

Walnut Avenue Elementary

Chino Valley Unified School District

School Handbook



2024 – 2025

5550 Walnut Avenue Chino CA 91710

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Message from the Principal

Dear Walnut Students and Families,

As principal of Walnut Avenue Elementary, it is my pleasure to welcome you back to the 2024-2025 school year. We are excited to have students back in our classrooms ready to learn. We have a school wide theme this year “***Building Excellence***”. As we embark on another exciting academic year, I want to extend a warm welcome to all our new students and families. Welcome to the PACK!

As we begin this journey, we will focus on building excellence in everything we do. We will challenge ourselves to reach new heights, embrace growth, and support one another as members of the PACK.

Our teachers and staff are eager to meet their new students and begin this year’s journey with them. The dedicated staff at Walnut Ave has been working tirelessly to finalize classes and schedules, update our instructional models, class routines, and expectations, all with the goal of strengthening academic success and a true sense of connectedness and belonging for our students.

We are dedicated to supporting all students on campus. Parents and teachers play a crucial role in a child’s education. We believe that by working together, we can create a supportive community that fosters growth and builds excellence for all students.

Construction continues to be actively occurring on our campus. Our new administration building is almost complete! Currently, our front parking lot is still undergoing renovations. We kindly ask for your flexibility as we navigate the final project at Walnut. As we do so, we will continue to regard the safety of our students, teachers, and staff as our highest priority.

It is our mission to make every child feel welcomed and connected to our Wolf Pack! We embrace **PACK** pride-show **P**ride, be **A**ccountable, have **C**haracter, and **K**eeP safe. These expectations foster positive behaviors in our students. There will be many opportunities throughout the year for students to be involved in our schoolwide activities.


Walnut administration and staff will be communicating with parents via **Parent Square** on all things related to Walnut Ave ES. Please be sure to read the **Walnut Weekly Newsletter** each Sunday night as it contains important information from the school, PFA, and other community partners.

If you are interested in volunteering, Walnut Elementary has many opportunities available for parents such as PFA, ELAC, classroom volunteers, and School Site Council. See our website/newsletters for ways to sign up.

I am honored and excited to lead Walnut Avenue Elementary as we continue to “***build excellence***” academically, socially, and emotionally.

Sincerely,

Mrs. Gonzales

Principal 



WALNUT AVENUE ELEMENTARY SCHOOL

WOLF	Classroom	Arrival	Hallways	Restrooms	Recess	Cafeteria
P Show PRIDE	<ul style="list-style-type: none"> Keep desk neat/organized Raise hand to participate Use appropriate language 	<ul style="list-style-type: none"> Arrive on time Greet People on Arrival 	<ul style="list-style-type: none"> Respect classes in session Throw items in trash cans 	<ul style="list-style-type: none"> Keep restrooms clean Use trash cans 	<ul style="list-style-type: none"> Respect school property Put equipment away when finished Be responsible for belongings 	<ul style="list-style-type: none"> Use Table manners Eat your own food
A Be ACCOUNTABLE	<ul style="list-style-type: none"> Complete all classwork and homework Be on time to class including returning from recess 	<ul style="list-style-type: none"> Clean up your breakfast mess Get tardy slip if late 	<ul style="list-style-type: none"> Follow directions Stay with your class Go directly to your destination 	<ul style="list-style-type: none"> Use water, soap, & paper towels appropriately Flush toilets after use Return directly to class when finished 	<ul style="list-style-type: none"> Freeze when bell rings Line up once whistle is blown 	<ul style="list-style-type: none"> Clean up after yourself Give attention to staff Raise hands to be excused
C Have CHARACTER	<ul style="list-style-type: none"> Respect others' personal space Respond appropriately to directions and questions Support others 	<ul style="list-style-type: none"> Respect other's personal space Wait appropriately in designated area 	<ul style="list-style-type: none"> Keep hands/feet to self Be aware of others Help keep campus clean 	<ul style="list-style-type: none"> Observe personal space Respect privacy Tell an adult if restroom needs attention 	<ul style="list-style-type: none"> Help others Share equipment Use good sportsmanship 	<ul style="list-style-type: none"> Keep hands/feet to self Walk in & out of MPR Respect others' personal space
K KEEP Safe	<ul style="list-style-type: none"> Follow classroom rules Follow teacher directions Tell an adult if something is wrong 	<ul style="list-style-type: none"> Watch personal belongings Use crosswalks Stay within campus gates 	<ul style="list-style-type: none"> Respect others' personal space Be aware of doors opening Walk silently 	<ul style="list-style-type: none"> Lock stalls when entering & unlock when leaving Follow restroom rules 	<ul style="list-style-type: none"> Follow playground procedures Follow game rules Inform adults of unsafe behavior/incidents 	<ul style="list-style-type: none"> Follow MPR rules Keep food in MPR Keep silent in serving area

Attendance

Walnut Avenue Elementary School enforces CVUSD attendance and tardy policies.

