

McKinley Elementary School



Family Handbook 2020-2021

350 Loma Alta Drive
Santa Barbara, CA 93109
Phone: (805) 966-9926
Fax: (805) 899-3286

Mckinley.sbunified.org
@McKinleyBears
Parentsquare.com

Welcome

McKinley Elementary School, spectacularly situated overlooking the Santa Barbara coast, was refurbished and reopened in September 1986. The school, built in 1932, was the focal point for the Santa Barbara mesa for many years and now serves the lower westside of the city. Our school colors are blue and white and our mascot is the bears! Our goal is to create strong systems focused on academic excellence and positive social emotional well-being. Our students and families are our number one priority. Please schedule an appointment with the school principal if you have any questions!

Office Staff Contact Information

Principal

Elena Garcia-Yoshitomi, Ed.D.

egarciayoshitomi@sbunified.org

Phone: (805) 966-9926 ext. 1503

Office Manager

Giovanna Benavides

gbenavides@sbunified.org

Phone: (805) 966-9926 ext. 1501

Office Assistant

Irma Camarillo

icamarillo@sbunified.org

Phone: (805) 966-9926 ext. 1502

Health Assistant

Luz Galvan

lgalvan@sbunified.org

Phone: (805) 966-9926 ext. 1535

Office Hours: 7:30AM-4:00PM

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Communication and Attendance

Communication

The school site principal sends weekly messages to all parents on ParentSquare.com each Sunday for the following week. Weekly messages include the calendar for the month, important events for the week, and other relevant topics related to learning, safety, community events, and other relevant topics. All important events are scheduled on the school's website calendar. Please connect with the office manager or office assistant if you have concerns or challenges with accessing parentsquare, changed your phone number, or changed your address. The school principal is readily available for walk in meetings if time permits. If the school principal is unavailable at the time appointments can be made with the office manager and office assistant and Dr. Garcia-Yoshitomi will happily return the message.

Parents may directly contact their child's teacher about academics and other school related questions and issues. Parents, who wish to contact a teacher during school hours, may leave a message with the front office, but must not disturb the class. After-hour phone messages can be left on voicemail 24 hours a day. During school hours students may use the office phone only with a note from a teacher. Teachers will also provide weekly messages to parents about student learning for the week through parentsquare. Teachers and support staff may be contacted through parentsquare, phone extension, and email.

