



New River Elementary School
Student Handbook
2023-2024

Administrator: Dr. Tina Marone

Address: 48827 N. Black Canyon Highway

New River, AZ. 85087

Telephone: 623-376-3500

Fax: 623-376-3580

Attendance: 623-376-3590

District Office Main Number: 623-445-5000



DEER VALLEY
Unified School District

Our mission is to provide interdisciplinary, collaborative STEM experiences that foster critical thinking and problem-solving skills.

Today's Learners, Tomorrow's Leaders!

IMPORTANT SCHOOL INFORMATION

School Hours	8:45 a.m. - 3:30 p.m.
Office Hours	7:30 a.m. - 4:30 p.m.
Early Release Hours	8:45 a.m. - 2:00 p.m.
Half-Day Hours	8:45 a.m. - 12:05 p.m.
Lunch Times (in Café)	
<i>Kindergarten</i>	12:05 - 12:30 p.m.
<i>1st Grade</i>	12:10 - 12:40 p.m.
<i>2nd Grade</i>	11:45 a.m. - 12:05 p.m.
<i>3rd Grade</i>	11:50 a.m. - 12:10 a.m.
<i>4th Grade</i>	11:25 - 11:45 a.m.
<i>5th Grade</i>	11:35 - 11:55 a.m.
<i>6th Grade</i>	11:15 - 11:35 a.m.

Important PHONE NUMBERS

24 Hour Attendance Line: 623-376-3590

Office: 623-376-3500

Nurse: 623-376-3510

Cafeteria: 623-376-3514

Fax: 623-376-3580

Links to Teacher Syllabi

Kindergarten: [Mrs. Martin](#)
First Grade: [Mrs. Moller](#) and [Ms. Bixby](#)
Second Grade: [Mrs. Rutan](#)
Third Grade: [Mrs. Brandell](#) and [Mrs. Porter](#)
Fourth Grade: [Ms. Nielsen](#)
Fifth Grade: [Ms. Williamson](#)
Sixth Grade: [Mr. Sides](#)
Band/Choir: [Mr. Stevens](#)
Art: [Mrs. Haggard](#)
PE: [Coach Peper](#)
SPED: [Mrs. Hancock](#)
SPED: [Mrs. Reed](#)

REGISTRATION REQUIREMENTS

Children entering Kindergarten for the first time must be five (5) years old on or before September 1. Children entering the first grade must be six (6) years old by September 1. The following documents are required for all students enrolling: certified copy of the student's birth certificate, immunization record for the student, proof of residency, official withdrawal form, copy of picture ID, legal papers relating to custody, visitation, name change, adoption (if applicable).

CUSTODY

If there is a court order that limits the rights of one parent in matters of custody or visitation, a copy of that order must be on file in the school office. Unless that court order is on file, we must provide equal rights to both parents. In the event that you leave your child in the temporary custody of a friend or relative, the school must have a notarized letter. In addition, please be sure the friend or relative is also listed on the student's Emergency Medical Referral Card at school.

ATTENDANCE

One of our goals is to encourage improved attendance and on time arrivals at New River Elementary School. We need your help in accomplishing this goal. You can assist by ensuring your child attends school on a regular basis and is ready for the bus on time each day. Each year our school board approves a school calendar (located in this book). We ask that you plan all vacations and special appointments around these calendars. Even though medical and dental appointments are excused absences, they should be scheduled after school hours or during recess times whenever possible. If your child is unable to attend school, please call and advise the school office of the reason for the absence by 9:00 a.m. at 623-376-3590. This is an automated voice mail system and will be available for your use 24 hours a day. An unreported absence will result in a phone call from the office to the parent at home or at work. If phone contact has not been made with the school, the parent should send a note to the teacher the morning the student returns to school. The note should contain the student's name, date(s) of absence, specific reason for absence and the parent's signature.

ARRIVALS

STUDENTS WILL NOT BE PERMITTED ON CAMPUS UNTIL 8:30 A.M. There is no supervision until that time. Students involved in before school activities such as Art, Band, Chorus, and clubs will be given passes. **Important: If the office is not notified by 3:00 p.m. of your intent to pick them up, they will be placed on the bus. The office greatly appreciates it if you send a note with your child to school and plan ahead for bus or pick-up changes.**

Riding the Bus: Teach your child his/her stop just as you teach him/her their address. If asked his/her stop, many students do not know or only know part of it.

TARDIES

If a student is going to be tardy, please call or send a note. The student must report to the office before going to class. Only doctor or dental appointments will constitute an excused tardy and verification of the appointment may be requested, all other tardies are unexcused. School starts at **8:45 a.m.**, **all students must be present in the classroom at that time** or they will be sent to the office for a tardy slip. Excessive absence or tardiness, even if excused, can be a problem that ultimately affects a student's academic standing. The school will alert parents of impending problems in this area by telephone or mail. In the event that absences or tardies are excessive, yet considered excused, a letter will be sent to the parents requesting a resolution to the concern.

DEPARTURES

DISMISSAL TIME IS 3:30 for all students.

Students who leave school prior to lunch will be counted absent all day. Students who leave at lunchtime will be counted absent one-half day. Unless your child is ill, every day is an important one for him/her in school. *Students are checked out only through the office, NOT the classroom, field, buses, etc.* If it is necessary to pick up your child during school hours, **please send a note** to inform the teacher of your intentions. When you arrive to pick up your child, please come to the school office to sign him/her out and we will call your child to the office. **For your child's protection:**

- Your child will not be released to anyone except his/her parents or the responsible party whom you have indicated on the pink emergency card, identification will be required.
- A note or telephone call is not sufficient to have your child released from school. **All students must be checked out through the office.**

- Please do not check out your child any earlier than 3:00 p.m. on a regular basis. This is very disruptive to the classroom environment and creates the same effect as tardiness.
- If you plan to pick up your child, notify the teacher and the office in writing. If you plan to pick him/her up all year one note will do. You must pick up your students in the drop off lane. DO NOT park in the street and call your student to the car. We will NOT send them to you. This is an extremely dangerous situation. When using the drop off/pick up lane, please pull forward as far as you can. For the safety of all children, please be patient and aware of the crosswalk area.

