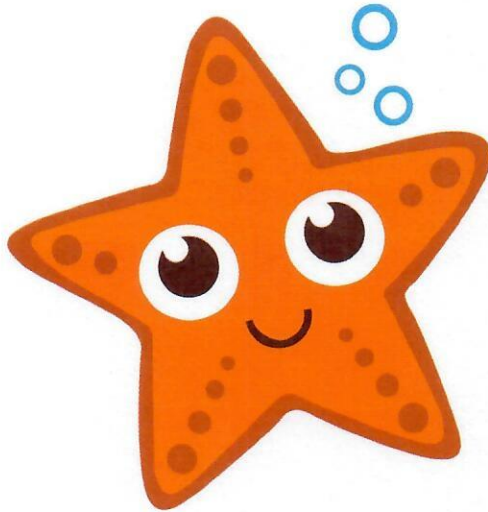


LOWELL ELEMENTARY SCHOOL

Parent Packet 2023-2024



We hope you enjoyed a wonderful and relaxing summer. It's time to start preparing for the new school year and all the wonderful opportunities awaiting our students!

Please note the following dates and times for the first week of school.

Wednesday, August 30th is the first day of school and is a district wide minimum day

All students attend 9:00 – 2:00 p.m.

Thursday, August 31st (every Thursday through the school year) the schedule will be:

Grades TK-5 9:00 - 2:30 p.m.

Friday, September 1st (regular schedule) the schedule will be:

All Kindergarten classes 9:00 – 2:00 p.m.

Grades 1-3 9:00- 3:05 p.m.

Grades 4 & 5 9:00- 3:10 p.m.

Monday, September 4th is a holiday in observance of Labor Day

Thursday, September 7th is Back-to-School Night from 5:30-6:40 p.m.

The schedule is as follows

5:30-6:00 p.m. – Grades 3, 4, 5

6:00-6:10 p.m. – Break

6:10-6:40 p.m. – Grades TK, K, 1, 2

ALL TK/KINDER CLASSES WILL ATTEND 9:00-2:00 P.M. AUGUST 30th – SEPTEMBER 15TH

LOWELL ELEMENTARY SCHOOL
5201 E. Broadway
Long Beach, California 90803
(562) 433-6757

August 30, 2023

EMERGENCY INFORMATION

EMERGENCY INFORMATION is needed for each child. **Please log in to your ParentVUE account and edit/change any information that needs updating .**

Pay particular attention to the emergency telephone numbers listed. These numbers are for individuals that you designate to pick up your child in the event that we cannot contact you. Names, addresses and telephone numbers should be current at all times. Please make changes in ParentVUE if there is a change in any emergency information. We can only release your child to the people listed in the system. In cases where legal custody, physical custody and/or educational rights have been determined by a court of law, we will need **current, signed official** court documents on file.

EMERGENCY PREPAREDNESS

We are prepared to care for your children in times of a natural disaster, such as an earthquake. Our complete school safety plan is available in the office. If you are not able to get to the school, we will care for your child at the school until you arrive. We do ask for your help in the following:

- ♦ Make your own family emergency plan. Make sure your child/ren understand it.
- ♦ Please do not call the school. We must have the lines open for emergency calls.
- ♦ Turn your radio to 640 (KFI) or 1070 (KNX) on the AM dial. Information and directions will be given over the radio.
- ♦ When you or other designated parties come to pick up students, **you must sign them out at the temporary Student Release Station at the Monrovia entrance located between the lunch benches and the cafeteria.**

CELL PHONES

Cell phones are to be turned off and are not used by students during school hours. In case of emergencies, please contact the office.

ATTENDANCE PROCEDURES

♦ Absence

Attendance and punctuality are very important to your child's academic growth and success. We understand that children cannot attend school when ill and we appreciate you caring for sick children at home. If your child's illness requires a visit to the doctor's office, it is advisable to send a doctor's note to school, but not mandatory. If your child is absent 3 or more days, a doctor's note is necessary to excuse the absences.

For absences which State Law determines unacceptable (unexcused), such as family trips, we ask that you schedule those activities to coincide with the State of California's school calendar. We also ask that you try to schedule medical appointments before or after school so that your child does not miss classroom instruction time.

♦ Absence Notes

We are required by State Law to account for all absences. Therefore, it is essential that you notify the school of every full day absence. The best way to notify the school is by emailing our attendance clerk, Michelle Olsen, at molsen@lbschools.net, using the Absence button on our website or calling the office at (562) 433-6757, ext. 222. If the office is closed when you call you may leave a phone message. Another method is to send a written note to the classroom via your student.

