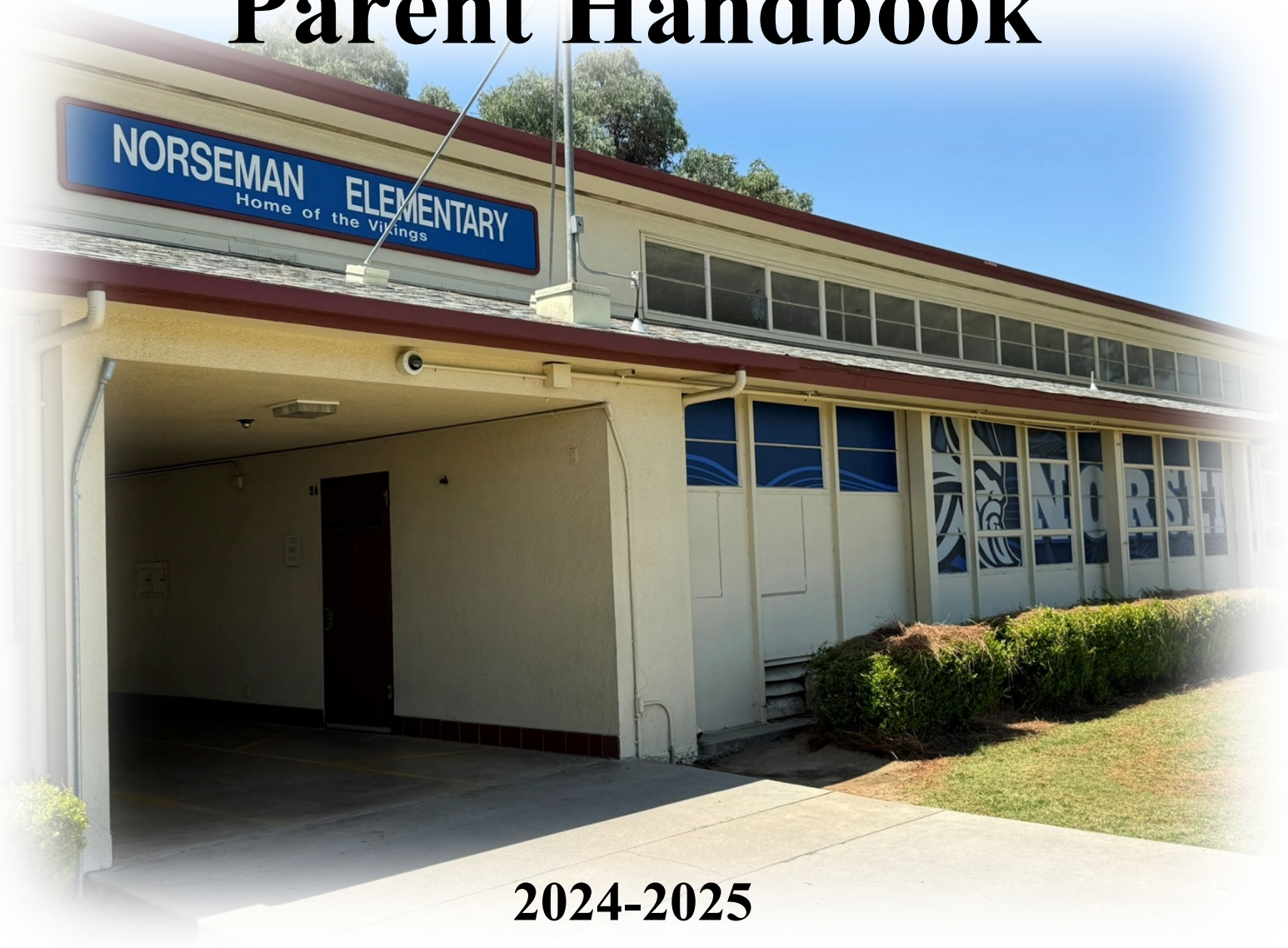


Norseman Elementary

4636 East Weldon Avenue, Fresno, California 93703

Phone: 559-253-6500 Fax: 559-253-6501

Parent Handbook



2024-2025

norseman.fresnounified.org

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Principal's Message

Dear Norseman Families,

Welcome to Norseman Elementary Community School! I am delighted to welcome you and your children to our school family. Our school is a lively and nurturing community where every student is inspired to grow, learn, and reach their full potential. We are thrilled that you have chosen to join us.

This handbook contains all the essential information about our school, including schedules, guidelines, and various resources available to you and your children. Our mission is to create a supportive and engaging environment that promotes academic excellence and personal growth.

If you have any questions or need further assistance, please feel free to contact us at 559-253-6500. We are looking forward to a fantastic year filled with learning, growth, and wonderful experiences.

Warmest regards,

Principal Kevin Her

Our Mission, Vision, and Commitment

Our Mission

- Norseman Elementary strives to create a safe and accepting learning environment to ensure student achievement and nurture the “whole child.”

Our Vision

- We will have compassion for ALL students.
- We will align to rigorous standards based-learning.
- We will remain-data driven and student-centered in decision making.
- We will hold each other accountable.
- We will accept different perspectives as normal, natural, and necessary.
- We will collaborate transparently with parents, guardians, and the community.

Our Commitment, Our Bold Stand, Our Expectation

- Every student can and must learn at grade level and beyond or move up a grade level every year.

Norseman Elementary is a Designated School

What is a Designated School?

The Fresno Unified School District understands that many students come to school unprepared and have needs that go beyond what a typical district budget can provide. Some schools have been selected for additional support because they have a larger number of students who are English Learners, living in poverty, or in foster care.

In the 2013-14 school year, the Fresno Unified School Board, in collaboration with the Fresno Unified Teachers Association, studied ways to significantly improve student achievement in schools that have historically underperformed. This effort led to the introduction of new initiatives for 40 schools, aimed at providing more time for student learning and teacher collaboration.

These initiatives include:

1. Adding an extra 30 minutes per day for students with their teachers.
2. Providing up to 80 additional hours (or 10 extra days) for teachers to collaborate and assess student progress for grade-level readiness.
3. Adding an additional full-time certificated position to the staffing formula at each school.
4. Compensating teachers for their extra efforts in schools facing complex challenges.

With the extra 30 minutes each day, students at these designated schools receive up to 18 more days of instruction per year compared to other students. This helps to close the achievement gap. Unlike other programs that require voluntary participation from parents and students, this extra time is built into the school day for every child at these schools.

These changes reflect our commitment to ensuring all students have the support they need to succeed.

