



2023-2024 NEWSLETTER

SAILING INTO EXCELLENCE

PRINCIPAL'S MESSAGE

MRS. COURTNEY JOHNSON

Dear Cabrillo Mariners Families and Community,

Welcome to the 2023-24 school year! I hope you had a wonderful summer break and I look forward to hearing about the adventures that were had.

I am excited to meet all of our 6th grade students at our W.E.B. (Where Everybody Belongs) orientation program on August 16 from 8:00am - 12:30pm on the Cabrillo campus! If you are a new 7th or 8th grade Mariner please plan on joining us at 10am! During this fun-filled morning our new students will meet one another and be paired with their 8th grade WEB leaders as they tour the campus and play games. Our students will have multiple opportunities to meet with their WEB leaders throughout the school year for fun and meaningful activities that will help create life-long memories.

If you are a new parent or guardian, please join our Assistant Principals, Joe Dyess and Lindsay Guzik, myself and our involved parents from our incredible Parent Teacher Organization (PTO) for a New Mariner Coffee Chat in the cafeteria when you drop your students off for W.E.B. on August 16 at 8:00 am. I would like to invite all Cabrillo parents and guardians to meet with the Cabrillo Admin team as we kick off the first day of school on August 23 at 9:00 am!

Looking for ways to stay involved in your student's school-life but not sure how? Join our PTO! You can join at any point in the school year, but I would love to have you start the year off with us. In addition, we have an open parent position for our School Site Council. Finally, please plan on joining us for our Coffee and Social Hours with Admin to gain more insight to how to best support your student academically as well as socially and emotionally throughout their middle school years! The meeting schedule for all of these opportunities can be found in this newsletter!

Please plan on joining us for Back to School Night on September 7. We will start the in-person evening with a Welcome Assembly in the Cafeteria followed by classroom visits. I believe the foundation of success starts with close ties and open communication between school and home, so please make sure that you are regularly opening emails from our school and check the school website weekly for the latest news and event information.

Have a wonderful summer,

Courtney Johnson

CABRILLO MIDDLE SCHOOL

Contact number:
805-641-5155

1426 E. Santa Clara Street
Ventura, CA 93001



Annual Update

The Online Annual Update for the 2023-24 school year is required and **MUST** be completed by **September 1, 2023**

1. Start the update process here: <https://www.venturausd.org/>
2. Select Families
3. Select Q Parent Connect
4. Log in using either your email or PIN and then your password. If using email, make sure you use the one you registered with the school district.
5. Select Annual Update on the upper right
6. Select Edit for the first Contact to get started.
7. Follow the directions linked below for help retrieving your pin/password and for step by step directions.

Step by Step Directions:

•English: <https://drive.google.com/file/d/1OiZAVvaa6PYJlxSwVw-E7AR9luswo1lx/view?usp=sharing>

•Spanish: <https://drive.google.com/file/d/1eUfYIYuwWblnLznYy5DP2BNeuKQvx0EM/view?usp=sharing>

If you would rather complete the Annual Update using your phone, download the app:

- iPhone: [Q ParentConnection on the App Store \(apple.com\)](#)
- Android: [Q ParentConnection - Apps on Google Play](#)

There are many important permissions we must have on file for your student each year. These include Pesticide Notification, Directory Release Information that includes your child being included in the yearbook, and the Acceptable Use Policy so they can use district devices (Chromebooks) just to name a few. Our district lost several million dollars in funding last year due to families not completing the online update, which significantly impacts programs we can offer to students, along with staffing needs.

The window is open NOW, please go online and complete this important process.

If you have questions or need access to the internet, please join us on Aug 15 and 16 from 10-1 in room 22 and help will be available to complete the Annual Update

Welcome back!

FIRST DAY OF SCHOOL WEDNESDAY, AUGUST 23

The campus and office opens to all students at 8:30 a.m.

Schedules will be viewable on Q Parent Connect by 5 p.m. on Tuesday, August 22. **Parents will need to log onto Q Parent Connect to see the student schedules.**

If you have forgotten your pin or password, you can retrieve it [here](#) by using the email you provided to the school. Once logged in you are able to view Student passwords for [Q Student connect](#)

If students are still wondering where their first period class is on the first day of school, there will be several guides available to help them between 8:30 and 8:55 a.m.

Students will receive their paper schedule in their first period class. ***If students have a zero period class, it will begin on Thursday, Aug 24 at 8:03 a.m.***

Additional orientation topics will continue throughout the first week of school.



Parents and family members are welcome to join the Principal for a Coffee and Chat in front of the Cafeteria from 9:00-9:50 a.m. on August 23.

WATCH OUT FOR EMERGENCY CARDS ON THE FIRST DAY OF SCHOOL!

Each student will be given a First Day Packet which will include an Emergency card that needs to be returned. Please fill out BOTH sides and sign the back. **Students must return the card the next day during 1st period.**

**Mark Your Calendar
for Picture Days**



School Picture Day is August 30th

Make-up pictures ~ October 10th, 2023

Spring Pictures ~ February 8th, 2024

**Instructions to follow of how to purchase portraits online.*

**Students will receive a free ID card during their PE Class.*

(Replacements cards are available in the office for \$5.00)

BACK-TO-SCHOOL NIGHT THURSDAY, SEPTEMBER 7

Please join us for a Back-to-School Night Celebration.