All notes must contain the student's first and last names, the date of the absence(s), the reason for the absence, and must be signed by a parent, guardian, or another responsible adult caring for the student. Please include the relationship of the person signing the note.

Reasons for absences are required within five school days. Also note, as a guideline, California State Education Code states that more than ten days of absence in a year is considered excessive.

♦Late Arrivals/Tardies

All students not in attendance (in the classroom) when class time begins will be considered late. If lateness is thirty minutes or more the student must go to the office before going to the classroom to receive a written note which will cancel the absence already recorded by the teacher.

Please be aware that any missed portion of daily classroom attendance is considered a tardy, whether it is at the beginning of the day, the middle, or an early out before the end of the day. Students leaving due to illness are excused tardies.

TRUANCY NOTICES

Under the Compulsory Attendance Law (E.C. 48260) parents will be notified if their child has been deemed truant. A truancy, which is a violation of the educational code, results when any combination of the following occurs:

- Pupil is absent from school without an acceptable (excused) reason on (3) full days in one year.
- Pupil is late (missed instruction time) for more than thirty minutes without an acceptable (valid) excuse on (3) or more days in one year.

Parents whose children do not attend school regularly may be subject to further action through the Long Beach Unified School District's School Attendance Review Board (SARB).

EARLY RELEASE

If you must take your child out of school before the regular dismissal time, please come directly to the office. Your child will be released from the office; therefore, it is not necessary for you to go to the classroom. These precautions are necessary to ensure your child's safety.

Doctor's appointments are excused tardies if we are provided a doctor's note.

PLAYGROUND SUPERVISION

Our playground is supervised beginning at 8:40 a.m. for grades 1 – 5. It is imperative that students not arrive until this time, as we have NO supervision until 8:40 a.m. The cafeteria is open at 8:30 a.m. for all children who eat breakfast. The playground will be supervised after school until 3:45 p.m. and *may* close earlier on designated district-wide minimum days or days before scheduled holidays. It is also imperative that you pick up your student by this time. Staff is not authorized to supervise students after 3:45 p.m.

Children need to meet parents and siblings on the supervised playground after school. For safety reasons we need your support with this procedure. Children who are waiting on the grass will be asked to go to the playground to ensure their safety. Children may not wait for parents between Buildings 2000 & 3000 or on the Nieto Avenue side, because there is no supervision. On Thursdays, our planning day, children may not leave the grounds, go to a friend's house, the store, etc. and return to school to be picked up or ride the bus. There will be serious consequences for children who leave the campus early. Our main priority is keeping our children safe.

MORNING DROP OFF

The gate by the auditorium, main entrance on Broadway Avenue and the gate on Nieto Avenue will be open every morning until 9:00 a.m. After 9:00, you may enter through the main doors on Broadway Avenue and use the buzzer to call the office. Never double park, use a RED ZONE, or school driveway to drop off your child. All are against the law and may result in a traffic ticket.

AFTERNOON PICK UP

Parents are strongly encouraged to use the green curb area along Monrovia for student pick up.

Do not enter playground area until school is out at 3:05 p.m. Parents may wait at the lunch benches. **There is NO STOPPING, PARKING, PAUSING at the red curb or the driveway, for obvious safety reasons.** Please be aware that any car left unattended on the school side of Monrovia up to 3:45 p.m. will be subject to a traffic ticket by the City of Long Beach. **Please do not wait for children in the hallways.**

STREET CROSSING/CROSSING GUARD

Safe route maps are enclosed in this packet. Please review this map with your child and find the safest route to school. Encourage your child to use this route. A crossing guard is stationed at Nieto and Broadway and also at Monrovia and Appian Way.

INVOLVEMENT IN DRUGS OR ALCOHOL AT SCHOOL

It is important to caution all students regarding student involvement in drugs and alcohol at school or at any student body activity (even those off campus). This bulletin is to place students and parents on notice that any involvement with controlled substances, including alcohol or any intoxicants, while at school, going to and from school, or while at any student body activity, will result in disciplinary action. The discipline ranges from a disciplinary transfer to another school to expulsion from the Long Beach Unified School District. This also includes instances where a student is not the owner of the substance.

IN POSSESSION OF A WEAPON OR LOOK-ALIKE AT SCHOOL

It is important to caution all students regarding student possession of a weapon or look-alike at school or at any student body activity (even those off campus). This bulletin is to place students and parents on notice that any possession of a weapon while at school, going to and from school, or while at any student body activity, will result in disciplinary action. The discipline ranges from a disciplinary transfer to another school to expulsion from the Long Beach Unified School District. This also includes instances where a student is not the owner of the weapon.