Norseman Elementary is a Community School

What is a Community School?

Fresno Unified transformation of schools into community schools marks a pivotal step towards providing comprehensive support to students both academically and emotionally. Among these pioneering schools is Norseman Elementary, embracing the community schools model to become a neighborhood hub offering a diverse range of services.

The four key pillars of integrated student supports, family and community engagement, collaborative leadership practices, and extended learning opportunities are central to the success of this initiative. By incorporating these pillars, Norseman aims to enhance academic achievement, promote social-emotional well-being, strengthen family support systems, and enable educators to effectively address students' diverse needs.

The grant from the California Community Schools Partnership Program will play a crucial role in supporting the implementation of this initiative at Norseman Elementary over the next five years. This funding will empower the school to address pressing challenges faced by students, families, and educators in underserved communities, fostering a more nurturing and inclusive educational environment.

Through a collaborative approach centered on partnership and student-centered decision-making, Fresno Unified is actively working to uplift communities grappling with socioeconomic challenges. By embracing the community schools strategy, Norseman Elementary is not only aiming to enhance academic outcomes but also to cultivate a supportive environment that prioritizes the well-being and success of all students.



Important Dates for 2024-2025



Early Release Dates-----	See page 8
First Day of School -----	August 19
Back to School Night -----	August 21 (3:30-5:30)
Labor Day Holiday: No School -----	September 2
Teacher Training Day: No School -----	October 18
Parent Teacher Conferences -----	October 21-25
Veterans Day: No School -----	November 11
Thanksgiving Break: No School -----	November 25-29
Winter Break: No School -----	December 23-January 10
M.L King, Jr. Day: No School -----	January 20
Lincoln's Birthday: No School -----	February 10
President's Day: No School -----	February 17
Teacher Training Day: No School-----	March 14
Open House: -----	April 10 (4:00-5:30)
Spring Break: No School-----	April 14 - 21
Memorial Day: No School -----	May 26
Last Day of School -----	June 12



Admission to School

State law requires children to be five years old on or before September 1, 2022, to start Kindergarten and six years old to start first grade. Additionally, any child who turns five years old on or before February 2, 2023, can register for Transitional Kindergarten. If a child has not previously attended any Fresno Unified schools, parents must bring the child's birth certificate. Proof of residency is also required, which can be a current PG&E bill, rental contract, or water bill. State law mandates that parents provide evidence that the child has been vaccinated against polio, diphtheria, pertussis, tetanus, rubella (red measles), varicella (chicken pox), and Hepatitis B.

Absences

Absences due to the following reasons are considered "excused" for attendance purposes:

1. Personal illness or injury
2. Quarantine under the direction of a county or city health officer
3. Medical, dental, vision, or chiropractic appointments
4. Attendance at funeral services for a member of the immediate family

Any other reasons are considered "unexcused" absences. If the absence is without the parent's knowledge, the child may be subject to disciplinary procedures. California State Law requires parents or guardians to verify all absences.

If your child is absent from school for any reason, please call the school office at (253-6500) on the first day of the absence. If you cannot call the school, a note must accompany the child upon their return.

Tardies/Early Pull-Outs

Students will be marked tardy if they arrive between 8:05 and 8:29, and will be considered late if they arrive after 8:30. Tardy or late students must report directly to the office. If your child is going to be late, please call the office or send a note explaining the reason for the lateness. If you need to pick up your child early, you must come to the office in person. Our office staff will not call or release any student from class until a parent or guardian is present in the office and has shown proper identification. Students will only be released to an adult aged 18 or older who is listed on the yellow emergency card. For safety reasons, we cannot release a child to someone not listed on the emergency card, even if requested over the phone.

Regular, prompt attendance is crucial for your child's academic success. Habitual tardiness and early pickups can significantly hinder their learning. It is the responsibility of both the child and the parent to ensure prompt attendance. If habitual, unexcused tardiness occurs, we may need to take steps to address the issue. These measures can include increased home communication, counseling, makeup assignments, or referral to the State Attendance Review Board (SARB). We appreciate your cooperation in helping us maintain a productive learning environment for all students.

Breakfast and Lunch

Menus for breakfast and lunch are posted monthly on Parent Square (This information is also available on the Norseman website).

Schedules

Breakfast and Lunch Schedules

Breakfast is served from 7:30 to 7:55 a.m. for all students. No students are served breakfast after 7:55 a.m., unless there is a late bus arrival. Students who plan to eat breakfast should arrive at school between 7:30 and 7:50 a.m.

Transitional Kindergarten & Kindergarten: 10:50 - 11:30

Grades 1 & 2: 11:30 - 12:10

Grades 3 & 4: 12:10 - 12:50

Grades 5 & 6: 12:50 - 1:30



On rainy days or days with poor air quality, lunch times may be slightly adjusted. Due to the large number of students eating breakfast, we encourage students who walk or are dropped off by a parent to arrive at 7:30 for breakfast. This allows these students to eat before the buses begin arriving.

Early Release Schedule

Parent/Teacher conference week, teacher meeting days (selected Tuesdays: see below), and the last day of school will be the only days students will be released early from school.

Parent/Teacher Conference: October 21 to October 25, 2024

- TK/Kindergarten students dismiss at 12:30 PM
- 1st-6th Grade students dismiss at 1:30 PM
- After School Program will run from 12:30 PM to 6:00 PM.

Early Release for Teacher Professional Development Days throughout the year:

- During weeks when school is in session for the entire week (five school days), students will be dismissed early on Tuesday.
 - TK & Kindergarten-----12:30 PM
 - 1st-6th Grade-----1:30 PM

August 2024: 8/20, 8/27
September 9/10, 9/17, 9/24
2024:
October 10/1, 10/8, 10/29
2024:
November 11/5, 11/19
2024:
December 12/3, 12/10, 12/17
2024:
January 2025: 1/14, 1/28
February 2/4, 2/25
2025:
March 2025: 3/4, 3/18, 3/25
April 2025: 4/1, 4/8, 4/29
May 2025: 5/6, 5/13, 5/20
June 2025: 6/3

Last Day of School June 12, 2025

- TK-6th students are dismissed at 12:00 PM

Please do not arrive to school earlier than 7:30 AM
Schedule will be in effect from Aug 19th-June 12th

DAILY BELL SCHEDULE

Norseman Elementary School
2024-2025

7:30-7:50 Breakfast

Preschool AM

8:00-11:00 Instruction

Preschool PM

11:20-2:20 Instruction

TK and Kindergarten

8:00 1st bell
8:00-9:20 Instruction
9:20-9:35 Recess
9:35-10:50 Instruction
10:50-11:07 Lunch
11:07-11:24 Recess
11:24-1:35 Instruction
1:35 Dismissal