When a child is absent:

- Try to make illness the only reason that students are absent.
- Call the attendance desk by 9:00 a.m., either online or by phone, to state the reason. If a call has not been made, a written note is required. Or you may email the Attendance Clerk, Gina_Ihde@chino.k12.ca.us
- A student who is absent, due to illness, must be fever free and have not vomited for 24 hours (without medication) in order to return to school.
- When the student is absent, makeup work will be available after school, if a request is made prior to 9:00 a.m.
- Students are expected to make up work at a rate of one day grace for each day of being absent.
- Ten (10) or more excused absences are considered excessive and may require a medical note.

Please make your child's attendance a priority
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Tardies

Students who are late for school miss valuable instruction and work, as well as interrupt the classroom. Students are considered tardy if they are not in their class line at 7:50 a.m.

If students arrive at school after 7:50 a.m., they must report to the office prior to going to class to pick up a tardy slip. This serves as their admit slip to class. Only a medical note may excuse a tardy.

Early check out

Students may be checked out of school for family emergencies or medical appointments. It is requested that medical appointments be scheduled outside school hours as much as possible.

Parents must come to the office and show a picture ID to sign out their student.

If someone other than the parent(s) want to sign the student out, they must be on the emergency contact list filed out by the parent and present ID.

Students may **not** be checked out of school during the last 15 minutes of the day.

Awards

Presidential Academic Awards

Awards are presented at 6th grade promotion to students who meet the criteria.

Trimester Awards

Trimester awards are given out each trimester in grades TK-6th. The awards are Attendance Award (97% attendance and no more than 2 tardies per trimester), Teacher Award, AVID Strong, and PACK Award. All awards are given at teacher discretion and may include but are not limited to academic excellence or improvement in specified area.

Perfect Attendance Awards

A student is eligible to receive a perfect attendance award at the end of each trimester and the end of the school year if they have 100% attendance and no tardies.

CAASPP Recognition

CAASPP Recognition is an invitation-only event that is extended to students in the 4th-6th grade for achieving high marks on the California Assessment of Student Performance and Progress (CAASPP). Students who have met or exceeded the standards on the Language Arts and/or Math sections of the CAASPP will be honored.

Bullying

Walnut Avenue Elementary does not tolerate the mistreatment, bullying, or cyberbullying of any student.

Students are encouraged to immediately notify school staff or administration if they are being mistreated or suspect that another student is being victimized. They may do so confidentially. Complaints of bullying shall be investigated and resolved in accordance with site-level procedures specified in Administrative Regulation 5145.7

Cell Phones/Watches/Electronics

Cell Phones /Smart Phones may NOT be used by students on school premises at any time. Phones must be turned OFF while at school and not carried by the student. This includes morning drop off, and afternoon pick up times.

Watches (such as Smart Watches) with the ability of communications, camera/video, or games/apps, may NOT be used by students on school premises at any time. They must be turned OFF and put away while at school.

The school is not responsible for personal items, that are brought to school by students.

Cell phones/Smart Watches used on school premises will result in progressive disciplinary consequences.

Class Placement

The primary purpose of the placement process is to create equitable classroom environments that allow teachers to meet academic, social and emotional needs of every student. The placement teams ensure a balance of variables in each classroom setting through careful consideration of each student's individual needs and strengths.

Requests for specific teachers are NOT possible. It would be highly unlikely that the staff could successfully build the most productive, balanced class groups based on parent requests.

Combination Classes

A combination class is formed when students from two consecutive grades are placed in one classroom under the supervision of one teacher. Students in combination classes retain their respective grade-level assignments and receive appropriate grade-specific curriculum.

Walnut Avenue Elementary policy is to maintain a reasonable enrollment figure in each elementary classroom so that all students receive appropriate instruction, attention, and assistance. Combination classes are necessary for the following reasons:

- To implement State law which limits class size in grades K-3
- To provide reasonable class sizes in grades 4-5
- To accommodate school growth

Communications

Walnut Avenue Elementary places a high priority on open communication between the home and school.

