

PEC
JAMES D. PRICE



S.O.A.R

***S**trive to be Responsible ***O**rganized ***A**ccountable ***R**espectful

**Parent / Student
Handbook
2023-2024**

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OFFICE (928) 502-7730

FAX (928) 502-7748

www.price.yuma.org

www.facebook.com/price.ypg/

Administration

Mr. James Sheldahl

Superintendent

Mrs. Audrey Corners

Principal

Mrs. Aide Estrada

Lead Teacher

Yuma School District One is the largest elementary school district in Yuma County with over 10,000 kindergarten through eighth grade students and more than 1,300 employees. We operate 13 elementary, three junior highs, and two middle schools.

Our mission: *At J.D. Price Elementary our mission is to cultivate a dynamic learning environment that embraces the Whole Child and AVID philosophies, empowering each student to achieve their highest potential and become well-rounded, confident, and compassionate individuals.*

By providing a solid foundation, individualized support, and a rich array of opportunities, we are committed to helping each student reach their full potential and make a positive impact on the world around them.

School Staff

Principal	Audrey Corners, Office
Secretary	Stacie Oliver, Office
Kinder & First/Lead Teacher	Aide Estrada, Room E
First & Second Grade	Diana Salazar, Room F Amber
Third & Fourth Grade	Brooks, Room C
Fourth & Fifth Grade	Brenda Findley, Room A
Art-Tuesdays	Paula Christiansen, Room D
Music-Wednesdays	Kim Buchanan, Room D
PE-Thursdays	Chris Clayton, Room D
Counselor-Mondays	Carol Bickford, Room B
Nurse	Yvette Avila-Guzman, Office
Librarian	Dawn Marie Nimesgern, Library
Interventionist	Selena Metts, Room H
Custodian	Luis Encina



Yuma School District One
ONE Community Pursuing Excellence

Student Calendar 2023 – 2024

450 W. Sixth Street
 Yuma, Arizona 85364-2973
 Phone: 928.502.4300 Fax: 928.502.4442

July 17, 2023	Middle School Offices Open
July 24, 2023	Elementary School Offices Open
August 7, 2023	First Day of School
September 4, 2023	Labor Day
October 6, 2023 - October 9, 2023	Fall Break/Columbus Day
November 10, 2023	Veteran's Day
November 20-24, 2023	Thanksgiving Holiday Break
December 18, 2023 – January 5, 2024	Winter Break
January 15, 2024	Martin Luther King Day
February 16, 2024	Non School Day for Students
February 19, 2024	President's Day
March 29, 2024	Good Friday
April 1, 2024-April 5, 2024	Spring Break
May 27, 2024	Memorial Day
May 30, 2024	Last Day of School
June 6, 2024	Elementary School Offices Close
June 13, 2024	Middle School Offices Close

Daily School Schedule

**School Schedule: (Elem) Tuesday - Friday 8:50am-3:45pm. (MS) 8:40am-3:44pm
 Early Out Monday's (Elem) 8:50-2:15pm, (MS)- 8:40-am-2:14pm**

Price School: Monday - Friday: 8am - 3 :00pm - Early Out Monday's 8am-1pm

Bell Schedule

7:45 am	Gates Open
8:00 am	School Begins
9:30 to 9:45 am	Morning Recess
11:15 am to 12:00 pm	Lunch/Recess
1:25 to 1:40 pm	Afternoon Recess
3:00 pm	Dismissal

1:00 pm - Early Dismissal (Mondays Only)

Personalized Learning

Personalized learning is instruction that is paced to student learning needs and tailored to student learning preferences and interest. Objectives, content, pace, and method of instruction may all vary from student to student. The focus is to help all students achieve success.

Volunteers -Every volunteer who works for Yuma School District One must complete a volunteer application and registration/emergency form before he/she begins to work. (This includes parent volunteers.) The information you provide is extremely important in the event that you become ill or are involved in an accident while on campus. We want to make certain that you are aware of our district volunteer policies and other information included in the [volunteer handbook](#). Please read the handbook carefully before signing the registration/emergency form.

Visitors - All visitors, including parents/guardians, must enter and exit through the school's front office. This allows school staff to know who is on campus at any given time.

While on campus, visitors are asked to comply with all district safety guidelines, including, but not limited to:

- ensuring all doors or gates are closed properly
- visiting only the areas indicated at visitor check in
- refraining from tampering with safety equipment, such as fire extinguishers and alarm systems
- immediately reporting any safety concerns to school staff

Skateboards, Scooters, and Bicycles - Students may ride to school. Racks are available to secure bikes and scooters. Skateboards can be held in the front office. All bicycles and scooters are to be properly parked in the bike racks. Do not ride on school sidewalks. Arizona law requires that a helmet must be worn at all times for children under 18. We recommend that bicycles be locked during the school day and helmets are taken to the classroom. The school cannot be responsible for damaged, lost or stolen bikes, scooters, skateboards, or helmets.

