

Chino Valley Unified School District



# THE GAME PLAN

(Parent/Guardian Handbook)  
Informational Handbook  
2024-2025



# COUNTRY SPRINGS BASEBALL GLOSSARY

As you visit the school, you will notice the baseball theme labels specific locations.  
Each classroom is named after a baseball team.

Students	Players
Teachers	Coaches
School Office	Clubhouse
Principal	General Manager
Principal's Conference Room	Home Plate
Assistant Principal	Manager
Assistant Principal's Conference Room	Batting Cage
Health Office	Training Room
Staff Workroom	Bull Pen
Staff Lounge	7 <sup>th</sup> Inning Stretch
Cafeteria	Concession Stand
Outside Eating Area	Terrace
Playground Snack Area	Bleachers
Multipurpose Room	Hall of Fame
Library	Field of Dreams
Computer Lab	Press Box
Teacher Pod Rooms	Dugout
Playground	The Field

# Welcome to Country Springs!

Country Springs Elementary School is a K-6 "baseball team-themed" school established in 1994 as a school with high expectations for all students. We have been successful in our endeavor to provide an education of excellence. We have received the California Distinguished School Award four times, the National Blue Ribbon Award twice, the Golden Bell Award, and the PBIS Gold Award. For the 2023-2024 School Year, Country Springs was recognized for the best attendance percentage in the entire district. In 2024, we were recognized as one out of six schools in California as a PLC Model School. Country Springs has always been a top school in the Chino Valley Unified School District, in the county of San Bernardino, and in the state of California.

Our school equips students with the skills needed for College and Career Readiness: Communication, Collaboration, Critical Thinking, and Creativity. This is accomplished through the implementation of Common Core State Standards. The Country Springs' school community is committed to the philosophy that all students are intelligent. We find it effective to develop self-confidence in each student by presenting the curriculum through The Theory of Multiple Intelligences and the use of the Visual and Performing Arts. We also seek to instill in our students the qualities needed to be a productive citizen. Country Springs has high expectations for both the students and the staff. The combination of everyone working together makes the school a continuing success story.

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# General Policies

## A

### Attendance

Students are expected to be at school and on time on a daily basis. Every day is an opportunity for your child to learn. Please visit our school website for information on attendance, absences, tardies, and early pick ups:

<https://www.chino.k12.ca.us/Domain/9579>

Here is a guide to help parents/guardians in deciding when to keep a child at home from school and when they can return (as of April 2024):

#### Fever

- Stay at home if a fever is 100.4 degrees or higher.
- Return when fever had gone away without fever-reducing medication for a full night.

#### Diarrhea

- Stay home if stool is likely to leak or if the child is unlikely to make it to the toilet in time.
- Return when improving.

#### Vomiting

- Stay home if vomiting has occurred two or more times in a 24 hour period.
- Return when vomiting has ended overnight, and your student is able to hold down liquids and food.

The following performance marks should be given for Strikes/Office Referrals per trimester at minimum for the Habits of Success - Follows classroom/school routines and expectations section on the report card. Other factors can contribute to a lower performance mark.

#### Tardies

- 1-2 tardies = 4
- 3-4 tardies = 3
- 5-6 tardies = 2
- 7+ = 1

The child's parent will receive after 3 and 6 tardies, notifying them that their tardies are affecting their Habits of Success grades

#### Unexcused absences

- Per every 2 unexcused absences, performance mark will be lowered on Habits of Success Grade
- Excused absences do not the performance mark

## B

## **Behavior - Positive Behavioral Intervention and Support (PBIS)**

To maintain a positive and safe learning environment, our school has high expectations for behavior. Our "All Star" behavior expectations are part of the Positive Behavioral Interventions and Support (PBIS) program. This evidence-based program improves social emotional competence, academic success, and overall school environment. Country Springs has three behavior expectations: **Be Respectful, Be Responsible**, and **Be Safe**. Please see the school website further details on our PBIS program: <https://www.chino.k12.ca.us/Domain/6326>

The following performance marks should be given for Strikes/Office Referrals per trimester at minimum for the Habits of Success - Follows classroom/school routines and expectations section on the report card. Other factors can contribute to a lower performance mark.