1st Grade/2nd Grade

8:00 1st bell
8:00-10:00 Instruction
10:00-10:15 Recess
10:15-11:30 Instruction
11:30-11:47 Lunch
11:47-12:04 Recess
12:04-2:35 Instruction
2:35 Dismissal

3rd Grade/4th Grade

8:00 1st bell
8:00-10:00 Instruction
10:00-10:15 Recess
10:15-12:10 Instruction
12:10-12:27 Lunch
12:27-12:44 Recess
12:44-2:35 Instruction
2:35 Dismissal

5th Grade/6th Grade

8:00 1st bell
8:00-10:20 Instruction
10:20-10:35 Recess
10:35-12:50 Instruction
12:50-1:07 Lunch
1:07-1:24 Recess
1:24-2:35 Instruction
2:35 Dismissal

Norseman Elementary School
2024-2025
**Early Dismissal for Parent Teacher Conference Week
and Early Release Days**

October 21-25, 2024 and Early Release Tuesdays

7:30-7:50 Breakfast

Preschool AM

8:00-11:00 Instruction

Preschool PM

11:20-2:20 Instruction

TK and Kindergarten

8:00 1st bell
8:00-9:20 Instruction
9:20-9:35 Recess
9:35-10:50 Instruction
10:50-11:07 Lunch
11:07-11:24 Recess
11:24-12:30 Instruction
12:30 Dismissal

1st Grade/2nd Grade

8:00 1st bell
8:00-10:00 Instruction
10:00-10:15 Recess
10:15-11:30 Instruction
11:30-11:47 Lunch
11:47-12:04 Recess
12:04-1:30 Instruction
1:30 Dismissal

3rd Grade/4th Grade

8:00 1st bell
8:00-10:00 Instruction
10:00-10:15 Recess
10:15-12:10 Instruction
12:10-12:27 Lunch
12:27-12:44 Recess
12:44-1:30 Instruction
1:30 Dismissal

5th Grade/6th Grade

8:00 1st bell
8:00-10:20 Instruction
10:20-10:35 Recess
10:35-12:50 Instruction
12:50-1:07 Lunch
1:07-1:24 Recess
1:24-1:30 Instruction
1:30 Dismissal

Home-School Communications

Emergency Cards

All students must have an emergency card on file at the school. An emergency card will be sent home for you to fill out and return to the office. Parents, please ensure you access the parent portal and update any information on ATLAS. It is the responsibility of the parent or guardian to keep all information current, especially up-to-date phone numbers and addresses where you can be reached in case of an emergency. If there are any health or court documents, please make sure we have the most current information.

Norseman School Website & Parent Square

Please regularly check our school website for updates on information, events, and resources available for parents and students. Visit us at www.fresnounified.org. Additionally, you can stay informed by using the Parent Square app. If you need to contact us, you can also email us at norsemanelementary@fresnounified.org.

Monthly School Newsletter

A monthly school newsletter with important information and flyers will be posted on Parent Square. Please take the time to read through it.

FUSD Parent Information Portal

This website allows parents to view their child's current grades (for 2nd to 6th grades), attendance, and class assignments. Parents with children in TK, Kindergarten, and first grade can view attendance and update contact information. Usernames and passwords are located at the bottom of your child's report card. If you cannot locate this information, please visit our office during normal business hours. We cannot provide this information over the phone.

You can access the website at www.fresnounified.org.

FUSD EduText

Fresno Unified School District uses a communication system called EduText. This system provides parents with daily text messages updating them on their child's grades and attendance. To receive these daily text messages, you must have an active and current cell phone number listed in the ATLAS Parent Portal.



Cell Phones

We recognize that cell phones can be important for family safety and communication before and after school. However, cell phones are not to be used while students are on campus. They should only be used by students when they are coming to school or going home. This policy aligns with the elementary and middle school policies within the McLane Region.

Cell phones must remain in backpacks and turned off during the instructional day. If a cell phone is observed or used during the school day, or becomes a distraction to the learning environment, the following procedures will be followed:

- 1st Violation: Warning, phone placed in backpack, and parent contacted.
- 2nd Violation: Phone confiscated, parent contacted, and parent must pick up the phone.
- 3rd Violation: Phone confiscated, parent contacted, parent must pick up the phone, and the student loses phone privileges for 2 weeks.
- 4th Violation: Phone confiscated, parent contacted, parent must pick up the phone, and the student loses phone privileges for the remainder of the year.

Depending on the severity of the violation, school administration reserves the right to immediately apply a step 3 or step 4 consequence.

Norseman School does not assume liability for any stolen or broken cell phones. Students are responsible for their own cell phones and must adhere to these expectations. During state and district testing periods, all electronics such as cell phones, MP3 players, cameras, tablets, etc., will not be allowed at school. Any electronic devices will be confiscated by staff members, and parents will be contacted to pick up the items. We ask for your support in enforcing our no electronics policy during statewide testing periods.

Telephone Use by Students

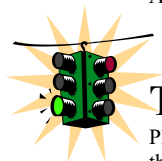
The telephones in the school office are for business use only. A student may be given permission by a staff member to use the telephone if it is deemed absolutely necessary. Only in emergencies will the office interrupt a classroom to deliver personal messages to a student.

After school, students should wait 15 minutes after dismissal before calling home.

Safety and Health

Norseman is a Drug Free Zone!

All alcohol, drugs, and tobacco products are strictly prohibited on the Norseman campus.



Traffic, Parking Before and After School

Please observe all traffic laws in the school zone. The maximum speed limit around a school is 25 MPH. It is illegal to make U-turns or stop in the street to allow students to get in or out of your car. Violating these laws can result in costly traffic tickets. Never stop in a red zone, and drivers must stay with their car at yellow or white curbs. Park only at unpainted curbs or in available parking spaces. Do not park behind cars in parking stalls or double park.

For the safety of all students, the main staff parking lot is closed to all parents. Only school staff, school buses, and authorized FUSD vehicles are permitted to enter and park in the main parking lot. Parents are encouraged to park in the designated green parking stalls. White loading zones are for drop-off and pick-up only, and drivers must remain in their car at all times when using these zones.