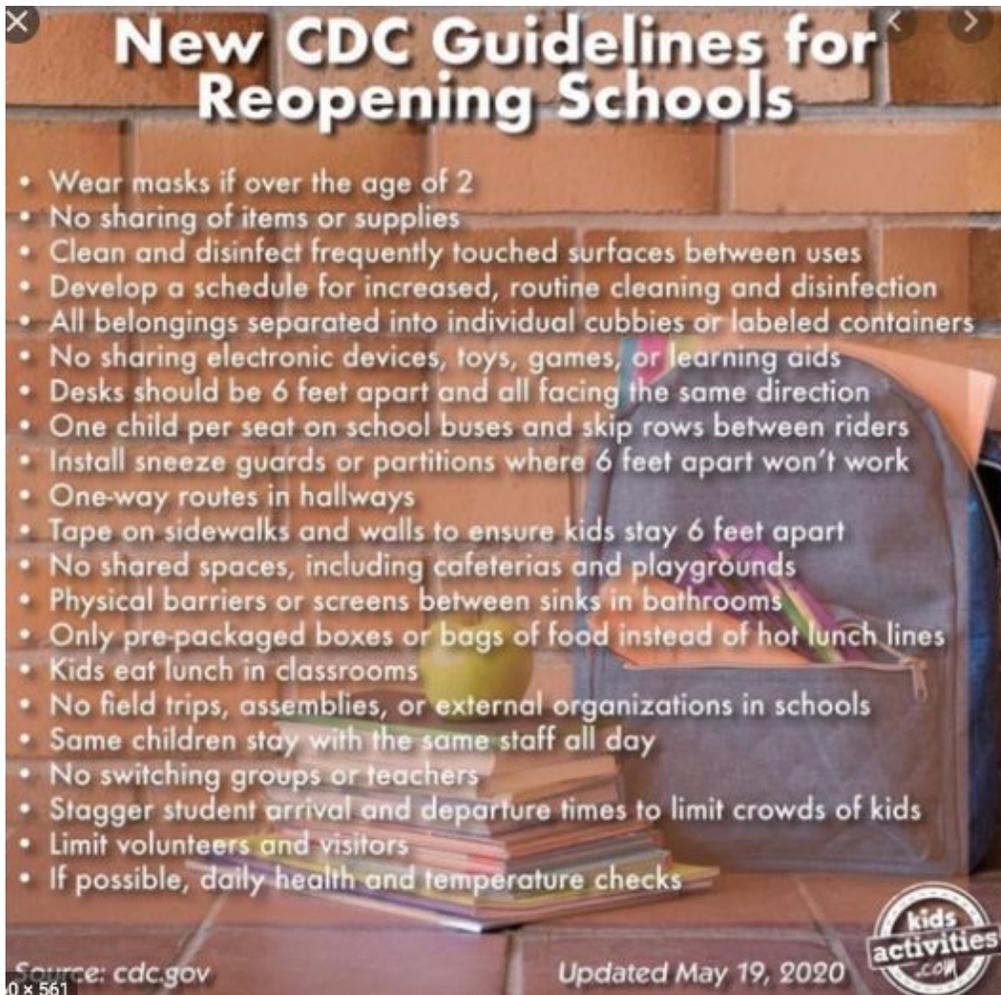
Attendance

Parents must call the school office at 805-966-9926 to report an absence. Families may leave a message at any time during the school day or after the office closes. Messages should include the name of the student, reason for absence, and date of absence. Excused absences include illness, medical appointments, bereavement, family emergencies, participation in other religious exercises, and other justifiable reasons. Students with chronic tardies, truancies and absences (10% is defined as chronic) will be subject to District and State regulations pertaining to Student Attendance Review Board (SARB). Referral to SARB may constitute grounds for revoking a student's privilege of attending McKinley. In addition to excessive tardies and absences, a student may also be subject to having their transfer revoked due to inappropriate behavior or repeated suspensions ([SBUSD:AR 5113](#)).

COVID-19, Health, Nutrition, Safety

COVID-19

In the event that we return to school, we will have to follow the CDC guidelines listed below. *Anytime* that you visit the office, you and your family **MUST** wear a mask. McKinley Elementary School has a plan for both a staggered, HYBRID Model and a full return to school Model. Safety for our community takes top priority and preparation is key. If you find yourself or your family exposed to the COVID19 virus, please follow CDC quarantine protocols and let us know so that we can follow safety protocols at school.



New CDC Guidelines for Reopening Schools

- Wear masks if over the age of 2
- No sharing of items or supplies
- Clean and disinfect frequently touched surfaces between uses
- Develop a schedule for increased, routine cleaning and disinfection
- All belongings separated into individual cubbies or labeled containers
- No sharing electronic devices, toys, games, or learning aids
- Desks should be 6 feet apart and all facing the same direction
- One child per seat on school buses and skip rows between riders
- Install sneeze guards or partitions where 6 feet apart won't work
- One-way routes in hallways
- Tape on sidewalks and walls to ensure kids stay 6 feet apart
- No shared spaces, including cafeterias and playgrounds
- Physical barriers or screens between sinks in bathrooms
- Only pre-packaged boxes or bags of food instead of hot lunch lines
- Kids eat lunch in classrooms
- No field trips, assemblies, or external organizations in schools
- Same children stay with the same staff all day
- No switching groups or teachers
- Stagger student arrival and departure times to limit crowds of kids
- Limit volunteers and visitors
- If possible, daily health and temperature checks

Source: [cdc.gov](https://www.cdc.gov)

Updated May 19, 2020

kids activities .COM

Health

The health assistant maintains student health records, attends to minor injuries and refers students to the doctor when necessary. District nurses supervise health assistants and provide special health-related services, such as referrals, care plans, and screenings.

