

## SCHEDULES & CALENDAR DATES

**EACH WEDNESDAY IS A MODIFIED DAY. ALL STUDENTS ARE DISMISSED AT 1:20pm. Recess and lunch hours remain the same as Regular School Day hours**

### **Regular School Days (M, T, TH, F)**

TK/Kinder/SDC Kinder	8:15am – 1:40pm
First through Fifth	8:15am – 2:40pm
SDC Preschool	8:00am – 1:35pm/Wednesdays 12:50pm

### **Morning Recess**

TK/Kindergarten-2	10:00am – 10:15am
Grade 3-5	10:20am – 10:35am

### **Lunch Recess**

TK/Kindergarten-1	11:15am – 12:00pm
Grade 2-3	11:45am – 12:30pm
Grade 4-5	12:15pm – 1:00pm

### **Minimum School Days**

TK/Kinder – 5 <sup>th</sup>	8:15am – 12:45pm
SDC Preschool	8:00am – 12:15pm

### **Lunch Recess**

TK/Kindergarten-1	11:00am – 11:30am
Grade 2-3	11:35am – 12:05pm
Grade 4-5	12:10pm – 12:40pm

**PLEASE CHECK OUR WEBSITE CALENDAR FOR WEAVER HAPPENINGS AND EVENTS.**

### **2016-2017 Minimum Days**

August 3, 4, 5	TK/Kinder Dismiss at 11:15am
August 8 – August 19	TK/Kinder Dismiss at 12:45pm
August 11	Grades 1-5 Back-to-School Night

### **August 30 10:00 am start**

November 14, 15, 17, 18  
February 23  
March 13, 14, 16, 17  
June 14

### **Reverse Minimum Day**

Parent Conferences  
Open House  
Parent Conferences  
Last Day of School

### **Holidays and Staff Development Days**

(non-student days)

September 5	Labor Day Holiday
<b>October 3 - 7</b>	<b>Fall Break</b>
October 28	Staff Development Day
November 11	Veteran's Day Holiday
November 23, 24, 25	Thanksgiving
<b>December 12 – January 6</b>	<b>Winter Break</b>
January 16	Martin Luther King, Jr. Day
February 20	President's Day
March 3	Staff Development Day
<b>April 10 - 21</b>	<b>Spring Break</b>
May 29	Memorial Day
June 2	Teacher Planning

## ATTENDANCE

### ABSENCES

There is probably no more important factor in a child's education than maintaining regular attendance. The only excused absences according to district policy are illness, quarantine, medical or dental appointments, attendance at a funeral of one's immediate family or exclusion for failing to meet immunization requirements. All other absences will be marked "unexcused." All absences must be cleared. Parents are urged to notify the school by phone for all students' absences. **Please call (562)799-4580 and press "1" to leave a message.** This phone line is on 24 hours a day, seven days each week. A pattern of excessive absences, as well as tardiness, will be referred to the School Attendance Review Board for possible legal action. **Parents will receive a warning letter after four tardies or three unexcused absences. For students attending from another district, excessive tardies or unexcused absences could result in a revocation of the permit.** As a year-round school, Weaver provides frequent breaks throughout the year. PLEASE DO NOT SCHEDULE VACATIONS DURING SCHOOL. Missing school is detrimental to your child's education.

### TARDY POLICY

Unless children are involved in special activities before school, they are not to arrive before 8:00 a.m. There is no supervision for students prior to this time. Students are encouraged to arrive between 8:00 and 8:10 a.m. **Each day a warning bell rings at 8:10am signaling students that it is time to get in line.** At this time, non-volunteering parents must exit the campus. **Students who are not in line with their teacher at 8:15am will be marked tardy.** Please be sure your child gets off to a good start by arriving at school on time. When a student arrives late to school, it disrupts the teacher and other students. Important instruction time is lost. Please make sure your child arrives to school **ON TIME**. If your child arrives after the 8:15 bell, **please escort your child to the office for a tardy slip.** This tardy will be noted on their permanent attendance record. **If tardies continue, parents may be asked to attend a School Attendance Review Board meeting (SARB).**