WITHDRAWING A STUDENT FROM SCHOOL

Parents are requested to notify the school office in writing or by telephone at least two days prior to the last day the student is in attendance. The parent must sign an official withdrawal form when a student is withdrawn from school. Students are responsible for returning all school materials, textbooks, library books, etc. upon withdrawal from school. A charge will be assessed for lost or damaged books. Please be aware that after ten (10) days of consecutive unexcused absences, children are withdrawn as active students in Deer Valley Unified School District.

LOST & FOUND/PERSONAL PROPERTY

Students are encouraged to place their name on all personal belongings such as coats, lunch boxes, gloves, sweaters, etc. Lost items will be kept in the "Lost and Found" area located in the Multi-purpose room. Students may check the lost and found for missing items. Parents are also encouraged to check for missing items when they are on campus. Unclaimed items will be donated to a local charitable organization halfway through the year and at the end of the school year. Students are not permitted to bring personal items such as radios, CD players, DVD players, baseballs, bats, footballs, calculators, video games, trading cards, etc., to school unless the teacher permits them with written notification. We discourage students from bringing large amounts of money to school. DVUSD and New River School cannot assume responsibility for the loss or damage to personal property brought to school. Your support is appreciated.

SCHOOL SAFETY

Safe and Healthy Eating - Please encourage your student/child/ or children to be seated upright when eating and not to be distracted. Encourage them to eat slowly, take small bites, and fully chew and swallow their food before talking or laughing. If you pack a lunch and send it with your child, please avoid food items that could be difficult to chew or which could possibly cause choking. Encourage them not to eat while walking, running, or engaging in other activities. Encourage them to avoid children's games that involve catching a food item in the mouth or putting large amounts of food into the mouth. Eating in the cafeteria should be fun and social, but eating in the cafeteria is a privilege. For those who misbehave or fail to follow these directions, cafeteria privileges may be revoked.

Our school uses a number of strategies to help ensure a safe climate. The following is a sample of what we do to help ensure a safe learning environment for students and staff members.

- A nurse is available during the school day
- Specific procedures for supervision are in place
- Closed campus for student and staff safety
- Visitors are required to follow check-in procedures
- Staff members are required to wear identification badges
- We have a positive and close partnership with Daisy Mountain Fire Department and the Maricopa County Sheriff's Department
- Some staff members have first aid and CPR training
- Surveillance cameras are placed strategically throughout the campus
- Staff members greet students in the morning as they arrive
- An anti-violence, anti-drug & anti-bullying curriculum is incorporated in lessons throughout the year
- The discipline code is consistently enforced
- Custodial staff members routinely check doors and grounds throughout the school day

The school has a comprehensive emergency preparedness plan that is reviewed periodically and updated when necessary. Emergency procedures are practiced with the staff and students. The school works closely with local emergency service providers to ensure that everyone is prepared for an emergency. The school conducts drills for fire and lockdown.

VISITORS ON CAMPUS

Parents that have completed the Deer Valley volunteer training may volunteer on campus. They must make arrangements with the classroom teacher and office prior to volunteering. All volunteers must sign in through the front office and wear a visitor sticker while on campus.

Abuse of teacher or school employee in school; classification - ARS 15-507 - A person who knowingly abuses a teacher or other school employee on school grounds or while the teacher or employee is engaged in the performance of his duties is guilty of a class 3 misdemeanor punishable by up to **30 DAYS IMPRISONMENT** and/or up to **\$500 FINE**.

Parents should contact school personnel as quickly as possible if they become aware of a situation that could endanger students or staff members. As a parent, you are a valuable partner in helping us ensure a safe school environment. When you have any safety and security information that the school should know, please contact the Principal, the school office, or a teacher immediately. We will treat all information in an appropriately confidential manner.

We have procedures in place for disseminating information to parents and the greater community during an emergency. Listen to local radio and television stations, Blackboard Connect callouts, or the DVUSD.org website. As quickly as possible, we will provide information on how, where, and when parents can pick up their children. Depending upon the type of emergency, it may not be advisable to come to the school. Please remember that the safety of students is foremost in our minds, and you may be required to show identification as an added security measure before your child is released to you. If the school is considered by law enforcement to be a crime scene, students will not be released until the police allow it.

We use the expertise of a school safety team throughout the school year. Although injuries and disciplinary infractions occur periodically, all necessary precautions are taken to ensure that the school environment is hazard free. Our school safety team includes the administrator, the school nurse, a psychologist, a custodian, a member of the food services staff, and teachers. The team routinely reviews accident reports and discipline.

ACADEMIC INFORMATION

REPORT CARDS AND CONFERENCES

Report cards are issued four (4) times during the year, at the end of each nine (9) week grading period. PowerSchools also allows parents to sign-up for email grade updates as well as access to check student grade books at any time. Access letters and passwords are available in the August *Back to School* information. This allows teachers and parents an extra opportunity to communicate regarding the student's academic and behavioral progress.