Picking Up Students after School and Dismissal Procedures

When students are dismissed from school, they must either go home or attend the After-School Program. We have designated "parent pick-up" areas throughout the school, and each grade level is dismissed at an assigned gate. For families with multiple students, all siblings may walk to the youngest sibling's gate after school, so parents do not need to pick up at multiple gates. Students who are being picked up must wait in these designated areas for their parents. If you are parked on the opposite side of the school, please do not encourage your child to cross the street to meet you. For their safety, we encourage all students to use the designated crosswalks.

If students are not picked up promptly, they will be moved to the "parent pick-up" tables in front of the office. No students are allowed to play on the playground or walk around campus unsupervised.

Extreme Emergency Procedures

In case of an extreme emergency, staff and students will follow the district's emergency protocol. School personnel will contact parents individually if necessary. If all parents need to be notified, this will be done through our ParentSquare system. It is important that all parents download the ParentSquare app from the Apple App Store or Google Play Store.

Non-Employee Adults and Visitors on School Ground

To maintain a safe environment for all students and staff, all visitors and volunteers must report directly to the main office immediately upon entering the campus. We use the Raptor System to sign in all visitors, so you will be asked to present a picture ID and state the purpose of your visit. Scheduling of classroom visitations and teacher conferences should be made in advance.

School administration reserves the right to deny access to campus if a visitor cannot show proper identification, does not have a legitimate reason to be on campus, or exhibits inappropriate conduct. Adults who are not part of the school staff are not permitted on school grounds without permission, including inside classrooms, the cafeteria, play areas, or any other parts of the campus.

Parents may call the office and leave a message for teachers to return the call and set up appropriate times for meetings. Parent phone calls will not be transferred to classrooms during instructional time. Additionally, board policy states, "No electronic listening or recording device may be used by students or visitors in a classroom without the teacher and principal's permission" (Education Code 51512).

Volunteers

Volunteers enrich our school's educational program and we encourage parents and community members to volunteer and share their experiences with our students. The presence of volunteers in the classroom, on school grounds, and at school-sponsored events enhances supervision and safety.

Every school volunteer, whether on campus or as a chaperone on a field trip, must complete the FUSD Volunteer Form (FUSD Board Policy 1240). This form protects our students, and the information is confidential. Only one completed form per volunteer is needed per school year. Forms must be cleared by school administration at least 48 hours before a field trip or activity. For a majority of trips, we may also ask that you get fingerprinted prior to going on a field trip with students.

Volunteers provide invaluable assistance to teachers as chaperones on field trips and during school activities. At Norseman, we consider chaperones vital for these trips and rely on parents for safety and supervision. Therefore, we ask that volunteers serving as chaperones do not bring younger children or siblings to the event to ensure they can devote their full attention to supervision. Thank you for your cooperation.

All chaperones must follow all safety guidelines..



Before and After School Supervision

Please note that Fresno Unified School District does not assume liability for children left unsupervised before 7:30 AM (when breakfast service begins) or after dismissal at 1:35 PM (for TK/Kindergarten) or 2:35 PM (for 1st through 6th grades). Students should head home immediately after school unless they are participating in an adult-supervised activity such as tutoring, extracurricular activities, the ASES Program (until 6:00 PM), or sports.

Students participating in extracurricular activities after school must have a signed permission slip from their parent/guardian. Siblings of these students without a signed permission slip must go directly home after school and cannot stay on campus.

For safety reasons, please pick up your child on time. Your cooperation is crucial in ensuring the safety and security of our Norseman students. If an emergency arises and you will be late picking up your child, please call the school at (253-6500) so arrangements can be made. The school office closes at 4:00 PM.

After School Program

Norseman School offers a comprehensive After School Program that includes academic tutoring, enrichment activities, and character-building activities. This program operates from 1:35 PM to 6:00 PM for TK & Kindergarten and from 2:35 PM to 6:00 PM for 1st through 6th grades. Students must be registered in the After School Program and are expected to attend every day. Parents can contact our After-School Coordinator by calling or visiting the school office for registration information.

Study Trips

Parents are encouraged to volunteer as drivers when needed. Before being considered to drive students to an event during the school day, parents must complete fingerprinting and receive approval from the FUSD district office. Additionally, a Volunteer Form must be completed and submitted at least 48 hours before the study trip date.

To meet legal requirements, a seat belt is required for every passenger. Parents who wish to drive must also provide their driver's license and insurance information to the school to meet the driver requirements to transport students.

Library Media Procedures

Library Books

When a student checks out a book from the library, they are responsible for its care. If the book is lost or damaged, the parent/guardian must replace it. Parents may check out up to four library books under their child's account, but they must have their student with them to do so.

Student Textbook & Library Rules (BP 6161.2)

1. It is recommended that all textbooks be covered at all times (do not use self-adhering covers).
2. Students are responsible for any damage to books issued to them for the school year.

Typical Repair Charges:

- Missing Barcode: \$5.00
- Miscellaneous Markings/Dirt: \$5.00
- Broken/Torn Corners or Cover: \$5.00 - Full Rebinding Fee (\$16.00)

3. If you receive a damaged book, return it to the library for assessment. The damage will be noted, or the book will be replaced. If not returned within one week, the student will be financially responsible for repair or replacement costs.

4. If a book is returned with damaged covers, loose binding, or graffiti, a repair or rebinding fee will be charged. The rebinding fee is \$16.00. If the damage cannot be repaired, the full replacement cost will be charged.

5. For books with water damage (or other liquid damage), the student will be charged the replacement cost, especially if the book is unusable.

6. If a book is lost, the student must pay the replacement cost. If the book is returned within the same school year, a refund will be issued by the Financial Secretary.

7. If the parent/guardian or student cannot pay for damages or return the property, the district will provide a voluntary work program for the student. Upon completion, the student's grades, transcripts, and diploma will be released.

8. DO NOT LEND your books to anyone or check out books for a friend. You are responsible for any instructional materials checked out in your name.

Student Laptop Computer Information

Fresno Unified is a 1-to-1 student-to-laptop district. Every student enrolled in Fresno Unified is assigned a laptop computer.

For New Students: Once fully enrolled, visit any of the FLATS locations listed on the FLATS website at www.flats.fresnounified.org to check out a district-issued laptop.

Lost/Stolen/Damaged Technology: Visit any of the FLATS locations listed on their website to get replacement technology (laptop, power adapters, keyboard cases, keyboards, etc.). Replacement fees may apply www.flats.fresnounified.org.

Family Learning and Technology Support (FLATS): You can reach FLATS at 559-457-3939 or email FLATS at flats@fresnounified.org.