If your child needs to take medication at school, it is necessary to have a medication consent form filled out and signed by the doctor and parent. In accordance with Education Code 49423 all medications taken at school must be supplied by the parent and be in a labeled container with the child's name, medication and dose stated on the label. If you have any questions, please call the school health assistant, Luz Galvan.

Once school is reopened and students feel ill, they are to stay at home. We again thank you for your cooperation.

Nutrition

McKinley Elementary School is a provision 2 school. We provide breakfast and lunch to all students. Breakfast is provided during the first recess of the school day. Students are strongly discouraged to bring foods high in sugar, salt, and fat to campus. We strive to be a sugar free zone. Birthday foods such as cupcakes, cakes, pies are strongly discouraged due to student and staff allergies. Our students' health and well-being is a high priority on our campus.

Visitors

All non-family members are not allowed to visit campus during the school closure. We must ensure social distancing to the fullest extent for the safety of our school community. We thank you for your continued support.

During school hours visitors and volunteers are required to sign in and out at the front office and to wear a school-assigned identification badge visibly on the front of their clothing. When a visitor or volunteer signs in at the office, they are required to note in the sign-in page who they are visiting and where they are going to be on campus. The sign-in policy during school hours is standard for all schools and is strictly enforced for the safety and security of our students. During COVID-19 only school staff and students are allowed to enter campus.

Safety

McKinley Elementary School performs monthly safety drills. Students and staff practice for scenarios including fires, earthquakes, intruders, allergy reactions, etc. All classrooms have emergency materials with equipment to support students and staff for any of these scenarios.

To reduce the risk of injury, the following footwear guidelines will apply to students in the Santa Barbara Unified School District:

- No student shall wear shoes with wheels, heels exceeding 3” in height, slippers (e.g., ballet, bedroom, etc.), or any shoes that disrupts the instructional process.
- Students must wear appropriate athletic shoes during recess or physical education activities for safety reasons. Specialized footwear (e.g., cleats) shall only be worn during appropriate activities.

Guidelines for Student Absences

Please keep your child home from school for the following reasons:

1. Children too ill to participate in normal school activities whether or not a fever is present should not attend school.
2. When a child has had a temperature of 100.4 F, they must remain at home until they have been fever-free for a minimum of 24 hours without fever-reducing medication.
3. Students with persistent vomiting or diarrhea should not attend school until the symptoms have subsided for at least 24-hours.
4. Students with contagious diseases, such as strep-throat or conjunctivitis should not attend school. See your doctor for diagnosis and appropriate medication. Generally, doctors recommend returning to school after a 24-hour period on medication.
5. Please notify the school office of any other contagious diseases, such as chickenpox, measles, and hepatitis, etc., so that we may alert other parents.
6. Children with a rash of undetermined origin should not attend school until the rash is gone, or it has been determined by a physician to be non-contagious.
7. Children who have undergone a medical procedure requiring general anesthesia should not attend school for at least 24-hours.
8. The problem of head lice (pediculosis) is ongoing and time-consuming. Even though head lice are not a threat to health, they are a frustrating nuisance. Prompt treatment of student(s) with a positive diagnosis of head lice ensures minimal disruption of their educational program. If a student is found with active, adult head lice, he/she shall be allowed to stay in school until the end of the school day. The parent/guardian of any such student shall be given information about the treatment of head lice and encouraged to begin treatment of the student immediately and to check all members of the family. The parent/guardian also shall be informed that the student shall be checked upon

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return to school the next day and allowed to remain in school if no active head lice are detected. Upon the student's return to school, the school nurse or designee shall check the student for active head lice. If it is determined that the student remains infected with head lice, the school nurse or designee shall contact the student's parent/guardian to discuss treatment. As needed, he/she may provide additional resources and/or referral to the local health department, health care providers, or other agencies. ([SBUSD: BP 5141.33](#))

Instructional Programming

All McKinley staff members are dedicated to providing high quality instruction to our students. We are committed to best practices and creating systems to nurture academic success.