## TRANSPORTATION

### MORNING ARRIVAL AND AFTERNOON DISMISSAL

We love our parent volunteers and appreciate the efforts our community extends to our school. With the increased number of students attending Weaver, we will ask that all non-volunteer parents leave the campus at the 8:10am warning bell. This warning bell will help us clear out the campus so that instruction may begin on time. When dropping off and picking up your children, we ask for your cooperation on the following:

#### ***Entering:***

- For drop off ONLY. Please enter the circular driveway on Wembley. Drop off may occur alongside the school curb only.
- **Parking is not permitted in the circular driveway.**
- Exit by turning right only onto Wembley.
- 

#### ***To Help the Movement of Traffic:***

##### Morning

- Please pull as far forward as possible.
- Keep only one lane of traffic.
- Do not double park.
- Please say good-byes before you drop off your children and exit immediately.

##### Parents

- **NO PARENTS ON THE PLAYGROUND.**
- **Kindergarten parents need to drop off children in the Piedmont playground (Big Ship). PARENTS MAY NOT ENTER THE PLAYGROUND AREA.**

##### Afternoon

- Keep traffic moving - if children are not waiting at the curb, exit the parking lot and circle again.

#### ***Parking:***

- **The parking lot adjacent to the kindergarten area is for staff parking only.** This is not a drop off lot. The lot will be closed to all car traffic prior to the start of school each morning.
- Limited parking space is available in our main lot. Handicap spaces are reserved for cars with official placards. Double parking is not permitted.

- Limited parking is available in the Piedmont lot. An access gate is available to the Weaver campus.
- Street parking is available where designated. Do not block residential driveways. Do not park in yellow or red areas. Please park on the school side of the street only. Gates on Foster, Wembley, Piedmont and Bostonion will be open for foot traffic only.

Please drive cautiously! To prevent serious injury, please be aware of the children around you! Speed limit is strictly enforced in Rossmoor. **Drive 25 mph through all Rossmoor streets.**

## **COMMUNICATION**

### **BACK TO SCHOOL NIGHT**

Back to School Night for TK/Kinder parents will be held on August 4 at 3:00pm in the afternoon. For parents with children grades 1-5, Back to School Night will be held Thursday, August 11, from 6:30 to 7:30pm. During this evening, parents are provided the opportunity to meet our teachers. Parents will be informed of the year's course of study, daily schedules, classroom procedures, materials and instructional practices. Attendance is very important for all parents at Back to School Night. This informative meeting is for adults only. CHILDREN DO NOT ATTEND BACK TO SCHOOL NIGHT.

### **SCHOOL COMMUNICATION**

Each Monday, our school newsletter (Whale Mail) is sent via email. If you are not receiving our weekly notices, notify us immediately.

Schoolwide all-calls are made on a regular basis as a reminder for upcoming events. Please make sure phone numbers are current on emergency cards.

The Principal at Weaver School maintains an Open Door policy meaning that parents are always welcome to discuss issues with which they have concerns. You can reach the Principal by making an appointment with the school office coordinator. You can also email the principal at [rbriggerman@losal.org](mailto:rbriggerman@losal.org).

If parents have concerns about their child's classroom, we encourage you to talk with the classroom teacher first. Teachers are available by appointment. To schedule an appointment please send an email to your child's teacher. We ask that parents do not interrupt teachers before or after school with informal conferences. This is very important planning time for the staff. Parents may not enter the classroom after instruction begins unless volunteer activities have been previously arranged.

Please be considerate when requesting that a message be delivered to your child during the course of the school day. Please make advance arrangements for your child's transportation and child care. Communicate those arrangements CLEARLY to your child prior to their arrival at school. The office is more than happy to assist in times of emergencies.

Adult visitors are not permitted on campus during school hours unless they are volunteering at school. **Parents may not visit on campus during lunch hours.**

### **INDIVIDUAL PARENT CONFERENCES**

Individual parent teacher conferences are scheduled November 11 through November 18 and March 13 through March 17. The conference days are minimum school days for all students with dismissal at 12:45pm. Wednesdays are still modified days, with dismissal at 1:20pm. Parents are strongly encouraged to attend conferences.