You will have an opportunity to meet our staff and acquaint yourself with our campus.

6:00-6:25 p.m.

Welcome Meeting for all parents in the Cafeteria

6:30-8:15 p.m.

Classroom visitations

The intended audience for Back-to-School Night is Parents/Guardians.

Backpack Free Week

That's right, you do NOT need to bring your backpack the first week of school. August 23-25

We will spend our time welcoming each other back from summer break. We will play games, participate in classroom challenges and set expectations.

Teachers will also use this time to inform students and families if there are any specific supplies they might need.

Most of all we will have FUN!

Welcome Mariners!!



Get to know your Cabrillo Office Staff

Principal	Mrs. Johnson
Assistant Principal	Mrs. Guzik (A-K)
Assistant Principal	Mr. Dyess (L-Z)
Office Manager	Mrs. LaBare
ASB Secretary	Mrs. Limneos
Records/ Attendance	Ms. Lopez
Counselors	Mr. Walden (A-K)
	Mrs. Knowles (L-Z)
Psychologist	Mrs. Turner
Health Tech	Ms. Koulakoff

Welcome New Staff

Mayra Brady	Teacher
Halina Cheung	Teacher
Andrea Conant	Teacher
Rachel Dean	Teacher
Kaitlyn Garrett	Teacher
Betsy Harrison	Teacher
Evan Ilic	Teacher
Hailey Kingsley	Teacher
Cassie Lawhead	Teacher
Amanda Leddy	Teacher
Carley Williams	Teacher

Cabrillo Bell Schedule 2023-2024

Monday - Thursday

8:03-8:50 am	Zero Period
8:55-9:45 am	1st Period
9:50-10:37 am	2nd Period
10:37-10:52 am	Nutrition Break
10:56-11:43 am	3rd Period
11:48-12:35 pm	4th Period
12:35-1:05 pm	Lunch
1:09-1:21 pm	SSR * (in 5th Period Class)
1:21-2:08 pm	5th Period
2:13-3:00 pm	6th Period

Friday and Minimum Days ***

8:16-8:50 am	Zero Period
8:30-8:50 am	Breakfast Served**
8:55- 9:32 am	1st Period
9:37-10:11 am	2nd Period
10:11- 10:26 am	Break
10:30- 11:04 am	3rd Period
11:09- 11:43 am	4th Period
11:43- 12:13 pm	Lunch
12:17- 12:51 pm	5th Period
12:56- 1:30 pm	6th Period

****Sustained Silent Reading and Community Building Circles***

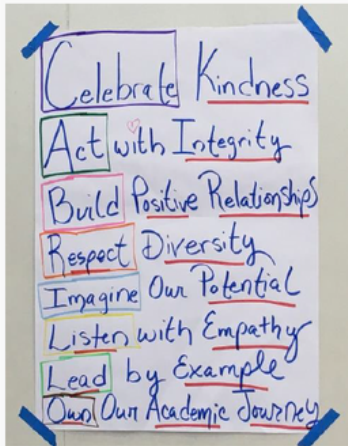
*****On Fridays/ Minimum Days, there will be breakfast service before school and no meal service during break.***

******On Minimum Days dismissal is at 1:30 p.m.***

Note: August 25, September 1 and 8 (the first 3 Friday's of the school year), are a 3:00 p.m. dismissal. All other Fridays are 1:30 p.m., beginning Friday September 15.

CABRILLO 6TH GRADE WEB EVENT

FOR INCOMING 6TH GRADE STUDENTS
AUGUST 16, 2023 8AM-12:30PM
PARENT MEETING: 8-9 AM IN THE CAFETERIA



WEB

WEB, which stands for "Where Everybody Belongs" is a mentorship program that aims to ensure that all incoming 6th graders have a smooth and welcoming transition to middle school. WEB is built on the belief that students can help each other to succeed.

Cabrillo 8th grade WEB Leaders will get the opportunity to engage with incoming 6th grade students and other new students, and make the important connections that establish positive and sustainable relationships, and a strong sense of Mariner pride. Here is to a great 2023-2024 school year!

Orientation will be on August 16 from 8 am-12:30 pm, and PE clothes will also be available for purchase in room 22 from 10-1 pm.

New Mariner Coffee and Chat



Please join the Admin team and PTO for a Coffee and Chat in front of the Cafeteria from 8:00-8:30 a.m. on August 16.

We look forward to meeting you

Yearbooks!

Purchase your yearbook early at a low introductory price of \$35. Online link

<https://commpe.pictavo.com/shop>

August 16-September 8: \$35

September 9-March 28: \$40

March 29-May 24: \$45



PE Clothes Sales AUGUST 15-16th

(located in Room 22)



Parent Volunteers Needed

PE CLOTHES SALES

August 15-16th

(from 10 am- 1 pm)

Tuesday - Wednesday

Please help sell PE clothes & assemble first day packets,

If you are available to volunteer, please call 641-5155 ext. 1011 or email Mrs. Limneos at

kendra.limneos@venturausd.org

Shirts- \$13

Shorts- \$12

cash, check
or card accepted
for payment



STEP IT UP!