Balanced Literacy and Reading Support

We have a 2 hour block for balanced literacy in every classroom. We have a leveled reading library with over 2,000 titles that teachers use to make sure students are learning at their level. Our curriculum specialists work with assigned students to improve their reading during designated time periods during the instructional day. Our Dyslexia Specialist works with groups of 3 or less for 45 minutes to provide repetition of skills needed to move each child to comprehension and fluency in reading.

Illustrative Math

McKinley Elementary School is piloting Illustrative Math as our math program. All teachers have manipulatives and other tools to help our students grow as mathematicians. Our staff is committed to delivering a strong math program to our students and families.

Social Studies

The State Board of Education adopted the History-Social Science Framework. Curriculum frameworks provide guidance to educators, parents, and publishers, to support implementing California content standards (California Department of Education, 2020). McKinley Elementary School follows the California Department of Education guidelines for social studies instruction.

FOSS Science

FOSS Science stands for Full Option Science System. FOSS is based on the Next Generation Science Standards and provides teachers with real world scenarios and practical applications. Students learn to collect and analyze data, and interpret their findings to their classmates and teachers. FOSS provides all instructional materials online and in Spanish and English.

English Language Development

Emergent Multilingual Learners (English learners) receive designated language instruction based on their language proficiency levels. Students take the ELPAC annually during the spring to assess their progress. Reclassification criteria is determined at the district and state level. Once the student has met the reclassification criteria they are classified as English language proficient. Parents may reach out to their child's classroom teacher for more information about their child's language development.

Student Support Team

McKinley Elementary School has a Student Support Team (SST) to help students progress academically. The SST team includes the principal, school psychologist, a special education teacher, CALM Counselor, and classroom teacher. After meeting with the SST team it is possible for the school psychologist to help identify children with exceptional learning needs or have the student referred for extra academic support with a curriculum specialist.

Social Emotional Learning

Santa Barbara Unified School District has a partnership with CALM. CALM stands for Child Abuse Listening Mediation, Inc. CALM provides extra support to students based on family and teacher referrals. Our school psychologist and CALM counselor frequently collaborate with classroom teachers to help students have a positive social and emotional well-being.

Special Education

Students who are identified with exceptional needs may receive special education. McKinley Elementary School has two resource teachers that collaborate with our classroom teachers, a speech and language therapist, and school psychologist.

Deaf and/or Hard of Hearing (DHOH)

Students who are deaf and hard of hearing have a specific teacher, interpreters, and listening devices in the general education classroom.

AVID

AVID stands for Advancement Via Individual Determination. AVID is a fourth- through twelfth-grade system to prepare students for four-year college eligibility. Third through sixth grade teachers have been trained with AVID strategies. AVID strategies include strong academic dialogue during class discussions, organizational skills, reading strategies, and increasing instructional rigor.

GATE

All second grade students are screened for eligibility as Gifted and Talented Education. Students who qualify for GATE receive differentiated instruction from their child's classroom teacher on a daily basis, especially through balanced literacy instruction and math. Students may be referred to GATE after second grade after a full review from the teacher and Santa Barbara Unified School District.

Technology

All McKinley Elementary students have iPads to use at home and in their classrooms. All classrooms have Apple TVs so teachers can mirror their instructional programs to TV monitors in the classroom from their iPads or Macbooks.

STEAM

STEAM stands for Science, Technology, Engineering, Arts, and Mathematics. Our STEAM teacher collaborates with grade level teachers and staff to incorporate all subject

areas into their curriculum. Students will also receive 45-60 minutes of STEAM activities outside of the classroom.