- 0 Strikes/Referrals= 4
- 1 Strike = 3
- 2 Strikes = 2
- 3+ Strikes/1+ Office Referral = 1

## **C**

### **Cell Phones/Smart Watches/Electronics**

Cell phones and electronics are to be turned off, not visible, and not used during the school day without the prior permission of an administrator or their designee. Smart watches may be used for checking the time during the school day, all other applications, phone calls, messages may not be accessed. A strike or referral will be issued if a student does not follow our cell phone/electronic policy.

### **Counseling and Social-Emotional Support**

All students in grades K-6 will be taught lessons through Second Step Curriculum that is rooted in social-emotional learning (SEL). Lessons focus on behavioral skills which include problem solving, emotion management, and empathy. See our website for more information: <https://www.chino.k12.ca.us/Domain/9337>

Short term (6-8 weeks) small group intervention classes for specific skill development in support of School Wide Expectations are offered to students by our MTSS-B Counselor. These classes are data-driven and evidence-based and aligned with PBIS through our Tier I resources.

Students at Country Springs have access to counseling through Chino Human Services through the city of Chino. This is a one-on-one service. This free on-site program provides treatment and support services for students with a variety of

needs. Permission slips are available in the office.

## **Curriculum**

The CVUSD elementary school curriculum is based on subject and grade-level Common Core State Standards (CCSS) adopted by the California State Department of Education. Teachers plan and deliver instruction to enable students to achieve mastery of these standards. Students receive instruction in English Language Arts/Literacy, Math, Social Studies, Science, Technology, Music, Art, Physical Education, and Health.

Students in grades 3-6 will take the California Assessment of Student Performance and Progress (CAASPP) developed by the Smarter Balanced Assessment Consortium (SBAC). This annual assessment is a computer-based assessment and is administered in the spring.

One of the unique features of Country Springs is the use of Howard Gardner's *Theory of Multiple Intelligences*; more detail of "MI". The effectiveness of MI, high expectations, parent involvement, and a strong school staff is evident in our successes as a school. For the many years, Country Springs has been one of the highest achieving schools in CVUSD, San Bernardino County, and ranks in the top 100 (of the 8000+) elementary schools in California.

Differentiated instruction during the school day is provided to all students. Differentiated instruction means that the Standards are addressed and is presented to students in a way to meet their learning needs.

## **D**

### **Dress Code**

CVUSD expects students to give proper attention to personal cleanliness and to wear clothes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process.

- Sun-protective items are allowed; sunglasses, hats, visors, etc. are for outdoor use and/or may be worn in the classroom at the teacher's discretion. Bill of hat must be worn over face.
- When indoors, hooded sweatshirts must be worn with the hood down against the back.
- For safety reasons, toes should be covered. Shoes and sandals must have back straps. Thong-type footwear or platform shoes above two inches are not permitted. Roller shoes are not permitted.
- Top strap widths should be between two inches or more in width. Strapless

tops are not permitted.

- Low cut tops, bare midriffs, and sheer clothing is not allowed. Clothes shall be sufficient to conceal undergarments.
- Skirts/dresses/shorts shall conceal the buttocks.
- Clothing shall adequately fit the child. Oversized clothing, sagging pants, hanging belts, etc. are not permitted.
- College and professional sport team logos are okay. Especially baseball logos!

### **Drop Off & Pick Up** (see ***Traffic Flow***)

**BREAKFAST** begins at 7:20 a.m.

**DROP-OFF TIME** is 7:30-7:50 a.m. (for students not eating breakfast)

To ensure student safety:

- Please follow signage and directions of staff who are on traffic duty to keep everyone safe and the traffic flowing.
- Pull your vehicle as far forward as possible in the drop-off/pick-up (YELLOW) zones to allow more traffic to enter.
- Children shall be ready to exit the car with all their belongings (backpacks, lunch box, water bottle, etc.) when approaching the drop-off section.
- Students must enter/exit on the passenger side of the car.
- If parents need to exit the car during drop off or pick up, they must be in a designated parking spot.
- Please do not use cell phones while driving, it is both illegal and endangers all students and staff.
- Plan ahead on **rainy days**, as traffic moves slower on these days. Students will gather in the Hall of Fame and are dismissed to class. At dismissal time, the students stand under the overhangs of the building at the pickup areas.
- Students who arrive after 7:50 a.m. are to enter through the office and will receive a tardy slip. **Traffic is not an excuse for tardiness.**

