



SONORAN SKY ELEMENTARY

2023-2024

Parent/Student Handbook

"Be kind, be brave, be your best!"

Michele Fowler, Principal
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This handbook is intended to be as descriptive as possible; however, situations may arise that are not discussed in this handbook. Since this is a guide to rules and procedures, the school administration reserves the right to: adjust, modify, add or delete to this handbook as necessary. Please refer to this handbook to help answer your questions throughout the year.

We are looking forward to working with you to provide the best possible year for our students. Thank you for your assistance in achieving this goal together.

Vision:

Sonoran Sky is a supportive and innovative community working collaboratively to establish a safe, child-centered learning environment where students will utilize 21st century skills to fulfill their potential and be prepared to succeed in higher education and community life.

Mission:

We will inspire, embrace, and celebrate individual achievement by developing a strong partnership between educators, students, and community through an engaging and challenging curriculum.

Core Beliefs:

- We strive to develop and maintain a *caring and positive culture* where students feel both physically and emotionally secure, and enjoy learning.
- We believe all students deserve to have *innovative and challenging instruction* that meets their academic needs.
- We value an *enriched and well-rounded educational experience* that incorporates fine arts, physical education, technology, hands-on projects, and engaging programs.
- We work to maintain *quality facilities and technology* that engage and enhance our students' learning.
- We cultivate a *diverse community* of collaboration and participation from all stakeholders.

Motto:

Be Kind, Be Brave, Be Your Best!

Mascot:

Thunderbird



School Colors:

Purple and Teal

SCHOOL ADDRESS

Sonoran Sky Elementary School
12990 North 75th Street
Scottsdale, AZ 85260

SCHOOL CONTACT INFORMATION

Office	602.449.6500
Attendance Line	602.449.6501
Nurse	602.449.6503
Fax	602.449.6505

People to Know...

Principal	Michele Fowler
Admin. Assistant	Lindsey Wede
Records Secretary	Barb Kientz
Accounting Clerk	Kristen Newkirk
School Nurse	Teri Amenson
School Psychologist	Dr. Kelly Parent
School Custodian	Elisa Jaquez-Archuleta

SCHOOL HOURS

Regular School Day	8:45 am - 3:15 pm
Early Release Day	8:45 am - 12:30 pm
Office	8:00 am - 4:00 pm

There is no supervision for students who arrive earlier than 8:25 am daily. Unless they are attending a school activity, students should not arrive at school before 8:25 am.

Arrival/Dismissal Procedures

Arrival

- All 1st-6th grade students are to be dropped off in the flow-zone along the field on 75th Street. The playground gate opens at 8:25 am and closes promptly at 8:45 am. Students begin lining up at 8:40 am.
- All kindergarten students are to be dropped off in the northeast parking lot. Traffic flows counter-clockwise. After drop-off, students head directly through the gate to the kindergarten playground. Siblings of kindergarten students can be dropped off as well in this area and walk along the front of the school to the field for morning line-up.
- Students who walk to school need to enter the campus at the appropriate gates described above. Make sure to use designated crosswalks and be safe walking to and from school.
- Students who ride a bike to school may use the bike rack located on the southeast corner of the school. This is unlocked from 7:45 am-8:45 am and again from 3:15 pm-3:30 pm.
- **There is NO student pick up or drop off in the staff parking lot.**

Dismissal

- Walkers - All students who walk home or meet parents should exit the south doors of the building and proceed toward the flagpole in front of the school.
- Car Pick-up (Kindergarten) - All kindergarten students and their siblings who are picked up by car are walked to the pick-up area in the northeast parking lot.
- Car Pick-up (1st-6th) - All students who are picked up by car should proceed to the back of the school to wait for their ride.
- After School Programs and Enrichment Classes - Students who go to an after school program or enrichment class should go directly to the class or pickup location at dismissal. If students are in an enrichment class, their enrichment teacher will bring them to the flagpole when class is dismissed.
- Bus riders - Students who ride the bus should exit the south side of the building and cross the field to load onto their bus immediately upon dismissal. Buses are located in the flow zone along 75th street.
- **There is NO student pick up or drop off in the staff parking lot.**

Important Arrival/Dismissal Reminders:

- Refrain from cell phone usage while driving.
- Make sure to cross the street only in designated crosswalk areas.
- Students need to be picked-up promptly at 3:15 pm. Any student not picked up by 3:20 pm will be brought to the office and will need to be signed out by a guardian before the student is released. This will be marked as a late pick-up. **Excessive late pick-ups may result in revocation of open enrollment status.**

- **Do not use the staff parking lot for drop-off or pick-up of students.**
- The northeast parking lot is reserved for kindergarten pick-up from 2:50 pm–3:30 pm.
- If you park in the neighborhood and walk to pick up your student at the flagpole, please be respectful of our neighbors and their property.

