



Santa Rosa City Schools

**Kindergarten Parent
Information Packet
for the
2014-2015 School Year**

**Paquete para Padres
de Información de Kinder
para el
Año Escolar de 2014-2015**



www.srcs.k12.ca.us



Socorro Shiels
Superintendent
(707)528-5181
Fax: 528-5440
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Welcome!

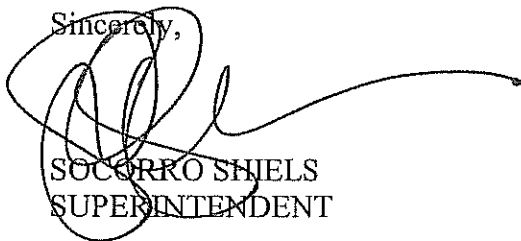
Dear Parents:

Welcome to Santa Rosa City Schools! Like you, we realize that school is an exciting experience for your child. It is our ongoing commitment to provide quality educational experiences for all children. Our mission, in partnership with parents, educators, and the community, is to provide active, involved learning for all students so they will achieve personal, academic, and career success.

We are your partner your child's education and look forward to working alongside of you. Your ideas and assistance are welcome and valued. Your support and encouragement will help your child look forward to school as a place for new and interesting experiences.

Please feel free to call the school or district office should you have any questions. Please visit our webpage at www.srcs.k12.ca.us for additional information. We are happy to have you with us and look forward to providing a quality education for your child.

Sincerely,



SOCORRO SHIELS
SUPERINTENDENT



Rachel Monárrez, Ph.D.
Assistant Superintendent
Curriculum & Instruction K-6
(707) 528-5272
Fax: 528-5666
e-mail: rmonarrez@srcs.k12.ca.us

Dear Parents and Guardians:

Welcome to Santa Rosa City Schools! We are proud to offer families in our community a rich, extended-day Kindergarten program that provides an excellent foundation of social and academic growth for children who will be five years of age on or before September 1, 2014.

For students who will turn five between September 2, 2014-December 2, 2014 Santa Rosa City Schools offers our families an extended-day Kinder Academy program. This program was designed to reflect the State of California's decision to change the Kindergarten entrance age to 5 years old by September 1st. Our Kinder Academy program provides an excellent, developmentally appropriate foundation for your child's social and academic growth. This is a two year Kindergarten program providing additional time and support for our younger students to develop socially and academically.

Both our extended day programs allow for important additional instructional time for children, so that essential beginning skills taught by highly qualified teachers can be mastered throughout the year. In addition to the extended instructional day, Kinder Academy and Kindergarten students are provided up to an hour of on-site child care at no cost to families. For families who choose this option, Kinder Academy and Kindergarten students can be dismissed at the end of the regular school day with first through sixth grade students.

This registration packet was designed to provide parents with important information regarding aspects of their child's first school experience. If you have any further questions regarding any of the information provided, you are encouraged to call the Office of Curriculum and Instruction K-6 at 707-528-5272 or contact your school of residence.

We look forward to working with you for a successful Kinder Academy or Kindergarten year as you and your child embark on this exciting and important time!

Sincerely,

Rachel Monárrez, Ph. D.
Assistant Superintendent
Curriculum & Instruction K-6

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SANTA ROSA CITY ELEMENTARY SCHOOLS

Albert F. Biella Aracely Romo-Flores, Principal	2140 Jennings Avenue Santa Rosa, CA 95401	522-3110
Brook Hill Guadalupe Perez-Cook, Principal	1850 Vallejo Street Santa Rosa, CA 95404	522-3120
Luther Burbank Julian Szot, Principal	203 South A Street Santa Rosa, CA 95401	522-3140
Hidden Valley Liz Newman, Principal	3435 Bonita Vista Lane Santa Rosa, CA 95404	522-3180
Hidden Valley Satellite Liz Newman, Principal	3555 Parker Hill Road Santa Rosa, CA 95405	522-3190
Helen Lehman Beverly Jones, Principal	1700 Jennings Avenue Santa Rosa, CA 95401	522-3200
Abraham Lincoln , Principal	850 W. Ninth Street Santa Rosa, CA 95401	522-3210
James Monroe Theresa Steele, Principal	2567 Marlow Road Santa Rosa, CA 95403	522-3230
Proctor Terrace Stephen Mayer, Principal	1711 Bryden Lane Santa Rosa, CA 95404	522-3240
Steele Lane Kelley Dillon, Principal	301 Steele Lane Santa Rosa, CA 95403	522-3260
Santa Rosa Charter School for the Arts Elizabeth Evans, Principal	756 Humboldt Street Santa Rosa, CA 95404	522-3170
Santa Rosa French American Charter Pascal Stricher, Principal	1350 Sonoma Avenue Santa Rosa, CA 95405	522-3161
Cesar Chavez Language Academy Anna Guzman, Principal	2750 West Steele Lane Santa Rosa, CA 95403	528-5011
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Office of Curriculum & Instruction K-6	211 Ridgway Avenue Santa Rosa, CA 95401	528-5272

