00 pm

Students may be on campus only 15 minutes before and 15 minutes after school. Please make arrangements to drop off and pick up promptly. Students participating in Run Club may arrive at 7:30am, but may not arrive any earlier.

LOST AND FOUND: Parents should clearly mark students' names on clothing, lunches, backpacks, and other items. If an item is lost, students or parents should check the lost and found rack in the auditorium. Smaller, personal items are kept in the office. At the end of each trimester, unclaimed items will be donated to charity. Please remember, loss or damage to anything brought to school remains the responsibility of students and parents.

## PARENT/TEACHER COMUNICATION:

- Academic Standards: Grade level standards reflect the academic skills each student should reach in reading, writing, listening, speaking, and math by the completion of each grade level. This information can be found on the District website. It is also available upon request from either the classroom teacher or the office.
- Back-To-School Night: Each fall, parents are encouraged to attend Back-To-School Night to meet their child's teacher and to hear about the materials, curriculum, teaching methods, and classroom procedures they use. They also discuss their expectations for student progress both academically and behaviorally. Back-to-School Night is for adults only.
- Conference Week: During Parent Conference Week, teachers
  meet individually with parents to discuss their child's progress.
  If students are having difficulty, strategies are discussed and a
  plan developed to help them be more successful.

- Open House: Each spring, Open House is scheduled for parents to visit classrooms and see reports, projects, and class work completed over the year. Your child is encouraged to attend and celebrate their accomplishments from the year.
- Report Cards: Report cards are sent home each trimester.

**SCHOOL LUNCH:** Students may either bring a lunch to school or purchase a lunch in the cafeteria. Lunch boxes or bags should be marked with the student's name and room number.

Hot lunches may be purchased at the school, and includes milk or juice. Milk may also be purchased for an additional charge. Menus are sent home at the beginning of each month. It is highly suggested that lunches are paid for in advance, either weekly or monthly. Prepayment envelopes are available in the school office, or you may pay online using School Cafe.

SCHOOL TELEPHONE USE: Calls for forgotten items or afterschool arrangements are not permitted.

If you need to make special arrangements for transportation, etc., please make these arrangements with your child **BEFORE** school. Please do not call the school office to have a message relayed to your child unless it is an emergency. However, if you call the office to leave a message, we will try to relay the message, but we cannot guarantee that your child will receive the message

**STUDY TRIPS:** While the PTA continues to be able to help defray the costs of transportation for study trips, please be aware that these opportunities are a privilege for students. If a student's behavior might compromise his/her safety or the safety of others, the teacher or Ms. Starr may require a parent or guardian accompany the child on the study trip. On rare occasions a child may need to be picked up from a study trip if inappropriate behavior causes a significant disruption.

#### TECHNOLOGY:

Our students have the privilege to be able to use school technology to enhance their learning. We are very excited about all of the ways that technology has been able to add to our school's learning environment. This technology includes iPads and Chrome Books. This equipment is for student use. Students are to use technology responsibly and appropriately. These guidelines are laid out in the "Technology use Agreements" that students sign each year.

If students are not using technology responsibly and appropriately: 1st Offense-loss of technology privileges for 1 week 2nd Offense-loss of technology privilege for 1 month 3rd Offense-loss of technology privilege for the remainder of the school year.

TEXTBOOKS/LIBRARY BOOKS: Textbooks are loaned to students for use during the school year. Students are responsible for taking care of the textbooks issued to them. Students may check out books from the library on their class library day. Borrowing books from the library is a privilege—please encourage your child to take care of their library books. Parents are responsible for paying for lost books or books that are damaged beyond repair. Replacement costs will reflect prices for a new book.

#### VISITATIONS AND VOLUNTEERS:

Due to the current COVID guidelines, La Mesa Spring Valley School District encourages each school site to limit visitors to essential business only. This means that you will need to communicate with school staff in advance before visiting and/or volunteering. Masks must be worn on school campus.

In a typical year, parents are always welcome and encouraged to visit and help in the classroom. Visits should be scheduled with the teacher ahead of time. If you want to talk to the teacher about your child, please make an appointment outside of class time. Teachers understandably need to be with their students immediately before, during and after class time. All visitors must sign in with a valid ID and have a badge to enter campus.

Parents and members of the community are encouraged to become involved and volunteer at Maryland Avenue. To become a parent volunteer, contact your child's teacher or our school office. Let us know what your interests are.