Norseman School Homework Policy

Norseman's educational philosophy includes homework for grades K-6. Each grade level and teacher has their specific homework policy, so please check with your child's teacher for detailed requirements. Homework allows students to practice what they've learned at school, encourages independent study habits, facilitates learning, and promotes responsibility. Generally, homework for a student of average ability should take approximately 10 to 60 minutes, at least four days a week.

Teacher Guidelines for Homework:

- Homework assignments should be clearly explained.
- Generally, homework should cover material previously introduced in class.
- Homework should typically be assigned daily rather than on a long-term basis. While some long-term assignments may be given, periodic checks should be made to ensure students are making progress.
- Whenever possible, research-based homework assignments should use materials available at the school.
- Teachers should assign only as much work as they can check and provide feedback to students in a timely manner.

Parent Guideline for Homework:

- **Study Area:** Ensure your child has a well-lit area with proper seating and enough space for their materials. This area should be free from distractions such as radio, television, and siblings.
- **Time Period:** Establish a regular daily routine with a specific time period for homework to encourage good study habits.
- **Frame of Mind:** Homework supports your child's learning progress. Focus on the value of the knowledge they are gaining rather than just grades. Encourage your child to complete their homework daily and to try to work independently, as this helps teachers identify areas where they need support.
- **Supervision:** Ensure your child has enough time, understands the directions, and works carefully. Your supervision and discipline will help them develop good homework habits. When the homework is finished, make sure it is returned to school so your child receives credit.
- **Illness and Concerns:** Parents should communicate with the teacher regarding homework for any child absent from school. If there are concerns about the homework assignment, parents are encouraged to contact the teacher directly.

Report Cards

Students receive report cards at the end of each quarter. At the end of the first quarter, you will have a conference with the teacher to discuss your child's progress. According to Fresno Unified School District policy, students who meet the expected grade-level standards can earn grades of A, B, or C. If a student does not meet grade-level proficiency, they cannot receive a grade higher than a C. Progress reports are provided in the middle of each quarter to help students and parents monitor academic achievements in applicable subject areas.

Promotion and Retention

According to Fresno Unified School District's promotion and retention policy, you will be informed during your first quarter parent conference if your child is "At Risk of Retention." During this meeting, you and the teacher will discuss possible interventions to help your child. By the end of the third quarter, you will be notified if the teacher recommends retention for your child for the next school year.

Medication at School

Important Notice:



Education Code Section #49423 outlines the requirements for administering medication at school:

"Any pupil who is required to take medication prescribed by a physician during the regular school day may be assisted by the school nurse or other designated school personnel if the school district receives (1) a written statement from the physician detailing the method, amount, and time schedules by which the medication is to be taken, and (2) a written statement from the parent or guardian requesting that the school district assist the pupil as specified by the physician."

The medication must be clearly labeled with the student's name, the name of the medication, and the dosage. At the beginning of each school year, or upon enrollment, a "Medication at School" form must be completely renewed. These rules apply to all over-the-counter medicines as well. Prescription inhalers and pills must be in their original box or bottle with the label attached. Parents are responsible for providing the necessary medication and updating the school with any new medication information throughout the year. At the end of the school year, or upon the student's exit from the school, parents must pick up any unused medication from the nurse's office.

Snacks at School

Norseman School is participating in a healthy snack program through our Nutrition Food Service Department. Students have the opportunity to sample healthy snacks during their morning break. Parents are also allowed to send healthy snacks with their children for consumption during recess. Only water is permitted as a beverage at school. However, due to the various food allergies of other students, snacks brought from home cannot be shared with other students.



Notification Regarding Expulsion

The Fresno Unified School District Board of Education has established policies and standards of behavior which promote learning and protect the safety and well-being of students. When these policies are violated, it may be necessary to suspend or expel a student. Board Policy 5144.1 aligns with California Education Code in the approach to serious offenses.

The following offenses will warrant a mandatory referral for expulsion:

1. Possessing loaded or unloaded firearms
2. Brandishing a knife at another person
3. Unlawfully selling a controlled substance
4. Sexual assault (including attempt) or sexual battery
5. Possessing an explosive

The offenses listed above will not be tolerated in the school buildings, school grounds, and buses, going to or coming from lunch or school or at any school-sponsored activity.

For all other violations, the principal shall have the discretion to recommend expulsion of a student. If expulsion is recommended, the Board shall order the student expelled only if it makes a finding of either or both of the following:

1. That other means of correction are not feasible or have repeatedly failed to bring about proper conduct
2. That due to the nature of the violation, the presence of the student causes a continuing danger to the physical safety of the student or others

Students who violate the applicable Penal Codes referenced by this policy will be referred to the appropriate law enforcement authorities.

This policy is publicized, and each student and parent/guardian will be asked to sign a copy of the Notification Regarding Expulsion. If the letter is not returned to the school, the policy still applies to all students.

Misbehaviors

Student Misbehavior

Norseman School is a restorative practices school, which means we achieve social outcomes through participatory learning, responsibility, and decision-making. At Norseman Elementary School, we believe that every student has the right to learn and every teacher has the right to teach in a safe environment. We also believe that consistent, firm, and restorative corrective measures lead to better learning for every student.

School Wide Code of Conduct

At Norseman:

1. We follow directions.
2. We keep our hands, feet, and object to ourselves.
3. We speak kindly and politely to others.
4. We respect our school and the personal property of others.

In addition to our School Wide Code of Conduct, we expect all our students to follow our Guidelines for Success:

Remember to show your Viking PRIDE by being:

- Positive
- Respectful
- showing Integrity
- Determination
- and demonstrating Empathy

Playground Rules

1. Treat each other with respect and courtesy.
2. *When the 1st bell rings, all students must stop playing, take a knee and freeze. (Students are encouraged to use the restroom and get a drink before the 1st bell rings). When the 2nd bell rings, all students should be in line.*
3. Stay out of planted areas as well as the areas between and behind classrooms.
4. Do not play in restrooms and hallways.
5. Fighting and rough play will not be tolerated.
6. Use equipment as it is intended to be used
7. Balls should not be thrown against the walls of the school building.
8. Objects such as rocks, sand, and seed pods are never to be thrown.
9. Do not climb trees, backstops, or any other inappropriate object
10. *Use play structures in the way they are intended. No jumping from play structures.*



Students will be taught playground behavior expectations during the first 2 weeks of school.

Bus Rules

Bus Conduct

The conduct of students riding district, district-chartered or district-contracted buses, shall be the joint responsibility of the school site administrator, the bus driver, and parent.

Because school bus passengers' behavior can directly affect their safety and the safety of others, the following regulations apply at all times when students are riding a school bus, including field trips and other special trips. School personnel, parents/guardians, and the students themselves must all ensure that these regulations are followed.