### **PROGRESS REPORTS AND REPORT CARDS**

In compliance with the Education Code, the parent or guardian shall be notified by the teacher, during each grading period, whenever it becomes evident to the teacher that the child may receive unsatisfactory grades. Parents will be notified a few weeks prior to the issuance of report cards in the event special assistance is needed. Please note that progress reports are sent home when necessary in grades 3-5. Report cards are issued on a trimester basis for all students K-5.

**OPEN HOUSE**

On Thursday, February 23, parents and children are invited to visit school to see a display of student achievement. Please join us for this annual event.

**PROCEDURES****DRESS CODE**

Students are expected to come to school dressed appropriately. Clothing worn should allow students to participate in all school activities, including physical education. Clothing should be neat and clean and not distract from the educational program. We ask that you follow these simple rules:

- Face makeup is not allowed at school.
- All clothing should be appropriately sized to the child. Excessively baggy clothing is not recommended for school.
- Blouses and shirts should cover a child's midriff and avoid exposing the back.
- Underwear style tank tops, halter tops and tight fitting clothes are unsuitable for school.
- Shirts/blouses that advertise or advocate alcohol, smoking, drugs, gangs, profanity or slogans oriented toward degrading cultures, gender or ethnicity are not permitted.
- Thongs, flip-flops and backless sandals are not appropriate.
- Shoes should be secured to the foot and appropriate for P.E.
- Students should wear socks and closed toe shoes to protect their feet

**ANIMALS**

Animals are not allowed at school. This is a Los Alamitos Unified School Board policy. Parents may NOT bring dogs on campus when walking students to and from school. **Please do not bring animals to the classroom for sharing.**

**BICYCLES**

Bicycles are permitted at Weaver School for **fourth and fifth graders only**. Helmets must be worn when riding.

**CLASS PARTIES**

Los Alamitos Unified School District Board Policy permits each class two parties during the school year. The Board's desire is to utilize the school day for instruction and **parents may not bring food to school for unscheduled events such as a birthday or special holiday.** Food should only be brought when requested by teachers for special instructional units that are planned well in advance. The PTA will coordinate parties so that they are equitable for *all* students at Weaver.

**EXTENDED DAY CARE**

Parent-paid child care services are available for students currently enrolled at Weaver School. Hours are 6:30am to 6:00pm. Experienced personnel provide supervised homework, outdoor games, quiet indoor activities, crafts and computer practice.

**CALL KIDS KORNER DIRECTLY AT (562)799-4588 FOR ADDITIONAL INFORMATION.**

**EMERGENCY INFORMATION**

It is critical that parents keep emergency information current at all times. Report all changes in address and telephone numbers as soon as the change occurs. If you move outside of the district, a permit must be obtained as soon as possible. Falsifying or withholding information regarding residence will result in the student being immediately dropped.

**EMERGENCY AND CIVIL DEFENSE PLAN**

School officials have a legal as well as moral responsibility to plan for the maximum safety and welfare of students and staff during the school hours. The Los Alamitos Unified School District coordinates its plan for handling emergencies directly with the Orange County Civil Defense Authority. Fire and disaster drills are an integral part of the school program. In the event of a real emergency, children will be kept at school and supervised by the school staff until parents or other authorized persons pick them up. If the school is not safe, **Weaver will evacuate all students to one of our neighboring schools.** The local radio station which is part of the Emergency Broadcasting System is **KFWB (AM) 98**. In the event of an earthquake or other emergency that makes the school

buildings unsafe, students will gather on the grassy area of the playground. Students will be checked out at the gate. Please do not enter the school grounds to pick up students. All parents, those who work both at home and outside the home, should make arrangements with friends who can pick up and care for their children in the event that the parents are detained or injured in a major disaster. Share this information with your child. ***Each parent is asked to provide their child with a personal survival kit consisting of a one-gallon zip lock bag containing a few juice and food supplies, tissues and individually wrapped moist towelettes. These supplies will be returned at the end of the year.*** A complete Safe Schools Plan is available in the office.