MARKING CHILDREN'S POSSESSIONS

Coats, sweaters, jackets and lunch boxes fill our lost and found each year. We maintain a lost and found room adjacent to the cafeteria. Please check periodically if your child has lost something.

LUNCH

LBUSD is offering FREE breakfast and lunch to all students for the 2023-2024 school year. Menu information can be accessed at lbschools.net, under Nutrition Services or by calling (562) 427-7923.

Adults coming on campus during the lunch hour must sign in first in the office and may only bring food for their children.

If lunches are forgotten, bring lunch to the office where your child can pick it up at lunchtime.

Sharing of food is not allowed.

Please do not bring extra food to share with students (i.e., pizza, cake, etc.).

MEDICATION

Medication that needs to be given at school is the responsibility of the parents. The school will give medication only with **both** a doctor's written order and a parent's written request. These are valid for only the current school year and **must be completed whether the medication is prescription or over the counter.** Faxed orders/requests are not accepted. We can give medication at any time during the school day and more than once a day. For your convenience, a form is available in the office. If there is a change in medication or dosage, new forms must be completed—one for each medication to be given.

Medication must be delivered to the school by a parent, legal guardian or other authorized adult. It is *never* to be brought in by a student. This is a rule whether it is for first time medication, for refills, or over the counter.

All medication must be in the original pharmacy labeled container, clearly stating all prescription information. It is suggested you request two containers from your pharmacist—one for home and one for school. Over the counter medication must be clearly marked with the child's name. All medication is kept locked in the main office.

Students are not allowed to carry any medication with them.

VISITORS

If you are a VIPS, please sign in/signout with the office and wear your badge while on campus. If you are a visitor, please check in at the office and we will issue you a badge for the time you'll be visiting on campus. We appreciate your support of school safety even though at times the policy may cause you some inconvenience. Staff will ask you to check in at the office if you do not have on a badge. Adults must not use student restrooms at anytime. An adult restroom is located in the main building.

VIDEO RELEASE FORM

Please note that during the course of the year, teachers take pictures and video and digital media to use in the classroom. A permission form will be sent home the first day of school to sign and return to your child's teacher so your child can participate.

The following items are also included in this packet:

1. *ParentVue Annual Verification Instructions*
2. *Safe Route to School* map
3. *Valet Drop Off* information
4. *Uniform Policy*
5. *Sun Protection* letter
6. *School Schedule/Important Calendar Dates*
7. *Bell Schedule*

Hey LBUSD Families!

Your student's Annual Verification is due in
ParentVUE **by September 15th.**

1. Use the QR codes below to log into PVUE
2. Complete "Annual Verification" for your students.
3. If you run into trouble contact your school site



OR



We appreciate your support!

Please be sure to edit/add the following information:

- * Correct home, cell and work telephone number.
- * Telephone numbers of three other adults to whom we can release your child in the event of an emergency.
- * Name and telephone number of your doctor in the event of an emergency.
- * Your current **email address**

STEP BY STEP INSTRUCTIONS ARE ON THE FOLLOWING PAGES



*If you have any questions, please feel free to contact the
Lowell office at (562) 433-6757*