- All school-wide communication will include Parent Square, Walnut Weekly Newsletter and our school website.
- Information on school activities, along with the current calendar, is included in the *Walnut Weekly Newsletters*. This will be emailed out by the school principal.
- The school **website** is updated regularly with events and information www.chino.k12.ca.us/Walnut
- In order to receive text and/or email updates from the principal regarding school events and information, access to student information, and confirm/access student data, ALL parents must register and use the **AERIES Parent Portal**. Instructions for access are on the CVUSD and school website.
- Parents who need to contact a teacher should do so by email or telephone. The teacher will call or email back at a time that does not interfere with instruction.
- Teachers may also use the Google Classroom platform to share information about class assignments and meetings.

Curriculum

Curriculum is consistent with the California Common Core State Standards and the Chino Valley Unified School District's adopted core curriculum for each grade level. Students receive instruction in Language Arts reading and writing, mathematics, science, social studies, and physical education. Emphasis is placed on 21st century skills for students. Classes are available in music for grades 1-4.

Gifted and Talented Education (G.A.T.E.)

Students in grades 3 through 6 who have been identified as G.A.T.E., through specialized testing, receive specially targeted instruction in their classrooms.

G.A.T.E. instruction provides for curriculum differentiation and have access to the enrichment level of curriculum along with well-planned curriculum projects that emphasize reasoning and critical thinking skills in learning.

All 2nd grade students in CVUSD are screened for GATE in the Fall. Students will not be assessed prior to second grade. In grades 3 and up, students may be recommended for assessment by teacher or parent referral every other year.

Character Education:

In an effort to develop good decision-making and productive citizenship in all our children, Walnut Avenue Elementary focuses on monthly themes centered on character development.

Walnut Avenue Character Traits

TRUSTWORTHINESS: Be honest and able to be relied upon.

RESPECT: Treat others like you want to be treated.

RESPONSIBILITY: Do what you are supposed to do!

FAIRNESS: Play by the rules. Don't take advantage of others. |

CARING: Be kind. Help people in need.

CITIZENSHIP: Do your part to make your school and community better.

PERSEVERANCE: Do something despite the difficulty or obstacles in achieving success.

COURAGE: Be strong when facing something challenging.

CONFIDENCE: Believe that you will succeed.

Dress Code

It is the intent of Walnut Avenue Elementary School that students be dressed and groomed in an appropriate manner that will not disrupt the educational process, regardless of current fashion trends. Dress code items are subject to change as deemed necessary. In case of questionable dress or attire, the administrator will make the final decision.

The following clothing/grooming standards will be enforced;

1. Backless or strapless shoes, open-toed sandals or sandal-type footwear, roller shoes, and shoes above 2-inch heels are not permitted. For safety purposes, shoes must always be worn.
2. Clothes shall be sufficient to conceal undergarments. See-through fabrics, halter tops, spaghetti straps, tube tops, off-the-shoulder or low-cut tops, bare midriffs, and skirts or shorts shorter than mid-thigh are prohibited.
3. Hats, caps, and other head coverings shall not be worn indoors unless they are worn for religious or medical reasons. Hats can be worn outside with the bill facing forward. No hair nets are permitted.
4. Clothing, jewelry, and personal items (backpacks, fanny packs, gym bags, water bottles, etc.) shall be free of writing, pictures or any other insignia which are crude, vulgar, profane or sexually suggestive, which bare drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate violence, racial, ethnic, or religious prejudice.
5. Make-up and acrylic nails are not permitted.
6. Jewelry which creates a health or safety hazard is not permitted.
7. Clothes and belts must be the appropriate size, length, and not torn when worn. Pants must fit at the waist without requiring alteration. Oversized clothing is not permitted.
8. Clothing that is too tight or immodest is not permitted. Shorts and skirts must fall at mid-length.
9. Hair shall be clean and neatly groomed. Hair style/color may not be disruptive to the learning environment.

English Learners

Students who are identified as needing assistance in language development will receive additional instruction by classroom teachers who are certificated in teaching students who are English language learners. Students will be assessed yearly to monitor progress.

Field Trips

The purpose of field trips is to provide supplemental educational opportunities for students.

- a. Field trips or other activities away from school will be by district transportation. All student participants must ride the bus to the field trip activity and back to school.
- b. Siblings may not attend field trips.
- c. Chaperones must sign a Chaperone Agreement form before participating in any field trip.