## **F**

### **Fun Club Day Care**

Our daycare building is located on the north side of the traffic circle. Fun Club programs are available for before and after-school childcare and enrichment programs for students K-6. Priority enrollment is given to unduplicated students in grades TK-6 (i.e. Foster youth, socio-economically disadvantaged youth, and English language learners) at no cost. Please visit the district website for more information: <https://www.chino.k12.ca.us/Page/1059>



# G

## Grading

CVUSD schools utilize standards-based report cards that indicate a child's performance toward the California State Standards on a trimester basis. Each subject area is divided into a list of skills and knowledge that students are responsible for learning. The three areas of Habits of Success (Work Habits, Responsibility for Academic Success, and 21<sup>st</sup> Century Skills) reported on the back of the report card will also use these performance levels. You can learn more by visiting the district's website: <https://www.chino.k12.ca.us/Page/15701>

Report Card Performance Levels:

**4 – Excelling:** Students at the Excelling level of performance consistently performing at grade level, can demonstrate independence, and can extend the grade level standards, when applicable expected at this point of the school year.

**3 – Achieving:** Students at the Achieving level of performance demonstrate an adequate understanding of and ability to apply skills needed to meet grade level standards at this point of the school year.

**2 – Progressing:** Students at the Progressing level of performance are partially meeting the grade level standards expected at this point of the school year.

**1 – Beginning/Standard Not Met:** Students at the Beginning/Standard Not Met level are not yet meeting grade level standards expected at this point of the school year.

# H

## H.I.T.S.

Helping Ignite Tomorrow's Stars is an annual event that allows students to make practical application of both their academic skills and Multiple Intelligence strengths. Special enrichment classes are set up by the teachers on a wide variety of topics. Students are given the opportunity to indicate which classes are of interest to them. Students are encouraged to use higher-level thinking skills to actively participate in the experience.

## Homework

CVUSD recognizes that homework contributes toward building responsibility, self-discipline, and lifelong learning habits and that time spent on homework directly influences students' ability to meet the District's academic standards. It is an expectation for students, parents/guardians, and staff to view homework as a routine and important part of students' daily lives

A system should be established at home for when and where homework should be completed. There should be a consistent place for finished work to be stored for returning it to school. Parents may assist with homework assignments and are encouraged to check their child's work daily for quality and accuracy.

It is the student's responsibility to record the homework assignments, make sure they understand the assignments before leaving class, take any necessary materials with them when they are dismissed for the day and return the assignments when they are due.

Our homework policy is intended to align with the District's policy. Long-term projects will be counted in the homework minutes outlined below. Students shall be required to read a minimum of 20-30 minutes every day, in addition to regularly assigned homework. The following minutes are guidelines and may vary with each student's ability and effort.

Kindergarten & 1 <sup>st</sup>	10-20 minutes
2 <sup>nd</sup> Grade	20-30 minutes
3 <sup>rd</sup> Grade	30-45 minutes
4 <sup>th</sup> , 5 <sup>th</sup> , 6 <sup>th</sup> Grade	60-90 minutes

Please remember the above minutes are for the specific homework assignments and do not include assignments which must be completed at home due to inefficient use of classroom work time.

If homework becomes too much to accomplish on a particular day and everyone involved becomes frustrated – STOP. The parent/guardian can write a note to the teacher and attach it to the incomplete homework assignment, and the student shall not receive any consequences. This applies to daily homework assignments, not long-term projects.

A Homework Notice will be sent home when a student has unexcused, missing, or incomplete homework. Missing or incomplete homework is tracked by trimesters. The first time a student forgets or does not complete his/her homework assignment, a Homework Notice is issued as a warning, but they are still eligible for the RBI Trimester award. On subsequent notices, they are ineligible for the RBI Trimester award and their report card performance level will be affected.

Report Card Performance Levels for Homework:

- 4 – Warning
- 3 – First Offense

- 2 – Second Offense
- 1 – Three or More Offenses

The following performance marks shall be given for Homework per trimester on the report card.