Music

All TK-6th grade students receive weekly formal music instruction. All TK-2nd grade students receive formal vocal instruction. All 3rd grade students are taught how to play the recorder once a week. All 4th grade students have violin music lessons once a week. All 5th and 6th grade students have instrumental music lessons once a week. o All 5-6th grade students are invited to participate in the SBUSD's Bravo program every Monday and Thursday beginning in October from 3:30-4:45pm at Monroe Elementary. Free transportation is provided.

Physical Education

All students receive direct instruction for forty-five minutes once a week. PE instruction includes: social development, movement skills & movement knowledge, self-image, personal development and health.

Multilingual Excellence Transforming Achievement

META

META stands for Multilingual Excellence Transforming Achievement. The META plan was recently approved by the Santa Barbara Unified School District in April 2020. This plan contains the vision and foundational assumptions behind the district's commitment to prepare Santa Barbara's students to become global citizens. The plan called for the implementation of dual language immersion at the elementary and junior high school levels.

Dual Language Immersion 2021-2022

McKinley Elementary School will offer a Dual Language Immersion program (DLI) in 2021-2022 school year. Santa Barbara Unified School District's planned DLI program integrates native speakers of Spanish and native speakers of English in the same classrooms and teaches them in both languages. The program includes a balanced number of native English-speaking, native Spanish-speaking, and bilingual students. At the elementary level, pre-K through first grade students receive 90% of instruction in Spanish and 10% in English. Over their elementary years, there is a gradual increase of English instruction until 5th grade, when 50% of the day is spent in each language. All students enrolled in McKinley Elementary before dual language immersion will continue the same instructional program.

This will be the roll out for dual language immersion starting 2021-2022

Grade	Language of Instruction	Year of Implementation
K - 1	90% Spanish/10% English	2021-2022
2	80% Spanish/20% English	2022-2023
3	70% Spanish/30% English	2023-2024
4	60% Spanish/40% English	2024-2025
5-6	50% Spanish/50% English	2025-2026

Teacher Contact Information

Teacher	Grade	Email	Extension
Cynthia Esquivel	K	cesquivel@sbunified.org	1505
Analy Gaxiola	K	agaxiola@sbunified.org	1506
Elizabeth Brooks	1	ebrooks@sbunified.org	1509
Reanne Lillibridge	1	rlillibridge@sbunified.org	1508
Margot Jacobs	2	mhjacobs@sbunified.org	1548
Jaclyn Jimenez	3	jfjimenez@sbunified.org	1515
Tracy Schifferns	3/4	tschifferns@sbunified.org	1523
Alexia Limon	4	aclimon@sbunified.org	1538
Natalie Speer	5	nspeer@sbunified.org	1519
Jorge Santana	5	jsantana@sbunified.org	1527
Nathaniel Baskett	6	nbaskett@sbunified.org	1517
Laura Lewis-Rodriguez	6	llewisrodriguez@sbunified.org	1522
Anne Darga	Dyslexia Specialist	adarga@sbunified.org	1504
Anne Alvarez	RSP	aalvarez@sbunified.org	1526
Casey Turner	RSP	cturner@sbunified.org	1507
April Salas	DHOH	asalas@sbunified.org	1505
Ashliegh Marshall	SLP	amarshall@sbunified.org	1511
Jesus Catalan	PSYCH	jcatalan@sbunified.org	1529
Karent Dutton	Music	kdutton@sbunified.org	1544
Christy Lozano	PE	clozano@sbunified.org	1533
Kristin Bollingmo	STEAM	kbollingmo@sbunified.org	1539