CABRILLO'S 2023-24 FUNDRAISER

HELP CABRILLO RAISE MONEY FOR:

ASSEMBLIES

SCHOOL DANCES

FIELD TRIPS

LUNCHTIME ACTIVITIES

INTRAMURAL SPORTS

WEB ACTIVITIES

TEACHER/CLASSROOM GRANTS

KICKING
OFF SEPT
19TH



VUSD FOOD AND NUTRITION SERVICES

Welcome to the new school year! Please visit Food and Nutrition Services on the VUSD website for updates.

- FREE Meals for ALL in the 2023-2024 school year
- Food and Nutrition Services will be offering 2 meals daily. Full day schedule~ both nutrition and lunch. Minimum day schedule~ before school breakfast and lunch.
- Even though all students receive free meals, we are asking all eligible families complete the online free and reduced application to help us with future funding. Complete form [HERE](#)
- Weekly menu will be posted in the [student bulletin](#).
- Students will need to be checked out using their ID Cards

If you have any questions or concerns, call Marni Noriega, Cabrillo Cafeteria Manager at 805-641-5155 ext. 1555 or Food & Nutrition Services at 805-641-5000 ext. 1306.

CABRILLO BUS SCHEDULE 2023-2024



Transportation for regular education students is limited to those students who live at least two miles from Cabrillo and in the Cabrillo boundary. Addresses are verified through the district's Student Information System.

Need a new Bus Pass or to be added to a route? Request services by visiting the District Website [HERE](#)
If you have further questions please call the transportation department at 805-641-5100 ex 1320.

Students will be required to show their bus ID (different from school ID) to enter the bus. Bus ID cards from last year are still active for current riders. New Student bus identification cards will be issued from the transportation department and distributed by the bus driver.

PROGRESS AND REPORT CARDS

All progress and report cards are viewable on Q Parent Connect. They will also be mailed home. Please be sure to keep your information in Q Parent Connect current.

Honor Roll Awards

We value your student's hard work and like to celebrate and recognize their academic achievements. Below is a list of Honor Roll related information. These are great events and recognitions, and we hope your child earns them!

- Honor Roll is a 3.5 grade point average (GPA) or higher on report cards.
- Honor Roll awards are given out after Quarter 1, Semester 1, and Quarter 3 report cards.
- Honor Roll Celebration Family Evening Event in May- For students who earn Honor Roll at least 2 of the first 3 quarters.
- Honor Roll Field Trip in May- For students who earn Honor Roll the **first 3 quarters**.

Musical Excellence at Cabrillo

Under the direction of Mario Boccali, the [Cabrillo Middle School Music Department](#) is recognized as one of California's top music programs! Watch for upcoming opportunities to support our fabulous Music Department and for the chance to attend these amazing performances!



CABRILLO ATHLETICS

Cabrillo Middle School offers the following athletic team opportunities:

- Cross Country (Boys and Girls) - Fall
- Girls Volleyball - Fall
- Boys and Girls Basketball - Winter
- Boys Volleyball—Spring



ATHLETIC CLEARANCE: Prior to trying out for or practicing with a team, students must submit Athletic Clearance documentation, which includes a sports physical clearance. Parents, begin the online clearance process at <https://registermyathlete.com/login/> and use the instructions found [here](#). If you are unable to complete clearance online, please contact the school office for a packet at 641-5155 ex1011. If you encounter issues with clearance, email kendra.limneos@venturausd.org

Emergency Cards

All students will be given an EMERGENCY CARD ON THE FIRST DAY OF SCHOOL that **must be returned the following day- August 24th- to their first period teacher.**

*This card alerts us to important health issues, so please include any and all health concerns that could impact your student's day while at school. It also provides contact information of parents and others who can assist when a student is ill or injured.

*The school office must have a phone number where a parent (or other responsible party) can be reached during the school day.

*Please include your email address when filling out the card

*Only those adults listed on the emergency card may pick up the student from the Health Office.

*In the event of an illness or injury, the school health office is only authorized to communicate with those adults who are specifically noted on the EMERGENCY CARD

Students who live in two households should coordinate information with both parents

Message from the Health Office...

Your personal health safety and the safety of the Cabrillo Middle School community is of the utmost importance. Here are some reminders:

- Parents, please monitor your child's health before they leave home. If your student is exhibiting any signs or symptoms of illness, please do NOT send them to school.
- Parents, if your student is absent, remember to call the attendance line to report this absence. Depending on the reason for the absence, a period of quarantine may be necessary. Please plan for this.
- **Students are not to use their phones to call or text parents to be picked up during the day. If a student is sick and feels the need to go home, they must check in to the health office and be released by the health technician or school nurse.**
- If you are called by health staff because your student is exhibiting specific symptoms which requires student to go home, please be prepared to pick your student up within 30 min.
- **ALL 7TH GRADE STUDENTS MUST HAVE TDAP BOOSTER AND 2ND VARICELLA DOSE TO ATTEND SCHOOL If you have not provided proof of these immunizations, you will be called to pick up your student on the first day of school.**



Accidents Happen...



If your student's injury requires any use of crutches, a cast, splint, a brace, a wrap or any form of medical equipment, a doctor's note and/or a readmission form must accompany the student prior to their returning to school. This is for your student's safety and so that accommodations may be made for them while at school.

Any student requiring medication (prescribed or over-the-counter) during school hours must have a **medication authorization form** completed by the student's parent and physician. All medications are held in the health office and administered by the health office staff. For your child's health and the health of others, please do not send students with medications to self-administer without staff supervision or knowledge. This includes, but is not limited to, pills, ointments, and drops.