SANTA ROSA CITY SCHOOLS 2014-15 KINDERGARTEN REGISTRATION

- Who?** A child who has his/her fifth birthday on or before September 1st is eligible to attend school as a **One Year** kindergartner in August.
- A child who has his/her fifth birthday between September 2st and December 2nd is eligible to attend school as a **Two Year** kindergartner in August. If your child's birth date is between September 2nd and December 2nd, *Kinder Academy* (the **Two Year** Kindergarten program) is the only option.
- When?** It is very important you register your child as early as possible to ensure that your child will be able to attend the school nearest your home. Registration for kindergartners begins January 14, 2014.
- Where?** **Registration** can be completed by school personnel at your school of residence. If you are not certain in which attendance zone you reside, please contact the Office of Curriculum and Instruction, K-6, at 528-5272.
- What to Bring:**
1. Proof of birth date (birth certificate, baptismal certificate, passport or other official document).
 2. Oral Health Assessment/Waiver Request form.
 3. Immunization records. Immunizations required for school attendance are:
 - Four doses Polio (OPV and/or IPV), but: three doses meet requirement for ages 4-6 if at least one was given on or after the 4th birthday.
 - Five (5) DPT (diphtheria, pertussis [whooping cough] and tetanus) but four doses meet requirements for ages 4-6 if at least one was on or after the 4th birthday.
 - Two MMR (measles, mumps, and rubella) required. Both on or after 1st birthday.
 - Three doses Hepatitis B.
 - One dose Varicella or verification of disease.
 4. Name, address, and telephone number of your family physician.
 5. Name, address, and telephone number of a neighbor or friend who may be contacted in case of emergency if a parent cannot be reached.
 6. Proof of residence.

AGE OF ADMISSION-KINDER ACADEMY, KINDERGARTEN AND FIRST GRADE

Kinder Academy The **Two Year** Kindergarten program is mandatory if your child's fifth birthday is between September 2nd and December 2nd.

Kindergarten Initial admission to Kindergarten of children capable of benefiting from instruction shall be solely on the basis of chronological age. A child must be five on or before September 1st.

First Grade Initial admission to first grade of children capable of benefiting from instruction shall be solely on the basis of chronological age. A child must be six on or before September 1st.

HEALTH SCREENING REQUIREMENTS FOR ADMISSION TO SCHOOL

Required immunization for admission to school is outlined as follows:

- Poliomyelitis Vaccine. The required immunizations against poliomyelitis for first admission shall consist of one of the following:
 - (1) Trivalent oral poliovirus vaccine (TOPV) primary series, which consists of at least three doses. If the third or last dose was administered before four years of age, one additional dose is required. Three doses meet requirements for ages 7-17 if at least one was given on or after the second birthday.
 - (2) Inactivated poliovirus vaccine (IPV) primary series, which consists of at least three inoculations. If the third or last dose was administered before four years of age, one additional dose is required. Three doses meet requirements for ages 7-17 if at least one was given on or after the second birthday.
 - (3) If both trivalent oral poliovirus vaccine (TOPV) and inactivated poliovirus vaccine (IPV) have been received, a combined total of at least three doses shall be required. If the third or last dose was administered before four years of age, one additional dose is required. Three doses meet requirements for ages 7-17 if at least one was given on or after the second birthday.
- Diphtheria and Tetanus Toxoids and Pertussis Vaccine. The required immunizations against diphtheria, tetanus, and pertussis for first admission shall consist of one of the following:
 - (1) Diphtheria, pertussis, and tetanus (DPT) primary series, which consists of at least four doses. If the fourth or last dose was administered before four years of age, one additional dose is required. Three doses meet requirements for ages 7-17 if at least one was given on or after the second birthday.