Parent-Teacher conferences are held in October and February. During this time, your child's teacher will have many things to share with you. Due to the limited time frame, please give consideration in advance to things you would like to discuss with the teacher. You may request a conference at any time during the year. In addition, your child's teacher is always as close as the telephone or email. At New River Elementary School, we feel that the communication line between teacher-student-parents is of vital importance.

GRADING PRACTICES

Learning is a process that takes place over time and at different speeds for different students. Grades are a reporting tool utilized to reflect what a student knows and is able to do in a content area. We measure achievement, not effort or behavior, in our grading system. The grading scales are listed below by grade level bands.

Kindergarten

There is no course grade in kindergarten. Here are the student proficiency levels marked for each standard according to the following scale:

- 4 = Applies grade level skills with greater depth or complexity
- 3 = Demonstrates grade level proficiency
- 2 = Approaches grade level proficiency
- 1 = Displays a significant lack of grade level proficiency

First-Second Grade

Here are the student proficiency levels marked for each standard according to the following scale:

- 4 = Applies grade level skills with greater depth or complexity
- 3 = Demonstrates grade level proficiency
- 2 = Approaches grade level proficiency
- 1 = Displays a significant lack of grade level proficiency

A proficiency standard will be marked at least once a week for each content area. Overall standard grades are determined by the average of the most recent three proficiency levels to determine the overall course grade according to the following scale:

- E = Excellent (100-80%)
- S = Satisfactory (60-79%)
- N = Needs Improvement (42-59%)
- U = Under Performing (0-41%)

3-6th grades

Here are the student proficiency levels marked for each standard according to the following scale:

4 = Highly Proficient

3 = Proficient

2 = Partially Proficient

1 = Minimally Proficient

A proficiency standard will be marked at least once a week for each content area. Overall standard grades are determined by the average of the most recent three proficiency levels to determine the overall course grade according to the following scale:

A = 90-100%

B = 80-89%

C = 70-79%

D = 60-69%

F = 0-59%

Gradebook Categories (3-6th grade only)

There are three categories in the grade book that are each weighted differently.

- **Assessment** is weighted 80% of the total course grade. This category includes all items used to measure a student's proficiency towards the learning standard once the student has had sufficient practice. This category can include summative tests, performance assessments, reports, unit or module assessments, quizzes, long-term projects, presentations.
- **Coursework** is weighted 20% of the total course grade. This category includes formative work that provides students with the opportunity to learn content and skills and to receive feedback on their learning. Coursework is assigned to provide meaningful, independent practice, reinforce learning targets, and extend learning. This category can include in-class assignments, quizzes, exit tickets, checks for understanding and daily activities.
- **Practice** is not weighted (0% of the total course grade). This category includes formative student work that a student completes while in the process of learning specific skills. Student work that is done inside and outside of the classroom, such as classwork and homework falls into this category.

Re-assessments

We want students to do their best all the time. However, we acknowledge that sometimes the process of learning takes longer than teachers anticipate; therefore, students are allowed to reattempt their assessments after receiving feedback and guidance.

A **retake** is when a student completes another assessment of the same learning targets. The assessment to be retaken may be in the same format or different format. The original score is replaced if the new score is higher.

Missing and Late Work

In order to accurately reflect a student's academic performance level, teachers will accept late work and missing work for full credit if the work is submitted within the timeframe and before the end of the grading period. An assignment is considered as missing work when it is not submitted by the due date. Missing work will be treated as such:

- The assignment will be marked with the "Missing" special code in the gradebook
- A zero (0) will be entered as the score for the assignment in the gradebook (grades 3-6)
- No Evidence (NE) will be entered for the standards attached to the assignment.
- If the work is submitted as late work, the zero assignment score will be changed to reflect the student's actual score with no deductions or penalties. The teacher will mark the student's assignment with the "Late: special code.

- If the work is not submitted as late work, the score for the assignment will be changed from a zero to a 49% by the end of the quarter

Students will still be responsible for turning in late work in addition to their current coursework, which results in the natural consequence of a heavier workload. The primary consequence for students not completing the work is to complete the work. This may be done through lunch and learn or PAWS place after school.

STUDENT CITIZENSHIP (CONDUCT)

Teachers will assign one conduct grade E, S, N, U for each subject which will reflect the student's attitude, level of learning, enthusiasm, responsibility, and participation in learning. Citizenship (conduct) grades do not affect inclusion on Academic Excellence awards.

SUPPLIES AND BOOKS

Basic supplies and books are provided to all elementary students in Arizona free of charge. We have a suggested supply list on our webpage and a paper copy to share with you. Each student is responsible for the care of textbooks and library books. Students are expected to pay for any lost or damaged books.

CURRICULUM

The teachers utilize District approved curriculum as well as supplemental researched based curriculum or methods. Additional information about the curriculum for English Language Arts, Mathematics, Science, or Social Studies will be shared by teachers in respect to their grade level, can be accessed on the school or District website, or acquired by request.

HOMEWORK GUIDELINES

We set high expectations for success and homework is a vehicle to help ensure that students are prepared to meet those expectations. The purpose of homework is to:

- Extend and enrich the curriculum
- Practice newly taught skills
- Develop independent study habits
- Review previously mastered skills

Homework is an extension and practice of classroom activities and is not part of the student's overall grade. Review the homework expectations in your child's teacher's syllabus.

STUDENT RECORDS

As a parent, you have access to your child's school records. School employees respect the privacy of student records. Therefore, only important, factual information will be placed in the permanent records. The Deer Valley Governing Board has instituted policies that are in compliance with the Family Educational Rights Privacy Act of 1974. Our school office will be glad to assist parents in any matters concerning student records.

