

Mossdale School



2025-2026 Student/Parent Handbook

Principal: Sella Groves
Vice Principal: Melissa King
Vice Principal: Megan Payne
Office Hours: 7:30-3:30
Phone: (209) 938-6285

Message from the Principal

Welcome to the 2025–2026 School Year!

Dear Mossdale Families,



It is with great excitement that we welcome our students and families to a new school year! The start of each year brings new opportunities for growth, learning, and success, and we are ready to embrace them together as a community. At Mossdale, we remain committed to fostering a safe, inclusive, and nurturing environment where every child is supported to reach their full potential. Our dedicated staff works in partnership with families to ensure that each student not only thrives academically but is also cared for emotionally and socially.

This year, we continue our mission of educating the whole child, honoring the rich diversity within our school community. Mossdale is a place where success stories are created every single day—through perseverance, collaboration, and a shared commitment to excellence.

Enclosed in this handbook, you will find important information about our school's policies and procedures. Organized alphabetically, it is designed to serve as a helpful guide and reference throughout the year. We are looking forward to an amazing year ahead, filled with new learning experiences and memorable milestones. If there's anything we can do to support your child, please don't hesitate to reach out. We are here for you. Here's to a fantastic 2025–2026 school year!

Sincerely,

Sella Groves

Sella Groves
Principal

History of Mossdale School



Mossdale School is the 20th elementary school constructed within Manteca Unified School District and joined two other elementary schools in the city of Lathrop upon our opening on August 6th, 2007. Mossdale School has a history that spans back more than 100 years and two former buildings. According to records, the first school opened in an abandoned chicken coop. Twelve children attended the coop school until a new one-room school was opened on September 10, 1898. This new school attracted 30 students. In 1911, the students were tested and the Mossdale pupils received the highest grades in San Joaquin County. The school celebrated 50 years of service to the community in 1948. A year later the district purchased land and in 1953 a bond was passed and the second Mossdale School was built. In 1966, Mossdale joined MUSD, and in 1968 it was closed. As previously mentioned, in 2007, the third and present Mossdale School was established. We strive daily to honor generations of old while serving our current school community by giving our best efforts daily.

School Colors:	Carolina blue, navy blue, white
Mascot:	Jazzy the Jaguar
Current Population:	1,102 students

ABC's of Mossdale School

Arrival and Dismissal

Gates will open at 7:45am. Students should not be on campus before this time as there is no supervision. All students may enter any open gate during arrival. Gates will close at 8:00am sharp, any student arriving late to school will need to report to the office for a tardy pass.

Students are expected to dismiss from campus within 10 minutes of dismissal. Any student remaining will be escorted to the office to contact parents. Please communicate with your child about which gate they should use to be picked up.

Attendance/Tardy Policy

School attendance is a critical component of success in schools. An AM and PM call goes out to parents when a student is absent. If your child is ill, please contact the school attendance line, **209-938-6285**. *If an absence is not cleared within five (5) days, including doctor's note, attendance cannot be adjusted.*

Types of Absences:

Excused: Illness, medical appointment, (doctor note required after 3 consecutive days), funeral; (one day in state, maximum of three out of state; memorial card or letter from funeral home required). Students have two days from the absence to submit missing work.

Unexcused: Out of town, vacations, family matter, family emergency, parents or siblings' illnesses/medical appointment, no transportation, other, personal, missed bus, overslept, club/travel sports and dance competitions, sibling performances, are some examples of unexcused absences. Make up work is at the discretion of the teacher.

Doctors notes are recommended for illness, medical/dental appointment absences. Once a student reaches the thresholds below, letters may be sent home.

Excessive absence letter: 6-9 excused absences
Notice to parent of numerous excused

Pre-medical warning letter: 10-14 excused absences
Final warning notice before required doctor note

Medical note requirement: 15+ excused absences

Doctor notes are required to excuse illness, medical and dental appointment absences. All absences will be recorded as unexcused until note is submitted to the office.