- (2) Tetanus and diphtheria (TD) primary series, which consists of at least three doses if at least one dose was on or after the second birthday. If last dose before second birthday one more is required. Age 7-17 (Pertussis not required).
- (3) If both diphtheria, pertussis, and tetanus (DPT) and tetanus and diphtheria (TD) have been received, a combined total of at least four doses shall be required. If the fourth or last dose was administered before four years of age, one additional dose is required. Three doses meet requirements for ages 7-17 if at least one was given on or after the second birthday.
- Measles (Rubella) Vaccine. The required immunization against measles (rubella) for the first admission shall consist of two doses of live virus measles (rubella) vaccine administered on or after the first birthday. Combination vaccines that include a measles component are acceptable for meeting this requirement.
 - Rubella Vaccine. The required immunization against rubella for first admission shall consist of two doses of rubella vaccine administered on or after the first birthday. Combination vaccines that include a rubella component are acceptable for meeting this requirement.
 - Mumps Vaccine. The required immunization against mumps for the first admission shall consist of two doses of mumps vaccine administered on or after the first birthday. Combination vaccines that include a mumps component are acceptable for meeting this requirement.
 - Hepatitis B. Three doses.
 - Varicella. One dose or verification of disease.

PARENT INFORMATION

HEALTH

Medication When a child needs to take prescription or any other kind of over-the-counter medication at school, by law a signed statement by the family physician and parent/guardian must be kept at the school health office. Forms are available from the school office.

STUDENT DRESS

Students shall wear clean, safe attire to school. Please review your school's handbook for additional expectations.

Attire that is not appropriate:

- Unhemmed cut-offs
- Bathing suits
- Halter tops
- Exposed underclothing
- No clothing with alcohol, tobacco or profanity represented

Students are encouraged to mark clothing for identification purposes.

Luther Burbank and James Monroe schools have common student dress/ uniforms. Be sure to check with the school for dress requirements and waiver process.

DISCIPLINE

Students and parents served by the Santa Rosa City Schools have a right to expect opportunities to learn in an atmosphere of respect and diligent application to the goals and objectives of every course and classroom. Therefore, behavior that detracts from attention to subjects set by the teacher will not be tolerated, nor can any individual's right to learn, whether by staff or students, be overlooked. Language appropriate to public discourse will be expected for all. Behaviors which stress courtesy and sensitivity to one another's need of support for growth toward maturity shall be our guide.

District Discipline Policy The Board of Education of Santa Rosa City Schools

- believes the purpose of schools is to provide educational programs in which students participate to achieve their personal goals and the goals of society;
- believes the purpose of schools is to provide educational programs in which students participate to achieve their personal goals and the goals of society;

**District
Discipline
Policy
continued**

- defines discipline as behavior which allows students and staff to perform effectively in school;
- expects high standards of discipline and moral conduct by students and staff;
- assigns to district staff – teachers, principals, administrators, other district personnel responsibility to carry out policy and its rules consistently, fairly, and promptly with due regard for individual rights; and
- supports school administration and other staff in carrying out this policy.

The Board of Education of Santa Rosa City Schools will enforce this policy within existing city, state, and federal laws. Copies of district policies may be obtained at each school and the district office.

Prohibited Behaviors

The Board of Education authorizes suspension or program change for any student upon the first incident for any of the following:

- 1) Defiance of authority and/or deliberate classroom disruption.
- 2) Assault – verbal or physical threat or action against another person.
- 3) Fighting.
- 4) Drugs – possessing, using, or selling any dangerous or illegal substance.
- 5) Alcohol – using or possessing any alcoholic beverage.
- 6) Gambling – wagering or betting money or other stakes on the outcome of any activity.
- 7) Theft – stealing property belonging to another person or to the school.
- 8) Vandalism – deliberate destruction of or damage to property belonging to another person or to the school.
- 9) Weapons – possession of any item, including firearms, knives, and other dangerous objects, which could cause injury to any person.
- 10) Harassment or intimidation of students or staff members.
- 11) Use of racial slurs.

Repeated occurrences of prohibited behavior may result in more severe disciplinary action as described in the next section.