Bus transportation is a service and a privilege. Students who are cited for the violations listed below will be disciplined by a school administrator following written communication from the bus driver involved. Students receiving bus citations will lose their bus privileges as follows:

- 1st citation = warning
- 2nd citation = no bus for 10 days
- 3rd citation = no bus for the remainder of the school year

Please Note-Serious offenses may result in the immediate loss of bus privileges for the remainder of the school year.



Riders shall always follow the instructions and directions of the bus driver. The following conduct is a violation of district bus regulations:

Violations of District bus regulations:

1. Standing or leaving seat while bus is in motion
2. Tampering with bus equipment
3. Obstructing the aisle with legs, feet, or other objects
4. Not sitting facing the front of the bus
5. Putting any part of the body out of bus windows
6. Using vulgar or profane language or gestures
7. Smoking or lighting matches on the bus
8. Eating or drinking on the bus
9. Failing to cross the street in front of the bus under the driver's supervision
10. Having dangerous objects, glass, knives, etc. on the bus
11. Not following proper bus procedures
12. Being defiant or uncooperative with the bus driver, needing constant correction
13. Fighting or abusive body contact on the bus, or while loading and unloading
14. Damaging or defacing the bus
15. Making unnecessary noise or commotion, whistling or calling people from the bus
16. Giving improper identification when requested by the bus driver
17. Throwing objects from the bus window or while at the bus stop

In case of a severe violation or repeated offenses, the rider may be denied transportation for a period of time determined by the principal in consultation with the Transportation Department, up to the remainder of the school year.

TK/Kindergarten Students: For the safety of our all Kindergarten students, no student(s) will be released from the bus without an authorized adult to pick them up at the bus stop. In any case that a student is not picked up, the student will be brought back to the school, and parent(s) will be contacted to pick up the student at school. Each time a child is brought back to the school, the parents will receive a citation. Citation policies are the same as listed above.

Students are responsible for obeying all bus rules and school rules while at the bus stop, on the bus, and walking to and from the bus stop.

Any questions regarding bus conduct rules and regulations can be directed to the Norseman School office at 253-6500 or the Transportation Department at 457-3138 during normal business hours.

Fresno Unified Dress Code

Student Dress and Grooming

Students and parents/guardians shall be informed about the Dress and Appearance policy as well as any Site-Specific dress code at the beginning of the school year and when revised. A student who violates the minimum Dress and Appearance Policy shall be subject to appropriate disciplinary action. Except in exigent circumstances, a violation of the Dress and Appearance Policy, shall not be grounds for suspension or expulsion.

The responsibility for the dress and appearance of a student rests primarily with the student and their parents or guardians. In the interest of maintaining an appropriate learning environment, the district believes in the following basic principles:

- All students are encouraged to dress in a manner that is appropriate, comfortable, and conducive to an active academic school day. Students should be able to wear clothing without fear of or actual unnecessary discipline or body shaming. The student dress code should serve to support all students to develop a body-positive self image. The district standard dress and appearance policy is gender



neutral and applies to all students equally regardless of gender on school campuses and at school-sponsored functions and will be enforced consistently and fairly by all members of the school staff. Clothing and hair styles are a matter of personal choice (except for schools with uniforms). The school shall be concerned only when it impacts the health and safety of students and staff.

Examples of inappropriate clothing include:

- Clothing where the buttocks or torso is exposed, i.e, tube tops, half shirts, halters
- Clothing that is see-through. (clothing must be opaque)
- Clothing or accessories which show profanity, obscene words or pictures, sexually suggestive statements, or incites to violence
- Clothing representing gang-related activities
- Clothing where the entire thigh is exposed, such as micro minis or short shorts
- Bathing suits or cut-offs
- The wearing and carrying of tobacco promotional items, or items promoting controlled substances (drugs), and/or alcohol
- Clothing where undergarments are exposed
- Clothing that has text that is libelous, bullying, constitutes harassment or discrimination
- Footwear must be worn at school and at all functions
- No backless footwear for elementary students

Additionally, site leadership may establish a site-specific dress code addendum in the following circumstances:

- Times when students are engaged in extracurricular or other special school activities and where the standard dress and appearance policy would not be appropriate for the activity.
- Times when students are engaged in specific courses where modification is needed to ensure the safety of the students engaged in the class. Examples include lab sciences, CTE class or other classes that contain potential hazards.
- Schools may set their own-specific related to hats, caps and other head covering. There shall be no restriction on student head covering worn for bona fide religious purpose.

Gang-Related Apparel: The Board recognizes that, in order to promote student safety and discourage theft, peer rivalry, and/or gang activity, the principal, staff, and parents/guardians at a district school may wish to establish a reasonable site-specific dress code that prohibits students from wearing gang-related apparel when there is evidence of a gang presence that disrupts or threatens to disrupt the school's activities. Such a dress code shall be included as part of the school safety plan presented to the Board for approval. The Board shall approve the plan upon determining that it is necessary to protect the health and safety of the school's students.

Dress Codes and School Uniforms: The Governing Board of any school district may adopt or rescind a reasonable Dress Code Policy that requires pupils to wear a school-wide uniform or prohibits pupils from wearing gang-related apparel if the Governing Board of the school district approves a plan that may be initiated by an individual school's Principal, staff, and parents/guardians and determines that the policy is necessary for the health and safety of the school environment. Individual schools may include the reasonable dress code policy as part of its school safety plan, pursuant to Section 35294.1.

Uniforms: In order to promote student safety and discourage theft, peer rivalry and/or gang activity, the Principal, staff, and parents/guardians at a school may establish a reasonable school uniform program as part of the Site-Specific Dress Code. Such shall be included as part of the school safety plan and must be presented to the Board for approval. The Board shall approve the plan upon determining that it is necessary to protect the health and safety of the school's students.

Uniforms are the identification of a certain color for the students to wear from the waist up as tops and the identification of another color for the students to wear from the waist down as bottoms.

Parents/Guardians may exempt their children from participation in a school uniform program. Students shall not be penalized academically, otherwise discriminated against or denied attendance to school if their parents/guardians choose not to comply with the school uniform policy. A student exempted from participation in a school uniform dress program must comply with the Dress and Grooming Code in the school's safety plan.

Parental notification is required at least six (6) months before implementing a School-Wide Uniform Policy.