Support Staff

Name	School Role	Location
Margaret Easbey	Librarian	Library
Amy Gates	Literacy Coach	Room A
Dessire Sedano	Family Service Liaison	Room 15
Jasmine Reyes	CALM Counselor	Room 15
Connie Rodriguez	Paraeducator	Room 9
Kathleena Osumi	Paraeducator	Room 8
Ajani Symmonds	DHOH Interpreter	Room 6
Kayla Cuico	DHOH Interpreter	Room 6
Jesse Wayne	DHOH Interpreter	Room 6
Janey Madlani	Curriculum Specialist	Room 29
Sandra Ige	Curriculum Specialist	Room 29
Maria Sanchez	Campus Supervisor	McKinley Elementary
Adriana Lara	Campus Supervisor	McKinley Elementary
Silvia DeRobles	Campus Supervisor	McKinley Elementary
Kevin Ruiz	A-OK Coordinator	McKinley Elementary
Justin Ryan	Lead Custodian	McKinley Elementary
Jehu Reyna	Evening Custodian	McKinley Elementary

Instructional Schedule

	Monday - Thursday / Lunes - Jueves	Friday / Viernes
8:30 - 9:30 AM	Learning Block #1: Starts with whole-class Zoom and ATTENDANCE Bloque de aprendizaje #1: Comienza con el Zoom y la asistencia de toda la clase	
	<ul style="list-style-type: none"> ● Mini-lesson / Mini-lección ● Independent Work/Trabajo independiente ● Student meeting with teacher/junta estudiantil con la maestra 	
9:30 - 9:50 AM	Movement Break / Movimiento rotura	
9:50 - 10:50 AM	Learning Block #2: Starts with whole-class Zoom Bloque de aprendizaje #2: Comienza con el Zoom de toda la clase	
	<ul style="list-style-type: none"> ● Mini-lesson / Mini-lección ● Independent Work/Trabajo independiente ● Student meeting with teacher/junta estudiantil con la maestra 	
10:50 - 11:00 AM	Movement Break / Movimiento rotura	
11:00 AM - 12:00 PM	Learning Block #3: Starts with whole-class Zoom Bloque de aprendizaje #3: Comienza con el Zoom de toda la clase	
	<ul style="list-style-type: none"> ● Mini-lesson / Mini-lección ● Independent Work/Trabajo independiente ● Student meeting with teacher/junta estudiantil con la maestra 	
12:00 - 1:00 PM	Lunch and Break / Almuerzo y Descanso	
1:00 - 1:40 PM	Learning Block #4: Starts with whole-class Zoom and ATTENDANCE (3rd-6th) Bloque de aprendizaje # 4: Comienza con el Zoom y la asistencia de toda la clase	
	<ul style="list-style-type: none"> ● Mini-lesson / Mini-lección ● Independent Work/Trabajo independiente ● Student meeting with teacher/junta estudiantil con la maestra 	
1:40 - 1:50 PM	Movement Break / Movimiento rotura	
1:50 - 3:00 PM	<ul style="list-style-type: none"> ● Independent Work/Trabajo independiente ● Student meeting with teacher/junta estudiantil con la maestra ● Enrichment classes/Clases de enriquecimiento 	WEEKEND! ¡FIN DE SEMANA!

Academic and Behavioral Expectations

Teachers and support staff create schoolwide and classroom based behavioral expectations to support student learning. All teachers and staff are trained to use positive behavioral supports and restorative practices to support academic success. McKinley Elementary School also practices progressive discipline and behavioral interventions to help and guide students inside and outside the classroom. For specific details on disciplinary consequences please refer to Santa Barbara Unified School District Board Policy 5144 and Administrative Regulation 5144.

School Guidelines

All students attend behavioral assemblies to review schoolwide expectations and procedures. These assemblies discuss how students are expected to behave on campus before school begins, at recess, and in other common areas. These expectations are further clarified in our school behavior matrix. We strive for all McKinley Bears to follow the school guidelines.