Attendance

Arizona State Law requires that parents ensure that their children, between the ages of six and sixteen, attend school. Attainment of academic excellence requires attendance on a regular basis. Attendance is the responsibility of the students and the parents; students may be considered for retention due to excessive absences. (18 school days or 10% of the school year.)

Absences

All absences must be called in to the **Attendance Line at 602.449.6501** before 9:00 am. Notifying the teacher of a student's absence is a courtesy, however, the attendance line should still be called. Please leave the child's name, teacher's name and reason for their absence. General guidelines for absences can be found on the Sonoran Sky website: [Attendance and Absence Guidelines](#).

Early Pick-up

If parents wish to pick up their students from school early, they must be signed out through the front office. We ask that students are not picked up prior to 9:15AM or after 2:45PM. We ask this as these are very busy times in the office and children are often in transition between classrooms/activities. Only people listed on the emergency card are allowed to check students out; identification will be required. Signing out a student early may affect attendance. Students may not be immediately available as it can take time to locate them and allow them to collect their belongings, so please plan accordingly. Students will not be called out of class until the person picking them up is in the front office.

Early Dismissal Days

All students are dismissed at 12:30 pm on early dismissal days. Lunch is not provided. Regular bus service is provided on early dismissal days. (See [district calendar](#) for dates.)

Late Arrivals/Tardies

Students who arrive on campus after 8:45 am are considered tardy and must be signed in through the office by a parent or guardian.

Bullying Prevention

At Sonoran Sky, we create an environment where every student feels safe and comfortable. Bullying is not tolerated on our campus. Bullying prevention lessons are integrated into our classes and the district bullying policy is posted in every classroom. All students have the right to attend school without fear of harm, threat, intimidation or harassment, and that right shall be protected.

Consequences for bullying/harassment will be consistent with the district policy and may include warning, suspension, expulsion or dismissal. Any student who feels he has been a victim of any of the above should immediately contact the principal, a teacher, nurse or other trusted adult. A referral may also be made to the school nurse, principal, or school psychologist for the students involved.

Bus/Transportation

Please refer to the PV Schools district transportation page for details on bus behavior rules, bus stops and times. Students attending Sonoran Sky on an open enrollment transfer are not eligible for bus transportation.

Bus Passes

At this time we are not issuing bus passes for students. This direction comes from our transportation department as bus routes are very full and they are unable to accommodate additional students.

Cafeteria

- 2022-2023 Breakfast and Lunch **will** have a fee. The cost of breakfast is \$1.00. The cost of lunch is \$2.50. If you wish to add money to a school account you can do so at ezschoolpay.com.
- Breakfast is served from 8:15 am-8:40 am.
- Lunch may be purchased from the cafeteria or may be brought from home. Under no circumstances should food ever be shared between students or provided by any adult other than a visiting parent.
- Menus can be found on the district Nutrition Webpage [PV Nutrition and Wellness](#)

Cafeteria Expectations

- Students will be sitting with their grade level peers.
- Students will use inside voices and follow the directions of the campus assistants.
- Clean Up & Dismissal - When dismissed, students are to appropriately throw away their trash and line up quietly. Students are responsible for cleaning up after themselves (table and floor). Students are not to take any food items out of the cafeteria.
- Other Expectations - Students may not leave the cafeteria unless they have been given a pass from their teacher or a campus assistant. Students are given enough time to finish their lunch prior to being dismissed to class (15-20 minutes). If your child is expressing a concern in this area, please contact the teacher.

Cell Phones/Smart Watches

Student cell phones/watches must be turned off and stored during the school day between 8:40 and 3:15. **Photographing and/or filming of fellow students is strictly prohibited while on campus.** Student cell phone use without specific teacher permission inside the school building is strictly forbidden. Any student found using these devices during the school day will be subject to disciplinary action. Our school is not responsible for lost, stolen, and damaged devices. Visitor/Volunteer cell phones must be silenced at all times. To help facilitate a focused learning environment, all cell phone calls should be made outside the building.