ParentVUE

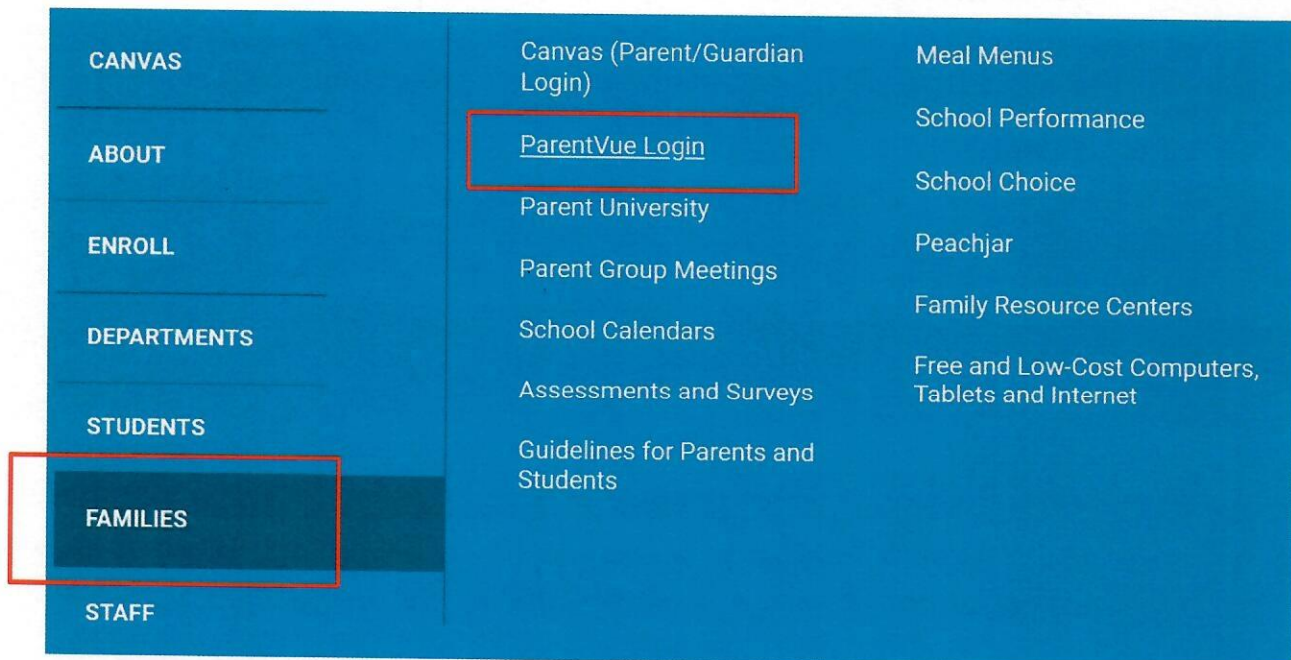
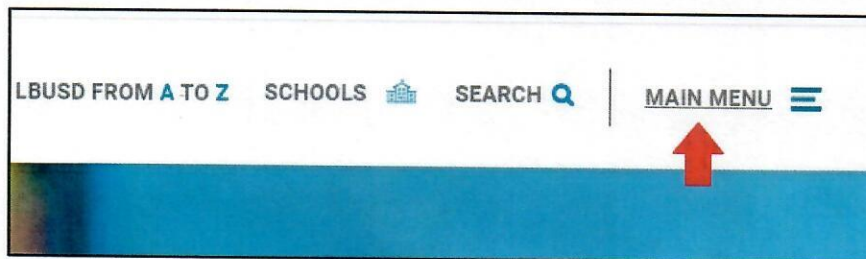
Annual Verification/Registration

Click for [Spanish](#) Click for [Khmer](#) [Video - English](#) [Video - Spanish](#) [Video - Khmer](#)

It is very important to have correct, up-to-date information for every student. To ensure the school has updated information, follow the directions below to verify and/or edit student and family information for every student.

1. **Log in to ParentVUE.** Go to lbschools.net, Click on "Main Menu" in the upper right hand corner, hover over 'Families' and select "ParentVUE - Login".

If you do not have a ParentVUE account, please contact your school for an activation key.



ParentVUE Annual Verification/Registration

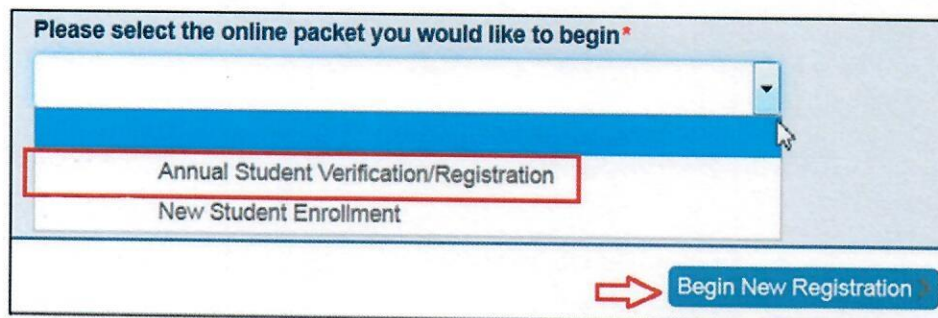
2. You will now have the option to update your student's information via the Online Registration tab in ParentVUE. This method will allow for nearly instant processing results, with the