### ILLNESS AT SCHOOL/HEALTH

Your child should not be sent to school or will be sent home if the following are present: **1) a temperature of 100.0 degrees or above within the last 24 hours. 2) vomiting or diarrhea in the last 18-24 hours. 3) thick, green nasal drainage** (a child may return to school when the drainage has cleared up or your child has a note from the doctor indicating that the condition is not contagious or that treatment has begun. **4) red eyes or eye drainage** (a child may return to school when the eyes are clear and/or there is a note from the doctor indicating that the condition is non-infectious or that treatment has begun. **5) rash** (a child may return to school when the rash has cleared or there is a note from the doctor indicating that the condition is not contagious or that appropriate treatment has begun. Some rashes will need to be covered at school even after treatment **6). If your child shows symptoms of illness during the night, please keep him/her home the following day.** Those staying home at the onset of illness recuperate faster and miss fewer days of school overall. A child is more susceptible to other illnesses if not given adequate time to recuperate.

In case of more serious health emergencies or long term medical problems, the district nurse is available. The nurse also arranges for hearing, dental, vision and scoliosis screening necessary for the health of all children. These screenings are scheduled periodically throughout the year for designated grade levels. The district nurse also serves as a consultant to parents, teachers and administrators in regard to the health needs of the children. In case of accident or illness at school, first aid will be administered by a qualified person and the parents will be notified.

Except for first aid at the time of a school injury, the health clerk cannot treat chronic or severe injuries. If it is necessary for a student to go home because of an illness or injury, it will be the responsibility of the parent or guardian to pick up the child from school. **It is the responsibility of the parent to notify school IMMEDIATELY when a communicable disease is suspected or diagnosed. This is an important step in the control of disease. Examples are head lice, measles, mumps, chicken pox, impetigo, ring worm, Fifth's Disease, etc. Children recovering from communicable diseases such as those mentioned above must be re-admitted to school with a release from the physician and must be cleared by the office before re-entering the classroom.**

### MEDICATION POLICIES AND PROCEDURES

The following is information related to the administration of medication in the Los Alamitos Unified School District in accordance with the California Education Code (Section 49423): Medical treatment is the responsibility of the parent and the physician. Medications are rarely given in school. The only exceptions involve special or serious problems where it is deemed absolutely necessary to give the medication during school hours, and where it is not possible for the parent to administer it to their child. Consequently, the parent is urged, with the help of the physician, to work out a schedule of giving medication outside school hours. The district nurses serve all the district schools and are not available everyday to administer medication to every child who must receive it. Therefore, the school health clerk, secretary or principal might be the person to administer it. They cannot be expected to assume this responsibility unless it is absolutely necessary. In order for school staff to administer medication to any student, specific instructions must be written by your child's physician on the "Physician's Request for Administration of Medication" form which is available at the school. This request must clearly specify the name of medication to be given, the condition for which the medication is to be given, dose to be given and the time it is to be given. If the medication, dosage, or the time is changed, a new form is required. Additionally, a signed agreement from the parent on the reverse side of the form is also required. You are strongly advised to teach your child to assume responsibility for coming to the health office to receive his/her medication at the appropriate time. Medication must be in a prescription container properly labeled by the pharmacist with the child's name, name of the medication, dosage and time of administration. If a

child gets more than one type of medication, each type must be in a separately labeled container. We cannot accept envelopes, zip lock bags or other types of containers. The parent is responsible for cutting pills in half. Children may not carry their own medications on campus. Do not send pills, cough syrup or any other medicine in your child's lunch or backpack. ALL MEDICATIONS ARE KEPT IN THE HEALTH OFFICE IN A LOCKED CABINET.