Parents!! WE NEED YOU.

Dear fellow and incoming Cabrillo parents,

The Cabrillo PTO invites you to be a volunteer this year. There are many ways for you to get involved in your child's education. Consider volunteering in the following available opportunities (Email interest to cabrilloventurapto@gmail.com): Start by volunteering in the following available opportunities:

Positions Needed

Hospitality
Fundraising
Community Building Events
Music & Art Liaisons

SUPPORT

General (library, garden, etc.)
PE Clothes Sales August 15 & 16
Event & Field Trip Chaperones
Spring Social/Auction Volunteers

Become a member of the PTO. Share your voice, ideas, skills and know-how for the benefit of our student body. With only \$10, you will be supporting the school and helping other dedicated parents, teachers, and administrators reimagine and deliver the following:

- **Cabrillo's outstanding electives**
- **School departments and programs**
- **School clubs and events**
- **Field trips**
- **And so much more!**

**PTO Website & Membership
 Donation QR**



To join online, scan the QR or go to the [Cabrillo Middle School Website](#) and click on "Families" then **"Parent Groups"** then "Mariner Fund" or donate [via Venmo](#) @CabrilloVentura-PTO.

You can follow PTO activities on [Facebook: Cabrillo Middle School PTO](#) and [Instagram: CabrilloVenturaPTO](#). Remind text messaging system is another way for you to receive information about PTO events, text @h2b32c to the number 81010 or visit <https://www.remind.com/join/h2b32c> to join.

We look forward to an exciting academic year that starts with welcoming our new families on August 16 for Coffee and Chat at the beginning of the WEB Orientation, reconnecting with our returning families on the first day of school, August 23, and at Back to School Night on September 7!

Let's work together for our children!

Parent Meetings, Dates, and Times

	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
PTO Thursdays @ 6:00:00 PM	9/7/2023 9:30-10:30 am	10/5/2023	11/2/2023	No Mtg	1/11/2024	2/1/2024	3/7/2024	4/11/2024	5/2/2024	No Mtg
School Site Council (SSC), 7:30 am	9/28/2023	No Mtg	11/2/2023	12/7/2023	No Mtg	No Mtg	3/7/2024	No Mtg	No Mtg	No Mtg
English Learner Advisory Committee (ELAC), 6:00 pm	9/13/2023	10/18/2023	11/15/2023	No Mtg	1/17/2024	2/21/2024	3/20/2024	No Mtg	5/8/2024	No Mtg

WE INVITE YOU TO JOIN CABRILLO ELAC

English Learner Advisory Committee

Contribute to the success
of Cabrillo's English Learners by joining ELAC!
We meet monthly, featuring dinner and special guest speakers, as we discuss and address the
educational needs of our English Learners

PLEASE CONTACT
ASSISTANT PRINCIPAL-JOE DYESS OR COUNSELOR-MATT WALDEN

FOR MORE INFORMATION



SCHOOL SITE COUNCIL

The School Site Council (SSC) is made up of representatives from the administration, teachers, parents, and students of Cabrillo Middle School. The SSC meets four times per year and is responsible for developing and monitoring the school's Single Plan for Student Achievement. The Council reviews student testing data, helps to establish school goals, determines how funds will be spent to improve student achievement, and monitors safety and school climate issues. SSC meetings are from 7:30- 8:30 a.m. at Cabrillo on the following dates: September 28, November 2, December 7, 2023 and March 7, 2024

One new parent representative for this year's School Site Council will be elected by parents at Back to School Night on September 7. If you have any questions regarding this position or you are interested in serving as a parent representative for the 2023-2024 and 2024-2025 school year, please email the following candidate information to Principal Johnson at Courtney.johnson@venturausd.org

Phone: _____ Cell: _____
Address: _____ Zip code: _____
Email: _____
Ages of children and schools they attend: _____
Reason for wanting to be a parent representative on the SSC: _____

Become a VUSD Special Education District Advisory Committee (SEDAC) Representative

SEDAC is a committee of parents representing each school in the district. Parents connect with other parents through the site administrator to help bring parent and student voices to the table as we work together for our students with Individualized Education Plans (IEPs). Meetings are currently scheduled monthly:

**Last Friday of the
month from 9-11 am
at the
VUSD Education
Service Center**

**If you are interested in becoming
the representative for Cabrillo,
please contact Principal Johnson.
She will select from those interested
and connect the representative and an alternate
with the Special Education Department
and pertinent parent groups at Cabrillo.**



How do Parents Communicate with Staff at Cabrillo?

Once your child is in middle school, it is difficult to know how to get the answers to the many questions that you might have. Here is a communication guide available to you at Cabrillo

WEBSITE: The Cabrillo website contains a lot of information about Cabrillo as well as copies of newsletters, bulletins, a calendar of events, and much more. You will be well-informed by visiting our website.

BULLETIN: A bulletin is read to students at the beginning of every week. These bulletins are also posted on the front page of our website. Check them for timely announcements on campus.

STUDENT PLANNER: Every student is given a planner provided by the PTO and ASB. The cost to replace a planner is \$5.00. The first pages are a handbook containing the school rules and procedures. This organizational tool gives your child a place to record assignments, homework, and important events. It should be used in all courses (language arts, social studies, math, and science). We recommend parents check the planner nightly to help your child stay on task. If you find that your child is not accessing or using their daily planner effectively, please contact their school counselor for strategies or recommendations.