LUNCH INFORMATION

SCHOOL MEALS

This year, student breakfast cost \$1.50 and student lunch cost \$2.95. If your child chooses to eat breakfast at school, they should arrive on campus at 8:30 a.m. to ensure enough time to finish their meal, as they must be in class by the 8:45 a.m. bell.

MEAL ASSISTANCE PROGRAM

All students have an opportunity to apply for meal assistance. All schools distribute an application for meal assistance at the beginning of the school year. All students who participated in the meal assistance program last school year are eligible for the first 30 days of school for this school year. You must re-apply prior to this date to continue to receive benefits if you re-qualify. All students who qualify are able to eat at any station in our schools and obtain any "combo meal". **Apply online by visiting www.EZmealapp.com**

ONLINE MEAL PAYMENTS

The DVUSD Food & Nutrition Department strives to provide a balanced nutritional program for all students, meet USDA requirements, and provide support and options for the parents. Students will be allowed to call home if they forget their lunch money or their lunch. If a student does not have lunch money or a lunch, they will be given a cheese sandwich and milk. They will only be allowed this courtesy three times per school year. You can set up a lunch account for your child with cash or check, or by logging onto www.EZSchoolpay.com where you can monitor their balance as well as pay online. Your child will enter his or her student I.D. number at the keypad in the cafeteria when he or she goes through the lunch line. You may contact the cafeteria at any time during the year to check on your child's account.

This is a fantastic resource for all of our families. It allows you to create a safe and secure account for your students **FOR FREE** and then you can monitor their purchases, receive emails when their balance gets low and even credit their accounts online (for a small charge). The set up is quick and easy and it makes account maintenance so convenient. If a child's account runs low on

funds, it is the district policy to offer a “hand stamp” to that student as a gentle reminder to caregivers at home that it’s time to add money. If for any reason you do **not** want your student to receive a stamp, please contact us and we will gladly add an alert to their account so that we will NOT stamp their hand. And as always, please feel free to contact me with questions, comments or concerns. The telephone number is 623-376-3514.

HEALTH OFFICE INFORMATION

The primary function of the professional school nurse is to strengthen the educational process through improvement of the health status of the children. Our school nurse is a Licensed Practical Nurse. She renders emergency first aid to students who are injured or become ill at school. In case of injury or illness during the school day, the student will immediately be referred to the nurse. The nurse may, on her judgment, give the student permission to go home after contact with parent or guardian, or she may send him/her back to class. **NO STUDENT WILL BE SENT HOME WITHOUT NOTIFICATION OF PARENT OR GUARDIAN. THERE MUST BE AN ALTERNATE PERSON TO CALL; IF A CHILD IS ILL AS ILL STUDENTS MAY NOT STAY AT SCHOOL.**

IMMUNIZATIONS

Arizona State Law requires children to be immunized before they may attend school. Children must have proof of all required immunizations or a valid exemption, in order to attend the first day of school. Please visit website: www.azdhs.gov/diro/admin/rules/vaccinerules.htm for a list of current required immunization. The statutes and rules governing school immunization requirements are: Arizona Revised Statutes 15-871 – 874; Arizona Administrative Code. R9-6-701 – 708. The State requires the following immunizations for **6th graders**: Meningococcal Vaccine (MCV), to be given after their 11th birthday and Tdap, will be required for students 11 years and older when 5 years have passed since their last Tetanus immunization. These must be given for them to attend school.

EMERGENCY CONTACT AND HEALTH INFORMATION

Every students’ parent needs to log into Powerschool and update the emergency health and contact information. This also includes any medical information, allergies (tree nuts or others), if your child has an epi-pen, etc. ***Please inform the school office immediately if any changes in contact information need to be made such as business phone, cell phone, pager number, or emergency phone number during the school year.***

WHEN TO STAY HOME

We think good attendance is vital, but not when it may jeopardize the health of your child or others. Please keep your child at home if he/she shows any signs of illness. This will prevent the spread of disease and allow your child to recuperate more quickly. If your child has a fever, your child needs to stay home 24 hours after the temperature is a normal 98.6°f.

MEDICATION

If your child needs to take prescribed and/or over-the-counter medication at school, a parent or guardian must bring it to the nurse’s office, and complete a Consent for Medication form or write a note including the child’s name, the dosage, time of day to be taken and expected duration of treatment. **ALL MEDICATIONS MUST BE IN THEIR ORIGINAL CONTAINER AND CANNOT BE BROUGHT TO SCHOOL IN BAGGIES, ETC. (See State Pharmacy laws). By law, we cannot dispense medication unless it is in the original, labeled container.** Students may never bring medicine to school. According to law, the school nurse cannot dispense medication from her office for field trips. If a student needs medication while on a field trip it must be brought in by a responsible adult. It must be in an original, labeled container. A field trip medication consent form must be completed.

RESTRICTED PHYSICAL ACTIVITIES

Sometimes parents tell us their child cannot participate fully in PE, recess, or other physical activity, for one reason or another. A note from the parent is sufficient if the restriction is limited to a week or less. If activities are to be restricted for more than a week, a doctor’s statement is necessary.

Volunteering Information

PTSA

The National PTSA is the largest child advocacy organization in the United States and one of the largest volunteer organizations. Each local PTSA is linked through its membership and acceptance of the PTSA objectives and policies to the National and State PTA. Our New River PTSA sponsors many activities during the year, such as volunteer programs, fundraisers, Fall Round-Up, Winter Wonderland, guest speakers, special student assemblies, and more. We need **YOU** to become an actively involved member and come to our meetings. You now have an opportunity to help bring your community closer together and share a role in the future of your children. Please contact the office or refer to our website for more information on the PTSA. Our children need PTSA and PTSA needs you!