BE READY TO LEARN

ENGAGE AND COMMUNICATE

ACCEPT RESPONSIBILITY

REASON YOUR POINT OF VIEW

SAFETY THROUGH LISTENING

Classroom Guidelines

CHAMPS is a positive and proactive approach to classroom management. Teachers present a clear vision for behavioral and learning expectations using the CHAMPS acronym. Students know what their behavior should look like, sound like and feel like.

C - how students are expected to talk

H - how students should ask for help

A - the learning activity

M - how the student should sit, stand, etc. during the lesson

P - what is the behavior during the activity

S - SUCCESS!

Dress code

The Board of Education believes that appropriate dress and grooming contribute to a productive learning environment. The Board expects students to give proper attention to personal cleanliness and to wear clothes and shoes that are suitable for the school activities in which they participate. Students' clothing must not present a health or safety hazard or a distraction which would interfere with the educational process. (cf. 4119.22/4219.22/4319.22 - Dress and Grooming) (cf. 5145.2 - Freedom of Speech/Expression)

Students and parents/guardians shall be informed about dress and grooming standards at the beginning of the school year and whenever these standards are revised. A student who violates these standards shall be subject to appropriate disciplinary action. (cf. 5144 - Discipline)

The principal, staff and parents/guardians at a school may establish a reasonable dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities.

Personal Items and Cell Phones

Students are not allowed to bring personal items such as toys, snacks for sharing, and other electronic items or gaming devices. Students with a cell phone out during the school day may have their phone confiscated by a staff member. Students may pick the cell phone up at the front office after school with a warning. After the second offense, a parent or guardian has to pick up the cell phone.

Skateboards, Scooters, and inline skates

Skateboards and inline skates are not permitted at any time on campus. The riding or use of skateboards, scooters and inline skates on school campuses and District owned/operated property is prohibited at any time of the day or night whether school is in session or not. Violation of this policy is an infraction punishable by fines (Vehicle Code Section 21113, Board Policy 3515.1).

Family Engagement at McKinley

Students experience positive academic and behavioral outcomes when their parents are involved in their children's education. McKinley Elementary School encourages all parents to volunteer and develop relationships with support staff and classroom teachers.

English Language Advisory Council (ELAC)

The English Learner Advisory Council (ELAC) is a state-mandated committee that supports the efforts of the school, district, and state in improving the quality of students whose primary language is other than English. The committee, which consists of parents and teachers, has four state-mandated duties: a. Monitor the programs and services provided for English Learners at the school and provide input to the School Site Council. b. Provide input into the development and implementation of the school's needs assessment. c. Administer, review, and provide input on the school's annual language census d. Create awareness of the importance of regular school attendance. In addition, the committee is focused on finding ways that the school can support English learner parents at home to assure academic success for their children. ELAC meets 4 to 5 times per year.

School Site Council (SSC)

School Site Council (SSC) is a state-mandated committee of parents, teachers, and the principal whose primary purpose is to plan, monitor, and evaluate the activities and expenditures for Consolidated Application programs at the school to improve student achievement: (1) Review student achievement data, (2) develop a comprehensive school plan, (3) conduct ongoing review of program effectiveness, (4) annually revise plan based on progress, and (5) recommend a plan to the school board. Nominations and elections take place each fall.

Parent Teachers Association (PTA)

McKinley PTA is an organization consisting of parents, teachers, families of the school and principal. The PTA significantly contributes to a strong learning community. All parents are invited to join the PTA for \$10 per person. Everyone is encouraged to participate in PTA meetings. Parents support the school in a variety of ways such as volunteering for fundraisers, helping in the classroom, or donating items that the school might need. Please check ParentSquare for all volunteer opportunities.

After School Resources

SBUSD/After School Program (TK/K only)

A district supported program that focuses on providing a safe, enriching and educationally-sound environment that supplements and supports the regular school day. It also features academic programs and field trips. This program is available year-round (summer and school breaks). Participants must meet income requirements, if subsidized by the State of California. Non-subsidized spaces are available.