General Procedures

1. Children will not be supervised on the school grounds before 7:40 a.m. or after classes are dismissed.
2. Students must be **in class line by 7:50a.m.**
3. All students are expected to wait in the quad area until the morning bell rings.
4. Chewing gum is not permitted at school.
5. Skates, skateboards, razors, skate shoes, and other personal equipment or toys are not permitted on campus.

Grading – Standards Based Grading K-6th Grade

Student progress will be measured by trimester Report Cards given to each student. In addition, Progress Reports will be issued for every student midway through each trimester.

Performance Level Marks describe the students' progress toward mastery of year-end standards

4 - EXTENDING: Students at the EXTENDING level of performance have an in depth understanding of grade level performance standards expected at this point of the school year.

3 - ACHIEVING: Students at the ACHIEVING level of performance are consistently meeting the grade level performance standards expected at this point of the school year.

2 - PROGRESSING: Students at the PROGRESSING level of performance are partially meeting the grade level performance standards expected at this point of the school year.

1 – BEGINNING/STANDARD NOT MET: Students at the BEGINNING/STANDARD NOT MET level of performance are not meeting the grade level performance standards expected at this point of the school year.

Homework

Homework is assigned to improve the skills that have been taught and help the student learn to work independently.

- ***Students should complete all assignments, on time, with their best effort!***
- It is the student's responsibility to keep an accurate record of assignments, have necessary materials, demonstrate their best quality of work, and complete assignments on time.
- **Parents should check homework assignments each night** for accuracy, neatness, and completeness.
- Students will only be allowed to return to the classrooms to pick up missing assignments after leaving the classroom at the end of the school day, *if* the teacher is present.
- Homework is to be ready for review or turned-in at the start of the school day, 7:50am.
- No Homework will be assigned on Fridays or on school-wide family nights including: Back to School Night, Open House, and school-wide night performances

Average Homework Time

The amounts of time listed below represent the total daily AVERAGE for homework which will be assigned Monday through Thursday nights (as directed by District Board Policy AR 6154 a & b)

Kindergarten: Homework shall stimulate students to read and discuss stories and homework with their parents.

1st Grade 10-20* minutes/day **3rd Grade** 30-45* minutes/day

2nd Grade 20-30* minutes/day **4th-6th Grade** 60-90* minutes/day

*An **additional 15-20 minutes of reading** is required in addition to regularly assigned homework.

Health Office

Illness or Injury at school

- a. If a child becomes ill or is injured at school, he/she is taken to the nurse's office. If they are too ill to return to class, the parent is notified. In case of emergency, the school nurse or 911 is called.
- b. Please be sure your child's EMERGENCY contact list has names and phone numbers of people we may contact if you cannot be reached

Medication

- a. ANY medication, including prescription and over the counter, that must be taken at school, a *Parent and Physician Request for Administration of Medication* form must be completed by a physician before medication can be given. Medication must come to school in the original pharmacy container and must be marked with the student's name.
- b. Medication will be held in the office until forms are properly completed.

Library

Each week, classes go to the school library. Students may check out one book per week. They are responsible for keeping books safe. If books are lost or damaged, students must pay to replace the book.

Lost and Found

Please mark your child's possessions with their name. If an item is lost, check for it in the lost and found located on the cart next to the front office. The school is **NOT** responsible for personal items brought to school.

Meal Procedures

Breakfast

- Breakfast is available at 7:20 A.M.
- Only students who are eating breakfast may enter the cafeteria in the morning. At 7:20 a.m., students may enter the cafeteria for breakfast. Students must remain in the designated area until the first bell rings.

Lunch

- Children in grades 1-6 are provided with a lunch period. Each child **MUST eat lunch** daily.
- On minimum days, snacks must be eaten at lunch tables located in the snack area.
- A free and reduced-price lunch program is available for eligible students.
- Students must bring lunch at the beginning of the day or eat a school lunch.

Multi-Tiered Systems of Support (MTSS)

Universal Access Time

30 minutes of Universal Access time is scheduled daily. Teachers work with students in small groups to support students with intervention strategies or to extend learning.

Intervention Counselor

The intervention counselors work in collaboration with teachers to identify students who need support in socio-emotional areas and academics regarding the school setting. The counselors lead small groups of students as they learn strategies to be successful in school. A Student Teacher Excellence Plan Meeting (STEP) is held with the administrator, counselor, teacher and parents before enrollment in intervention counseling.