Students arriving late to school must report directly to the office for an admittance slip to permit accurate attendance

and lunch count. To reduce the number of students who habitually arrive at school late and disrupt the educational process for others, Mossdale will be implementing the Tardy Policy. A tardy is defined by ensuring a student is at their desk when the last bell rings. The consequences for tardiness are as follows:

1-3 tardies = Parent contact/teacher consequence

4-5 tardies = Excessive tardy/absence letter (all grades)+ 15 min or 30 min detention per tardy (4th – 8th grade)

6-10 tardies = Truancy 1 letter (all grades) + 30 min or 60 min detention per tardy (4th – 8th grade)

10-19 tardies = Truancy 2 letter (all grades) + 30 min or 60 min detention per tardy (4th – 8th grade)

20+ tardies = Truancy 2 letter (all grades) + 30 min or 60 min detention per tardy (4th – 8th grade) and referral to School Attendance Review Board (SARB)

Unexcused absences may also result in the truancy policy and/or SARB referral.

Truancy letters: These letters consist of a combination of unexcused tardies, unexcused check-outs, and unexcused absences. Letters are mailed to guardian(s)

receives all three letters, Mossdale refers the family to the district's SARB (Student Attendance Review Board). If a student is placed on a SARB Attendance contract, they must abide by the attendance requirements, otherwise the student will

be enrolled into another MUSD school until attendance improves.

Balloon Policy

Mylar Balloons are not permitted on the school campus as they pose a safety threat. Parents are not to bring bouquets of balloons to school for birthday celebrations. In the event that balloons arrive at the school, they will be kept in the office, and it will be the responsibility of the student or family to pick up the balloons after dismissal. Balloons, noise makers, etc. are not permitted at recognition assemblies and student performances. Mossdale School respects the right everyone's right to have the opportunity to be seated without distractions and to enjoy the events.

Bills and Fines

If students lose or damage school property, a bill/fine may be assessed. This is inclusive of laptops, textbooks, school issued sports jerseys and more. These fees vary by type and amount.

Birthday Celebrations

Families who wish to celebrate birthdays are welcome to do so within the classroom per the teacher's guidelines. All birthday items should be non-food in nature. Teachers will distribute these items in a "grab and go" fashion at the end of the school day. It is at the discretion of the teacher as to how birthdays will be acknowledged within the classroom. The goal is to limit the amount of distractions to the learning environment and loss of instructional time.

Breakfast/Lunch Program

Breakfast in the Classroom will continue this year. All students will be provided with breakfast at the opening of the day. All students wanting to eat lunch will be provided with lunch at no charge. Please plan ahead when sending lunch to school after the start of class. It is the child's responsibility to pick it up in the office. The school office will not interrupt the classroom to notify students of lunches.

Bully Prevention

MUSD has a Bully Prevention Policy NO. 5131.2 [BP 5131.2 Bullying.pdf \(musd.net\)](#) www.stopbullying.gov defines bullying as unwanted, aggressive behavior among school aged children that involves a real or

perceived power imbalance. The behavior is repeated, or has the potential to be repeated, over time. Both kids who are bullied and who bully others may have serious, lasting problems. To be considered bullying, the behavior must be aggressive and include: An Imbalance of Power: Kids who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and in different situations, even if they involve the same people. Repetition: Bullying behaviors happen more than once or have the potential to happen more than once. Bullying **MUST** be reported to an adult when it occurs to be investigated to determine possible corrective action.

California State Standards

Educational standards describe what students should know and be able to do by subject in each grade. In California, the State Board of Education decides on the standards for all students, from kindergarten through high school. The California Department of Education helps schools make sure that all students are meeting the standards.

Since 2010, 45 states have adopted the same standards for English and math. These standards are called the Common Core State Standards (CCSS). Having the same standards helps all students get a good education, even if they change schools or move to a different state. Teachers, parents, and education experts designed the CCSS to prepare students for success in college and the workplace.