Positive Behavior Intervention System (PBIS)

This year, PBIS was adopted as Sonoran Sky's behavior management program. At Sonoran Sky we strive to **RISE** Up! [**R**espect, **I**ntegrity, **S**afety, and **E**ffort]. The Sonoran Sky R.I.S.E. Citizenship Program is founded on Positive Behavior Intervention Strategies, where we focus on the positive to promote a culture of self-efficacy and pride. At Sonoran Sky, we believe in providing our students with a culture where they are safe, known, and cared for. There are clear and concise expectations for students within all areas of the building that match our RISE framework. Teachers will continually teach and positively reinforce these expectations. Students will receive RISE UP Cards for exhibiting our

expectations. If expectations are not being met, there will be a tiered system for all staff to follow with common vocabulary and actions.

Our goal is to help students become good decision-makers in the area of self-control and social relationships in a positive learning environment. Our expectations are that students will be good citizens on campus, during field trips, riding the bus and going to/from school. Please discuss these expectations with your child and we ask for your cooperation in their enforcement.

STUDENT EXPECTATIONS • Students will use appropriate language. • Students will show consideration for others. • Students will use all equipment in the manner for which it was designed. • Students will travel throughout the school in a safe and orderly manner. • Students will show respect for all adults, other students, and property. • Specific rules for the playground, classroom, and other school areas will be discussed with all children on a regular basis.

STUDENT REWARDS: Sonoran Sky believes that good behavior should be recognized and held as a model for others. During the coming school year, we will provide opportunities for students to receive incentives for good behavior.

Classroom Celebrations and Food in the Classroom

All classroom celebrations should be coordinated with the classroom teacher. All food must be approved by the classroom teacher, individually packaged by manufacturer and provide nutrition/allergen information. The SSES PTO offers a program for classroom celebrations and can be accessed through their website. [Classroom Celebrations](#)

Dress Code & Appearance

District Dress Code Guidelines

Student dress, personal appearance, or conduct shall not disrupt or distract from instructional procedures, school-sanctioned social functions, or the disciplinary control of the teachers.

District dress standards prohibit student dress and/or grooming that:

- Presents a risk to the health, safety, or general welfare of students or staff.
- Interferes with or disrupts the educational environment or process.
- Is counterproductive to curriculum goals and/or educational objectives.
- Displays obscene language or symbols.
- Immodestly exposes the chest, abdomen, genital area, or buttocks.
- Creates an atmosphere of threat, intimidation, or undue pressure.
- Displays or advocates the use of illegal substances.

School Dress Code

- This dress code applies to all students at all school functions. (Daytime, evening, or weekend events.)
- Shoes must be worn at all times (closed toe, closed heel, no sandals). Shoes must be tightly tied, flat (no heels), and no wheels. Athletic shoes are required on P.E. days.
- Shirts must cover from shoulders to below waist. No low cut tops or spaghetti straps (unless worn under blouse, or over t-shirt), no bare midribs (even with both arms fully raised), and no see-through shirts.

- Length of shorts/skirts should be at least mid-thigh. No undergarments should be showing; no oversized or sagging pants or shorts allowed.
- Students may not bring or wear makeup.
- Extreme hair colors or hairstyles that interfere with student focus and learning will not be permitted.
- Sonoran Sky participates in the [Sunwise](#) Skin Cancer Prevention Program. Wearing of hats is strongly encouraged when students are outside during recess and P.E. Hats should provide full head coverage (no visors) and have a brim (hoods not acceptable). Students without hats will be encouraged to stay in shaded areas while outside.

Emergency Cards / Contact Information

Emergency and personal contact information needs to be updated through the district's Parent Portal ([Infinite Campus](#)). The office should be notified immediately of any change in home address during the school year. Proof of change of residence will be required. It is imperative to keep this information current in the event of an emergency.