VOLUNTEERS

Volunteers must take or have taken the DVUSD Volunteer Training offered numerous times throughout the year. You can be a source of special skills, personal attention, and an extra pair of hands, if you become a school volunteer. There are so many ways you can help. Volunteers can be:

- Classroom helpers
- Health Office assistants
- Media Center assistants
- Tutors
- Clerical aides
- Campus Supervision
- Field trip helpers

The job and the hours are up to you. If you can share some time with us, please give us a call. We know many moms and dads work during the day. We want you to feel welcome to help whenever you can...**We are partners with you in your child's education.** If you are unable to be here, perhaps you can ask grandma, grandpa, or a friend or neighbor to volunteer. More volunteers mean more help for our students.

PARENT OBSERVATION POLICY

We welcome all parents and visitors to New River Elementary. In order to minimize disruption to the learning environment, please follow these procedures:

1. Parents are required to schedule observation appointments through the classroom teacher, form must be filled out at least 24 hours in advance. It is helpful for the teacher to know the purpose of the visit so that the time and length of the visit can be arranged.
2. Please report to the office at the time of your arrival to receive a pass. This is required by district policy.
3. The office will notify the teacher when the parent arrives.
4. The teacher will not be able to conference with a parent while students are in class. Conferences must be scheduled for another time.

ELECTRONIC DEVICES

Many students want to have the privilege of carrying electronic devices on campus. With that privilege comes the responsibility of ensuring that those items are not used on campus or on a bus. If they are on and make a noise or vibrate or otherwise call attention to themselves, the device is creating a disruption. These items must be in the off position and be kept out of sight. Misuse of electronic devices may result in discipline procedures in addition to the confiscation of the device. This is intended to promote the responsible use of all personally owned electronic devices in the Deer Valley Unified School District. Students are solely responsible for the proper use and security of any personally owned electronic device that they bring onto DVUSD property or to DVUSD sponsored activities. Students should not share or loan electronic devices. If they do, they may be held responsible for any misuse of that device by another just as though it had remained in their possession. Students should understand that they bring an electronic device on campus at their own risk. DVUSD assumes no liability for the loss, theft, or damage of any personally owned electronic device on campus. The use of personally owned electronic devices on campus will not be allowed to interfere with the learning process of any student or with the instructional process of a teacher while in the classroom or on campus. Any such interference will be considered a disruptive activity.

COMPUTERS AND INTERNET USE

Technology is an important instructional tool used on the New River campus. Each student and parent is asked to sign the district user agreement and adhere to the guidelines listed. Students who do not have a signed agreement on file may have access to technology but will not have access to any networked functions such as e-mail or the Internet.

DISCIPLINE PROCEDURES

The success of any discipline plan or procedure depends not only on the effectiveness and cooperation of the teachers, but to a great extent, the support we receive from parents. We, at New River Elementary School, are concerned that every child is afforded the best possible climate in which to learn and develop. It is in your child's best interest that we work together relative to his/her overall education. Students are expected to conduct themselves in a socially acceptable manner at school, acting in a way that is respectful of the rights of others. They are expected to cooperate with teachers and staff at all times, following directions and responding in a positive manner to any reasonable request. Classroom rules and school rules should be followed at all times.

New River Elementary uses a School-Wide Positive Behavior Support System. This system focuses on a set of strategies, expectations, and procedures to increase the capacity of our school to educate all students in a respectful nurturing environment. The New River Elementary School Discipline plan has three tiers: Classroom/Grade Level, School-wide, District

Classroom Tier

The classroom tier focuses on teaching expectations and procedures. Teachers have the flexibility to use classroom management techniques that are most effective with their students. Each teacher has his or her own discipline plan for the classroom. These plans include standards or expectations, consequences for misbehavior, and incentives or a positive reinforcement component. Teachers send their plans home to parents at the beginning of each year. It is important that parents read and discuss these plans with their children. Teachers communicate with parents when students do not meet behavioral expectations. In addition, consequences **may** be issued; such consequences may include a verbal warning, a written warning, time-out in the classroom or in another teacher's classroom, loss of recess, or whatever the teacher deems necessary. Students may be asked to fill out a reflection sheet to help them reflect on their behavior and discuss replacement behaviors and strategies that would result in a more positive outcome. Teachers may also design improvement plans and utilize the help of the students of concern team as a vehicle for brainstorming techniques to use with children who continually have trouble meeting behavioral expectations to ensure their success.

School-Wide Tier

The school-wide tier focuses on the expectations for behavior outside of the classroom. As part of the school-wide tier, whole school/classroom/grade-level gatherings are held during the first week of school to emphasize procedures and expectations and to share the acknowledgment plan for following CATS expectations. Teachers teach and rehearse the expected procedures and expectations for their classrooms and for the common areas on campus. Teachers also practice arrival on campus and the dismissal procedures with their students. In addition to emphasizing life-skills and lifelong guidelines in the classroom, these skills are further developed through our morning video announcements; there is a school-wide focus on each life-skill every two weeks.

District Tier

The district tier includes those infractions and consequences outlined in the District's student handbook, *Student Rights and Responsibilities*. An office referral form is used when students do not meet these expectations. Students receiving an office referral will be called to the office to talk to the administrator. All office referrals submitted to the campus administrator begin with a conference with the student(s). In addition, the administrator may assign a time out in another classroom, lunch detention, special work detail, in-school suspension, off-campus suspension, or recommend expulsion. When necessary, police reports and reports to the Child Protective Service Agency are made. The specific actions to be taken depend upon the nature, severity, and frequency of the offenses. **Disciplinary actions may be taken in isolation or in combination and are confidential.** All disciplinary actions follow Board policy and the district K-6 Discipline Guidelines.