**Crutches are only permitted on campus with a doctor's note. Please accompany your child to the office with the note before sending him/her to class.**

### **FOOD ALLERGIES**

Please be aware that we have several students with life-threatening food allergies. We have peanut free and fish free tables in the lunch areas. Students bringing any peanut or nut products are encouraged to use handwipes after eating. Parents **MAY NOT** bring treats to classrooms. We appreciate your cooperation in our endeavor to keep all students safe.

### **TESTING**

Los Alamitos School's students participate in California State Assessments in the Spring of their 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup>, 7<sup>th</sup>, 8<sup>th</sup>, and 11<sup>th</sup> grade year. These assessments demonstrate student achievement and are tools that teachers use to customize and modify instruction to best meet the needs of all students. Parents may opt out of a state assessment by submitting a request in writing to the school. In California, assessment results are linked to high school graduation, college access, and career readiness.

### **TOYS AT SCHOOL**

Toys are not permitted at school. This includes radios, iPods and video games. Items for sharing are to be placed in a bag and left inside the room during recess and lunch breaks. Students with cell phones must have them turned off during the school day. Cell phones may only be used before or after school. Phones being used during the school day will be taken away and returned to parents at the end of the day. The school NO responsibility for any personal belongings.

### **VISITORS AT SCHOOL**

Parents are welcome to observe the children at work within the classroom. One of the best ways to understand your child's classroom program is through visitation. Call 24 hours ahead to make an appointment for an appropriate time to visit. We do limit classroom visitations to 20 minutes in order to insure instructional continuity and limit classroom disruptions. Parents will be accompanied by a site administrator. Any observations by non-public professionals requested by parents must be scheduled 24 hours in advance. All visitors and volunteers on campus must check in with the office. Anyone without a visitor's badge will be asked to go to the office immediately to obtain one. This is for the safety of all students.

### **LUNCH**

Students may bring their lunches from home or buy them at school. Students may not go home for lunch unless the parent signs them out at the office. Parents are encouraged to purchase school lunches in advance. Make checks payable to **LAUSD**. Checks may be turned in to the school office. Lunches can be prepaid on line at [www.losal.org](http://www.losal.org). Families may apply for assistance through the office. Students may bring a snack to have during morning recess. Snacks should be nutritious and are encouraged for younger children. **Please do not send candy or soda for snacks or food and drinks in glass containers.**

## **SPECIAL INSTRUCTIONAL PROGRAMS**

### **SCHOOL IMPROVEMENT**

Weaver School has a comprehensive instructional program beginning with Kindergarten and continuing through Grade 5. The programs are designed to challenge each child to develop his or her full potential. The school plan is on file in the office and is available for checkout. Parents are encouraged to attend the School Site Council meetings where important instructional and financial issues are discussed. **Meetings are scheduled October 22, January 19, March 23 and May 18.**

**STUDENT STUDY TEAM**

The Student Study Team meets weekly to discuss students who may need additional support to maximize their full learning potential. This team which includes the psychologist, principal, speech and language specialist, resource specialist and the classroom teacher, collaborates with the parents to plan strategies for both school and home.

**SPEECH AND LANGUAGE**

The speech and language specialist screens children based on teacher and parent referrals. Children selected for the program have individualized programs for speech improvement and language development.

**M.I.N.D.**

Music Intelligence Neural Development (M.I.N.D.) grades K-5. The M.I.N.D. Institute combines music instruction (piano) and graphically rich computerized math games to enhance students' spatial mathematical thinking. This program also includes piano keyboard instruction for students grade 1-5.

**PHYSICAL EDUCATION**

Students in all grade levels receive 200 minutes of physical education instruction every 10 school days as per the California Education Code. All fifth graders participate in the state physical fitness testing.

**READING INCENTIVE**

All students are encouraged to read for pleasure every night. This PTA sponsored program provides students with opportunities to record their reading and to be recognized for their efforts in the classroom and in assemblies.

**OUTDOOR SCIENCE SCHOOL**

All students in Grade 5 attend Outdoor Science School for 4 days with their classroom teacher in the San Bernardino Mountains. Hiking, studying botany and classes with a trained naturalist are just a few of the exciting activities enjoyed by all 5<sup>th</sup> grade students. Fifth graders will attend **April 25 through April 28** in the Spring of 2017.