After School Transportation - Parents must inform the school of any change in a child's transportation before 2:00pm (Noon on Monday). After this time, it is not possible to ensure those messages will be successfully received in classrooms. Without timely and explicit instruction to the office or the teacher, a child will be required to go home as usual. Children will not be allowed to use a phone to plan to go home with another child; arrangements must be made by parents, who inform the office or teacher. A child may not ride or walk home with another child without a note from a parent or a timely call to the office.

After School Access to Classrooms - Classroom security is the responsibility of teachers. Inside their classrooms, teachers generally provide their own personal materials for teaching, bulletin boards, and student use. Additionally, their records for students are private and confidential. Before or after school, no one will be allowed access to a classroom without the teacher being present or given explicit permission. Students must be sure to take home what they need every day.

Absence Notification and Signing Out - The daily classroom exchanges between the student and teachers is a vital part of the educational process. Lost time is very difficult to replace even if the student makes up the work. School starts promptly at 8:00 am. Any student who arrives after 8:00 am will be marked as tardy, receive a tardy pass, and be sent to class. It is very important that students arrive at school on time. If a student is more than 10 minutes late, state policy requires parent sign-in to count the child present. Three unexcused absences with no parent contact may result in a truancy referral, and legal follow-through may be pursued. When it is

necessary for the student to be absent from school for any reason, parents should notify the school by 9:00 am the day of if you want the absence to be excused. Upon returning to school from an excused absence, the student shall submit to the school signed written consent and specific reason for the absence signed by the parent or guardian. We will retain written consent of absence in the student file for a period of four (4) years. If there are ten (10) or more consecutive absences due to illness, a doctor's note allocating the students illness is required. This note will also remain in the student file for four (4) years.

Parents should come into the office to sign out their children. If you authorize someone else to pick your child up, or if you have arranged for your child to go home with another child, please call or write a note to let us know. We cannot release children to unauthorized adults.

Personal Electronic Devices - Personal electronic devices such as cell phones, smartphones/watches, music players (or anything else that has data, internet access, and camera capabilities) are not needed, or allowed, in the academic setting. Students may bring/wear them to and from school, but must turn them off and store them safely while on school grounds. If the device is brought out, it may be confiscated and parents required to pick them up at the office.

Yuma School District One, Price Elementary, administrators, teachers, staff, and other students are not responsible for stolen, lost, or damaged personal electronic devices.

Lost and Found - Please put your child's name on labels of coats, sweaters, backpacks, lunch packs, and other possessions so that lost items may be returned to owners. Misplaced or lost items are placed in the Lost and Found box inside the cafeteria. Clothing and other items with identification will be returned to students, so please be sure to mark them with your child's name. Items left unclaimed at school breaks will be given to the thrift store.

Homework Requests - If a child is absent, a request for missed work may be made to the teacher or through the office. In order to assure that the teacher has time to collect materials, please notify us in the morning for after-school pick up of the homework packet.

Textbooks and Supplies - The school provides textbooks and basic supplies. Teachers may request additional or specific items for their classroom routines and projects. We require that children take care of books assigned to or checked out by them. There will be no charge for ordinary wear caused by use of school books. However, damages beyond normal use or replacement costs for lost books will be charged to the child and should be paid before the final report card is given out.

School Lunch - Another school in town will deliver the lunches. In order to have an accurate count on the amount of lunches needed, lunch counts will take place each morning by 8:15 a.m. Lunch is available to all students for \$1.50 every day. If your child is not at school in time for the lunch count but will be at school for lunch, please contact our office prior to 8:15 a.m. if they would like to order a lunch for that day.

Please complete the free and reduced lunch application at any time during the school year if you think your family may qualify. Please pay all lunch fees electronically. You can manage your child's meal account or make a payment on-line. You will need your child's eight-digit student ID number. We look forward to serving you.

Students may also bring their own lunch, which will be stored in our refrigerators located in the cafeteria. We highly encourage the use of a thermos for warm lunches, as we will not be able to heat up your child's food in any way. For safety concerns, please do not send glass containers. If students bring a sack lunch from home, they may still purchase milk for 50 cents. Due to USDA guidelines, milk is cents, regardless if your student qualifies for free or reduced-priced meals.