address

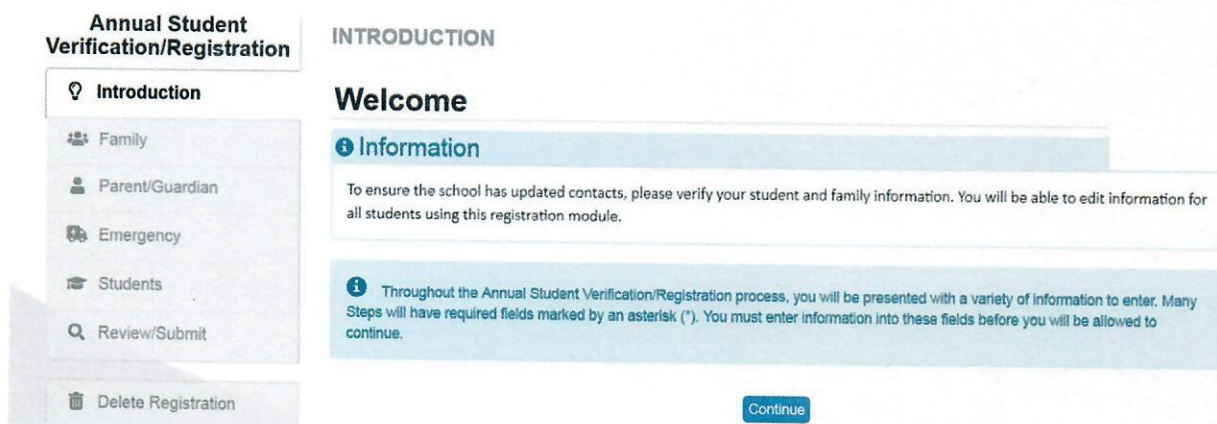
exception of changes.



3. To update contact information and verify information for currently enrolled students, select, "Annual Student Verification/Registration", then click on "Begin New Registration".



4. Click "Continue".



5. Verify your address. If your home address has changed, check the box, then enter your new address. Proof of Residence documents are required for any home address changes.

Home Address

☒ Check here if your address has changed.

**Tips for entering addresses:

- Use the search box to start typing your address. Select the correct one.
- If you don't see your address listed, try removing the direction (N,S,E,W).



Date of the address change

MM/DD/YYYY





Q

1515

1515 55TH ST, LONG BEACH, CA 90805
1515 PHILLIPS ST, LONG BEACH, CA 90805
1515 PIER D ST, LONG BEACH, CA 90802
1515 W 17TH ST, LONG BEACH, CA 90813
1515 W WARDLOW RD, LONG BEACH, CA 90810

6. On the Parent/Guardian screen, if multiple parents live at the same address, then both parents will need to be updated.

- As shown in the example below, the mother has been updated and therefore displays as "Complete". The father has not been updated, so he is displayed as "Not Complete". To complete the father's account, click on the "Edit" button and verify all screens.

PARENT/GUARDIAN				
Add or update Parent/Guardian details.				
	First Name	Last Name	Gender	Status
 Edit	Sample	Father	Male	 Not Completed
 Edit	Sample	Mother	Female	 Complete

[< Previous](#)
[Save And Continue](#)













7. Verify, update, or add new emergency contacts.



ParentVUE



Annual Verification/Registration

EMERGENCY
2021-2022

Please add at least 1 emergency contact. If you already have an emergency contact, please verify by clicking on the Edit button.:





	First Name	Last Name	Gender	Status
 Edit  Delete	Sample	Contact1		 Not Completed
 Edit  Delete	Sample	Contact2	Male	 Not Completed
 Edit  Delete	Sample	Contact3		 Not Completed
 Edit  Delete	Sample	Contact4		 Not Completed

 Add New Emergency Contact 



 Previous
  Save And Continue



8. Verify or update all current students.

Students registering

	First Name	Last Name	Gender	Grade	Status
 Edit student info	Sample	Student1	Male	08	 Not Completed
 Edit student info	Sample	Student2	Male	12	 Not Completed


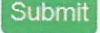
9. Once all students are verified, click on "Review".

 Ready To Submit	Sample Student1	11	1. Jordan High School
 Ready To Submit	Sample Student2	TK	1. Addams Elementary

 Previous
  Review

10. Review all information and select the checkbox at the bottom of the screen, then click "Submit".

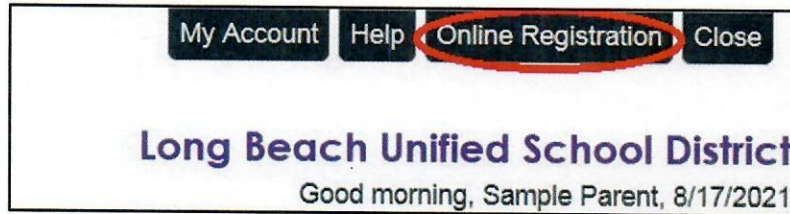
☒ I have reviewed all registration data and verified that it is correct

 Previous
  Submit

ParentVUE

Annual Verification/Registration

11. Home address changes will need to be reviewed by the school, but all other changes will update within a few minutes. You can visit the status of your submission or make further updates at any time by clicking on the "Online Registration" button in ParentVUE.



