

# Leo R. Croce Elementary



Student & Parent  
Handbook  
2024-2025

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# LIVERMORE VALLEY JOINT UNIFIED SCHOOL DISTRICT

## 2024/2025 School Calendar

August 2024						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2024						
Su	M	Tu	W	Th	F	Sa
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2024						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2024						
Su	M	Tu	W	Th	F	Sa
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
Su	M	Tu	W	Th	F	Sa
						4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- Non-student days
- Teacher Work Days + 1 flex
- Prof. Development + 1 flex
- Legal/Local Holidays
- Begin/End of Year
- End of Semester
- End of Trimester

HS Semester 1: August 13 - December 20 (85 days)  
 HS Semester 2: January 6 - May 29 (95 days)  
 Elem./MS Trimester 1: August 13 - November 8 (61 days)  
 Elem./MS Trimester 2: November 12 - February 28 (62 days)  
 Elem./MS Trimester 3: March 3 - May 29 (57 days)  
 Fall Conference Days TK-5: Sep. 16-17, 19-20, 23-24, 26-27  
 Spring Conference Days TK-5: March 10-11, 13-14

Workdays TK-12: Aug. 12, Nov. 1, May 30 + one flex  
 Prof Develop TK-12: October 4 + one flex  
 Additional Early Release Days TK-5: Aug. 13-15, Dec. 20  
 Additional Early Release Days 6-12: Aug. 13, Dec. 20

Back to School Night: Elem: Aug. 22, Middle: Aug. 29, HS: Aug. 28  
 Open House: Elem: May 15, Middle: May 14, HS: TBA

# Leo R. Croce Elementary

## 2024-25 BELL SCHEDULE

8:10 a.m.	Gates Open
8:25 a.m.	On Campus Gates Open
8:30 a.m.	Instruction Begins

### RECESS

TBD by Teacher	TK & Kindergarten
10:00 a.m. - 10:15 a.m.	1st - 3rd
10:20 a.m. - 10:35 a.m.	4th - 5th

### LUNCH

11:30 a.m. - 12:10 p.m.	TK & Kinder
11:50 a.m. - 12:30 p.m.	1st & 2nd
12:20 p.m. - 1:00 p.m.	3rd, 4th, 5th

### DISMISSAL

1:30 p.m.	TK & K	Daily
2:50 p.m.	1st - 5th	Monday, Tuesday, Thursday and Friday

ALL students dismissed at 1:30 p.m. every Wednesday

## **BEHAVIOR NORMS**

### **AFTER SCHOOL**

Children will be supervised from 8:10 a.m. until their dismissal time. For issues of safety and to protect our children while respecting the teacher's workday we ask that students exit the courtyards at dismissal time. Students still on campus after 3:00 p.m. will go to the office and parents will be called. All perimeter gates are locked from 7:00 a.m. to 4:00 p.m. every school day.

### **BEFORE SCHOOL**

Students may arrive on campus at or after 8:10 a.m. Students should go to the playground for supervision. On rainy days, students will report to the MPR (Multi-Purpose Room). When the first bell rings at 8:25 a.m. the gates will open and the students will walk to their classrooms.

SUPERVISION PRIOR TO 8:10 A.M. IS **NOT PROVIDED.** However, if your child is participating in the Running Club program he/she may report to the track at 8:00 a.m.

The MPR is open from Scenic Ave to accommodate any student who would like breakfast between 8:00 a.m. and 8:15 a.m.

### **KINDERGARTEN PLAYGROUND**

The Kindergarten playground is to be used solely by Kindergarten students during their school hours of 8:10 a.m. - 1:30 p.m. Students in grades 1-5 should report to their own playground. The Kindergarten playground is not available before or after school.

### **LUNCH**

All Croce students eat in the cafeteria and/or in the outside courtyard. For issues of security and safety, Croce is a closed campus and all students are expected to remain on campus to eat lunch. Lunchroom rules are discussed with all students and are enforced by the staff. Students are expected to:

- Sit appropriately at the lunch table.
- Use "inside voices" while in the cafeteria.
- Clean up their eating space.
- Support Croce's recycling program.
- Follow the directives of our campus supervisors.

## **PLAYGROUND**

Students are expected to play and behave in ways that are safe for themselves and others. Our shared expectation is that:

- All students know and follow playground, school, and district rules.
- All students follow the direction of the adult(s) in charge.
- All students treat fellow students and adults with respect.
- All students use playground equipment for its intended purpose.