Parties

Class Parties are *limited to four per year*: **Halloween, Winter Holiday, Valentine's Day, and End of Year.**

- These parties *may not exceed an hour and a half* in duration.
- **For safety reasons, non-school age and students not enrolled at Walnut Avenue cannot attend parties.**
- Snacks for classroom parties must comply with the State nutrition guidelines. A copy of the Board Policy an Administrative Regulation 5030 can be viewed at walnut.chino.k12.ca.us.
- Only Parents and Guardians who plan the party with the room parent may attend. The number of adults will be limited. All visitors must check into the front office with a valid ID.

Birthdays

Teachers will celebrate student birthdays in their class with a special moment of recognition. In order to develop good nutritional habits, and avoid the risk of potential allergic reactions, we would prefer that you help us celebrate your child's birthday in another way. We ask that you do not send sweets with your child to share when he/she has a birthday. Goodie bags will be distributed to students at the end of the day.

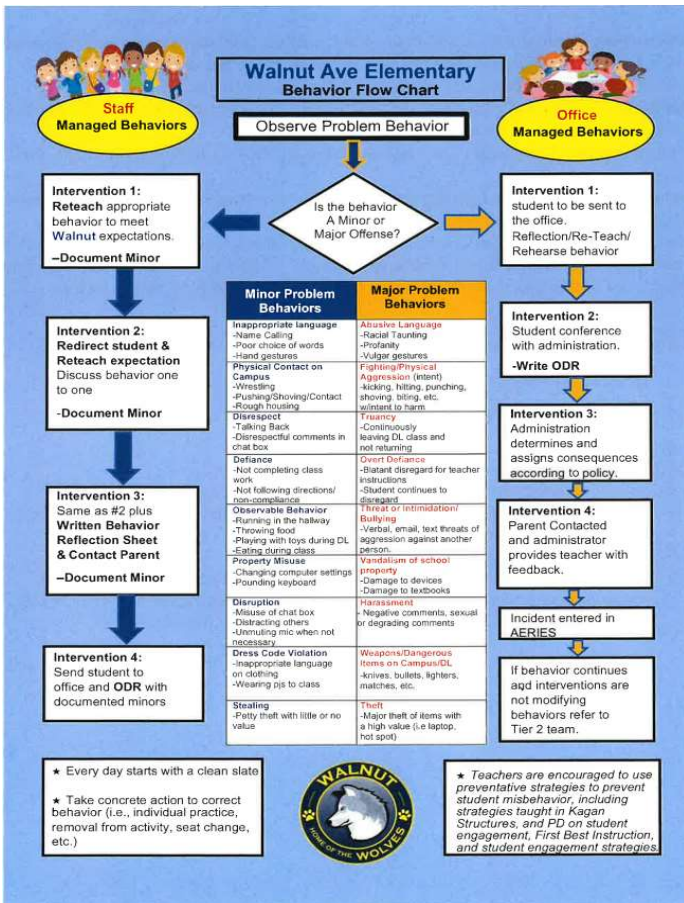
Positive Behavior Interventions and Supports

Expectations

Walnut Avenue Elementary is a Positive Behavior Intervention and Support (PBIS) school. We believe in the instruction of appropriate behavior and acknowledgement of positive behavior. Positive behavior skills are taught at all grade levels. School-wide behavior expectations are designed to promote student responsibility, respect, and a safe environment to learn. Students are expected to meet these expectations in all areas throughout the school. All students attend a PACK assembly during the first week of school.

Rewards

The positive behavior support of the "P.A.C.K. points" program is a significant benefit to students. Points are given to students for following the expectations and making good behavior choices. Student may use the tickets to purchase rewards at the PACK store.