#### ATTENDANCE AND HEALTH SERVICES

### District Attendance Policy

(Ed Code 46010)

The following are excused absences and can be excused verified with a Doctor's note:

- Personal illness or injury
- Quarantine.
- Medical/dental/counseling appointments
- Religious holidays/observances with prior notification
- Immediate family member funeral (1 day in California, 3 days out of state)

All other absences are unexcused.

ABSENCES: If a student is unable to attend school due to illness, notify the Attendance Line (619) 668-5744, ext. 2489, or the school office (668-5744 from 7:30 a.m. to 3:00 p.m.) the day of the absence. Leave the student's name, grade, teacher's name, reason for absence, and name of the person leaving the message. Students absent due to contagious diseases may be required to have a note from their physician or the public health department before returning to school. Student attendance is important and compulsory according to state law. There are some occasions (i.e.: religious holidays, a death in the family, or other family emergency) when students must be absent for five or more days. Again, notify the office and, if necessary, an Independent Study Contract will be issued. This contract allows the student to make up the work missed during an extended absence (five or more days). Independent Study Contracts are arranged through the Health Tech and must be signed before the student is absent from school.

Consequences for habitual absence or tardies: Children who are habitually absent or tardy miss critical opportunities for learning. Their parents will be held responsible. Actions ranging from: a parent reminder letter, to notification of the local truant officer, referral to the School Attendance Review Team (SART) and/or District Attendance Review Team (DART) and/or Student Attendance Review Board (SARB) through the SD County Juvenile Court System are mandated by law.

TARDIES: Tardiness adversely affects your child's education because they miss opening instruction and interrupt the student learning when coming in late. The only excused tardy is for a doctor or dentist appointment, and we must have a note from the doctor verifying the appointment. If a student arrives after 7:55, he or she must report to the office to sign in and get a pass ("blue square") to give to the teacher. Please note that if a student arrives after 8:25, the tardy is considered a Late Tardy. Three Late Tardies constitute one unexcused absence.

APPOINTMENTS AND EARLY DISMISSALS: A student who needs to leave school during the day for an appointment or early dismissal must be checked out in the office by the parent or legal guardian only with valid ID. If a student returns during the same day, they must also check back in with the office. If anyone other than a legal guardian or parent is picking up a student early, a note signed and dated by a legal guardian must be turned into the office prior to early pick up verifying student release to a different individual. Anyone picking up students early must have a valid ID.

ILLNESSES: Cooperation in Control of Communicable Disease and Immunization of Pupils—EC 49403

The District may permit a licensed physician or nurse to administer immunizing agents to prevent or control communicable diseases to pupils whose parents have consented in writing to such immunization.

The following guidelines should be followed to protect your child and other children from communicable disease:

- A. Children should remain home until free from a fever 100 degrees or above for at least 24 hours.
- B. Children who have diarrhea or vomit at home, or are sent home from school because of this, should stay home until free from symptoms for 24 hours.
- C. Children should not come to school with an undiagnosed rash.

Children who exhibit signs of passable contagious conditions will be sent home until symptom-free or cleared to return by a medical provider. Children will not be transported by school bus.

MEDICATION: Any student who is required to take medication, whether doctor prescribed or over the counter, during the regular school day must file an "Authorization To Administer Medication" form in the office. The health technician or other designated school personnel will then assist the student in receiving the medication IF the school receives an "Authorization to Administer Medication" form from a licensed physician detailing the method, amount, and time schedules by which such medication is to be taken. This form must be renewed annually. An adult must bring the medication to the school office with the medication in its prescription bottle and label.

**STUDENT HEALTH:** Maryland Avenue has a Health Technician to take care of first aid and emergencies. In case of a serious illness or serious injury at school, the Health Technician will notify parents or the emergency contact person listed on the enrollment form.



#### STANDARDS FOR BEHAVIOR

Maryland Avenue students, parents and staff members work together. to create a Positive School Environment. All Maryland Avenue students and adults subscribe to the following School-wide Expectations:

- Be Safe
- Be Kind and Respectful
- Be Responsible

These basic school rules apply to all students in all areas on campus, including before and after school. Clarification of these rules is provided below.

#### 1. BEFORE SCHOOL

- a. Students must not arrive before 7:40 a.m.
- b. Students report to their classroom through designated gate upon arrival and must be present by 7:55a.m. in order to avoid being marked tardy.
- c. Students are expected to follow all school rules before entering their classrooms while on campus.