Dress Code - Yuma School District One's policy prohibits the wearing of clothing displaying logos or trademarks of controlled substances, including but not limited to alcoholic beverages and drugs, bare midriffs, see-through blouses, halter tops, thin straps, backless or strapless tops, and clothing or tattoos with inscriptions or pictures that are vulgar or offensive to other students or staff members are NOT acceptable. Caps may be worn outside.

School personnel will determine whether clothing is appropriate and acceptable. Any child wearing inappropriate clothing at school may call home to have acceptable clothing brought or will borrow from the office.

- Shorts and skirts must be at or below fingertips.
- Caps may be worn outdoors only, and bill must face forward.
- Apparel/accessories (e.g.: including chains, jewelry, bandannas) that can damage school property, be considered gang-related, or be used as a potential weapon, are not acceptable school attire.
- Dress that communicates the promotion of tobacco, alcohol, drugs, violence, vulgarity, profanity, or that is disparaging to gender, or that has a sexual connotation is not acceptable school attire.
- Midriffs must be covered and tank tops must have at least 2-inch straps.
- Revealing clothing is not acceptable school attire.
- Underwear shall not be visible.
- Sagging pants are not acceptable school attire.
- Long belts must be tucked into belt loops.

Library - All students have a library period each week. Children are expected to return books on the due date and pay for a lost or damaged book. Please help your child enjoy and care for our library books and return them in good condition so that others can do the same.

Grades - Teachers are required to post approximately one grade per subject, per week, for every child. Please keep open communication with your child's teacher to ensure academic success.

School - Home Communication:

- BlackBoard Connect
- Class Dojo
- Price Website at www.price.yuma.org

Facebook at www.facebook.com/price.ypg/

If you would like to visit the school, please call the office to set up a convenient time that does not interrupt the class schedule. A copy of the daily schedule is included in this handbook. It is essential that parents and teachers communicate regularly. Please call the office to arrange a conference with your child's teacher if needed.

Please respect that the school day is reserved for instruction and work for students; phone calls to teachers may not be returned until after dismissal.

We offer parent conferences twice a year to ensure that parents are aware of their child’s progress. Three early dismissal days are scheduled on **October 10-12** and at the end of the 3rd quarter **March 26-28** to accommodate time for parent conferences.

Student confidentiality is very important to us. We cannot discuss confidential matters in the classroom. We would gladly meet with you to discuss matters in a conference with some notice for preparation.

Report Cards - Report Cards are issued at the end of each quarter to show the current progress of each student. First quarter report cards will be issued at the parent teacher conference. Second, third and fourth quarter report cards will be sent home with students. The report card envelope is to be signed by a parent or guardian and returned to the classroom teacher.

Report Card Dates

Q	Grading Period	Conference/Report Card	Date
1	Aug 7 – Oct 5 (43 days)	Conferences	10/10-12
2	Oct 10 – Dec 15 (43 days)	Report Card	1/11/2024
3	Jan 8 – Mar 15 (47 days)	Conferences	3/26-28
4	Mar 18 – May 30 (47 days)	Report Card	May 30th

SCHOOL-WIDE BEHAVIORAL EXPECTATIONS

Our guide for teaching school wide behavioral expectations:

This is a set of strategies and a system to increase the capacity of our school to reduce school disruptions and educate all students including those with problem behaviors.

ACKNOWLEDGEMENT SYSTEMS

The acknowledgement system is a feature of the SOAR behavioral expectation system. The behavioral expectation system focuses on acknowledging students who demonstrate Price Elementary behavioral expectations.

HANDLING INFRACTIONS OF BEHAVIORAL EXPECTATIONS

Price Elementary will maintain a level system for handling infractions of behavioral expectations. Outline below is the level system along with the instructions for handling such behaviors:

Level 1 behaviors include:

- Inappropriate language (cursing)
- Physical aggression (pushing, shoving)
- Defiance, disrespect, insubordination, non-compliance
- Lying, cheating
- Harassment, teasing, taunting (physical and /or verbal)
- Disruption, excessive talking, dress code violation
- Not prepared for class.