Examples of severe misbehaviors that are referred to the Administrator include, but are not limited to:

- Possession/use of drugs, alcohol, or weapons.
- Possession of other dangerous materials (e.g., firecrackers, explosives).
- Any serious action that violates city, state or federal law (e.g., vandalism, destruction of property, theft, etc.).
- Direct, overt, insubordination to adults in supervisory positions, which significantly disrupts the educational environment. This includes insubordination to administration, teachers, staff, parents, aides and volunteers.
- Fighting and individual or group confrontations where physical contact is made which results in injury or puts individuals at risk of injury.

The Deer Valley Unified School District is dedicated to contributing to a sustainable future for our planet through reducing consumption, reusing what we have and recycling what we can. To support this, in lieu of printing a copy of the District handbook is available on our website. Simply go to www.dvusd.org, Parents & Students; Handbooks and Forms and scroll down to *Students Right & Responsibilities*. If you do not have access to the Internet, please contact the front office to request a printed copy of this important handbook be sent home with your child.

DRESS CODE

The Deer Valley School Board authorizes the Superintendent to develop and enforce school regulations prohibiting student dress or grooming practices that:

- Present a hazard to the health or safety of the student or to others in the school
- Materially interfere with school work, create disorder, or disrupt the educational program
- Cause excessive wear or damage to school property
- Prevent students from achieving their educational objectives
- Obscene language or symbols, or symbols of sex, drugs, or alcohol on clothing are expressly prohibited.
- Religious messages on t-shirts may not be singled out for suppression but will be treated as other t-shirts with messages.

It is expected that student dress and grooming at New River should reflect a high standard of personal conduct. To that end, the following guidelines must be followed:

- Clothing must cover the entire buttocks. Shirts and tops may not expose bare midribs, bare shoulders, nor be deeply or narrowly cut in the front, back, or under the arms. Halter tops, spaghetti straps, and strapless tops are not acceptable. Clothing that exposes undergarments will not be tolerated for males or females.
- Bare feet are never acceptable. In the interests of student safety, shoes must be worn at all times. Closed shoes are to be worn for any type of physical activity, such as physical education, cheer practice, weight lifting, etc.
- Jewelry or ornamentation shall not be worn if it presents a safety hazard to self and or others.
- No hats may be worn (by staff members or by students) inside any campus buildings at any time, except for properly approved occupational safety headgear required for special classes.
- Defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol on clothing or jewelry are expressly prohibited.
- Tattoos displaying defamatory writing, obscene language or symbols, or symbols of drugs, sex, or alcohol must be covered.
- Exceptions for special activities or health considerations may be pre-approved by the administrator. Students not conforming to the above will be required to call their parents and make the appropriate changes in clothing. Disciplinary action may result.

WEAPONS POLICY

Students violating the Governing Board policy (Policy #J1C1) regarding weapons are subject to disciplinary action in accordance with District K-6 guidelines.

GANG POLICY

Governing Board Policy #JFC (2) relates to gang activity or association. It reads as follows: "Gangs that initiate, advocate, or promote activities that threaten the safety or well-being of persons or property on school grounds or disrupt the school environment are harmful to the educational process. The use of hand signals, graffiti, or the presence of any apparel, jewelry, accessory, or manner of dress or grooming that, by virtue of its color, arrangement, trademark, symbol, or any other attribute indicates or implies membership or affiliation with such a group is prohibited because of the disruption to educational activities that results from such dress or activities." Any student wearing, carrying, or displaying gang paraphernalia and/or exhibiting behavior or gestures that symbolize gang membership, or accusing and/or participating in activities that intimidate or adversely affect the educational activities of another student or the orderly operation of the schools shall be subject to disciplinary action.

BEHAVIORAL EXPECTATIONS



C	C <u>aring</u>
A	A lways <u>R</u> espectful
T	T ake <u>R</u> esponsibility
S	S <u>elf-Control</u>

TEACHER AND STAFF RESPONSIBILITIES

- ✓ Teachers and staff will **teach, model and practice** each of the behavioral expectations throughout the year.

- ✓ Teachers and staff will acknowledge student behaviors that meet the CATS Show Character expectations and actively reinforce appropriate behavior and follow-thru with consequences, if necessary.
- ✓ Teachers and staff will supervise students closely at all times and use effective management strategies in all areas of the campus in order to actively ensure the **prevention** of problem behaviors.
- ✓ Teachers will ensure that no students are in a classroom without adult supervision.
- ✓ Teachers and staff will follow procedures for handling infractions.
- ✓ Teachers will communicate regularly with parents to work toward improving student behavior.