Cell Phones/Smart Watches/Ear Buds



All cell phones and headphones/ear buds must be out of sight and in the "off" mode during the school day (passing periods, assemblies, rallies, class time, and lunchtime). Smart watches are

permitted but may only be used for time keeping purposes. If a smart watch is used for texting or other purposes, it will be treated as a cell phone. Text messaging and video use is also prohibited. Students violating the policy will lose the privilege of having a phone at school. A detailed description of the cell phone policy will be reviewed with students in grades 4th-8th and a notice will be sent home to parents.

Check Out Procedure

Students who leave prior to the end of the school day must check out through Mossdale's office. IDs are required upon check outs. Authorized individuals may check out student(s), and is responsible to complete check-out form and provide a reason. If no reason is provided or an invalid reason is utilized for checking out the student, the attendance will be marked as unexcused part day. Please refrain from checking students out shortly before dismissal if possible.

Classroom Information

Teachers will be providing all students with information during the first two weeks of school. You will receive detailed letters explaining classroom rules, procedures, expectations for learning and behavior. Student supplies will be provided for all students. Please feel free to contact your child's teacher if you need further clarification or have unanswered questions.

Cheating

Academic integrity is of the utmost importance. Students caught plagiarizing, copying, using AI to submit work as their own, or any other form of academic dishonesty may receive a zero on the assignment and face additional consequences depending on severity.

Communication

Open, positive, and consistent communication is critical to the success of your child in the school program. Please feel free to email, call, or meet with any staff member if you have questions or concerns. Teachers will do their best to reply to emails within 24-48 hours of receipt. Our email addresses are always the first, initial and last name of the employee followed by @musd.net. Mossdale will continue to utilize the NTI phone communication system for announcements, general information, and in the case of an emergency- immediate communication. Also, the NTI phone system will be used for attendance purposes. We plan to keep our webpage current and updated frequently, as well as providing you with monthly newsletters and calendars. Also, see the PTA App and Peachjar on MUSD Website for more information/notices.



The *Jaguar Journal* is a monthly newsletter that is sent to all members of the Mossdale Community. It contains important information, dates, highlights of the past month and more.

Colors/Mascot

Mossdale School is the home of the Jaguars! Our official school colors are Carolina blue, navy blue, and white. Our beloved mascot is Jazzy the Jaguar!

Coordination of Services Team (COST)

The learning support umbrella structure that brings together all support service providers at a school site is called COST. COST develops and monitors programs and resources that enhance prevention and intervention efforts contributing to student success. COST focuses on referred students and the team coordinates respective programs and services in order to promote academic success for students. This team assembles at elementary, middle, and high school levels district wide.

Detention

As part of alternatives to suspension and through progressive discipline processes, students may be assigned detention after school on Tuesdays or Thursdays for either behavior or attendance/tardy issues. Students are required to serve assigned detention in a timely manner. Detention may be assigned by administration or teachers. Unserved detention may result in increased detention or other means of correction as deemed appropriate by administration.

Dress Code

Students are encouraged to wear tennis shoes to school to actively participate in recess and physical education. All clothing must be conducive to the learning environment and not create a distraction in

the classroom. MUSD District Board Policy with regards to student dress code will be enforced. The policy can be found by [clicking on the following link](#). Hats may be worn outdoors. All clothing must be free of any gang affiliation, drug, alcohol, or profane/obscene statements.

English Language Advisory Committee

ELAC is a committee of parents that meet to assist in the development of Mossdale School's Strategic Plan and provides input on the the Site Safety Plan.

Emergency Forms/ Parent Signatures

The On-Line First Day Packet needs to be completed ASAP. This needs to be completed for every child within your family. It is also critical to keep emergency contact information current on your child throughout the school year.