Level 2 behaviors include:

- Abusive language (Threats, offensive racial/sexual comments)
- Fighting* (defined as actions that require a visit to the nurse)
- Forgery, theft*
- Property damage*
- Skipping class*
- Vandalism (irreversible destruction of school property) *
- Violation of district technology guidelines*
- Chronic Level I behaviors

Level 3 behaviors include:

- Arson
- Bomb threat, false alarm
- Use, possession of alcohol
- Use, possession of prescription or non- prescription drugs
- Use, possession of tobacco
- Use, possession of weapon
- Chronic Level II Behaviors

Cafeteria Expectations

Strive to be Responsible in the cafeteria

- Hands, feet and objects to self
- Eat your own food
- Raise hand for permission to be excused

Organized in the cafeteria

- Walk in a line to the cafeteria
- Wait quietly to be excused
- Throw all items away and walk quietly to their designated playground

Accountable in the cafeteria

- Focus on eating first
- Follow cafeteria procedures
- Clean up after yourself
- Use table manners

Respectful in the cafeteria

- Wait your turn
- Use a soft voice
- Respond to teacher's signal for silence
- Give your attention to the cafeteria personnel while in serving zone
- Keep silent in the serving zone
- Respect others' personal space

Exterior Hallway Expectations

Strive to be Responsible in the hallway:

- In classroom groups walk in two lines
- In smaller groups walk single file
- Hands, feet and objects to self
- Walk on the right of the hallway
- Look straight ahead

Organized in the hallway:

- Keep backpack closed
- Stay with your class

Accountable in the hallway:

- Go directly to your destination

Respectful in the hallway:

- Respect others' personal space
- Use soft voice

Restroom Expectations

Strive to be Responsible in the restroom:

- Use restroom facility appropriately
- Keep water and soap in the sink
- Walk in the restroom
- Tell an adult if the restroom needs attention

Organized in the restroom:

- Follow classroom restroom procedures

Accountable in the restroom:

- Use water, soap and tissue paper appropriately
- Flush toilet after use
- Keep restroom clean
- Return directly to class or designated area when finished

Respectful in the restroom:

- Observe personal space
- Lock stalls when entering and unlock when leaving
- Respect privacy
- Use a soft voice

Recess Expectations

Strive to be Responsible in the at recess

- Follow playground procedures
- Remain on the school grounds
- Walk on sidewalk when exiting the building to playground areas
- Follow game rules
- Inform adult of unsafe behavior or incidents
- Stay away from unfamiliar adults or animals.

Organized at recess

- Put equipment away when finished

Accountable at recess

- Line up quickly when bell rings
- Listen for instructions
- Be responsible for jackets and other belongings

Respectful at recess

- Respect school property
- Share equipment
- Use positive talk
- Take turns
- Use good sportsmanship

***Teachers and staff will implement I-HUM strategies**

- o I -interact with students
- o HU -heads-up always looking around at students
- o M -moving constantly in and around students

Arrival Expectations

Strive to be Responsible during arrival:

- Arrive at school no earlier than 8:15
- Enter the building when the bell rings.
- Go directly to the cafeteria with your backpack
- Wait in the cafeteria until dismissed at 8:15 am
- Arrivals after 8:25 am go straight to recess.

Organized during arrival:

- Make sure all materials are in your backpack. (lunch boxes, jackets, etc.)
- Keep your backpack until you enter the classroom

Accountable during arrival:

- Follow the directions of the teacher/chaperone, be where you need to be, when you are supposed to be there.

Respectful during arrival:

- Keep hands, feet, and objects to self
- Use soft voices
- Respect others' personal space
- Respond appropriately to adult directions

Dismissal Expectations

Strive to be Responsible during dismissal:

- Walk to the designated dismissal area
- Walk with teacher when dismissal bell rings
- Follow hallway expectations.

Organized during dismissal:

- Be packed and ready to go
- Keep materials in backpack until arrival at home

Accountable during dismissal:

- Be where you need to be when you need to be there

Respectful during dismissal:

- Keep hands, feet, and objects to self
- Use soft voice
- Respect others' personal space
- Respond appropriately to adult directions

***Teachers and staff will implement I-HUM strategies**

- o I -interact with students
- o HU -heads-up always looking around at students
- o M -moving constantly in and around students.

Bus Expectations (field trips)

Strive to be Responsible on the bus

- Remain seated in one seat until bus comes to your stop
- Keep hands and objects inside bus and out of the aisle

Organized on the bus:

- Keep all materials inside backpack until arrival in classroom or home

Accountable on the bus:

- Keep backpack, lunch boxes, hands, feet, and all other materials out of the aisle
- Board or exit the bus only at your stop
- Keep all food and drinks in backpack until off of the bus
- No eating or drinking on the bus

Respectful on the bus:

- Follow bus drivers' instructions
- Use soft voice
- Keep hands, feet, and objects to self
- Move over to allow others to sit in a seat

EXHIBIT

JICK-EB © STUDENT VIOLENCE / HARASSMENT / INTIMIDATION / BULLYING

(To be displayed in school buildings and in student handbooks.)

The Governing Board of the Yuma Elementary School District believes it is the right of every student to be educated in a positive, safe, caring, and respectful learning environment. The Governing Board further believes a school environment that is inclusive of these traits maximizes student achievement, fosters student personal growth, and helps a student build a sense of community that promotes positive participation as citizens in society.