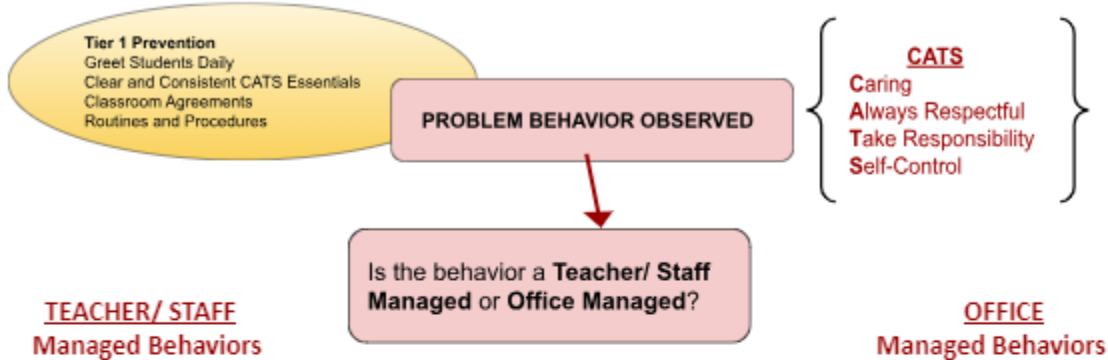


New River - CATS Essential Behaviors

	<u>Playground</u>	<u>Cafeteria</u>	<u>Restroom</u>	<u>Transitions</u>	<u>Classroom</u>	<u>Technology</u>
<u>C</u> Caring	<ul style="list-style-type: none"> -Include others in all games and activities -Give build-ups -Treat others the way you want to be treated -Be kind 	<ul style="list-style-type: none"> -Speak politely to everyone -Help each other when needed 	<ul style="list-style-type: none"> -Wait quietly for your turn 	<ul style="list-style-type: none"> -Greet others with a smile or kind word 	<ul style="list-style-type: none"> -Respect others opinions -Listen with heart to speaker -Give build- ups -Encourage others to try again when mistakes happen 	<ul style="list-style-type: none"> -Use kind words on all devices
<u>A</u> Always Respectful	<ul style="list-style-type: none"> -Treat everyone with dignity and respect -Respond to the whistle/bell the first time it is blown -Listen to adult directions the first time 	<ul style="list-style-type: none"> -Speak with inside voices in the cafeteria -Listen to adult directions the first time -Follow all cafeteria procedures 	<ul style="list-style-type: none"> -Maintain your privacy and that of others -Use inside voices -Lock the stall when you are inside and keep unlocked when you exit 	<ul style="list-style-type: none"> -Follow dismissal and arrival procedures at all times -Stay on sidewalks -Walk in a F.L.A.S.H. line 	<ul style="list-style-type: none"> -Raise your hand and wait to be called on to speak -Be an active listener with heart to speaker -Participate and answer teacher questions 	<ul style="list-style-type: none"> -Use all technology properly -Return device to chrome cart and connect to charger after use -Use respectful language on devices
<u>I</u> Take Responsibility	<ul style="list-style-type: none"> -Take turns, share and follow the game rules honestly -Do the right thing even if no one is looking 	<ul style="list-style-type: none"> -Stay seated in assigned area until being dismissed -Raise hand if you need something -Clean up your area and throw all trash away 	<ul style="list-style-type: none"> -Keep restroom clean and orderly -Wash your hands with soap and water after using the restroom -If you see something, say something 	<ul style="list-style-type: none"> -Stay in assigned area for arrival and dismissal -Go directly where you need to go -Use passes when traveling around campus 	<ul style="list-style-type: none"> -Ask questions to understand when needed -Complete and turn in all assignments on time -Take care of all property (keep areas neat and clean) -Put in your best effort and stay on task -Have a growth mindset 	<ul style="list-style-type: none"> -Be prepared to learn new technological skills -Use device for academic use only -Attends to task as assigned by teacher -Report any damages -Keep your passwords private
<u>S</u> Self-Control	<ul style="list-style-type: none"> -Use playground equipment as intended -Walk on the sidewalks -Keep hands and feet to self -Beware of activities around you 	<ul style="list-style-type: none"> -Enter the cafeteria in a F.L.A.S.H. line -Use two hands to hold your tray -Report spills to cafeteria monitor -Stay in your seat until dismissed 	<ul style="list-style-type: none"> -Walk at all times -Keep hands and feet to yourself -Use facilities as they are intended to be used -Use a quiet voice 	<ul style="list-style-type: none"> -Walk in a F.L.A.S.H. line -Listen to adult directions the first time 	<ul style="list-style-type: none"> -Raise your hand to speak -Use calming strategies as needed -Stay focused on learning -Use class time wisely to complete assignments 	<ul style="list-style-type: none"> -Use device with clean hands -Handle device with care -Only use technology as directed by the teacher



New River Elementary School Behavioral Flowchart



	Teacher/Staff Managed (Minors)	Office Managed (Major)	
Intervention 1 Verbal Warning Reteach Document	Defiance -Saying "No! No! No!" -Not doing work -Running away -Not listening	Defiance -Sustained defiance of 15 minutes or more	Action 1 Call administrator for support
Intervention 2 Reteach Reflection Sheet Document Contact Parents	Disrespect -Talking back -Making faces -Body gestures	Disrespect -Verbal threats of aggression against another student -Harassment of any kind	Action 2 Administrator conferences with student and stakeholders.
Intervention 3 1 Lunch and Learn Document Contact Parents	Disruption -Talking out/shouting out -Throwing objects -Getting out of seat -Making noises	Disruption/ Threats -Sustained interruption of 15 minutes or more -Threat to harm another	Action 3 Administrator determines and assigns consequence according to policy and communicates to stakeholders.
Intervention 4 2 Lunch and Learn Document Contact Parent	Inappropriate Language -Using unkind words -Name calling -Cussing	Abusive Language -Hateful/ racist comments -Repeated name calling -Cussing directed to person	Action 4 Administrator documents and monitors.
Intervention 5 PAWS Place Document Contact Parent	Physical Contact (reaction) -Hitting/pushing/ pinching -Tripping, kicking	Physical Contact (with intent to harm) -Fighting -Hitting, pushing, biting	
Choice 6 Office Referral SIT Meeting In Person Meeting with Parents	Property Misuse -Throwing an object -Breaking an object	Property Misuse -Of personal or school property of high value	
	Technology Violation -Use of cell phone or device without permission	Technology Violation -Cyber-bullying -BARK Alerts -Inappropriate images or content	

POSITIVE REINFORCEMENT

The acknowledgement system is a feature of the CATS Show Character behavioral expectation system. The behavioral expectation system focuses on acknowledging students who demonstrate New River behavioral expectations. This program works in conjunction with school-wide and classroom goals.