The Superintendent or designee shall ensure that resources are identified to assist economically disadvantaged students in obtaining uniforms. (Educational Code 35183)

Sun Protective Clothing: Each school site shall allow for outdoor use during the school day, articles of sun-protective clothing, including but is not limited to, hats. Each school site may set a policy related to the type of sun-protective clothing, including but is not limited to hats, that pupils will be allowed to use outdoors. Specific clothing and hats determined by the school district or school site to be gang-related or inappropriate apparel may be prohibited by the dress code policy.

Sunscreen: Each school site shall allow pupils the use of sunscreen during the school day without a physician's note or prescription. Each school site may set a policy related to the use of sunscreen by pupils during the school day.

Personal Property

Supplies and Materials

Students are provided with most school supplies and textbooks. However, they are responsible for taking proper care of these materials. Students will be expected to pay for any damage or loss of all non-expendable materials issued to them by the school. This includes textbooks, library books, physical education equipment, and musical instruments checked out or issued to them during the year.

Lost and Found

Articles of clothing found on the school grounds are placed in the Lost and Found located in the cafeteria. Smaller items such as wallets, jewelry, eyeglasses, and keys are kept in an office drawer. Unclaimed items are donated to charitable organizations after one month if not claimed.

Parents are advised to write their children's names on backpacks, sweaters, coats, and other personal belongings.



Bicycles

Students are not permitted to ride bicycles on campus at any time. Once on campus, students must walk their bicycles to the bike rack located in front of room 9.

Students must have a bicycle chain and lock to secure their bicycles to the bike rack. The school does not assume liability for stolen bicycles or any bicycle equipment or accessories.

Bicycle helmets are required to be worn at all times!

Toys at School

Toys have been found to cause disruptions in the classroom and problems on the playground. Therefore, toys are not allowed at school. If your child brings a toy to school without the school's permission, it will be confiscated. This includes iPads, tablets, cameras, video games, other technology devices, game cards, and any items that distract or interrupt the learning environment.

The school does not assume liability for any items that are stolen or broken.



Skateboards, rollerblades/skates and scooters are not allowed at school.

School Site Council / English Learner Advisory Committee

The School Site Council and English Learner Advisory Committees serve as an advisory body to the Single Plan for Student Achievement and the program for English Learners. The SSC and ELAC review the bylaws, budgets, program activities, and modifications of these categorical programs. Notices will be sent home announcing the date and time of each meeting. All parents are encouraged to attend these meetings. Refreshments are served and babysitting is provided.

Parent and Family Engagement Policy

Norseman School recognizes that parents are their children's first and most influential teacher and that sustained parent involvement in the of their children and contribution greatly to student achievement and a positive environment.



Norseman School, with input from their Title 1 parents, has developed and distributed the Title 1 Parent Involvement Policy. The policy includes four dimensions:

- Policy involvement
- Shared responsibilities for High Academic Achievement
- Building capacity for involvement
- Accessibility

The policy will be updated annually to meet the changing needs of parents and the school.

Policy Involvement

- Norseman School will convene Title 1 Parent Meeting to review, revise and comment on the following items:
 - Site level Parent Involvement Policy
 - School Parent Compact
 - School Plan for Student Achievement (SPSA)
 - Title 1 requirements, involvement rights, and programs offered at the site
 - State adopted ELA/Math curriculum, academic assessment tools and proficiency levels of student achievement at the site
 - Parent survey results related to the academic programs and learning environment at the site
 - Parent involvement opportunities for helping children succeed

- Parent recommended meetings with flexible dates and times supported by funding for transportation, child care and/or home visits from Home School Liaisons when available
- Parent requested meetings related to the educational decisions for their children

Shared Responsibilities for High Student Academic Achievement

- Staff/Student/Parent Compact – the jointly developed School-Parent compact will identify staff-parent strategies that best support student academic achievement. This compact will be widely distributed to all students, staff and parents of Title 1 students. The Compact describes and defines the following:
 - The school's responsibilities in providing high quality curriculum and instruction in a supportive learning environment
 - Parent and student responsibilities promoting improved academic learning
 - Effective and ongoing communication methods between parents and teachers

Building Capacity

- During Back to School and Parent Conferences teachers will inform parents about curriculum content, achievement standards, assessment results and monitoring student progress
- Parents will be provided with requested training and materials helping to improve their children's achievement
- Teachers and other staff members will be trained on working with parents as equal partners and building ties between parents and the school
- Teachers will inform parents and students about individual goals based on local and state assessment results
- Norseman School will provide opportunities for parents to volunteer and participate in their child's classroom.
- Parents will be encouraged to participate in school activities through memos, surveys, email, Parent Square and flyers. Information will be provided in a language and format parents can understand.
- Norseman School will offer a flexible number of meetings to encourage parent participation.
- Examples of programs and activities at Norseman School that encourage parent participation in the education of their children, include the following:
 - ◆ English Language Advisory Committee
 - ◆ School Site Council
 - ◆ District English Language Advisory Committee
 - ◆ Parent Advisory Committee (District)
 - ◆ Parent Training – Fresno County Office of Education, Parent University, ELAC, SSC, Parent Engagement Hour, and Migrant Parent Training
 - ◆ Back to School Night
 - ◆ Open House
 - ◆ Parent Engagement Hour
 - ◆ Sporting events
 - ◆ Class functions
 - ◆ Student Recognition Assemblies
 - ◆ Deaf and Hard of Hearing Community Event
 - ◆ Volunteer Training for Classrooms

Accessibility

- Norseman School will provide opportunities for full participation to parents with limited English proficiency, parents of migrant children and parent with disabilities. School information and required reports will be provided in a format and, to the extent practicable, in a language such parents understand.

2024-2025 Bus Schedule

Norseman Elementary School
4636 E. Weldon Avenue
Fresno, CA 93703



Bus transportation provided South of McKinley only.

<u>Morning Pick Up</u>	<u>Location:</u> <u>Rowell/Hammond</u>	<u>Schedule</u>
<u>TK/Kindergarten through 6th Grade</u>	<u>7:35 AM</u>	<u>Regular School Days</u>
<u>Afternoon Return</u>		
<u>TK/Kindergarten</u>	<u>1:46 PM</u>	
<u>1st-6th Grade</u>	<u>2:46 PM</u>	
<u>Afternoon Return</u>	<u>Location:</u> <u>Rowell/Hammond</u>	
<u>TK/Kindergarten</u>	<u>12:46 PM</u>	<u>Only on Early Release</u> <u>Days</u>
<u>1st-6th Grade</u>	<u>1:46 PM</u>	

For more information, please contact Norseman School at 559-253-6500 or call our Transportation Department at 559-457-3138.