- 0 Strikes/Referrals = 4
- 1 Strike = 3
- 2 Strikes = 2
- 3+ Strikes/1+ Office Referral = 1

Restaurant Homework Passes or Fundraiser Homework Passes may be used according to the policies set up by the classroom teacher. Be sure to check these policies at Back to School Night.

## M

### Medications/Health Emergencies

Students becoming ill at school are sent to the Training Room/Health Office. If they are too ill to return to class, you will be notified. Please let children know to inform an adult if they are ill or injured.

In the event of a serious injury or illness, the paramedics will be called. **Please ensure the information on your child's Emergency Contact list is kept up-to-date and accurate. Cell phone numbers are helpful. Remember to include all names and numbers of those people you authorize to pick up your child in the event of an emergency. We can only release students to those who are listed.** If your information changes, please update your information in the Aeries Parent Portal.

When medications are to be taken at school, a Request for Administration of Medicine form must be completed by the physician. The form is available from the Health Office. It must accompany all medications sent to school. All medications must be sent in their original pharmacy container and be marked with the student's name and expiration date of the medication. Non-prescription medications may not be dispensed at school, including vitamins, cough syrup, etc. Parents may come to school and dispense medication to their own children through the Health Office.

Vision and Hearing will be done on all students in the following grade levels: Kindergarten, 2nd, 5<sup>th</sup> and NTD (new to district) students. Color vision will be done on all 1<sup>st</sup> grade boys.

## N

## **Nutrition Program - Breakfast/Lunch**

It takes energy for the students to do all that is expected of them during the school day. We hope students eat a good breakfast, either at school or at home and bring a nutritious lunch or receive a healthy lunch from the cafeteria. School staff will encourage students to eat a healthy meal. Students may not take food from other students.

Breakfast and lunch are free to all students during the 2024-2025 school year. The breakfast and lunch menu is available online through the school website: [Student Breakfast and Lunch Menus](#)

Breakfast is available daily starting at 7:20 am.

Monday, Tuesday, Thursday, and Friday the students have a 40-minute lunch period, approximately 20 minutes to eat and 20 minutes to play. Students needing additional time to finish eating their lunch may stay at the lunch tables to continue eating. On minimum days, students have a 30-minute lunch period and may choose to go to the lunch tables to eat during that time.

On most days, students eat outdoors. During inclement weather (i.e. rainy days), students eat in the Hall of Fame.

It is encouraged students to bring water bottles labeled with the student's name. We have two water bottle filling stations available on campus. Students who do not bring a water bottle to school can drink water from the water fountains. Drinks other than water (juice, milk, etc.) shall be consumed during snack and lunch times and in a sealed container. No coffee or hot chocolate drinks are allowed on campus.

## **P**

### **Parent Faculty Association (PFA)**

As parents of students attending our school, you are automatically members of the PFA. We consider ourselves a big family, so there are no dues or fees. One of the vital reasons for the school's success is the amount of parent involvement and support for school activities. Through our fundraising activities, the PFA is able to finance educational assemblies, field trips, student awards, Red Ribbon Week, and supplemental instructional materials for the classrooms. Parent volunteers are always needed to assist with Art Palette lessons, classroom parties/activities, field trips, and work with a variety of PFA committees. The Country Springs PFA is the means for coordinating this involvement and

support. The school staff and PFA work as a team to provide the best for the students with the active support of parents. Please consider volunteering for at least one event or program this year. See our website for more information: <https://www.chino.k12.ca.us/Domain/394>

## **Parking**

The parking lot by Fun Club is for staff only. The parking lot in front of the office will be for staff, parents, and visitors. Parents/visitors may park in unmarked parking spaces. We ask that parents and visitors park on the street if they are attending a field trip with their child's classes. Parents remember to pay attention to all posted signs so you do not get ticketed.

# S

## **Student Recognition**

In order for student performance to meet our high expectations, a school-wide positive reinforcement system becomes part of our philosophy. It is important to recognize both academic achievement and excellence in citizenship. The criteria for all our wards are set so that all students have the potential to receive them. Our awards both recognize those individuals who have met or exceeded the school's high expectations, but also set goals for those students striving to improve.