Recognition

When students are being respectful, acting responsibly, working together, or practicing safe behavior, they might be acknowledged with *specific positive verbal feedback such as*: “That was so helpful the way you held the door open for your classmates.” or “Thank you for walking with your hands and feet to yourself. You are showing self-control.”

In addition, Positive Principal Time is done throughout the school year and any staff member can refer students for this positive reinforcement. The principal will celebrate with the students and generally a certificate and phone call home occurs. Students can also earn CATS tickets for showing C- constantly caring, A- Always respectful, T- today’s citizens, and S- safety first. In addition, there are PAWS awards given to grade levels or classrooms.

All Things EQ:

At New River we are not only working on academics but our students’ social-emotional well-being as well. We have implemented a philosophy called “All Things EQ.” IQ is your book smarts or school smarts. EQ is your emotional quotient or self-smarts. The EQ philosophy focuses on the following key questions:

- How can I be kind and helpful in this moment?
- How are you showing up at school today?
- Am I making an honest effort?
- Am I focusing on solutions instead of problems?

To reinforce the EQ philosophy our 5th graders are trained to be our EQ Ambassadors so they can be role models for the rest of the students. In addition, each teacher is showing videos that focus on the four key questions and we have daily announcements focused on the core questions. We believe in educating the whole child!

2023-24 Calendar

**In addition, please refer to the District Calendar on next page.*

Beginning Dates

School Office Opens	Monday, July 17, 2023
First Day of School	Monday, July 31, 2023

Important Dates

Labor Day	Monday, September 4, 2023
Fall Break Day	Monday, October 9, 2023
Parent/Teacher Conferences (Half Day @ 12:05 p.m.)	Thursday, October 12 & Friday, October 13, 2023
Veteran’s Day	Friday, November 10, 2023
Thanksgiving	Monday, November 20 - Friday, November 24, 2023
Winter Break	December 15, 2023 – January 2, 2024
Martin Luther King Day	Monday, January 16, 2023
President’s Day	Monday, February 20, 2023
Parent/Teacher Conferences (Half Day @ 12:05 p.m.)	Thursday, February 16 & Friday, February 17, 2023
Spring Break	Monday, March 11 - Friday, March 15, 2024
Spring Break Day	Friday, March 29, 2024

Grading Periods Ends

1 st Quarter	Friday, October 6, 2023
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2nd Quarter
 3rd Quarter
 4th Quarter

Friday, December 15, 2023
 Friday, March 8, 2024
 Thursday, May 16, 2024

Ending Dates

Last Day of School (Half Day @ 12:05 p.m.)
 School Office Closes

Thursday, May 16, 2024
 Thursday, May 23, 2024



2023-2024 Instructional Calendar
 (8/17/22)

JULY 2023						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

July 4 - Independence Day
 Offices Closed
 July 31 - First Day for Students

AUGUST						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Aug. 4, 11, 18, 25 - Early Release - 90 min

SEPTEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Sept 4 - Labor Day - No School
 Sept. 1, 15, 22 - Early Release - 90 min
 Sept. 25 - Fall Break Day - No School

OCTOBER						
S	M	T	W	T	F	S
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Oct. 6, 20, 27 - Early Release - 90 min
 Oct. 9 - Fall Break Day - No School
 Oct. 12-13 - K-12 PIT Conferences - Half Day

NOVEMBER						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Nov. 3 & 17 - Early Release - 90 min
 Nov. 10 - Veterans Day Observed
 Nov. 20-24 - Thanksgiving Recess

DECEMBER						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Dec. 1 & 8 - Early Release - 90 min
 Dec. 14 - HS Half Day
 Dec. 15 - K-12 Half Day
 Dec. 18 - Dec. 29 - Winter Break

JANUARY						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Jan 1 - New Year's Day No School
 Jan. 2 - Staff Development - Full Release
 Jan. 12, 19, 26 - Early Release - 90 min
 Jan. 15 - Martin Luther King- No School

FEBRUARY						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

Feb. 2, 16, 23 - Early Release - 90 min
 Feb. 8-9 - K-8 only PIT Conf. - Half Day
 Feb. 19 - Presidents Day - No School

MARCH						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Mar. 1, 8, 22 - Early Release - 90 min
 Mar. 11-15 - Spring Break
 Mar. 29 - Spring Break Day

APRIL						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

***No Early Release Days during State testing
 April 26 - Early Release - 90 min

MAY						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

May 3 & 10 - Early Release Days - 90 min
 May 16 - Last Day for students - Half Day
 May 27 - Memorial Day - Offices Closed

JUNE 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

	First Day of School
	Early Release Days - 90 min
	1/2 Day Release - See campus web pages for release times
	1/2 Day Release - Parent Teacher Conferences
	Last Day of School
	Graduation Dates
	No School - Federal Holiday or Break

Early Release (90 min) PLC / PD Days	
1st Semester	2nd Semester
Aug. 4	Jan. 12
Aug. 11	Jan. 19
Aug. 18	Jan. 26
Aug. 25	Feb. 2
Sept. 1	Feb. 16
Sept. 15	Feb. 23

No School - Federal Holiday or Break Days	
Sept. 4	Labor Day Recess
Sept. 25	Fall Break
Oct. 9	Fall Break
Nov. 10	Veterans Day
Nov. 20 - 24	Thanksgiving Recess
Dec. 18 - 29	Winter Break
Jan. 1	New Year's Day

Graduation Dates