TEACHER SYLLABUS: Teachers give a syllabus to students in every class describing the class curriculum, standards, and grading systems. These offer pertinent information about the classes in which your child is enrolled.

TELEPHONE: Our number is 805-641-5155. Office staff will either answer your question or send you to someone who can. Our clerical staff is extremely knowledgeable and will connect you with the most appropriate staff member to help you with your question.

VOICE MAIL: Every staff member has telephone voice mail. Call the school and use the name directory to go directly to someone's voice mail. If you have questions regarding your child's grades, progress or report cards, or assignments, call the teacher. He/she is the best person to answer those questions.

E-MAIL Everyone on staff has email. In most cases, it is the person's first name followed by a dot, and their last name, followed by "@venturausd.org." For example, the Principal's email is courtney.johnson@venturausd.org. Most teachers include email addresses on syllabi, and the staff directory on the school website can also be used to locate email addresses.

PARENT CONNECT:

Q Parent Connect is a way to follow your child's progress. It is an online tool or an app for your phone that allows you to view your child's grades and assignments (teachers use the Q Gradebook so you have access to immediate information about your child's grades). Class news can give information about current work as it is assigned.

PARENT SQUARE:

This phone/email/text system allows the school to contact with every Cabrillo family quickly. If we have an emergency at school, We will use Parent Square to keep families updated. Periodically, district and site administrators send out voice , text, and /or email messages to families. As a site, we try not to send messages too often, but we want you to be informed.

BE AN OBSERVER ON CANVAS:

Cabrillo students can access some of their classes on a platform called Canvas this year. Parents can view their children's classwork and homework by creating their own "observer" account.



Click on the link below to see how to set up an observer account on Canvas.

<https://www.youtube.com/watch?v=t-5sWZODhY8>



Counseling Corner

Welcome back Parents & Students!

We are here to support and advocate for students as they navigate the academic, personal/social and transition demands of middle school in preparation for high school and beyond.

All students are assigned to a School Counselor. Mr. Walden advises students with the last names beginning with A-K as well as those who speak Spanish. Mrs. Knowles advises students with the last names beginning with L-Z. Counselors are available for students in person at school, Zoom or email. Parents, please make appointments through the Counseling Parent /Student Referral form on the Cabrillo website under the Services tab followed by the Counseling tab.

For more information about our services, or if you would like to get in touch with your counselors through email, please see the link to our website located on the Cabrillo Middle School page. <https://sites.google.com/a/venturaedu.org/cms-counseling/>

Respectfully,

Matt Walden and Alyssa Knowles, Cabrillo School Counselors

VUSD Comprehensive Counseling Mission Statement

VUSD's Comprehensive Counseling Program will provide all students with equitable opportunities for growth in the Academic, College and Career and Social/Emotional Domains. Relevant, equitable and data-driven curriculum and services will encourage the highest level of student achievement. Through collaboration, leadership, and advocacy, School Counselors will foster student skill development in overcoming adversity, valuing diversity and using resources to become self-reliant, successful students.

CABRILLO VISION STATEMENT

Cabrillo students, staff, families, and community are committed to creating a climate wherein students are respectful of and care about others; choose the best path of action, both academically and socially; and acquire the intellectual and technological skills needed to ensure continued personal and academic growth.

OUR MISSION STATEMENT

- The Cabrillo community is dedicated to establishing and maintaining a positive and productive learning environment. The staff values and appreciates working in partnership with our families to facilitate our school mission.
- Every student has the right to attend a safe, healthy, and orderly campus where the school culture promotes a positive attitude toward learning.
- Every student will have access to an instructional program that is challenging, relevant, and engaging.
- Every student and staff member will work together to provide a campus climate that values each individual student and his/her unique background and culture.
- Every student and staff member will work together to promote community service, environmental responsibility and global awareness.
- Every student and staff member will utilize technology in safe, collaborative, and innovative ways while practicing appropriate digital citizenship.

Blue Heart Project

Cabrillo Middle School's Blue Heart Project mission is to inspire a safe, caring environment through kindness, respect, and compassion for all.

The Blue Heart Project on the Cabrillo campus:

- Promotes kindness
- Encourages students to be allies
- Recognizes students for kindness
- Implements events highlighting kindness and compassion, such as [this song](#)

Wear your Blue heart t-shirt every Thursday, available for purchase at the student store.



A WORD ABOUT TEXTBOOKS AND LIBRARY BOOKS

Students are provided a class set of their textbooks, but should they wish to check out a textbook to use at home, they can check out the book(s) on distribution day or any other time the library is open. Students are responsible for returning their checked out textbooks on collection day at the end of the school year.

Textbooks are expensive. PLEASE discuss with your child that students are responsible for taking care of their books while in use from August – June. Keep them away from younger siblings, pets, liquids, and food in backpacks. We must charge for broken corners, mold and mildew from rain or water bottles, any writing inside, and damage to the cover and binding. This includes damage to any class novels that are checked out.

We do our best to check out textbooks that are in good condition, but to be safe, go through each page and erase any marks and wipe the cover with a disinfecting wipe on the first day the students bring the book home. If you notice any damage to the book, please inform me immediately and bring the book to the library so I can note it in our records. If textbooks are found to have existing damage, please inform Mrs. Coates by email or phone within 7 days of checkout. Beyond this ONE WEEK grace period, students are responsible for loss and damage of materials, aside from expected wear and tear, up to the district cost for replacement.