During the first week of school, classroom teachers and the administration will discuss behavioral norms on the playground with our students. Students will be supervised during recess and all gates are closed and locked during this time.

Students will be reminded that, for their safety, certain areas are defined as “off limits”. These areas include classrooms, courtyards, the bike cage, outer fields, and fences. At the end of the play period, primary students will be supervised on the way back to their classrooms. Upper grade students are to walk to the back door of their respective classrooms and wait for their teachers.

Playground and general school rules help create a predictable atmosphere by limiting disruptions and encouraging children to use self-control and make wise choices. In the initial weeks of school, we model appropriate behavior and instruct our students in the “basics” of playground and campus safety. We encourage you to review the basics defined above with your children. If you have any specific questions, please do not hesitate to contact us.

## **COMMUNICATION**

### **GOAL SETTING CONFERENCES**

In October, we will hold Goal Setting Conferences in lieu of traditional report card conferences. During the Goal Setting Conference parents will learn about the academic skills that will be taught during the school year. Parents will also learn how they can support the instructional program of their child. The Goal Setting Conference provides the opportunity to review the results of last year's state and/or district assessments. The conference also provides parents with early notification if their child is not meeting grade level standards.

The Goal Setting Conference will also provide the opportunity for teachers to share with parents any behavioral concerns, which might hinder the academic growth of the student.

### **PARENT/TEACHER COMMUNICATION**

Prompt, open communication between home and school is essential. In order to give parents adequate time in meeting with staff, we ask that parents schedule a specific time with teachers to discuss the child's progress, etc. When phoning a teacher, please note that teachers are responsible for providing instruction during the school day and their phones go to voicemail during that period. As a result, they may not be able to get back to you before the end of the day.

Teachers can be reached by email: [FirstNameInitialLastName@lvjUSD.org](mailto:FirstNameInitialLastName@lvjUSD.org)  
(For example: [esmith@lvjUSD.org](mailto:esmith@lvjUSD.org))

Since the delivering of messages may cause a disruption to the classroom, the office cannot guarantee to deliver messages to students except in cases of emergency. A student MAY NOT receive a phone call unless it is an emergency.

Please, NEVER go directly to the classroom to give your child a message. All parents must go to the office. Forgotten homework or lunches will be placed on the counter by the back office door for students to pick up.

Teachers will use Blackboard to support communication between home and school. Please check with your teacher to see how the system is used in their classroom.



**Complaint Procedures:** It is the primary goal of the Croce staff to work with you in resolving any questions or concerns you may have about your child's educational program. The first step in any concern is to have open communication with your child's teacher. It is in these personal, informal conversations that we can best work together to address issues.

**If there is an issue, please speak directly with the staff member(s) involved.** Discuss the problem openly and make every attempt to work out a solution. We find that most problems are resolved **at** this first step.

If, after meeting with the staff member directly involved, you still feel that you need support in resolution, we encourage you to arrange for an appointment with the Principal and the involved staff member. We are anxious to work together to make your child's educational experience a positive one.

### **REPORT CARDS**

The purpose for the standards based report card is to **inform students and parents about a student's performance on the grade level standards.** It measures progress against a uniform standard rather than subjective assessment. Information related to growth and overall strengths and needs is captured in the Comment section. The student performance levels of Meeting Standards, Approaching Standards, Needs More Time, and Area of Concern indicate the student's progress towards meeting the expectations of the Common Core State Standards and indicate whether the student has mastered the necessary skills and concepts to be successful in the next trimester or at the next grade level. The performance level is determined by the trimester benchmark data.

## **DISCIPLINE PLAN**

### **STUDENT DISCIPLINE**

The LVJUSD Elementary School Discipline Policy was sent to all parents electronically through the Info-snap Portal. Hard copies are available in the school office for those who do not have computer/Internet access.

This policy outlines mutual rights and responsibilities for all parents, students, school staff, as well as the “sequence” of progressive discipline at our school site.

The staff has developed three key guidelines for students, posted in each classroom, and identified as components of “Cheetah Pride”. These guidelines are:

1. Be Respectful
2. Be Responsible
3. Be Safe

We have thoughtfully developed a plan of ‘stepped”, sequential discipline to provide consistency, predictability, and reasonable consequences for rule violations. The consequences are consistent with the LVJUSD discipline code and the California State Educational Code. Minor behavior violations are handled by the teacher. Major behavior violations will be addressed by the administrator.