**For questions, please contact your school for assistance.*

CITY OF LONG BEACH

FIRE AND PARAMEDICS: 911

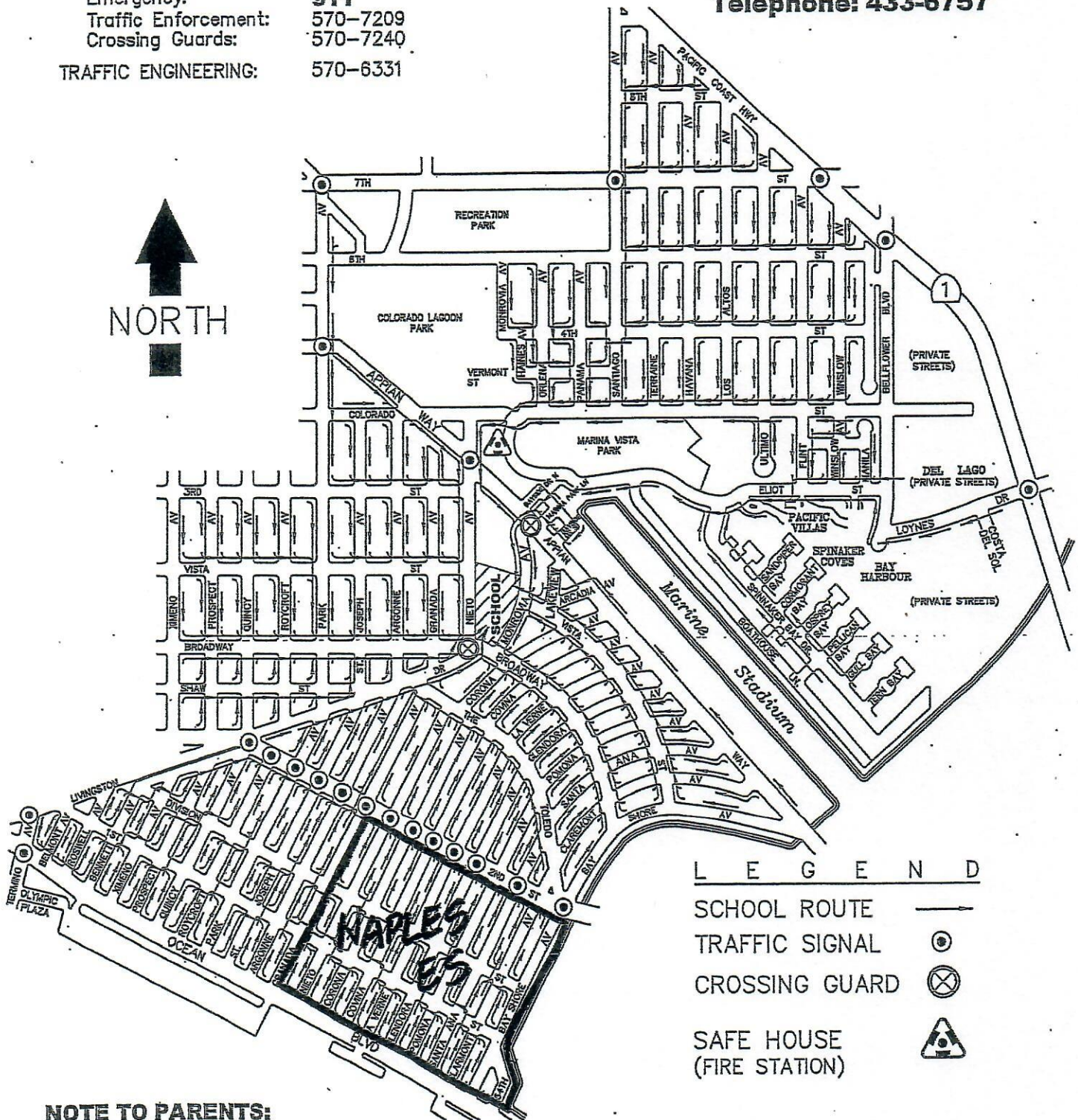
POLICE:

Emergency: 911
Traffic Enforcement: 570-7209
Crossing Guards: 570-7240

TRAFFIC ENGINEERING: 570-6331

LOWELL

5201 E. Broadway, 90803
Telephone: 433-6757



NOTE TO PARENTS:

WILL YOU PLEASE TAKE A COLORED PENCIL OR CRAYOLA AND HELP YOUR CHILD MARK HIS OR HER HOME AND THE ROUTE HE OR SHE SHOULD TAKE TO SCHOOL, FOLLOWING THE GENERAL PATTERN OF ARROWS.

IT IS SUGGESTED THAT YOU ACTUALLY WALK OVER THE ROUTE WITH YOUR CHILD, ANSWERING ANY QUESTIONS HE OR SHE MAY HAVE CONCERNING THE MAP, POINTING OUT SUCH TRAFFIC CONTROL FEATURES AS STOP SIGNS, SIGNALS, ETC. ON HIS HER ROUTE TO SCHOOL.