Emergencies

Mossdale school collaborates with local law enforcement and emergency services, the school safety planning committee, and the school site council to update our safety plan for our site in case of unforeseen emergencies. Safety drills are performed monthly. All injuries are treated with care. Depending upon the severity at the time of incident, the school nurse, and/or parents or guardians may or may not be contacted; injuries may be cleaned, ice applied, or Band-Aids provided, while other injuries may require additional medical services. If we cannot reach someone on the emergency form, we will call 911. If the accident is serious, we will contact you and 911. Please notify the office of ANY contact information changes.

Extracurricular Activities

All students participating in an activity MUST have demonstrated, and continue to demonstrate, appropriate behavior, grades (2.0 average), and have timely transportation to and from all events. Rules that apply at school apply while attending all other school functions both on our site and at visiting sites. Your actions reflect our school community. Failure to comply will result in being placed on probation by administration or removed from the activity.

Family Life

This is a state-required course that we are required by the state of California and the California Department of Education to offer to students (only for 5th and 7th grade). The family life curriculum is centered around the themes of personal values, self- identity, and respect for oneself and others, with every topic of the course reflecting these principles. As a parent you have the right to opt your child in at 5th grade or opt out in 7th grade. Please see school administration for any questions.

Forgotten Lunches

Late lunches from home may be delivered to the office. Classrooms will be notified so students can pick them up prior to going to the cafeteria. Please be sure that your child's name and teacher's name or room number are clearly marked on the lunch bag. Fast food lunches are discouraged at school. If dropping off food at school, it may not be provided for other students other than your own.

Goal Setting Conferences

Parent-Teacher conferences are September 8-12 and January 26-30 to set goals for your child's success.



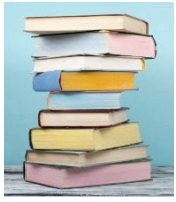
Plan on attending with your child as communication is essential. Feel free, anytime, to contact

your child's teacher when questions or concerns arise; otherwise, your communication may only be through progress reports and/or parent connect.

Helmet Law Enforcement

School personnel may hold the student's bike, scooter, or skateboard temporarily until the child returns wearing a helmet. California's helmet law requires that a person under 18 years of age to wear a helmet while operating a non-motorized scooter or skateboard, while wearing in-line or roller skates, or while riding upon a non-motorized scooter or skateboard as a passenger. The law also requires a person under 18 years of age to wear a properly fitted and fastened bicycle helmet while operating a bicycle or riding on a bicycle as a passenger on public streets or public bicycle path. For more information, visit <http://www.cdph.ca.gov/HealthInfo/injviosa/traffic/documents/SB1924-VOSP.pdf>

Honor Roll



Honor Roll will be awarded to students in grades 7-8 after each trimester. For T3, honor roll certificates will be distributed the following fall. To earn honor roll, students must meet the following criteria: Principals Honor Roll = 4.0 GPA, Honor Roll A = 3.5 – 3.99 GPA, Honor Roll B = 3.0 – 3.49. We will hold honor roll recognition assemblies throughout the year. Parents are welcome and invited to attend these assemblies.

Injuries at School

When a student has been injured at school, the following procedures will be followed:

- Teacher and/or school site assistant (SSA) is notified immediately.
- Site administrator and/or office staff are notified (depending on severity).
- Student is stabilized at the scene to determine if the student can or should be moved.
- Office personnel will notify parent.
- Office personnel will call 911 when necessary and direct emergency personnel onto campus.

Laptops

All students have 1:1 access to technology. It is the responsibility of each family to make sure that the device is used appropriately by their child and is cared for according to the use agreement signed at the beginning of the school year, and that the laptop is fully charged every day. Each child is to be a good digital citizen. There may be consequences and/or fines for inappropriate use or damage.