#### 2. AFTER SCHOOL

- a. Students not attending ESS must depart campus by 2:30pm.
- b. After school, students may not play on school grounds. Students must:
  - 1) Walk to their grade designated gate for pick up
  - 2) Walk home; or 3) Walk to ESS

#### RECESS

- a. Students must walk, not run, on hall sidewalks and ramps.
- b. Students must carry all sports and playground equipment to and from the playground.
- c. Snacks should be eaten in the snack area and trash must be placed in trash bin.

#### LUNCH AREA & LUNCH

a. Students must sit while eating lunch.

- Students must throw away all trash and clean up their eating area before being dismissed. Students are expected to pick up trash that may not be theirs.
- c. Students need to inform an adult if they have lost or forgotten their lunch. No one should go without lunch.
- d. Students should never give another student money to buy lunch or ice cream and should not share food at lunch.
- Students must display good manners while eating lunch.

Students must NEVER throw food.

Students must obtain a hall pass from a Campus Attendant prior to accessing the bathroom, office, health office, classroom or other campus area during lunch and recess.

#### ADDITIONAL PLAYGROUND & CAMPUS EXPECTATIONS

Students must stay on their designated playground and may only leave the playground with permission.

No contact sports, such as football, are permitted.

Students must not interfere in any way with other students' games. If a ball must be chased, students should run around, not through, other games to retrieve it.

d. If a ball goes into the parking lot or neighbor's yard, a Campus Attendant or teacher must be notified. Students may not leave grounds or enter parking lots to retrieve items.
Students are encouraged to settle minor squabbles peacefully. If

they cannot, a Campus Attendant should be consulted.

All injuries must be reported to the nearest adult. Students should not try to physically help a seriously injured person.

Students are expected to stop all play and line up peacefully when the bell rings.

Fighting or "play fighting", bad language, or inappropriate physical contact with students or adults is not allowed.

Students must never pick up or throw foreign objects such as rocks, sticks, seeds, pine cones and sand.

Students may not climb trees, fences, banks or hills.

k. Chewing gum and spitting are not allowed.

Students must stay out of the parking lot.

m. Students may not buy or sell items at school unless sponsored by the PTA.

No toys, electronic devices, trading cards, or sports equipment may be brought to school without teacher permission and/or unless device is district distributed. The school will not be responsible for damage to or loss of toys and electronics brought from home.

Students must report lost or found cash or personal items.

**REWARDS FOR POSITIVE BEHAVIOR:** Students are regularly recognized for positive behavior at school. Verbal recognition, notes or phone calls home, and certificates of achievement are some ways of rewarding positive academic and social behavior.

CONSEQUENCES FOR NEGATIVE BEHAVIOR: Consequences for negative behavior are posted in each classroom. These consequences are consistent and incremental. A Behavior Referral may be sent to the principal by the classroom teacher or staff member when a serious offense or ongoing concern occurs. Parents will be notified in those situations and appropriate consequences will be put into place for students. Ms. Starr or designee investigates all serious offenses. Information about consequences will only be shared with that child's parents or guardians.

**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 wellbeing. 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. It is our intent to promote the rights of equality and human dignity. If someone feels that they have been the target of harassment, threats, or bullying, it is important that they tell someone they trust such as parent, teacher, principal, or other adult, who will then offer advice on how to deal with the situation and/or consequences for involved parties. For additional information please contact Ms. Starr.

PUPIL SEXUAL HARASSMENT--EC 231.5.48980: It is the policy of the La Mesa-Spring Valley School District Board of Education that all persons regardless of their sex be afforded equal rights and opportunities and enjoy freedom from discrimination of any kind in educational programs and settings. Furthermore, the Governing Board considers sexual harassment to be an offense which can result in suspension or expulsion of the offending pupil.

Types of conduct which are prohibited in the District and which may constitute sexual harassment include, but are not limited to:

- a) Unwelcome sexual flirtations or propositions.
- b) Sexual slurs, leering, epithets, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
- c) Graphic verbal comments about an individual's body or overly personal conversation.
- d) Sexual jokes, notes, stories, drawings, pictures, or gestures.
- e) Spreading sexual rumors.
- f) Teasing or sexual remarks, about a pupil enrolled in a predominately single-sex class.
- g) Displaying sexually suggestive objects.