Disciplinary Actions

Violation of the Board of Education adopted policy regarding discipline or established school rules and regulations will result in disciplinary action, including one or more of the following:

- 1) Removal from classroom
- 2) Suspension
- 3) Expulsion
- 4) Filing civil action
- 5) Referral for criminal prosecution

**District
Discipline
Policy
continued**

Ordinarily, reinstatement in school can occur only after a conference or contact with parents and the student and resolution of the student's behavior problems.

Guidance resources available to Santa Rosa City Schools:

- Teacher
- School psychologists/counselors
- Child Welfare and Attendance officers
- School health personnel
- Principal

Alternatives to Disciplinary Action

Disciplinary action alone will not solve a student's behavior problems. School district personnel will counsel with disciplined students to resolve behavior problems using alternatives which may include the following:

- Parent conferences
- Counseling/psychological referral
- Referral to appropriate community agencies
- Individual instruction/tutoring
- Assignment to another program and/or school
- Suspension/expulsion

Discipline Plans

Each school and each teacher has a discipline plan which is consistently implemented during the school day. These plans are available for parents upon request.

**Parent
Responsibility**

The parent is responsible for:

- Accepting and respecting the rights of the Board of Education to require standards of behavior and to enforce discipline rules for all students and non-students attending or participating in school activities on and off campus.
- Reviewing district policy and school discipline rules and regulations with family members to ensure all are familiar with and understand them and adhere to the standards of conduct expected by school authorities.
- Cooperating with school officials in carrying out appropriate disciplinary penalties when such action is necessary.
- Seeking out when necessary, and with the advice and guidance of district personnel, appropriate community agencies for assistance in correcting misbehavior of the student.

**Student
Responsibility**

The student is responsible for:

- Respecting the authority of teachers, principals, and other school staff to enforce district policy and school rules and regulations regarding student discipline and moral conduct.
- Behaving in classrooms, on school campuses, and at school activities in a manner that does not distract or interfere with the rights of other students and staff, but enhances the opportunity for learning.
- Abiding by the standards of conduct and rules and regulations governing discipline established by the school.
- Attending assigned classes daily on time and for each full term.

**Teacher
Responsibility**

The teacher is responsible for:

- Reviewing district discipline policy, school rules and regulations regarding discipline, and new special requirements of the classroom with students at least two times during the school year or as frequently as deemed necessary.
- Enforcing consistently and fairly district policy and school rules and regulations regarding discipline.
- Establishing an atmosphere of proper behavior in classrooms and setting course guidelines which will give every student full opportunity to pursue his/her education without disruption.
- Communicating with students and parents regarding behavior problems and proposed solutions.
- Reporting any continuing serious student behavior problems to appropriate site personnel.
- Informing other personnel and parents of any special rules required by course guidelines.

**Principal
Responsibility**

The principal is responsible for:

- Establishing school rules and regulations in conformance with district discipline policy that will ensure an education program free from disruption for all students.
- Communicating to parents, staff, and students established district policy and school rules and regulations regarding discipline.

**Principal
Responsibility
continued**

- Enforcing consistently and fairly district policy and school rules and regulations regarding discipline.
- Assisting students, parents, and staff in early identification of behavior problems and in seeking solutions or remedies for causes of misconduct.
- Ensuring documentation of any disciplinary actions taken, including a statement of facts which states date, time, description of incident, place and witnesses.
- Communicating with individual teachers about special rules required by course guidelines.

**Community
Responsibility**

The community is responsible for:

- Acknowledging the right of the Board of Education, its administration, and school site personnel to carry out district discipline policy and school rules and regulations established in the interests of maintaining the best educational environment in all classrooms and on all campuses of the City Schools.
- Cooperating with the Board of Education, its administration, and school site personnel in providing alternative educational programs and appropriate remedial services or programs to reduce or eliminate student misconduct.

ATTENDANCE

These guidelines shall be followed in assisting pupils after absences:

- Excused absences as per education code are out-of-class activities, and instances beyond control of the student.

Under no circumstances shall a student be penalized by grades because of excused absences, out-of-class activities or accident. Such children shall have an opportunity to make up work, and grading shall be based upon the degree of achievement of curriculum objectives and grade level standards.

- Assignment make-up when suspended.