To assist in achieving a school environment based on the beliefs of the Governing Board, bullying in any form will not be tolerated.

Bullying: Bullying may occur when a student or group of students engages in any form of behavior that includes such acts as intimidation and/or harassment that

- has the effect of physically harming a student, damaging a student's property, or placing a student in reasonable fear of harm or damage to property,
- is sufficiently severe, persistent or pervasive that the action, behavior, or threat creates an intimidating, threatening, or abusive environment in the form of physical or emotional harm,
- occurs when there is a real or perceived imbalance of power or strength, or
- may constitute a violation of law.

Bullying of a student or group of students can be manifested through written, verbal, physical, or emotional means and may occur in a variety of forms including, but not limited to

- verbal, written/printed or graphic exposure to derogatory comments, extortion, exploitation, name calling, or rumor spreading either directly through another person or group or through cyberbullying,
- exposure to social exclusion or ostracism,
- physical contact including but not limited to pushing, hitting, kicking, shoving, or spitting, and
- damage to or theft of personal property.

Cyberbullying: Cyberbullying is, but not limited to, any act of bullying committed by use of electronic technology or electronic communication devices, including telephonic devices, social networking and other Internet communications, on school computers, networks, forums and mailing lists, or other District-owned property, and by means of an individual's personal electronic media and equipment.

Harassment: Harassment is intentional behavior by a student or group of students that is disturbing or threatening to another student or group of students. Intentional behaviors that characterize harassment include, but are not limited to, stalking, hazing, social exclusion, name calling, unwanted physical contact and unwelcome verbal or written comments, photographs and graphics. Harassment may be related, but not limited to, race, religious orientation, sexual preference, cultural background, economic status, size or personal appearance. Harassing behaviors can be direct or indirect and by use of social media.

- Continued on next page

Intimidation: Intimidation is intentional behavior by a student or group of students that places another student or group of students in fear of harm of person or property. Intimidation can be manifested emotionally or physically, either directly or indirectly, and by use of social media.

Students are prohibited from bullying on school grounds, school property, school buses, at school bus stops, at school sponsored events and activities, and through the use of electronic technology or electronic communication equipment on school computers, networks, forums, or mailing lists.

Disciplinary action may result for bullying which occurs outside of the school and the school day when such acts result in a substantial physical, mental, or emotional negative effect on the victim, while on school grounds, school property, school buses, at school bus stops, or at school sponsored events and activities, or when such act(s) interfere with the authority of the school system to maintain order. All suspected violations of law will be reported to local law enforcement.

Students who believe they are experiencing being bullied or suspect another student is bullied should report their concern to any staff member of the School District. School personnel are to maintain appropriate confidentiality of the reported information.

Reprisal by any student directed toward a student or employee related to the reporting of a case or a suspected case of bullying shall not be tolerated, and the individual(s) will be subject to the disciplines set out in applicable District policies and administrative regulations.

Students found to be bullying others will be disciplined up to and including suspension or expulsion from school.

Knowingly submitting a false report under this policy shall subject the student to discipline up to and including suspension or expulsion. Where disciplinary action is necessary pursuant to any part of this policy, relevant District policies shall be followed.

Law enforcement authorities shall be notified any time District officials have a reasonable belief that an incidence of bullying is a violation of the law.



Yuma School District One
Health Services
Medication Administration Guidelines for Parents

Medication use at school presents concerns such as theft, misuse and loss, which can present dangers to students as well as financial expense to families. ALL medications will be kept in the school health office for the safety of all students. Requests for students to carry and self-administer will need a healthcare provider's order. When requested by a parent/guardian, pharmacies will provide a second labeled container for school use. Medication will be administered only, with a signed consent from a parent/guardian, and healthcare provider.

Prescription Medication

- Must be prescribed by a Health care provider who is licensed in the state of Arizona and/or California.
- According to Arizona Law, no medication from Mexico will be permitted to be administered at school.
- All prescribed medication must be in the original container from the pharmacy.

Over the Counter Medication

- Written permission by a parent must be provided on the OTC-consent form.
- Any over-the-counter medication sent by a parent must be in the original packaging with all directions clearly marked.

Medication that is not properly labeled, expired and/or without a signed consent by parent/guardian and healthcare provider will not be administered to any student!

Please review the handbook with your child(ren). Please sign this page indicating you have received this copy. Detach and return it to your child's teacher. Any questions regarding the contents of this handbook please call the office at (928) 502-7730.

PFC James D. Price Elementary School Student Handbook

Date

Student Signature

Date

Parent Signature