Library books are also expensive. An average library book costs \$16-\$24 and takes time and money to catalog and process. Library books are expected to be turned in on time and in a condition similar to when they were checked out. To see when a book is due and/or any accruing late fees, students can go to library.venturausd.org, login with their 501# / district password, and click 'My Info'.

Please remember that your child is responsible for all schoolbooks checked out to them. If a book is loaned to a friend, it is the loaner who is responsible for any damage to the book or if the friend loses the book.

A WORD ABOUT CHROMEBOOKS

VUSD is a 1:1 district. Every student is provided a Chromebook and charger for them to use throughout their time as a student for schoolwork. This Chromebook and charger does not belong to your child. Therefore, student behaviors such as picking keys off the keyboard, removing the faceplate, punching/hitting, willfully dropping/throwing the Chromebook are entirely unacceptable and will result in damage to the Chromebook and a fine from the school district to cover the cost of repairs. Chromebooks are your child's responsibility to care for and make sure they stay in the condition in which they were checked out. Students are provided a protective case for their Chromebook. Chromebooks should always be in the case while being stored in a backpack. Special compartments in a backpack are not enough protection.

Students need to bring their Chromebook to school, fully charged, every day. It is good practice to also bring the charger just in case. The library will not be loaning out any devices for students to use if a Chromebook is forgotten or dies midday. Sharing Chromebooks or chargers with a friend is strongly discouraged. Any loss or damage resulting in sharing will be at the cost of the student the device is checked out to.

Thank you for your help.

Jamie Allen, Teacher Librarian

jamie.allen@venturausd.org

BATTLE OF THE BOOKS

Battle of the Books is being handled by the Ventura County Office of Education this year. Due to this, there may be some changes to past practices, but one thing is certain... students will have the opportunity of joining the lunchtime Battle of the Books club! We will meet once a week for book talks and games relating to the books on the list. Students who provide evidence of reading at least 8 of the books on the list will qualify to be on Cabrillo's battle team and compete with other schools to show off their knowledge of the 15 books on the list. Those who read all 15 books will earn special recognition at the battle.

TEXTBOOK DISTRIBUTION

On distribution day, all students will be provided the consumable workbooks for their classes. Textbooks are optional and are to be checked out only to students who wish to have one to use at home.

8th Graders - Monday, August 28

7th Graders - Tuesday, August 29

6th Graders - Wednesday, August 30

LIBRARY HOURS

- **Monday / Wednesday: 8:30 am – 3:30 pm**
- **Tuesday/Thursday: 8:30 am – 4:00 pm**
- **Friday: 8:30 am – 2:15 pm**
- **Closed at Nutrition / Open at Lunch after blue line release**
- **Librarian takes lunch 1:30 – 2:00 – Library Closed**

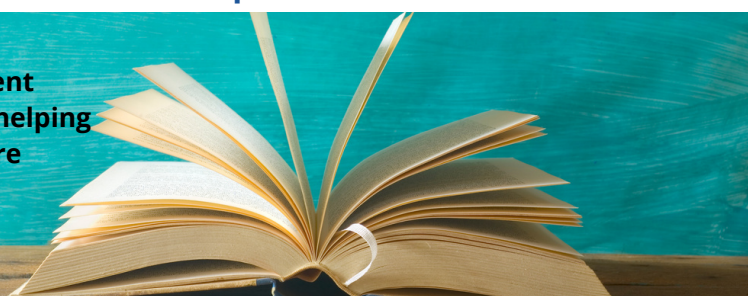
Drop in and look around!

LIBRARY VOLUNTEERS NEEDED

In an average school year during lunch, we serve over 12,500 student patrons in the library. Parent volunteers make a big difference in helping us provide the best service and attend to students' needs. If you are interested in working with us, please contact

Ms. Allen at jamie.allen@venturausd.org

Thank you!



PERSONAL ELECTRONICS PROHIBITED DURING SCHOOL HOURS

CELL PHONES, EXTERNAL SPEAKERS, EARBUDS, HEADPHONES, ETC.

The following are Cabrillo expectations/rules for all personal electronic devices on campus: They are designed to promote respectful learning environments between teachers and students, and minimize distractions to maximize learning. VUSD is a 1:1 district; as such, all students have a district-issued device/chromebook and therefore there is no need for cell phones in a non-emergency educational setting.

- All personal electronic devices, including cell phones, are to be out of sight and not in use once on the Cabrillo campus, even before school starts.
- Cell phones in view in class or on campus will be confiscated.
- Cell phones may be used once the school day is OVER.
- If a student needs to use their electronic device during the school day, they simply ask an adult and they are allowed to do so in the presence of the adult.

WHAT HAPPENS IF MY STUDENT HAS AN ELECTRONIC DEVICE VIOLATION?

First Offense:

- **Warning:** Upon the first violation of the student cell phone/earbud policy, the teacher will remind the student of the policy.
- Student will be asked to put phone away

Second Offense:

- **Student will be required to turn the phone/earbuds over to school staff to be held until the end of the day.** The student may pick up the items at the end of the day.
- If the student refuses, the parent/guardian is called to the school to retrieve the items from the student.