A suspended student shall be allowed to complete all assignments and tests missed during the suspension which can be reasonably provided and, upon satisfactory completion, shall be given full credit therefore. The teacher in any class from which a student is suspended shall determine what assignments the student must make up and in what period of time the student must complete such assignments. The tests and assignments shall be reasonably equivalent to, but not necessarily identical with, the tests and assignment which the student missed during the suspension. It shall be the responsibility of the student to request make-up assignments and tests from each teacher.

- Absences due to family vacations, meeting other family needs, concerted activities contrary to law, and cutting.

Provision for make-up work shall be at the discretion of the teacher. The Board of Education discourages family vacations during the school year because the break in class participation is detrimental to sequential learning activities.

Regular school attendance is very important. Developing good health habits enables children to avoid some of the illnesses that cause absences from school.

Please establish these early health patterns:

1. Adequate sleep. Children usually need from 8 to 10 hours of sleep every night.
2. Nourishing food. All children need body-building, nutritious meals and snacks. A healthy breakfast is a must for every school child.
3. Cleanliness. Please help your child to develop a responsible attitude toward maintaining a clean body, clean teeth, and clean clothes.
4. Clothing. Appropriate school clothing should be simple, comfortable, and washable – light clothing during warm weather, warm clothes with adequate outer wear for cold or rainy days (light-colored for safety), and sturdy shoes or rain boots.

5. Regular checkups. All first grade children must show evidence of a health screening examination within 18 months of entering the first grade. It is not too early to fulfill this requirement during the kindergarten year. (Parents have the right to waive all or part of the exam.)

Keeping your child at home:

Please keep your child at home for any of the following conditions:

- bloodshot eyes
- cough
- diarrhea
- fever (for at least 24 hours after a normal temperature)
- headache
- lice (head or body)
- nausea
- sniffles
- sore throat

Upon returning to school after an absence, your child should bring a note stating the date of absence and reason for absence; this note must be signed by the parent or guardian.

Illnesses at school:

If your child becomes ill during school hours, school personnel will make every effort to contact the parents or an authorized neighbor or relative. In an emergency, the school also will contact the family physician. A child will not ever be released to an unauthorized person.

COMMUNICABLE DISEASE INFORMATION

IMPETIGO

- one of the staphylococcal infections
- caused by neglect in personal hygiene (soap and water)
- common in most children in crowded conditions
- incidence greater in warm weather
- transmission by personal contact with lesion or contaminated articles (toys, pencils, etc.)
- incubation period – commonly 4 to 10 days
- susceptibility greater in infants, other children or chronically ill persons
- preventive measures include avoiding common use of toilet articles and teaching good personal hygiene
- treatment includes doctor's visit and application of specific antibiotic ointment (e.g. Bacitracin)
- suspected cases should be excluded from school until under doctor's care.

RINGWORM – Tinea Corporis

- flat, spreading, ring-shaped lesion
- incubation period – 10 to 14 days
- transmission by contact with skin or scalp lesions of infected persons or animals (mainly cats)
- males may be infected more often than females
- suspected or infected children should be excluded from school until under doctor's care
- bathing with soap and water, removal of scabs or crusts and application of specific ointment (e.g. Tinactin)

LICE – Pediculosis

- usually infestation of scalp hair
- very common among children and a minor problem of contagiousness
- transmitted by direct contact with infested person, indirect contact with personal belongings (clothing and headgear)
- incubation period: 1. nits (eggs hatch in one week), 2. adult louse matures in two weeks
- susceptibility common in children, rare in adults
- control includes education in maintaining cleanliness (using soap and water and good personal hygiene)
- direct inspection by nurse if more than one case reported
- treatment with insecticidal salve, lotion or shampoo such as A-200 Pyrinate or Cuprex lotion (non-prescription) and Kwell shampoo or lotion (prescription)

SCABIES

- infectious disease of the skin caused by a mite which burrows under the skin in linear furrows which contain female mites and eggs
- susceptible areas are finger webs, inside wrists and elbows, armpits, beltline, abdomen and thighs
- itching is intense, especially at night and areas can become infected by scratching
- transmission is by direct contact usually but can be found among family members because of infected clothing and linens
- there is no specific incubation period; it can be several days or weeks before itching is noticed
- infected children are excluded from school until under doctor's care and treated adequately
- treatment consists of bathing and applying Kwell or Eurax ointment