MAP Assessments

MAP is an assessment that allows teachers the ability to tailor instruction to challenge every student, whether they are below, at, or above grade level. MAP assessments are administered three times per year, during Fall, Winter, and Spring. MAP Growth student reports also present realistic learning goals by subject areas so that, through a teacher's guidance, students can individually see their progress and be inspired to take charge of their own learning. <https://www.nwea.org>

Medication

In compliance with Education Code Section 49423, no medications, including aspirin, Midol, inhalers, cough drops and/or all other over the counter or prescribed medication are not to be administered at school without the written approval of a physician and parent. Most medications can be timed so that they are given at home. If you anticipate your child requiring prescription medication during the school day, staff members may assist after receiving: (a) a written statement from a physician detailing the method, amount, and the schedule by which such medication is to be taken, and (b) a written statement from the parent/guardian indicating his/her desire for school personnel to assist with the administration of the medication. These forms are available in the school office and must be completed annually. All medications must be turned into the office.

Parent Teacher Association (PTA)

PTA is an invaluable part of Mossdale School's climate and culture. Although a separate arm and entity from the school, we work in partnership with PTA to provide additional funds, experiences, and support for all students in all grades. If you are interested in volunteering your time or resources, please contact PTA directly.



Power of the Paw

Power of the Paw is our Positive Behavior and Intervention Support (PBIS) program. Our values include teaching our students to be Powerful, Attentive, Winners. Additionally, we ask students to be present and punctual. We will hold Power of the Paw recognition assemblies throughout the year to recognize our students. Parents are welcome and invited to attend these assemblies. Teachers will be reviewing class and school rules during the first week of school. Expectations and procedures will be explained and reviewed with all students in an age-appropriate manner.



School Wide Behavior Expectations: Power of the Paw in Detail



The Power of the Paw contains our core values as a school with regards to behavior, interactions, conduct and communication expectations. The following expectations are posted in various areas around campus. Our goal with promoting positive behavior is to increase academic achievement and growth.

AREA/SETTING	SCHOOL EXPECTATIONS		
	POWERFUL	ATTENTIVE	WINNERS
Office	<ul style="list-style-type: none"> Greet others and communicate respectfully Wait patiently to be assisted Respect school property 	<ul style="list-style-type: none"> Must have a pass Use inside voice Respect staff's workspace 	<ul style="list-style-type: none"> Be truthful Follow directions Use office phone for emergencies only
Classroom	<ul style="list-style-type: none"> Respect classroom supplies and other's space Be kind to others Take responsibility for my choices 	<ul style="list-style-type: none"> Be in control of my body, voice and emotions Be punctual Be ready and prepared to learn 	<ul style="list-style-type: none"> Do your best and never give up Encourage others. Take pride in your work
Cafeteria	<ul style="list-style-type: none"> Use appropriate language and inside voice Sit in my class assigned area Wait patiently until dismissed 	<ul style="list-style-type: none"> Walk in line and keep my hands/feet to myself Wait my turn for lunch Raise my hand for help 	<ul style="list-style-type: none"> Leave table and floor clean Say please and thank you; respect others Enjoy my own lunch
Restroom	<ul style="list-style-type: none"> Respect the privacy of others Use designated restroom Wait my turn; one person per stall 	<ul style="list-style-type: none"> Go, flush, wash, leave Return to class promptly Report problems to an adult 	<ul style="list-style-type: none"> Clean up after myself Use inside voice Use bathroom supplies appropriately
Library	<ul style="list-style-type: none"> Enter and exit library quietly Follow librarians direction Respect others reading choices 	<ul style="list-style-type: none"> Return books on time Report any lost or damaged books Use whisper voice when talking 	<ul style="list-style-type: none"> Use shelf markers correctly Read books quietly Clean area before leaving
Recess	<ul style="list-style-type: none"> Walk out to recess area Share and take turns Keep hands, feet and objects to myself 	<ul style="list-style-type: none"> Listen to SSA's instruction Return equipment at end of recess Hydrate and use restroom during recess 	<ul style="list-style-type: none"> Report problems to SSA's Line up when SSA whistle blows Encourage others and cheer them on
Activities/Events	<ul style="list-style-type: none"> Be punctual Wait patiently/quietly for event to begin Be respectful during event 	<ul style="list-style-type: none"> Be courteous and considerate to others Give my full and undivided attention Be mindful of others personal space 	<ul style="list-style-type: none"> Use respectful applause Participate appropriately Practice good sportsmanship

Power Up Time!