We believe that positive rewards are a powerful deterrent to misbehavior. To that end, we implement a school-wide system called Positive Behavioral Interventions and Support (PBIS). With PBIS in place, we expect the following results:

- Improvement in academic performance and achievement
- Increased school engagement
- Decrease in problem behaviors
- Consistency among staff to recognize positive behaviors

Individual, classroom and school-wide incentives are provided to develop positive traits of citizenship and exemplary character. Your support of our program, discussions with your child, and communications with us are key components in creating an atmosphere that is safe, positive, and predictable.

**BEHAVIOR REFERRALS:**

Classroom teachers, support staff, and playground supervisors can issue Behavior Forms. Students who receive a Behavior Form are expected to return it on the following school day with a parent signature. Behavior Forms need to be returned to the classroom teacher otherwise a detention will need to be served.

## **HEALTH AND WELLNESS**

### **CONTAGIOUS OR INFECTIOUS DISEASE**

A child may be sent home if he/she is vomiting, has a fever, or is believed to be suffering from a recognized contagious or infectious disease. The child shall not be permitted to return until school authorities are satisfied that the student is no longer contagious or infectious. (Ed. Code 48211) Students must be without fever 24 hours before returning to school.

### **COVID PROTOCOLS**

Students exhibiting symptoms of COVID-19 should be tested at home. Should the child test positive, contact the Croce Office Staff. Further information regarding [COVID protocols](#) can be found on our website.

### **DISTRICT NURSE**

Health and wellness have a tremendous impact on student learning. Additionally, it is a District and site goal to promote a life-long healthy lifestyle with a focus on health, physical education, and nutrition. School Nurses are uniquely qualified in preventative health, health assessments, and referral procedures for students. Our nurse is assigned to the site two days a week and our Pre-School once a week. The district, in consideration of site and District demands, sets her schedule.

You can support the success of your child by communicating with the nurse regarding any health related barriers or concerns which may affect your child's ability to learn.

### **IMMUNIZATIONS**

California law requires that, before children under the age of eighteen may be admitted to any California public school, an immunization record must be presented to school staff by the parent or guardian. An immunization record must include at least the month and year each dose was received and be in the form of a yellow immunization record. School children are required to be protected against diphtheria, tetanus, whooping cough, polio, mumps, Rubella (German measles), varicella (Chickenpox) and Hepatitis B.

Those students who are not immunized according to California Department of Health Services Immunization Branch may be admitted only under the condition that they obtain any additional immunization(s) within a specified time period. Students may be exempted from the immunization requirement for medical reasons or for personal beliefs. Parents must sign a waiver to obtain this

exemption. In the event of an outbreak of disease for which the child has not been immunized, he or she will be excluded from school for the period of communicability. (CCR, Title 17. Div. 1, Ch. 4, Sub Ch. 8, Article 5, Sec. 6000-6075)

### **MEDICATION AT SCHOOL**

Medicine can be administered in school only if the following requirements are met:

- ✓ Students who require the administration of any medication during the school day, pursuant to a physician's prescription, must have both a parent/guardian and physician signed Permission to Assist with Medication During School Hours Form on file at the school site.
- ✓ The Medication Administration Consent Form must be completely filled out annually or whenever the prescription changes and must be signed by both the parent/guardian and the child's physician before the child can be assisted by school personnel.
- ✓ It is the parent/guardian's responsibility to provide the school site with all the necessary information and special instructions in writing related to the administration of medication to his/ her child.
- ✓ Parents/guardians are to provide the prescribed medication(s) and supplies and are to replace the expired medications when notified. The parent/guardian must immediately notify the school in writing of any changes.
- ✓ Medication must be in its original pharmacy labeled container or over the-counter container and brought to the school office by the parent/guardian. At the end of the school year, parents/guardians must pick up all medications. No medication will be given to a student to take home. Medication left in the school office at the end of the school year will be discarded.

### **SCHOOL HEALTH TECHNICIAN**

Some of the activities provided by the Health Clerk, under the supervision of the District Nurse, include first aid, medication administration, immunization compliance, Hearing & Vision screening, and communicable disease control.

## POLICIES

### ATTENDANCE

Good attendance is critical to academic success. Whenever your child is absent, please remember to call the attendance line prior to 9:00 a.m. (606-4706, then press 2). This line is available 24 hours a day, 7 days a week. A notification of absence call should be made on the first morning of the absence, as well as subsequent days, if applicable.