SCARLET FEVER

- this is a strep throat or sore throat with a rash
- symptoms: fever, sore throat, swelling of nodes in neck, red tongue and red rash
- both scarlet fever and strep throat may be followed by middle ear infection and tonsil abscess with possible temporary loss of hearing
- the 3 to 12 year old age group is most affected without regard to sex or racial groupings
- respiratory transmission is by direct or indirect intimate contact with a patient
- incubation period is short, usually one to three days
- there is no quarantine necessary today; patient should be under doctor's care receiving penicillin or erythromycin

CHICKEN POX – Varicella

- caused by a virus with symptoms of slight fever, mild headache or stomach ache and skin eruption of small pustules which leave a scab
- incubation period – 2 to 3 weeks, commonly 13 to 17 days
- transmitted by person-to-person contact with lesion, droplet or airborne spread of infection
- communicable as long as five days before the eruption first appears and until all areas are scabbed over
- exclude from school for one week after eruption first appears and until all areas are scabbed over
- no specific treatment but urge medical care

SCHOOL LUNCH PROGRAM

A hot lunch is available for every child. All lunches must be eaten at the school site. Lunches may be paid on a daily basis or may be prepaid. If you have questions, call 528-5359.

An application for free and reduced lunch is available to parents at the beginning of the school year. You will be notified if you qualify for free or reduced lunch.

KINDERGARTEN CURRICULUM STANDARDS

Standards and Report Cards

Santa Rosa City Schools uses the California Common Core Standards for all grade levels. These standards are designed to reflect the knowledge and skills that our young people need for success in college and careers. A common set of learning goals helps teachers and parents ensure students are challenged and making appropriate progress. For more information on the common core standards, please see *K-8 California's Common Core Standards Parent Handbook*.

Formal evaluations of a kindergarten child's progress with these standards are completed three times during the school year. The first of these involves a parent/teacher conference scheduled during early fall. Report cards are sent home in November, February and May for Grade K – 6.

Conferences also may be scheduled at any other time during the school year at the request of the parent or teacher.

PARENTS CAN HELP AT HOME

Preparation for School

- Before the school year begins, teach your child the safe way to school or the bus stop. You also may wish to familiarize your child with the school campus.
- Get your child up early enough each day to get to school on time without rushing or causing confusion.
- Label all clothing, books, and other articles brought to school.
- Provide comfortable, serviceable clothing for your child that allows movement for active play.
- Please leave your child at the classroom door upon arrival. Your child is in safe, sympathetic, professional hands and will make a quick and satisfying adjustment to school.

- Keep the school informed. If you change telephone numbers or babysitters, or if there are other items that may affect your child, please notify the school.

Helping Your Child Be Successful at School

- Read to your child at home. (Moved from below)
- Give your child various opportunities to draw, color, write and cut at home.
- Limit screen time (TV, computer, tablet/smart phone) to 2 hours a day.
- Have a definite time for meals, rest, play, homework, and bedtime. A regular schedule will develop consistent habits. (Moved from below and edited)
- Help your child to attain self-control and to share attention with others.
- Help your child to plan and carry out simple projects and activities.
- Give your child praise for achievement. Praise helps to develop positive attitudes.
- Teach your child to understand and carry out simple directions.
- Give your child various personal and home responsibilities.
- Provide a variety of experiences to expand your child's awareness of the world.
- Talk to your child. Make time each day to discuss your child's day and to demonstrate your positive interest.
- Encourage your child to think and make appropriate decisions.
- Help your child to develop the habit of courtesy toward others.
- Be consistent regarding expectancies and behavior.
- Encourage your child to develop independence.

PARENT INVOLVEMENT AT SCHOOL

As a Volunteer

When you volunteer your time and special talents at school, your child sees that you believe education is important. At some time, you may be able to volunteer your time to work with one child or a small group to practice skills, or go on a field trip, plan a party, prepare instructional materials, or give a presentation about your favorite hobby or a trip you have taken. Volunteers also are needed in the school library, the main office, and as a noon-duty supervisor (paid). Please feel free to offer your time, energy, and talent. Whatever you can volunteer is greatly needed and will be appreciated. All volunteers must sign in at the school office.

Visiting School

Back-to-School Night in September, Parent-Teacher Conferences in September, and Open House in May are excellent opportunities to visit your child's school. In addition, special programs of interest to parents are scheduled at other times during the school year. Parents wishing to observe in their child's classroom must contact the teacher and set an observation appointment. Observations should be kept to no more than 30 minutes in order to avoid disrupting the learning environment. All visitors, including parents, must check-in through the school office.