Field Trip Guidelines

Field trips are part of the school curriculum. However, because they are off campus activities, a student who has demonstrated inappropriate behavior at school may be denied permission to participate. Before a student may attend a field trip, a written permission slip signed by a parent or legal guardian is required. Supervision by school personnel will be provided on all trips. Parents will be selected for field trips at teacher discretion. Teachers will make an effort to afford as many parents as possible the opportunity to attend a field trip during the year.

Health Office/School Nurse

Chronic Illness

Please notify the school nurse of any chronic illness and special health needs, such as asthma or allergies, so that appropriate accommodations can be made for your student.

Health Screenings

At the beginning of each school year, a health screening is conducted by the school nurse that includes height/weight, vision, and hearing. Parents will be notified of any identified areas of concern.

Medication

ALL medication/pills, whether they are prescription or over-the-counter, must be held in the nurse's office. Medications are to be administered by the nurse. In the absence of the school nurse, trained staff will administer medication. Students are not permitted to carry any medications, including over-the-counter medications in their backpacks unless special arrangements have been made with the nurse.

- Over-the-counter medications must be in the original container with proper labeling along with a completed [OTC Medicine Permission Form](#).
- Prescription drugs must be prescribed by a physician, in the original prescription bottle, and have a completed Prescription Medicine Permission Form which is obtained from the school nurse.

P.E. Excuses

To be excused from P.E., the following criteria must be met:

- Temporary excuse (three days or less) - parents should submit a note to the nurse requesting the student be temporarily excused from P.E. for one specific illness or injury.
- Long-term excuse (more than three days) - parents are required to obtain a written statement from the student's doctor to be given to the nurse.

Homework

We believe strongly that homework is a valuable learning activity to practice and reinforce classroom instruction. Communication between teachers and parents regarding homework is considered essential. Parents are advised of what is expected of their children and how they can reinforce the learning potential of the work assigned. Likewise, parents should advise teachers when the quantity of homework has brought the student to diminishing returns due to fatigue.

The general expectation for homework time, beyond outside reading, is as follows:

Grade 3	- 30 minutes	
Grade 4	- 40 minutes	*Students in the Honors program
Grade 5	- 50 minutes	may have up to 60 additional
Grade 6	- 60 minutes	minutes per night.

Homework is typically not assigned on the weekend.

Late/Missing Assignments

A Missing Assignment Notice will be sent home for parent signature when homework is not turned in when due. Assignments must be made up by students as soon as possible.

Make-Up Work During Absences

When students are absent or out of the classroom (band, Student Council, doctor appointments, nurse's office, etc.), it is the student's responsibility to talk with their teacher(s) to obtain missed assignments. When students are absent from school, they have an equivalent number of days to make up any work, unless there are special circumstances.

Requesting Homework

Requests for homework when your student is ill must be made through the office by 9:00 am to be picked up no earlier than 3:15 pm that day. This request can be left on the absence line with your reported absence. Work for extended absences will require more time to collect and arrangements should be made with your teacher directly.

Insurance

The district does not carry insurance for students' medical or dental costs if they are injured during school activities. Parents are responsible for their children's insurance. An optional school-day or 24-hour accident policy is available through a private agency. Please inquire in the office for more information on this program. In an emergency, the school may call paramedics, who may decide that an ambulance should be called. The parent is responsible for payment of these services.

Internet/Technology

All students are required to sign a yearly Technology Use Agreement. Inappropriate use of technology will result in disciplinary procedures.

Lost and Found

The Lost and Found bin is located in the cafeteria. Marking your children's names on their belongings makes returning items to them much easier. All items not claimed at the end of each quarter are donated to charity.

School Council

The Sonoran Sky School Council is a group of individuals representing the parents, staff and community, whose mission is to collaborate regarding a safe and nurturing environment of growth, tolerance and good citizenship which enhances the quality of education.

- School Council meetings are scheduled monthly.
- The agenda is posted twenty-four hours before each meeting on our school [website](#).
- All meetings are open to the public.
- If you wish to bring an agenda item to discussion, please contact your appropriate representative. A list of all representatives is located on the [website](#).

School Safety

Safety of our students is our number one priority. Our school has an Emergency Response Plan/Safety Committee that meets quarterly to review safety concerns and provide ongoing education for the students, staff, and community.