The Livermore Valley Joint Unified School District urges parents to make sure their children attend school regularly and to schedule medical and other appointments so that a student misses none or only a small portion of the school day. **The district also asks that travel or other absences be avoided during the time school is in session.** Missing just 10% of the school year (18 days) even when spread out throughout the year will greatly impact your child's academic progress. The school calendar is designed to minimize problems for families that plan vacations around traditional holiday periods, and thereby minimize student absences.

**Long-Term Absences:** Students who are absent for more than 10 consecutive days will lose their enrollment at Croce. If the grade level is impacted, the students may be diverted to other district schools upon their return.

**Independent Study:** In the event that travel during the school year is unavoidable, contact the office about Independent Study a minimum of 5 school days prior to the absence. This program is designed for students who will be out of school to travel for 3 to 10 days. Independent Study provides your child with continuity of his/her instructional program. Work is to be completed while on the trip and it is due back the morning the student returns to school. Failure to return the completed work will result in unexcused absences.

### BICYCLES & SKATEBOARDS

Students in grade K-5 may ride bikes to school. We provide bike racks, but the school is not responsible for theft or damage. Parked bikes must be locked. Riding a bike is not permitted anywhere on campus, including the playground. Riders must walk bikes once on campus, especially in congested areas, such as on the playground and on sidewalks. Riders must comply with directions from the School Staff or Volunteer. All children must wear helmets. Roller blades, scooters, skateboards, or any type of shoes with wheels may not be worn/ridden on school grounds.

## **BIRTHDAYS**

Due to many children with food allergies, and to promote healthier eating and overall wellness, families may send in non-food treats to celebrate a birthday at school. Suggestions might be fun pencils, erasers, small trinkets, or stickers.

Having flowers and balloons delivered to the school is disruptive to the learning environment, so please plan for those items to be delivered at home. We value our instructional time; therefore teachers will not be hosting birthday parties in their classrooms.

One unique way you can celebrate your child's birthday at school is by having their name with a Happy Birthday greeting posted on the marquee on your child's special day. We ask for a donation of \$15 and the proceeds from marquee messages will support Croce students at Science Camp. Another option would be to purchase a celebration book for our library in recognition of your child's birthday. A sticker will be placed in the front of the book to honor your child's birthday.

### **Birthday Parties Away from School:**

If your child is planning a party at home, we ask that you or your child contact those children invited by phone or mail. Distribution of party invitations at school frequently leads to hurt feelings on the part of our children. Thank you for considering the feelings of all of our students by issuing your invitations off campus via phone, mail or Internet. Thank you for your cooperation on this issue. Birthday goodie bags, without food, can be distributed at the end of the school day.

## **CELL PHONES & ELECTRONIC DEVICES**

While California allows students to bring cell phones to school, the phone must remain turned off during school and in a backpack or another safe place in the classroom. Cell phones and other electronic devices, such as watches should **not** be on students. Students who take cell phones/electronic devices out to the playground run the risk of losing them or breaking them outside. Students should not be using cell phones/electronic devices during recess or lunch. Items used for instructional support will be the responsibility of the student. Students who use cell phones/electronic devices during school hours will have their phones/devices confiscated and held in the office for a parent to pick up.

## **CHECKING IN AND OUT OF SCHOOL**

When it is necessary to check a student into school late or to check a student out for an early dismissal, please sign your child in/out at the office. **Please do not pick up your child directly from the classroom, lunchroom or playground. Students leaving campus during the school day must have an adult sign the student out in the office. All adults picking up students must be listed in the emergency contact information.**

## **CLASSROOM VISITATION AND VOLUNTEERS**

Classroom Volunteers are always welcome. All volunteers must be approved through Raptor Technologies before being on campus. Further information can be found on our [website](#).

To minimize potential interruptions to learning, the following guidelines must be followed:

- Schedule any visits ahead of time with the teacher.
- The time and length of stay will be at the discretion of the teacher.
- Please check in and out of the office and wear a visitor sticker.
- Please do not bring siblings.

Parents are encouraged to share their time and talents with students as Classroom Volunteers. Please remember that all volunteers must comply with the observance of confidentiality when working with children.

## **EMERGENCY PROCEDURES**

In the event of an earthquake or another emergency, we follow specific procedures in caring for or releasing children. Children will only be released to the adults you named during the registration process. Should a disaster occur, please walk to school to pick up your children, as the streets may be blocked. In the event that it would be necessary to put our Disaster Plan into action, children will be taken to the playground and kept there until the building is certified safe or until parents or guardians pick up their children. In the event of an emergency, we can contact parents through Blackboard.