Committees and Councils

Parent participation in school committees and councils is an important element in the success of the total school program. All schools in the Santa Rosa City Elementary School District have active parent-teacher organizations. These organizations provide an opportunity for parents to work with school personnel to provide enhanced school experiences for every child.

Other committees and councils include:

- All schools have a School Site Council to support various categorical programs.
- English Learner Advisory Council (school site)
- District English Learner Advisory Council (District level)

SCHOOL CHOICE INTRA-DISTRICT OPEN ENROLLMENT

The Key to Choice in Accessing Santa Rosa's Varied Educational Programs

The Open Enrollment period will be held during November for the ensuing school year. The intra-district open enrollment process is for students who live in the Santa Rosa City Schools District. This is the time for students and their parents to consider which school will best meet the student's educational goals and to decide if they will take advantage of the open enrollment process.

Open enrollment is only for students who wish to attend a school other than the one located in their attendance area. It does not apply to Santa Rosa Charter School for the Arts, Santa Rosa Accelerated Charter School, Santa Rosa French American Charter or Cesar Chavez Language Academy. All elementary-aged children who reside in the attendance area of any Santa Rosa City elementary school or all secondary-age children who reside in the attendance area of any Santa Rosa City secondary school are eligible to participate in the open enrollment process and may apply for any school outside their attendance area as school capacity permits.

Students who do not wish to attend a school out of their residence area do not have to go through the open enrollment process. Most students enroll in a school in whose attendance boundary they live. These students do not need to take any special steps to ensure registration in their assigned school. The parent or guardian's permanent address determines the home school to which a student is assigned.

Parents or guardians (or adult designees) of students wishing to avail themselves of the open enrollment process must go to the Child Welfare and Attendance office located at 211 Ridgway Avenue in person or submit an application online at www.srsc.k12.ca.us.

Applications for open enrollment will not be accepted over the phone, mail or at a school site. Applications must be submitted during the scheduled hours or on-line. No late applications will be accepted. Each parent, guardian or adult designee or a parent may submit application for up to two schools for each student.

Open enrollment is offered once each year. Students who register for a school outside their attendance area and are accepted, may give up the right to move back to their attendance area school until the next open enrollment period.

It is important to take note of the fact that the Santa Rosa City School District has no obligation to provide transportation for students who are attending a Santa Rosa City School on an open enrollment agreement. Transportation becomes the responsibility of the parent or guardian of the student in an open enrollment school.

Additional information is available from your local school.

SANTA ROSA CITY SCHOOLS CHILD CARE PROGRAM

Who Students attending Hidden Valley, Hidden Valley Satellite, Proctor Terrace, Santa Rosa Charter for the Arts and Santa Rosa French/American Charter schools are eligible for the Santa Rosa City Schools Child Care Program. Students from other schools may transfer to a child care school if space is available in the program.

Where In separate facilities, on the school grounds.

When	Hidden Valley:	Opens: 7:15 a.m.; Closes: 6:00 p.m.
	Proctor Terrace:	Opens: 7:00 a.m.; Closes: 6:00 p.m.
	Hidden Valley Satellite:	Opens: 6:15 a.m.; Closes: 6:00 p.m.
	Santa Rosa Charter for the Arts	Opens: School Dismissal; Closes: 6:00 p.m.
	Santa Rosa French/American Charter	Opens: 7:00 a.m.; Closes: 6:00 p.m.
	Cesar Chavez Language Academy	Opens: 7:00 a.m.; Closes: 6:00 p.m.

The centers are closed for major holidays, approximately 12 days a year. The exact dates are set yearly to coincide with the school calendar.

At least one center will remain open during the winter, spring, and summer vacations.

Registration Complete the registration form. There is a registration fee of \$50.00 per year that will be billed to your account in two installments: 1st installment upon acceptance and 2nd installment in January. Checks should be payable to:

“Santa Rosa City Schools, Child Care”
Santa Rosa City Schools
District Child Care Office
217 Ridgway Avenue
Santa Rosa, CA 95401

What Students participate in a variety of indoor and outdoor activities, supervised by adults working under the joint direction of the school principal, and the district child care program supervisor.

A snack and homework time are provided daily.

For more information, call 528-5142 / 528-5273.