The following guidelines have been implemented to ensure the safest environment possible:

- All perimeter doors, except for the entrance to the lobby, are kept locked throughout the day.
- After school, all students should leave the building promptly at dismissal time. Students may not wait in the school office or classrooms, as there is no supervision. Please make sure children know how they are to go home each day and are picked up on time to avoid concern and confusion.
- If parents or community members notice anyone who may be loitering on or around our campus, please notify the office immediately.
- Dangerous items such as matches, lighters, cap gun/caps, any type of weapon (real or toy), gang-related items, any drug-related item (including breath drops/breath spray, white out, or any other inhalant materials) are strictly prohibited.
- Animals are not allowed anywhere on school campus at any time without prior consent of administration.
- Arizona state law prohibits all forms of tobacco on school property. Smoking is prohibited on school property and at school functions, including field trips. [A.R.S. 36-798.03](#)
- If items brought to school prove to disrupt the learning environment, they can be taken from the child and returned at the end of the school day, to be taken home. In some cases, parents may be asked to pick up the item(s).

Special Area Classes

Students at Sonoran Sky rotate through “special area” classes during their school day. These classes include: Art, Computers, STEAM, Music, and Physical Education (P.E.). For the safety of the students, athletic shoes are required and hats are suggested during P.E. Classes. Band and string orchestra classes are offered as electives for 4th–6th grade students.

STAT Team

The purpose of the Student/Teacher Assistance Team (STAT) is to discuss problems a student may be having, including, but not limited to: academic, behavioral, social, emotional, motivational, health, etc. The goal of the STAT is to provide direction and assistance (accommodations and interventions) in helping the child be successful. Referrals are usually made by the classroom teacher but can also be requested by parents. This process is an excellent opportunity for concerns to be discussed and alternative plans to be suggested by a team of professional educators with the input of parents as partners in the child’s education.

Telephone Use

If there is an emergency, students will be permitted to use the school telephone to call home. We discourage phone calls for forgotten homework, musical instruments, etc.

Toys and Non-school Items

Any items brought to school that cause a distraction or safety concern to students on campus may be confiscated by a teacher or other school staff. Items can be picked-up by a parent/guardian in the front office. **Students are not allowed to sell any items on campus at any time.**

Visitors, Volunteers, Chaperones

We welcome visitors at Sonoran Sky. All visitors need to check-in at the office, present their driver’s license, and receive a badge lanyard that needs to be worn at all times while on campus. Please schedule all appointments and volunteer times with teachers in advance. Morning volunteers will be permitted to proceed to classrooms at 9:00 am.

- Parents and guardians are allowed to join their children during lunch time or at recess.
- Photographs and videos taken at a school function (on campus, field trip, extracurricular event, etc.) may not be published into the public domain.
- While a parent is volunteering or on a field trip, any children who are not enrolled at Sonoran Sky are not to accompany them. During special performances or events, all student siblings must be supervised by a parent at all times.
- Any visitor or volunteer who does not follow directions of the administrator in charge, or who becomes disruptive or interferes in any way, will be asked to leave the campus. Failure to abide by this or any other lawful directive of the administrator may result in assistance through local law enforcement.
- A person who knowingly abuses a teacher or other school employee on school grounds or while the teacher or employee is engaged in the performance of her/his duties is guilty of a class 3 misdemeanor. ([A.R.S. 15-507](#))
- Please be conscientious and dress appropriately while on campus or attending school activities.
- As a courtesy to students and/or teachers who are speaking or performing, we ask that you step into the hallway if you have a disruptive infant or toddler.

Withdrawal from School

Please inform the records secretary of a student's withdrawal at least two days before withdrawal date so the proper forms may be prepared to bring to the new school. All school materials and books must be returned prior to withdrawal.



Sonoran Sky
Elementary School

PARENT STUDENT HANDBOOK AGREEMENT

The Sonoran Sky Elementary School Parent/Student Handbook ([SSES Handbook](#)) and PV Schools Parent/Student Handbook ([PVSchools Handbook](#)) are available online and my student and I agree to abide by the same on behalf of our family and our guests.

Print Parent/Guardian Name

Parent/Guardian Signature

Date

Print Student Name

Student Signature

Date

Teacher Name

Grade

PLEASE RETURN THIS FORM TO YOUR STUDENT'S HOMEROOM TEACHER OR THE SSES FRONT OFFICE.

_____ Our family does not have access to the online Parent/Student Handbook. Please provide us with a hard copy of the handbook(s).