## **FIELD TRIPS**

Parent Chaperones are always needed on field trips. If a parent would like to assist in this activity, notify the teacher of your availability. **Please keep in mind that the school does not allow a chaperone to bring other children from home or siblings enrolled in our school on trips.** While serving as chaperone for our children, all of the adult's attention must be on those students being supervised.

For most of the field trips we rely on parents to drive students to the destination. Drivers are to drive directly to the destination and school only, with no additional stops, as there are schedules to be kept. Chaperones are required to stay for the entire trip and not leave, until the teacher has excused them. Those who arrive back at school before the teacher must stay with the students from their group until the teacher arrives.

If a parent uses his/her own vehicle to transport Croce students, the following documentation is required prior to driving on the field trip:



- Insurance policy stating that the driver has 100/300 bodily injury coverage
- Valid driver's license
- Shoulder restraints for all students in car
- Car/Booster seats for children under eight years old
- Students who are 8 and 4'9" or taller may be secured by a seat belt in the back seat

### **HOMEWORK POLICY**

The LVJUSD has established guidelines for homework in grades K-12. The stated purpose of homework is to reinforce learning through practice and application. Additionally, homework encourages independent learning and develops study skills, work habits, and a sense of personal responsibility.

Each teacher will communicate his or her homework policy to parents early in the academic year. We encourage you to communicate with your child's teacher if you have specific questions regarding homework assignments.

### **PARKING AND DROP-OFF/PICK-UP**

Due to increasing safety concerns for our students, Croce will be implementing some significant changes in our AM and PM drop-off. We understand that these changes may initially cause disruption to your established patterns. We promise that the end result will be an overwhelming "plus" for all of our community members.

**Pre-school and ESS Parking:** The combined population of the ESS and the Pre-school necessitates parking access for special education transportation vehicles and 3 minute drop-off/pick-up parking. In consultation with the City of Livermore and the LPD, Mt. Hamilton Court will be limited to pre-school and ESS drop off only, effective the first day of school. Special-education parents have been provided with temporary placards to avoid ticketing by the LPD. These restrictions will be enforced, and violators will be ticketed.

**Front of School:** Steps have already been taken to initiate valet parking at Croce. Cones will facilitate the drop off in the AM. The "front" parking lot will continue to be a location for morning drop-offs for all grade levels. For the first few weeks of the school year, staff and administration will monitor the front parking lot.

## **SCHOOL PROPERTY/VANDALISM**

Students are responsible for the care of textbooks, classroom books, library books, classroom P.E. equipment, and other school property. These materials must be returned at the end of the school year in the same condition that they were received. End of the year report cards will be withheld from students who have lost books, lost PE equipment, or damaged school/classroom materials, and have not paid for them.

## **SIBLINGS/NON-STUDENTS ON CAMPUS**

Volunteers and a “parent presence” in our classrooms are of great value to the Croce community. Sadly, due to issues of student safety, valued instructional time, and liability, we ask that parents volunteering in our classrooms and attending classroom parties and events to refrain from bringing younger siblings into the classroom during their volunteer time.

## **SNACK POLICIES**

The District's Wellness Policy covers snacks served during the school day for classroom celebrations/parties, rewards, and school-sponsored events. In keeping with the policy we must follow the state nutritional guidelines.

### **Snack Items**

- Not more than 35% of total calories from fat (nuts, seeds, individually packaged cheese exempt)
- Not more than 10% of total calories from saturated fat (individually packaged cheese exempt)
- Not more than 35% of total weight from sugar, including naturally occurring and added sugar (fruits and vegetables exempt)
- Not more than 175 calories per individual snack item for **elementary schools**

### **Beverage Items**

- 100% fruit/vegetable-based juice; no added sweetener
- Drinking water with no added sweetener
- 2%, 1%, nonfat, soy, rice or other nondairy milk
- No beverage >12 ounces except water

## **STUDENT DRESS CODE FOR SCHOOL**

The tone and learning environment of a school are greatly improved when students maintain a standard of appearance. Students should wear clothing that is conducive to schoolwork.

To avoid foot injuries and torn toenails from playing on the playground and at P.E., sandals and flip-flops are discouraged. For the safety of your child, PLEASE send him/her to school wearing athletic shoes on his/her P.E. day. Dress shoes, sandals, boots, and shoes with heels are not conducive to P.E. class.