SCHOOL PROGRAMS

Compensatory Education (Title I)

Selected schools receive federal funding to assist low achieving students to reach high academic standards and provide other support services, such as counseling.

Title I Schools are: Albert Biella, Brook Hill, Luther Burbank, Helen Lehman, Abraham Lincoln, James Monroe, and Steele Lane.

English Language Development

All schools in the Santa Rosa City Schools provide English Language Development (ELD) instruction for every child who is an English Learner. English Learners are students who demonstrate limited English abilities in listening, speaking, reading, and writing based on California's current English Language Development Test (CELDT). Support is provided to assist students in becoming proficient in English.

Special Education

Students identified as exceptional children with special needs will be provided with appropriate services in accordance with the Sonoma County Special Education Consortium.

Work Site School

Hidden Valley Satellite School is located on the grounds of Agilent Technologies/Hewlett-Packard. It is a K-2 school only with priority going to Agilent employees. Students in grades 3 through 6 are allowed to attend classes at the main campus at Hidden Valley Elementary School.

PUBLIC NOTICE SANTA ROSA CITY SCHOOLS NONDISCRIMINATION COMPLIANCE

- As a matter of principle and as required by Titles VI and VII of the Civil Rights Act of 1964, Title 5 of the California Code of Regulations, Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the individuals with Disabilities Act of 1990 and other Federal and State laws, the Santa Rosa City Schools does not discriminate on the basis age, sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability in any of its policies, practices or procedures. This nondiscrimination policy covers admission and access to, and treatment and employment in, District programs and activities, including vocational education. The lack of English language skills will not be a barrier to admission and participation in the vocational education or any other District program.

Complaints regarding these areas may be pursued under the District's Uniform Complaint procedure (Board Policy 1181.2.1).

- No person shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity in the Santa Rosa City School District as it conforms with Title IX, State Law and CIF regulations. The District recognizes that sexual harassment is a form of sex discrimination. Sexual harassment is prohibited by Board Policy 5114.17.

Complaints with respect to sexual harassment may be filed pursuant to Board Policy 5114.17.

- Career-technical education programs are offered in eight industry sector areas: Agriculture, Arts & Communications, Building Trades & Engineering, Business & Information Technology, Culinary Arts, Health Services, Industrial Technology and Public Services. These programs are funded in part with the Carl D. Perkins Vocational and Applied Technology Education grant. There are no admission requirements for introductory courses in these programs. Lack of English is not a barrier to enrollment in career-technical courses. Any questions regarding these programs, including admission requirements, should be directed to **Debi Batini, Coordinator, Career Pathways, 528-5007**.

- The officer responsible for overall District compliance with all nondiscrimination provisions is:

**Gabriel Albavera-Student & Family Engagement & Support Services (formerly Child Welfare and Attendance)
211 Ridgway Ave., Santa Rosa, CA 95401 • 528-5137**

- Students, parents or guardians, or any other individual having questions or concerns regarding the nondiscrimination policy of the Santa Rosa City Schools or the filing of discrimination complaints should contact the District-wide Compliance Officer for particular nondiscrimination policies listed below.

Gender Equity	K-6 Students	Dr. Rachel Monárrez	528-5272
	7-12 Students	Diann Kitamura	528-5284
Sexual Harassment	K-12 Students	Gabriel Albavera	528-5137
	Employees	Gabriel Albavera	528-5137
Section 504	Handicapped Students	Mariann Galvarin	528-5322
	Handicapped Employees	Mark Klick	528-5352
Other*	K-6 Students	Dr. Rachel Monárrez	528-5272
	7-12 Students	Diann Kitamura	528-5284
	Employees	Mark Klick	528-5352

* e.g. race, national origin, ancestry, ethnic group identification, religion, creed, age, sex, color, physical or mental disability, marital or parental status.

Title IX Officers are:	Dr. Rachel Monárrez	528-5272	K-6 Students
	Diann Kitamura	528-5284	7-12 Students
	Mark Klick	528-5352	Employees

- For assistance in determining the application of the District's policies on nondiscrimination, you may contact Mark Klick, 528-5352.
- For assistance in pursuing informal resolution of complaints, contact Mark Klick, 528-5352.
- When requested, Mark Klick (528-5352) will provide referrals to outside agencies such as EEOC or DFEH (as to employment) or OCR (as to students or employees).

Board Approved: November 19, 2010