The monthly student award program is the Most Valuable Player (M.V.P.) Award. M.V.P. Awards are given to 1<sup>st</sup> – 6<sup>th</sup> graders who have shown exceptional academic performance related to mastery of the Common Core State Standards. Teachers may also give one Sportsmanship Award to a student who has demonstrated exemplary All-Star expectations: Safe/ Responsible/ Respectful.

### **Trimester Awards—given at the end of each grading period:**

Coach's Award	Work Habits & 21 <sup>st</sup> Century Skills (back of Report Card) 4's on Report Card in ALL areas of 'Habits of Success' (including both Playground and Classroom Behavior) and NO office referrals or Strikes.
RBI Award	For all students who Regularly Brought In (RBI) classwork and homework with <b>no</b> Homework/Missed Assignment Notice for missing or incomplete assignments.
Batting 1000 Award	For all students with zero absences and no tardies, early outs, or late pick up during the grading period (first day through last day of the trimester). One excused tardy or

early pick-up will be allowed for a doctor's or dentist's appointment with a note submitted to the office on the same day. Students who enroll in the middle of a trimester are not eligible for the award.

Grand Slam Award	Given to those students who receive the Coach's, RBI, and Batting 1000 Awards for the trimester.
Sportsmanship	Given to graduates of the MTSS-B counseling program.

### **End of Year Awards**

"Hall of Fame" Inductee	Recipients of the Grand Slam Award for all three trimesters will receive recognition at the end of the school year
Presidential Fitness Award	For 5 <sup>th</sup> grade students meeting the National guidelines for physical fitness
Presidential Academic Award	For 6 <sup>th</sup> grade students who have earned Standard Exceeded every year on the CAASPP (subject to change based on U.S. Department of Education's criteria)
Presidential Educational Excellence Award	For 6 <sup>th</sup> graders who have displayed exceptional academic growth and/or commitment over an extended time (subject to change based on U.S. Department of Education's criteria)

## **T**

### **Traffic Flow**

#### Pedestrians Walking:

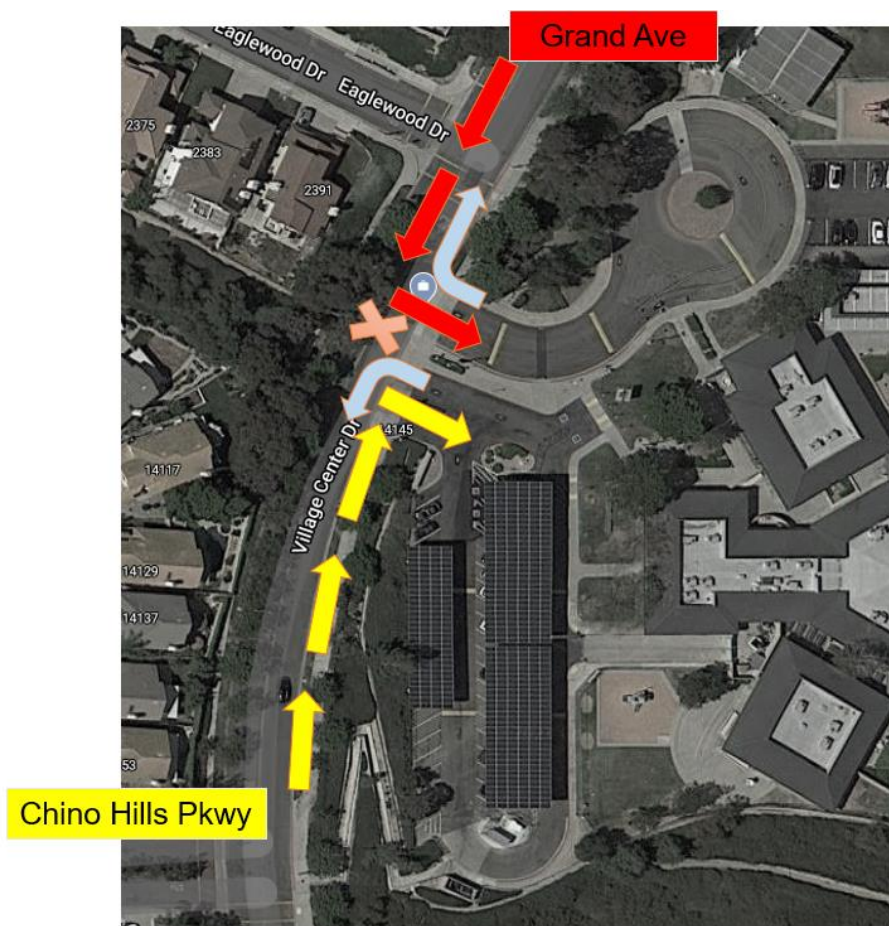
With the walkway that enters the south end of the campus by the crosswalk, it is easy and safe to drop off and pick up students from streets near the school without having to battle the traffic entering the campus. Pedestrians walking to or from the north must use the sidewalk that surrounds the traffic circle. The sidewalk between the two drop-off/pick up areas is not to be used.