Please support our educational atmosphere by screening your child's dress with an eye on its appropriateness. If you attach importance to an educational setting, your child will too. Please label all personal items with your child's name.

### **TARDIES**

Students must be lined up outside of their classroom door with materials and supplies in hand by 8:30 a.m. or they will be marked tardy. Students arriving after 8:30 a.m. will be required to check in at the office and receive a pass before reporting to class. The Tardy policy is as follows:

It is imperative that students arrive at school on time in order to maximize learning opportunities. Chronic tardiness affects student performance.

### **UNIVERSAL LUNCH AND BREAKFAST:**

Students have the option of receiving hot lunch and breakfast at school beginning the first day of school. Lunch from home is also allowed. Keep in mind that we are unable to heat food for your child.

- Breakfast and lunch are provided free of charge for all students through the [California Universal Meals Program](#).
- LVJUSD does not serve any items with peanuts or tree nuts. However, they do bring in products that may be produced in facilities that handle and process nuts, so we cannot guarantee that meals are completely free of traces of nuts, or nut residue.
- **FOOD ALLERGIES:** If your student has food allergies, please [complete and return this form](#) to Croce's school nurse.

## **SCHOOL PROGRAMS**

### **LIBRARY**

Our Library Media Specialist assists our students by encouraging both reading for enjoyment and class-related reading and research. It is our shared purpose to provide access to books and build a relationship with the library and a love of reading. Toward that end, the librarian instructs students in the procedures for locating books, browsing for specific-interest books, and spending time with books for fun and information. Teachers bring classes to the library regularly. Everything taken out of the Croce Library must be checked out. Students may check out one to three books per week, depending on the grade level. Books may be kept for one week. At the end of this period, books should be either returned or renewed.

### **PTA**

Croce benefits from an active Parent Teacher Association (PTA). The goal is to support and assist the faculty and staff in their mission of educating our children, to raise money for the school, and to create a strong sense of community among our families.

Parents are strongly encouraged to become a member of Croce's PTA.

### **SCHOOL SITE COUNCIL**

Parents are needed to serve on our School Site Council (SSC). The SSC is responsible for overseeing the School Plan for Student Achievement (SPSA), which is a state-mandated program to assist in the school's improvement process. We want to work together to continually improve our school. If you are interested in learning how you can help, please contact your child's teacher or the principal at 606-4706.

### **SCIENCE**

Croce students are very fortunate to participate in a standards based, district wide science program designed for students in 1<sup>st</sup> through 5<sup>th</sup> grade. The classroom teacher prepares students for the science lab by teaching the content and the vocabulary. Twice a week the lab provides eager students with an engaging hands-on science experience based on grade level standards that focuses on the Investigation & Experiment Standards, also known as I & E Standards. In addition, students are taught how to recycle their lunches,

how to compost, and how to organically garden. We encourage students to utilize the 4Rs (recycle, reduce, reuse, and rot) at home and at school.

The science lab is a lively and fun place to be and welcomes additional help. If interested in volunteering, please contact Ms. Lloyd at 606-4706 #7024 or at [rlloyd@lvjUSD.org](mailto:rlloyd@lvjUSD.org) for 1st & 2nd grade classes; and Dr. Mapes at 606-4706 #7023, or at [kmapes@lvjUSD.org](mailto:kmapes@lvjUSD.org) for 3rd-5th grade classes. If interested in volunteering to help students at lunchtime learn how to recycle their lunches, please contact the science teachers. Training is provided, along with a stipend.

### **SPECIAL EDUCATION**

Croce has a range of special education programs available to qualifying students, including but not limited to, speech therapy, academic support, adapted physical education, counseling, and behavioral support. If you have concerns about your child's learning needs, please contact his or her teacher. Student Study Team (SST) meetings are held weekly with a committee of professionals in order to discuss concerns and develop interventions. If further help is needed, students are referred for special education assessments to develop Individual Education Programs (IEPs).

### **TECHNOLOGY**

Our District is committed to providing each 1st-12th grade student with a Chromebook and AC charger. At the beginning of the school year Chromebooks will be distributed through our Library to all First Grade students and those new to our District. They are intended to be used each school day. Therefore, students are responsible for charging their Chromebook battery before the start of each school day.

Past practice has been for our First Graders to leave their Chromebooks in the classroom, while those in 2nd-5th grade may be asked to carry them from home to school each day.

During the registration process, parents will be asked to read and sign the Chromebook Loan Agreement, which clearly states the District's policies and replacement/repair costs.