Third Offense:

- Required Office Referral: Cell Phone/Earbuds Confiscated By Administration.
- **Parent/Guardian Pickup:** The cell phone/earbuds will be securely held by the administration and will only be released to the student's parent/guardian.
- If the student refuses, the parent/guardian is called to the school to get the items from the student.

Fourth Offense:

- Cell Phone/Earbuds taken by Administration: **The school administrator will confiscate the cell phone/earbuds and not returned until administration meets in person with the student's parent/guardian.**

*These protocols have been implemented in accordance to the following State Educational Codes
Cal. Ed. Code § 48901.7*

Section 48901.7 - Policies regarding smart phones(a) The governing body of a school district, a county office of education, or a charter school may adopt a policy to limit or prohibit the use by its pupils of smartphones while the pupils are at a school site or while the pupils are under the supervision and control of an employee or employees of that school district, county office of education, or charter school.

(a) a pupil shall not be prohibited from possessing or using a smartphone under any of the following circumstances:

(1) In the case of an emergency, or in response to a perceived threat of danger.

(2) When a teacher or administrator of the school district, county office of education, or charter school grants permission to a pupil to possess or use a smartphone, subject to any reasonable limitation imposed by that teacher or administrator.

(3) When a licensed physician and surgeon determines that the possession or use of a smartphone is necessary for the health or well-being of the pupil.

(4) When the possession or use of a smartphone is required in a pupil's individualized education program.

Ca. Educ. Code § 48901.7

Electronic devices are brought to school at the students' own risk. Students should keep electronic devices in a secure location at all times.

If a student needs to use their electronic device during the school day, they simply ask an adult and they are allowed to do so in the presence of the adult.

Students are not to use their phones to call or text parents to be picked up during the day. If a student is sick and feels the need to go home, they must check in to the health office and be released by the health technician or school nurse.

ATTENDANCE POLICY

Regular attendance is essential to success in school. A student not only misses instruction and class work on the day of absence, but also is not prepared for the next day's instruction and assignments. Being punctual and maintaining regular attendance is expected of all students.



Student responsibility:

- Good attendance is the responsibility of all students.
- Each student must make sure a parent/guardian calls in to excuse their absence.
- Students are responsible for obtaining any work required by their teachers.

Parent/guardian responsibility:

- Notify the Attendance Technician by telephone or through Parent connect each day of absence within 72 hours of the absence.
- Call 805-641-5155 ext. 1001 (24 hours a day)
- Provide a doctor's note for all medical/dental appointments.
- Notify the health and attendance office of any chronic health concerns.
- Notify the office of change of address and provide two proofs of residency immediately.

California Education Code 48260 states: Students shall be classified as truant if absent from school without a valid excuse three full days in one school year, or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof.

Examples of excused and not excused absences:

What absences are excused?

- Illness
- Quarantine by Health Officer
- Medical or dental appointments - with Doctor/Dental Note
- Funeral of immediate family member
- Court appearance
- Religious holiday

What absences are NOT excused?

- Vacations/trips during school time
- Transportation problems
- Medical problems of the parent
- Funeral - not immediate family
- Unverified absence
- Truancy
- Tardy

Leaving Campus During the School Day:

- Parent/Guardian picking up students must come to the office, **show picture ID**, and sign the student out.
- If another adult is attempting to pick up student, there must be prior written permission by parent or guardian. Adults listed on Emergency contact form are for Health Office pick up only. Must be 18 years of age or older.
- To expedite the sign out process for scheduled appointments, please have the student bring a parent signed note to the office before school starts in the morning. Have it state the student's name, the name of pick-up person, and the pick-up time and reason.

Late Policy:

Tardies to School and Class:

Students who are tardy to school must report to the office, sign in, and get a pass to class.

When a student's tardiness pattern has become chronic, a truancy notice may be generated.

Q Parent Connection

<https://venturausd.vcoe.org/parentconnect/>

Q Parent Connect allows parents and legal guardians to connect to the school information system. Using a PIN and password, a parent will be allowed to access the following for their child at Cabrillo:

- Enrollment information and daily attendance
- Grades and standardized test scores
- Behavior, health and cafeteria information
- School and classroom news/ assignments
- Links to contact administrators and teachers
- Student Passwords

Parents/guardians with a valid email address may choose to receive daily student updates. School announcements are also sent by email. Please be sure to update your email address on the emergency card or directly in Parent Connect.