PLEASE KEEP THIS MAP IN YOUR HOME AND GO OVER IT WITH YOUR CHILD FROM TIME TO TIME TO MAKE SURE THAT HE OR SHE KNOWS AND USES THE SCHOOL ROUTE.

Keep this Page in your Phone Book for Future Reference

REV. 8/07



LOWELL ELEMENTARY SCHOOL
5201 East Broadway · Long Beach, California 90803
(562) 433-6757



August 30, 2023

As a member of the Lowell School Community we know that parking around our school is limited and that morning traffic can be congested. All families who drive to school are encouraged to use the Monrovia Street Valet Drop Off. The valet system provides our families with a safe and convenient way to drop off children in the morning.

How Does Valet Drop Off Work?

To ensure everybody's safety, please read the following *Do's and Don'ts for Valet Drop Off*. Check the back of this flyer for a map that visually describes the following information.

Do

1. Have your child ready to exit car when you enter Monrovia Street.
2. Pull into the valet lane.
3. Pull up as far forward as possible.
4. Come to a complete stop.
5. A student valet will open the door, and children need to exit the vehicle. If there is no student valet, children will need to exit the vehicle by themselves.
6. Once your children have exited and the vehicle's door is closed, stay in the valet line and move with the flow of traffic until you reach the end of the valet lane.

Don't

1. **Do not stop in the red, or in front of the playground driveway near the cafeteria.** Besides being a safety hazard to surrounding cars, you are also blocking emergency access for police and fire vehicles. Please remember a red curb and driveway mean no stopping or dropping off.
2. Do not drop children off while in the Vista/Monrovia intersection.
3. **Do not let children out on the driver's side.**

And please remember if you walk to school use the crosswalks. If you ride your bike, always wear your helmet (it's a law) and walk your bike once you get to Lowell School.

Sincerely,

Cassie Fanton
Principal



LOWELL ELEMENTARY SCHOOL
5201 East Broadway · Long Beach, California 90803
(562) 433-6757



Lowell Uniform Policy

Month of September (focus on kindness)

Students may wear any t-shirt promoting kindness throughout the entire month

Head and Neck

- No bandanas; fabric headbands no wider than 2 inches and logo free
- No neck scarves, or dangling earrings (a safety issue)
- No makeup
- Hats

Approved sunhats (wide brim) or baseball-style OK
Lowell logo or no logo on hat
Outside only

Body

Tops

- Must have a collar or turtleneck and sleeves
- Solid white or navy – no trim
- Logo-free or Lowell logos only
- Lowell T-shirts – OK Monday through Friday

Bottoms

- Navy blue ONLY
- No more than 1 inch larger than waist
- No sweats, or overalls
- Long pants – Navy, jeggings or dark blue jeans
- Shorts and Skirts – fingertip length to knee length

Leggings/Biking shorts

- **ONLY UNDER DRESSES OR SKIRTS**

Dresses

- Jumpers – solid navy with white shirt
- Solid navy with collar – not white or colored trim

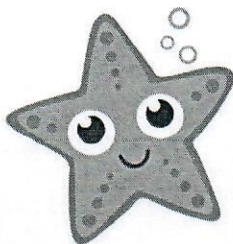
Outerwear

- Navy or white ONLY – inside & outside (sweaters, jackets or sweatshirts-no ponchos)
- Rainy day gear and heavy outerwear – may be any color, but are to be removed while in class.
- Lowell sweatshirts OK (no sweatshirts with logos including soccer or other sports teams)

Feet

Shoes – appropriate for Physical Education

- Closed toe and heel (no back straps)
- Flat soles – less than 1 inch
- No boots, slippers, “Heelys”, “Crocs”
- Rain boots may be worn and must be removed in classroom





1515 Hughes Way, Long Beach, CA 90810 ♦ (562) 997-8000

Sun Protection

Skin cancer is the most common form of cancer - accounting for about half of all the cancers. California law (SB 310, 2002) requires California public schools to allow students to wear sun-protective hats and clothing *when they are outdoors on campus*. California law (SB 1632, 2003) also requires California public schools to allow students to carry and self-apply sunscreen on campus without a physician's note or school staff oversight. LBUSD support the mandates of SB 310 and 1632.