WALNUT AVENUE ELEMENTARY SCHOOL						
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A Be ACCOUNTABLE	<ul style="list-style-type: none"> Complete all classwork and homework Be on time to class including returning from recess 	<ul style="list-style-type: none"> Clean up your breakfast mess Get tardy slip if late 	<ul style="list-style-type: none"> Follow directions Stay with your class Go directly to your destination 	<ul style="list-style-type: none"> Use water, soap, & paper towels appropriately Flush toilets after use Return directly to class when finished 	<ul style="list-style-type: none"> Freeze when bell rings Line up once whistle is blown 	<ul style="list-style-type: none"> Clean up after yourself Give attention to staff Raise hands to be excused
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K KEEP Safe	<ul style="list-style-type: none"> Follow classroom rules Follow teacher directions Tell an adult if something is wrong 	<ul style="list-style-type: none"> Watch personal belongings Use crosswalks Stay within campus gates 	<ul style="list-style-type: none"> Respect others' personal space Be aware of doors opening Walk silently 	<ul style="list-style-type: none"> Lock stalls when entering & unlock when leaving Follow restroom rules 	<ul style="list-style-type: none"> Follow playground procedures Follow game rules Inform adults of unsafe behavior/incidents 	<ul style="list-style-type: none"> Follow MPR rules Keep food in MPR Keep silent in serving area

Corrective Actions

Corrective actions are implemented to restore students' appropriate behavior.

- Restorative justice collaboration with all parties is the first means of correction.
- Progressive disciplinary consequences are given in relation to the level of the infraction and in relation to the age of the student.

Acknowledgements

A school wide recognition system is used as a part of our positive behavior system to encourage students to excel. Students are acknowledged for their achievements in positive behavior through an acknowledgement system of PACK expectations. Students can redeem points at the student store.

Trimester PACK Awards: Given to deserving students in each classroom every trimester who exemplify PACK excellence.

Registration

Data Confirmation

Parents/guardians must update each student's data through the AERIES Parent Portal at the beginning of each school year. **MUST BE COMPLETED YEARLY.** This information includes an accurate parent or guardian's current home address and telephone number, along with emergency contacts phone numbers, doctor information, and medical information. =

Open Enrollment

Open enrollment begins in November.

Kindergarten Registration

Kindergarten enrollment begins in January.


TK Registration

For TK registration contact Student Support Services at <https://www.chino.k12.ca.us/Page/17335>.

Retention and Promotion

CA legislation AB 1626 stipulates that all students being promoted to the next grade level must meet minimum grade level standards. Parents of students who are at risk of failing will be notified by their child's teacher as soon as possible and an intervention plan will be established. Retention/promotion decisions will be made in May.

BELL SCHEDULE



WALNUT AVENUE ELEMENTARY
<2024-2025 BELL SCHEDULE>



Breakfast is served for all grade levels from 7:20 A.M.- 7:45 A.M.
Lunch is served for PM TK/Kindergarten at 11:00 and 11:10 for AM TK/Kindergarten

<REGULAR DAYS>

Grades 1-6 7:50-2:30 P.M.
Transitional Kinder & AM Kindergarten 7:50-11:10 A.M.
Transitional Kinder & PM Kindergarten 11:10-2:30 P.M.
Preschool 7:50-1:20 P.M.

Morning Recess:	Grades 1-2	9:45 - 9:58 A.M.
	Grades 3-4	10:00 - 10:13 A.M.
	Grades 5-6	10:15 - 10:28 A.M.
Afternoon Recess:	Grades 1-3 <u>(ONLY)</u>	1:30 - 1:43 P.M.
Daily Lunch Schedule: (40 Minutes)	Grade 1	11:10 - 11:50 A.M.
	Grade 2	11:25 - 12:05 P.M.
	Grade 3	11:40 - 12:20 P.M.
	Grade 4	11:50 - 12:30 P.M.
	Grade 5	12:05 - 12:45 P.M.
	Grade 6	12:20 - 1:00 P.M.

<MINIMUM DAY (TUESDAYS)>

Grades 1-6 7:50-11:20 A.M.
AM TK/Kindergarten and PM TK/Kindergarten 7:50-11:10 A.M.
Preschool 7:50-11:10A.M.

Minimum Day lunch Schedule: (30 Minutes)

Grade 1	9:35 - 10:05 A.M.
Grade 2	9:50 - 10:20 A.M.
Grade 3	10:05 - 10:35 A.M.
Grade 4	10:20 - 10:50 A.M.
Grade 5	10:30 - 11:00 A.M.
Grade 6	10:45 - 11:15 A.M.

<INCLEMENT WEATHER REGULAR DAY>
(INDOOR RECESS AT REGULAR TIMES)

(30 Minutes)

Grade 1	11:10 - 11:40 A.M.
Grade 2	11:25 - 11:55 A.M.
Grade 3	11:40 - 12:10 P.M.
Grade 4	11:55 - 12:25 P.M.
Grade 5	12:10 - 12:40 P.M.
Grade 6	12:25 - 12:55 P.M.