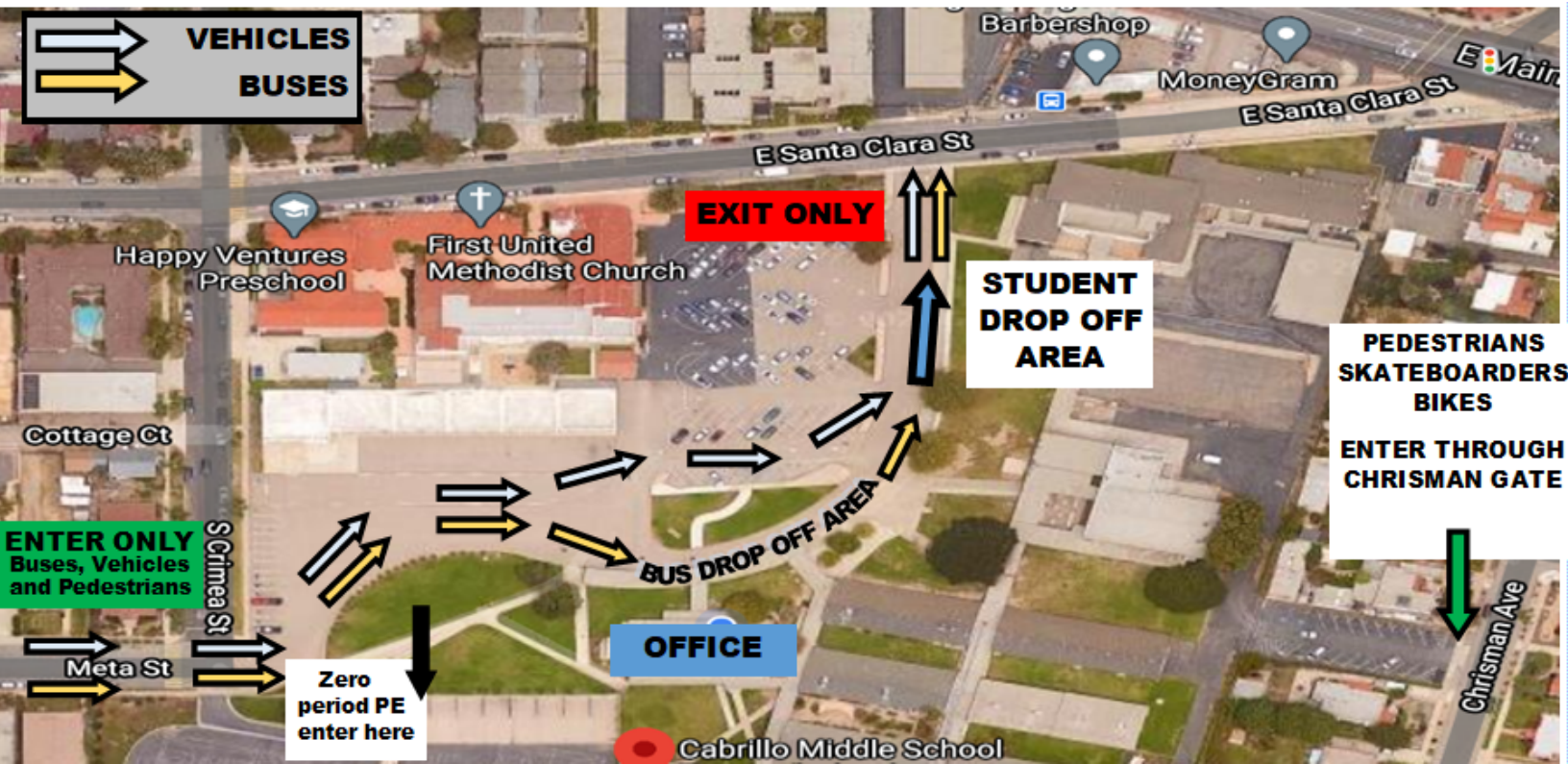


This is a great way to make-up an absence! It supports the student and the school. Saturday Enrichment Academy will be held on the following six days:

October 14
December 9
January 20
February 24
March 23
April 20

PARKING AND TRAFFIC FLOW

Please follow the traffic pattern below to safely drop off and pick up students.



SAFETY TO AND FROM SCHOOL

Children in middle school are developing their independence, and safety remains paramount! To prevent problems, parents can become familiar with useful tips at www.kidsmartz.org. Know the route your child takes to/from school, agree on places and times to meet, and have a communication plan.

E BIKE/ BIKE/ SKATEBOARD/ SCOOTER SAFETY ON CAMPUS

Students are encouraged to ride bikes, scooters, and skateboards to school. They are also encouraged to bring a lock to secure their item to the skate or bike rack on campus. We lock the 'bike cage', but it is also best for students to individually lock their bike or scooter to one of the racks in the cage. Additionally, **state law requires students to properly wear and secure a helmet to their head if they do choose to ride their bike, board or scooter.** Riding any of these items on campus is prohibited, so we ask students to walk or carry their items until they are off campus. Failure to follow these expectations may result in students losing the privilege of bringing their bikes, scooters and skateboards to campus. Thank you for your help in keeping our students safe!

BEFORE SCHOOL

- Cars enter on Meta Street and exit on Santa Clara Street **ONLY**.
- Pedestrians, bicyclists, and skateboarders enter through Meta Street and Chrisman Avenue gate.
- Santa Clara Street is an Exit only.
- Students should not enter campus until 8:30 (School starts at 8:55 am) unless they have an appointment with the teacher or Librarian.
- If your student has zero period, they will be permitted on campus at 8:00 am and should go to PE through the gate near Meta Street.

AFTER SCHOOL

Afterschool pickup will continue with Meta Street being the entrance and Santa Clara Street as an exit only. The parking lot will be open for you to wait. Please remain in your car at all times. We encourage you to consider arranging picking up your student a few minutes after the bell (after buses have departed) or at a site other than the parking lot to avoid the hectic pick-up chaos.

RESPECTING THE NEIGHBORHOOD

Please remember that Cabrillo is in the middle of quiet neighborhoods. Please help us be good neighbors by driving slowly and carefully, not stopping in front of driveways, and being patient while nearly 1,000 students exit campus at the same time. Thank you!