#### Vehicles:

Signs posted by the city for exiting are enforced by the Sheriff's Department. If you are approaching the school from Grand Avenue, you must turn left into the traffic circle (the first entrance), then exit (right turn only) from campus which returns you to Grand Avenue. PLEASE BE AWARE, at dismissal time, do not arrive

too early from this direction. You can be cited by the Sheriff's Department if you are blocking through traffic or the sidewalk as you wait to turn left into the traffic circle. If you are approaching the school from Chino Hills Parkway, you must turn right into the parking lot (the first entrance), then exit (left turn only) from the parking lot which returns you to Chino Hills Parkway. The east side of Village Center Drive in front of the school is a NO PARKING ZONE during arrival and dismissal times. Signs have been posted by the city.

If you choose to use the campus for drop off and pick up, the [diagram below](#) illustrates the proper traffic pattern.



## V

### Visual and Performing Arts

Country Springs has a multi-faceted Visual and Performing Arts program.

Students in 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> grade participate in general music class provided by a credentialed music teacher. Students in 5<sup>th</sup> and 6<sup>th</sup> grade have the option

to participate in beginning orchestra and band, advanced orchestra and band, and choir. In addition, students will be part of performances that may include acting, singing, and dancing.

All students have an opportunity to attend art classes through the Art Palette program.



# Theory of Multiple Intelligences

In the mid 1980's, Dr. Howard Gardner, a professor at Harvard University, began developing criteria related to how adults and children acquire knowledge. This led to his "Theory of Multiple Intelligences". According to this theory, individuals possess seven "intelligences" which characterize the way we learn. The degree of how much each intelligence affects our learning varies from person to person. It is important that each student understands which "intelligence" allows them to absorb new knowledge.

Country Springs was founded using the MI philosophy. We believe all students are intelligent. Our objective is to find which intelligence best serves each student and present the curriculum to them through that modality. Based on our performance record through the past this approach to instruction works very well.

<b>The Seven Intelligences</b>	
Linguistic	Word smart. You learn easily by reading and listening.
Logical/Mathematical	Number smart. You like problem solving, computers, and critical thinking.
Bodily Kinesthetic	Body smart. You learn best by doing and touching. You may need to move or fidget after sitting for a while.
Spatial	Picture smart. You learn things better if you can see it in picture form or 3- dimensional objects and enjoy puzzles.
Musical	Music smart. You can learn easily when things are presented in rhyme, rhythm, and repetition.
Interpersonal	People smart. You learn well when working with others.
Intrapersonal	Self-smart. You prefer working by yourself and are very aware of your own strengths and weaknesses.

## School-wide Approaches:

Teachers consistently utilize a variety of instructional techniques and experiences to develop all seven of the students' intelligences. Each student is screened to determine their individual areas of strength. The entire school facility and surrounding area, such as the park and lake are used as a learning environment. The H.I.T.S. program is tied directly to the MI focus.



## Contact Information

### Country Springs Elementary School

Principal: Monica Hyland  
Assistant Principal: Lani Davies  
Office Manager: Denise Koerber  
Typist Clerk: Piyada Tan  
Bilingual Clerk: Claire Kuo  
Health Technician: Meena Patel

14145 Village Center Drive  
Chino Hills, CA 91709

Phone (909) 590-8212  
Fax (909) 548-6079

Office Hours: 7:00 a.m. – 4:00 p.m.

(909) 590-8212 or (909) 628-1202 ext. 5800

School Website

<https://www.chino.k12.ca.us/CountrySprings>

FUN CLUB (909) 590-1243