**COGNITIVELY GUIDED INSTRUCTION (C.G.I.) GRADES TK-5**

Students participate in mathematical problem solving through the use of multiple strategies. Focus on a single problem allows students to explore various ways of arriving at a solution.

**GIFTED AND TALENTED EDUCATION (GATE)**

In the spring, teachers in grades 3, 4 and 5 identify students who have exhibited characteristics of a gifted student. All third grade students are screened for GATE. After a review of work samples and assessment data, a student may be recommended for the GATE program. Identified students receive differentiated GATE instruction in their classrooms. GATE students are clustered in all rooms.

**MEDIA CENTER**

The media center is staffed with one part-time credentialed teacher. It features a computerized card catalog and book circulation system, and access to "On Line" research through the World Wide Web. Student use of the Internet is strictly limited to programs approved by the teacher. The media center instructional program consists of group instruction in library research skills, keyboarding, coding and STEAM activities.

**TECHNOLOGY**

iPad technology has arrived at Weaver. Thanks to the generous support of Friends of Weaver, we now have an iPad for every student on campus. iPads will be used in classrooms TK-5. Each classroom is equipped with Short Throw projectors, document cameras, Apple TV, and document scanners

## **MUSIC**

All students receive music instruction by a credentialed music teacher. Performances during the school year demonstrate achievement in vocal music and dramatic play. Weekly music classes in grades 1-5 provide opportunities to learn piano keyboarding skills and music theory. Opportunities are provided after school for students in grades 3-5 in lessons on wind, brass or string instruments with qualified teachers for a fee through the Los Alamitos Youth Center. Once again, Weaver has been chosen as a "Class Act" school with the Pacific Symphony. A musician from the symphony leads us through a study of the work of a composer from January through June. Grades 1 through 5 will attend the Pacific Symphony concert, and kindergarten participates in an interactive musical experience. The M.I.N.D. Institute provides piano keyboard instruction to all students in grades 1-5.

## **HOMEWORK**

Homework supplements, compliments and reinforces classroom teaching and learning. Homework may not be a daily occurrence; rather it will reflect pupil needs. Assignments should be clearly understood and completed within an hour. **Our night custodian cannot stop his evening route to open classrooms for forgotten assignments. It is the students' responsibility to bring home necessary materials and books.**

### ***Responsibility of the Student:***

- Write down homework assignments and the due date before leaving class.
- Make sure you fully understand the assignment and the concepts to be practiced. Ask your teacher to explain it again if you are not sure or if you have questions.
- Organize your materials. Take home the assignment and any necessary books or supplies.
- Demonstrate good study habits by budgeting the necessary time to complete the assignment.
- Demonstrate responsibility by neatly finishing your homework and by placing the completed work in a spot where you will see it before you leave for school each morning.
- Turn your homework in on time.

### ***Responsibility of the Parents:***

- Demonstrate that homework is a priority in your family by establishing regular time for study. Encourage your child to utilize this quiet time for pleasure reading even if there are no homework assignments.
- Provide the support and supervision necessary to see that their child organizes and completes the homework for return on the due date.
- Avoid family arguments or power struggles over homework. If a conflict occurs, please send a note to the teacher with the incomplete assignments. If you are not satisfied after the teacher has spoken with the student, schedule a conference with the teacher.
- Arrange a quiet environment for homework that is in a private, personal area, rather than a "public" area like the family room or kitchen where interruptions and/or distractions occur. Provide a table or desk, chair and lighting.
- Be available to assist the child with homework, but remain a "consultant" and not a "completer." Parents who do the homework for their child are not only taking away from the learning that is intended, but more importantly are modeling dishonesty and enabling dependency. Encourage, be available for questions, and support your child with participation only when requested by the teacher.
- Encourage your child to read for pleasure. Either read to your child or provide a time every day for pleasure reading.
- Although we strive to be consistent with homework within and between grade levels, please note that assignments may vary from teacher to teacher.