School Safety

Visitors – When allowed

- **ALL visitors, including parents, to any campus in CVUSD MUST present a government issued ID card and get a visitor's badge** in the school office prior to entering campus. Without proper identification, no one will be permitted to enter the campus. CVUSD BP 1250
- **A visitor identification badge must be worn at all times while on campus.**
- **All visitors must sign out in the office prior to leaving campus.**

Safety Drills

Fire, earthquake, and lockdown drills are held regularly. The office will be closed during these drills.

In the Event of an Emergency

Disaster resources and materials are stored on campus and each classroom is equipped with a first aid kit.

In the event of an emergency, children will be kept in protective custody of the school until they can be released to parents or guardians. Parents must present a government issued ID card in order to check out their student.

Volunteers

Our staff appreciates and encourages volunteers at school. Contact the school regarding opportunities to volunteer. We would also like to invite parents to join the Parent Faculty Association (PFA), School Site Council (SSC), English Learner Advisory Committee (ELAC), and Gifted and Talented Education (GATE) Parent Advisory Group.

- **All volunteers (including parents) to any campus in CVUSD MUST present a government issued ID card and get a visitor's badge** in the school office prior to entering campus. Without proper identification, no one will be permitted to enter the campus. This is CVUSD School Board Policy enacted for our student's safety. CVUSD BP 1250
- **A visitor identification badge must be worn at all times while on campus.**
- **Visitors must sign out in the office prior to leaving campus.**
- **Volunteers must schedule their time with teachers prior to entering campus.**
- **The number of visitors on campus will be limited.**
- **Due to safety and liability, we are unable to accommodate non-school age children and students not enrolled at Walnut Avenue on campus with volunteers.**

Traffic / Parking Lot

Please help us keep each child safe by remembering the following:

- FOLLOW THE TRAFFIC Guide below. Traffic flows in **ONE DIRECTION ONLY**.
- Pull **all the way forward** in the traffic lane.
- **Remain in your vehicle** in the drop off/pick-up area.
- Drop off and pick up students **next to the curb only**.
- Do NOT Walk across the parking lot. **Only walk on sidewalks and cross walks**. Students are not to walk into the parking lot unless accompanied by an adult.
- Use the crosswalk when crossing Guardian Way.
- **Right Turn ONLY** at the exit.
- Do NOT Park in marked STAFF Parking stalls for any amount of time at any time of day. No parking in the staff lot off of Vernon.
- Please follow the directions of the staff members on duty. **Safety First!**
- Do not park/drop off your student on Vernon Ave. Please, park at Chino PD and use the crosswalk to cross the street.
- *Your effort will help to make our parking lot and drop-off/pick-up time safe and orderly for all students and families!*



Chino Valley Unified School District

Walnut Avenue Elementary School

Parent and Family Engagement Policy

2024-2025

School Policy Engagement:

Walnut Avenue Elementary School recognizes that **parents and family members are their children's first and most influential teachers** and that continued **parental engagement in the education of children contributes greatly to student achievement and conduct**. Walnut Avenue Elementary School shall jointly develop with, and distribute to, parents of Title I and Non-Title I students a written parental engagement policy, agreed upon by such parents and updated periodically to meet the needs of parents and the school. This policy shall be an addendum component of the School Plan for Student Achievement (SPSA) that promotes a meaningful partnership between the school, the home, and the community.

Title I schools will convene an **annual meeting to inform parents** the requirements of Title I and their right to be involved in the parental engagement policy, and the school-parent compact of strategies to increase parental engagement. The parents of participating students will be involved in an organized, ongoing, and timely way, in the planning, review, and improvement of its Title I programs and parent and family engagement policy and school-parent compact. The school will offer a flexible number of meetings and provide, if requested, parents' opportunities for regular meetings to participate in decisions relating to the education of their children and respond to any such suggestions as soon as practicably possible. The parent and family engagement policy and school-parent compact will be posted on the school website and distributed to all parents through regular means of communication.