The American Cancer Society and the California Department of Health recommends the following as the best ways to lower the risk of non-melanoma skin cancer:

- Reduce prolonged sun exposure from 10 a.m. to 4 p.m., when UV rays are strongest.
- Wear tightly-woven, loose fitting clothing that covers as much of the body as possible.
- Wear a wide-brimmed hat (2-4" brim recommended), shading the face, ears and neck. If a baseball cap is worn, remember to protect the ears and neck with sunscreen. Head wraps and bandanas are not to be worn on campus and do not qualify as sun protective wear.
- Wear sunglasses that provide 100 percent UVA and UVB (broad spectrum) protection for the eyes and the surrounding skin.
- Use sunscreen with a sun protection factor (SPF) of 15 or higher. Apply a generous amount (about a palmful) and reapply at least every two hours when outside.

We request your valued support to assure that your student understands and complies with the LBUSD School Dress Code (See Guidelines for Parents and Students at lbschools.net). Should you send your student to school with sun-protective hats and clothing, we will allow him/her to wear it while outdoors on campus. *Any sun protective hats and clothing must be removed when inside buildings and classrooms.*

Please discuss this information with your student. Additional information can be found at the American Cancer Society www.cancer.org or the California Department of Health at <http://www.dhs.ca.gov/ps/cdic/cpns/skin>. If you should have any questions or need further clarification, feel free to contact your child's school.



LOWELL ELEMENTARY SCHOOL
5201 East Broadway · Long Beach, California 90803
(562) 433-6757



Bell Schedule **2023 - 2024**

Grade Level	Starting Time	Recess	Lunch	Dismissal Time	
				Regular Day	Every Thursday
TK/Kindergarten & CCT	9:00	10:15 - 10:45 10:45 - 11:15	12:50 - 1:30	3:00	2:30
1 st Grade & CCT	9:00	10:15 - 10:30 1:50 - 2:05	11:50 - 12:30	3:05	2:30
2 nd Grade & CCT	9:00	10:30 - 10:45 1:50 - 2:05	12:00 - 12:40	3:05	2:30
3 rd Grade	9:00	10:30 - 10:45 1:50 - 2:05	12:10 - 12:50	3:05	2:30
4 th Grade	9:00	10:45-11:00	12:20 - 1:00	3:10	2:30
5 th Grade & SDC 4/5	9:00	10:45-11:00	12:20 - 1:00	3:10	2:30

District wide minimum days dismiss at 2:00 p.m.

Lowell Elementary School

SCHOOL CALENDAR SCHEDULES AND IMPORTANT DATES for 2023-2024

Please post these special events, school holidays and lunch schedules on your calendar.

2023-2024 SCHOOL SCHEDULE

TK & Kindergarten	9:00 a.m. – 3:00 p.m.
Grades 1, 2 & 3	9:00 a.m. – 3:05 p.m.
Grades 4 & 5	9:00 a.m. – 3:10 p.m.

Every Thursday

Thursdays are planning days for teachers and begin on August 31.

Grades TK - 5 are released at 2:30 p.m.

The playground is supervised until 3:45 p.m. for grades 1-5.

LUNCH SCHEDULES

Kindergarten	12:50 – 1:30 p.m.
Grade 1	11:50 - 12:30 p.m.
Grade 2	12:00 - 12:40 p.m.
Grade 3	12:10 - 12:50 p.m.
Grade 4	12:20 - 1:00 p.m.
Grade 5	12:30 - 1:10 p.m.

CALENDAR OF IMPORTANT EVENTS

September 4	Labor Day – No School
September 7	Lowell's Back to School Night (5:30-6:40 p.m.) – Dismissal at 2:30 p.m.
September 21	District Wide Minimum Day – Minimum Day Dismissal at 2:00 p.m.
November 2-9	Parent Conferences – Minimum Day Dismissal at 2:00 p.m.
November 10	Veterans Day – No School
November 20-24	Thanksgiving Recess/Holiday – No School
Dec. 25-Jan. 5	Winter Recess – No School
January 15	Martin Luther King, Jr. Holiday – No School
February 12	Lincoln Day– No School
February 19	Washington Day – No School
March 19	Open House – Minimum Day Dismissal at 2:00 p.m.
March 26-27	Parent Conferences – Dismissal at 2:00 p.m.
March 29	Admission Day – No School
April 1-5	Spring Recess – No School
May 27	Memorial Day – No School
June 13	Last day of school for students – Minimum Day Dismissal at 2:00 p.m.

Playground and Minimum Days (Dismissal at 2:00 p.m.)

August 30 - (playground supervision until 3:00 p.m.)
September 21 - (playground supervision until 3:00 p.m.)
November 2 – 9 - (playground supervision until 3:00 p.m.)
November 17 – (no playground supervision after school)
December 22 - (no playground supervision after school)
March 19 - (playground supervision until 3:00 p.m.)
March 26-27 - (playground supervision until 3:00 p.m.)
June 13 – (no playground supervision after school)