Education Code 48900.2 specifies a pupil may be suspended from school or recommended for expulsion if the superintendent or principal of the school in which the pupil is enrolled determines the pupil has committed sexual harassment as described in Education Code 212.5. The conduct 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 the individual's academic performance or to create an intimidating, hostile, or offensive educational environment. This policy shall not apply to pupils enrolled in kindergarten and grades 1 to 3, inclusive.

Any pupil who feels he or she has been the victim of sexual harassment shall immediately report the incident to the principal of the school or other staff member.

SUBSTANCE ABUSE: The use of possession of tobacco, alcohol, or other controlled substances by students or parents on the Maryland Avenue School campus is strictly prohibited. If students are involved with the use, possession, or sale of any controlled substance, legal reports will be filed, parents will be notified, and a minimum five day suspension will be invoked.

TOBACCO-FREE POLICY-Board Regulation 1131: The Board of Education has declared the La Mesa-Spring Valley School District to be tobacco-free. Pupils, employees, and community members using tobacco products on District property shall be informed of the District's policy and asked to refrain from tobacco use. Persistent violation of this policy shall result in appropriate disciplinary measure for pupils and/or employees and the possible revocation of an organization's Use of Facilities permit if a community member refuses to refrain from tobacco use while on District property.

# Homelessness should not affect your child's education!

It is unacceptable for one child in the United States to be homeless for even one day. The reality, however, is that there are approximately 1,969 family members enrolled in San Diego shelters as a family unit. For every homeless family living in a shelter, experts estimate that there are two to three families who are on the verge of homelessness due to unstable living conditions and who need similar support services as homeless families on order to sustain permanent housing. Families who are living in the temporary accommodations of family or friends may be qualified under the McKinney-Vento Homeless Assistance Act to receive services for their student. There are federal laws in place to ensure that students can continue their education at their school should there be a loss of housing for the family. Please contact the District Homeless Liaison, at the District Office, for more information: 668-5700.

# P.T.A. (Parent-Teacher Association)

Parents and relatives are encouraged to join our PTA! General association meetings are held throughout the year to provide the general membership the opportunity to vote on PTA administration and budget issues. Information about membership will be sent home with students.

# PTA-sponsored programs typically include:

- Fall Festival: Game booths, food & more! This event is for the entire family, and is one of the biggest PTA/School events of the year.
- Reflections: This National PTA program encourages the arts in our schools. Students submit entries in one of four categories. Scholarships are awarded for those who place at the State and National Level.
- Take Out Tuesdays: These are fun nights out for the whole family. Various locations in the La Mesa area host Maryland Avenue families for dinner and activities.
- Book Fair: Scholastic books are available for purchase to families and students during the weeklong Book Fair. All proceeds directly benefit our school library.
- Fun Run: This healthy, fun-filled event is held on our 1/16 mile track. Fun music keeps us rockin' and rollin'. Be sure to join the fun!
- Assemblies & Field Trips: PTA fundraisers help to fund assemblies and transportation for field trips during the year.
- Various other family oriented activities.

Make a difference! Join your P.T.A.!

# **IMPORTANT NUMBERS**

School	668-5744
Office	
Attendance Line	
Extended School Services Program	
Office fax number	668-5746
E.S.S./Smart Steps Billing	
La Mesa-Spring Valley School District	
Transportation	
Nina White, School Office Manager	. Extension 2497
Leah Henry, Health Technician	Extension 2489

# When a student will be absent:

Parents/Guardians must call the Attendance Line, *668-5744*, *Ext. 2489*, to verify the reason for the absence. The recording is available 24 hours a day, 7 days a week.

# 2021-2022 Tentative Calendar

Aug. 11-First Day of School

Aug. 19 - Back to School Night

Sept. 6 - No School - Labor Day

Oct. 4 - 15 - October Break

Nov. 11 & 12 - No School - Veterans Day

Nov. 15 - 19 - Parent Conferences

Nov. 22-26 - No School - Thanksgiving Break

Dec. 20-Jan. 3 - Winter Break

Jan. 17 - No School - Martin Luther King

Feb. 14 - No School - Lincoln's Birthday

Feb. 21 - No School - Presidents Day

Mar. 17 - Open House

April 4 - 15 - Spring Break

May 30 - No School - Memorial Day

June 17 - Last Day of School

We will notify families if any of these dates are modified/cancelled.