Shared Responsibilities for High Student Academic Achievement:

The staff of Walnut Avenue Elementary School in consensus with research-based practices knows that the education of its students is a **responsibility shared between school and parents**. The school's primary responsibility shall be to have an effective learning environment that enables all students to meet the academic expectations set forth in the CA Common Core state standards. Parents shall have the responsibility and opportunity to work with the school in a mutually **supportive and respectful partnership** with the goal of supporting their child's learning. The school-parent compact of strategies to increase parental engagement outlines how the parents, the teachers, and students will share the responsibility for improved student academic and behavioral achievement. *Walnut Avenue Elementary School* will provide parents with an explanation of the curriculum, academic assessment, and proficiency levels students are expected to meet. Through an *Action Team for Partnership* process school staff, parents, and community members will jointly review, plan and develop a one-year school-parent compact by grade or department level of promising practices to increase parental engagement to include the six types of engagement listed below (*Epstein's Six Types of Parental Involvement*). The annual school-parent compacts will specify partnership activities for as many of the six types of engagement as possible. The school-parent compact will list district and school improvement goals and describe the "in the classroom" and "at home" strategies for

teachers, parents, and students to implement. Walnut Avenue Elementary School **goals will include a school improvement goal in these three areas: English Learners, one academic area, and one non-academic area.** The compact will list how the school provides two-way communication between home and school. It will also describe opportunities for parents to volunteer, observe, and participate in the classroom. Annually the school-parent compact will be updated by staff and parents, based on formal and informal data. Also, annually, the *Action Team for Partnerships* will evaluate the effectiveness of the school's home-school-community partnership activities and celebrate successes.

This **shared responsibility** will help the school and parents build and develop a partnership to help children reach or exceed the grade level standards.

Walnut Avenue Elementary School will support these home-school partnerships by using the following **six types of engagement:**

1. **Parenting.** We will promote and support parenting skills and the family's primary role in encouraging a child's learning at each age and grade level, and all staff members will work effectively with our diverse families. Walnut Avenue Elementary School will hold parent conferences, meetings, and workshops.
2. **Communication.** We will communicate about curriculum, instruction, assessment, staff development, school programs and student progress through two-way, meaningful, timely and effective methods. At a minimum, annual conferences, reports on student progress, reasonable access to staff, opportunities to volunteer and participate in their child's class, and observation of classroom activities will be provided to parents and family members. Walnut Avenue Elementary School will also communicate with families weekly through the Roadrunner Report community newsletter, our updated school website, phone messages, and social media.
3. **Volunteering.** We will expand the recruitment, training, and recognition of family and community volunteers; we will provide opportunities for families and community members to contribute from home, the workplace, and other community-based sites. Walnut Avenue Elementary School will encourage parents to be involved with School Site Council, PTA, our ELAC, schedule volunteer opportunities with their teachers, and attend community events.
4. **Learning at Home.** We will promote family engagement in learning activities at home including homework and other curriculum-related activities appropriate to the grade and development of the student. Walnut Avenue Elementary School will encourage home-school connection between parents and teachers with appropriate learning activities and Distance Learning support.
5. **Decision-making.** We will include students, parents, and community members as partners in planning and decision-making. We will encourage participation by parents and family members in decisions that affect their child's educational experiences and comply with state and federal laws and regulations pertinent to family engagement. Walnut Avenue Elementary School will request parent involvement in all meetings and committees on campus.
6. **Collaborating with Community.** We will coordinate resources and services for students and families with businesses, agencies, service organizations and other groups and provide services to the community through our volunteer efforts and community improvement projects. Walnut Avenue Elementary School will encourage community partnerships to further our education mission.

Building Capacity for Parent Engagement

The Walnut Avenue Elementary School staff is committed to partnering with parents in the following ways:

- assist parents in understanding academic content and achievement standards and assessment and how to monitor and improve the achievement of their children
- provide materials and training to help parents work with their children to improve their children's academic achievement
- educate staff, with the assistance of parents, in the value of parent contributions and how to work with parents as equal partners
- coordinate and integrate parental engagement with other programs and activities in our school and support parents in more fully participating in the education of their children
- distribute information related to school and parent programs, meetings, and other activities to the parents of participating students in a format and, to the extent practicable, in a language the parents understand
- provide such other reasonable support for parental engagement activities under this section as parents may request

Accessibility

Our school, and our LEA shall provide full opportunities for the participation of parents with limited English proficiency, parents with disabilities, and parents of migratory students including providing information and school reports required under Section 6311 in a format and, to the extent practicable, in a language such parents understand.

(revised 2024-2025)

Walnut Avenue Elementary

2024-2025



Please review the handbook with your child and sign that you have read and understood Walnut Avenue Elementary School Policies and Procedures.

Return this form signed.

Keep the handbook portion for your records.

Student name: _____

Grade: _____ Room #: _____

Parent Signature: _____

Date: _____