Bus Conduct Signature Page

I have read the Bus Conduct Policy and I have discussed it with my school-age child(ren). We understand the intent of the policy, and the consequences for policy violation.

Print Name of Parent/Guardian

Name of Student

Signature of Student

Grade: _____ Room: _____ Teacher's Name: _____

As a parent/guardian, I support the **Bus Conduct Policy**:

Signature of Parent/Guardian

FRESNO UNIFIED SCHOOL DISTRICT

Norseman Staff/Student/Parent Compact

Staff Section:

I understand the importance of the school experience to every student and my role as an educator. Therefore, I will voluntarily:

- ◆ Foster/encourage parent/teacher partnerships
- ◆ Receive training in strategies to effectively communicate with parents
- ◆ Teach California adopted grade level standards, skills, and concepts that provide high quality curriculum instruction in a supportive and effective learning environment
- ◆ Strive to address the individual needs of your child
- ◆ Communicate with you regarding your child's progress
- ◆ Provide a safe, positive, and healthy learning environment for your child
- ◆ Communicate homework and classroom expectations
- ◆ Correct and return appropriate work in a timely manner
- ◆ Support your child's primary language and culture
- ◆ Always show respect to self and others
- ◆ Provide opportunities for parents to volunteer, participate and observe in a child's classroom

Teacher Signature

Date

Student Section:

I know that my education is important and that I am the one responsible for my own success. Therefore, I agree to carry out the following responsibilities to the best of my ability:

- ◆ Attend school every day on time and ready to learn
- ◆ Review my class work with my parent(s) weekly
- ◆ Return completed homework on time
- ◆ Follow school rules and be responsible for my own behavior at all times
- ◆ Ask for help when needed
- ◆ Always show respect to self and others

Student Signature

Date

Parent Section:

I understand that my participation in my child's education will help his/her achievement and attitude. Therefore, I will voluntarily:

- ◆ Foster/encourage parent/teacher partnerships
- ◆ Attend Back to School events, Parent/Teacher conferences, Open House, and other events
- ◆ Encourage my child to engage in reading activities for at least 20 minutes every day
- ◆ Provide a quiet place/time for my child to complete his/her homework
- ◆ Make sure my child gets adequate sleep and has a healthy diet
- ◆ Adhere to the school's homework, discipline, dress code and attendance policies
- ◆ Participate in district opportunities for parenting training
- ◆ Support all elements of the Parent Involvement Policy adopted by the FUSD School Board.
- ◆ Show respect to self and others at all times

Parent Signature

Date



Annual Parent Student Notification and Consent Forms 2024-25

Direction: Complete and return to your child's school/teacher.

Student's First Name: _____ **Last Name:** _____ **M.I.:** _____
Birthdate: ____/____/____ **Grade:** _____ **Teacher:** _____ **School:** _____

Does this student have a parent/guardian on active military duty or serving on full-time National Guard duty?

Yes ____ **No** ____

PARENT STUDENT NOTIFICATION HANDBOOK FORM

California Education Code (EC) 48980 requires school districts to annually notify parents of their rights and responsibilities with respect to a number of topics listed in the California Education Code. Additionally, EC 48982 requires that schools collect signatures from parents to ensure that they have been made aware of how to access the information contained in the Notification of Parental Rights and Responsibilities.

Each student is responsible for his/her own acceptable behavior as well as the protection of other students' rights to due process and to fair and just treatment. Please read and use this handbook to answer questions you may have.

Please read the Annual Parent Student Notification Handbook and return the signed form below to your child's school. Your signature does not constitute consent to take part in any particular program.

I acknowledge, with my signature below, the receipt of the required annual notification of parent/student rights on behalf of my son/daughter.

Parent/Guardian Name (Print)	Signature	Date

PHOTO AND MEDIA RELEASE CONSENT FORM

Fresno Unified offers a number of opportunities to publicize positive school and student accomplishments and events. Throughout the year, district staff and/or media escorted by district staff may come to our classrooms or to school events in order to photograph students for district publications, displays, web sites news stories or similar purposes. Your child may appear in a photograph or a video, or his/her voice may be recorded for district messages.

Note: Parent-signed media releases are not needed when photographing or videotaping anonymous students engaged in normal classroom/school activities or when photographing or videotaping students at events that are open to the public, such as music concerts, theater productions, or athletic events.

YES ☐ I give permission to Fresno Unified to photograph my son/daughter for use in any and all district publications, including newsletters, calendars, media projects, brochures, school or district websites, or any other non-district broadcast, online or publication media.

NO ☐ I **DO NOT** give permission to Fresno Unified School District to photograph my son/daughter for use in any and all district publications, including newsletters, calendars, media projects, brochures, school or district websites, or any other non-district broadcast, online or publication media.

Parent/Guardian Name (Print)	Signature	Date

EMAIL, PHONE, AND TEXT MESSAGING CONSENT FORM

To support student achievement, two-way communication between home and school is important. Fresno Unified School District is offering attendance, academic, and general school information by email, phone and/or by text message to your cell or homephone. This service is optional, and participation can be stopped at any time by contacting your child's school. Text message charges may apply, depending on your text message plan.

YES ☐ I want to receive text messages on my cell phone: _____

NO ☐ I **DO NOT** want text messages.

YES ☐ I want to receive informational phone messages on my cell phone: _____

NO ☐ I **DO NOT** want informational phone messages.

YES ☐ I want to receive Email messages: _____

NO ☐ I **DO NOT** want Email messages.

Parent/Guardian Name (Print)	Signature	Date

APPENDIX

California Assessment System, 2022

TO PARENTS/GUARDIANS: California's academic standards—the things we want students to know and be able to do—are designed so students graduate ready for college and career. Students across California in grades 3-8 and high school take the California Assessment of Student Performance and Progress (CAASPP) assessments each spring. The online tests were created specifically to gauge each student's performance in English language arts/literacy (ELA), mathematics, and science. These tests measure the skills called for by the academic standards, including the ability to write clearly, think critically, and solve problems.

The English Language Proficiency Assessments for California (ELPAC) measure how well English learner students are progressing with English language development in each of four domains: Listening, Speaking, Reading, and Writing.

IMPORTANT: Parents/Guardians have the right to exempt their child from CAASPP assessments pursuant to *CA EdCode* Section 60615. You may annually submit a written request to the principal of your child's school to excuse your child from any or all parts of

For more information on our Fresno Unified Aligned Assessment System which includes additional Federal and local assessments, please visit here: <https://go.fresnou.org/assessments>.