After School Opportunities for Kids (A-OK for 1st-6th grades)

A grant supported academic based program focused on providing a safe learning environment for students. Students participate in creative, standards aligned curriculum and are helped with homework daily. Special activities include Friday Club, field, trips, guest speakers, Girl Scouts, special interest classes, and sports leagues. City Parks & Recreation

Girls Inc. of Greater Santa Barbara

Girls Incorporated is a national non-profit providing enriching hands on experiences in a safe and supportive girl only environment with the mission of inspiring all girls to be strong, smart, and bold. Programs include science, art, cooking, sports, computers, library, field trips, and more!

United Boys and Girls Clubs of Santa Barbara County (UBGCSB)

UBGCSB is a non-profit organization that provides a safe, positive and enriching environment for youth between the ages of 5-18. We provide a knowledgeable and trained staff to insure the development of positive self-esteem, proper values, and healthy life skills through constructive educational programs. We strive to encourage each child to reach their full potential.

Santa Barbara Unified School District Preschool at McKinley

The State Preschool Classroom is located in Room 1. The Preschool Program is for 3 and 4 year old children and follows a 9-month calendar. Contact: Erika Zamora at 965 - 4633 ext 263. The Business office is located at Monroe Elementary School, 431 Flora Vista Rd. Classroom 22. The office is open 8:00 - 5:00p.m. daily.

Uniform Complaint Procedures

UNIFORM COMPLAINT PROCEDURES BP1312.3

The Uniform Complaint Procedures apply to the filing, investigation and resolution of complaints regarding alleged:

- 1) failure to comply with federal or state law or regulations governing adult education, consolidated categorical aid programs, migrant education, vocational education, child care and developmental programs, child nutrition programs and special education programs;
- 2) unlawful discrimination against any protected group as identified under Education Code (EC) sections 200 and 220 and Government Code section 11135, including actual or perceived sex, sexual orientation, gender, ethnic group identification, race, ancestry, national origin, religion, color, or mental or physical disability, or age, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, lactation accommodations, homeless, foster youth, juvenile court student, physical education minutes, or non-instructional courses, in any program or activity conducted by a local agency, which is funded directly by, or that receives or benefits from any state financial assistance;
- 3) failure to comply with school safety planning requirements as specified in Section 7114 of Title 20 of the United States Code;
- 4) unlawful discrimination, harassment, intimidation, and bullying based on actual or perceived characteristics set forth in Section 422.55 of the Penal Code and EC 220, and disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or association with a person or group with one or more of these actual or perceived characteristics; and
- 5) unlawful imposition of pupil fees for participation in educational activities in public schools; and 6) failure to comply with the requirements established through the Local Control Funding Formula related to the Local Control and Accountability Plan as described in EC sections 52060 through 52076 or sections 47606.5 and 47607.3. A complaint must be filed no later than six months from the date the complainant first obtains knowledge of the concern. These uniform procedures require the complainant to submit a written complaint to the Santa Barbara Unified School District's Assistant Superintendent of Human Resources, or the Assistant Superintendent of Education, or the Assistant Superintendent of Student Services who will coordinate an investigation and response within 60 days of receipt of the written complaint, unless the complainant agrees in writing to extend the time line. If the District finds merit in a complaint, the District shall provide a remedy to all affected pupils, parents/guardians. A complainant may appeal the District's decision to the California Department of Education (CDE) by filing a written appeal within 15 days after receiving the District's decision. The CDE may directly intervene in the complaint without waiting for action by the district when one of the conditions listed in Section 4650 of Title 5 of the California Code of

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Regulations exists, including cases in which the district has not taken action within 60 days of the date the complaint was filed with the district. If a district is found to have violated a State or Federal law and/or regulation, and the District does not take corrective action to comply, then various civil remedies may be available. [Title 5 California Code of Regulations 4622; Education Code 234.1, 32289, 49013; Board Policy 1312.3]