Power Up is a dedicated time each day for all students. During this time, they may be grouped with peers to receive targeted support, enrichment, and personalized instruction based on their individual needs.

Prohibited Behaviors

Administrators, staff and representatives developing the school's discipline procedures, rules and regulations will ensure that the following behaviors are prohibited:

- Alcohol – using or possessing any alcoholic beverage.
- Assault – verbal or physical threat or action against another person
- Bomb threats
- Defiance of authority
- Classroom disruption
- Vandalism – deliberate destruction of or damage to property of another person or of the school
- Weapons-possession of any item, including firearms, knives, and other dangerous objects, which could cause injury to any person. This includes look-alike weapons or dangerous objects, and, specifically, no switchblades or locking handle knives.
- Robbery
- Extortion
- Drug paraphernalia – possession or sale (This also includes look-alike substances.)
- Sexual harassment of students or staff members
- Any act or threat of hate violence
- Possession of dangerous objects, specifically no laser devices, beepers, stun guns, pepper spray, tear gas, weapons, etc., listed under Penal code 417.25, 12650 or 12403.8
- All behaviors listed under Education Code 48900 not specifically mentioned above, and Penal Code 375 regarding the release in a variety of ways, of injurious, nauseous, or offensive substances.

- Dress Code Violations (including promotion activities)
- Drugs-using, possessing, or selling dangerous or illegal drugs.
- Fighting
- Bullying/Cyberbullying
- Gambling – wagering or betting money or other stakes on the outcome of any activity.
- Cell phone usage during school hours (phones are to remain off while on campus and kept in backpacks)
- Habitual profanity or vulgarity
- Harassment or intimidation of students or staff members
- Misbehaving on bus
- Smoking– use or possession of tobacco.
- Theft- stealing property of another person or of the school
- Truancy/tardines

Note: Education code 48900.4 provides that if a student has been determined to have intentionally engaged in harassment, threats or intimidation which is sufficiently severe or pervasive to have materially disrupted class work, created substantial disorder, and invaded the rights of other pupils by creating an intimidating or hostile environment, that student can be suspended from school and recommended for expulsion.

Mossdale School follows a progressive discipline policy and consequences will be assigned at an age-appropriate level. Consequences will vary depending on severity, frequency, and grade level.

Celebration of Promotion

This is our 8th grade transitional bridge between Elementary and High School. This is a time to celebrate the successes our students have already achieved while here at Mossdale and it is a look forward at the expectations ahead at Lathrop High School.

Academics and behavior MUST be maintained appropriately, both in the physical and digital school practices, and any incident not meeting celebration of promotion standards or at the discretion of site administration, may result in a loss of participation, up to the day of the event. Promotion is scheduled for the last week of May. See website for more information.
<https://www.mantecausd.net/families/7-8th-grade-families/horizontohighschool>



School Phone

Office staff may place calls for students for emergency purposes. To reduce classroom interruptions, office staff will be unable to relay non-emergency messages to students. Calls may not be made for forgotten books, homework, after school plans, getting a ride home because it is raining, etc. Please help our office staff by making such arrangements before school begins. Make sure your student knows how he/she is to get home every day – rain or shine.

School Site Council

The SSC is a group of elected parents and staff members that meet 4-5 times per year. This group of parents, teachers and staff members is instrumental in making decisions that affect the school regarding Mossdale's Strategic Plan, instructional programs, and budget. The SSC also approves the Site Safety Plan. Members are nominated, voted in, and serve for a two-year term. If you are interested in participating in the SSC, please contact Mrs. Groves.

Search and Seizure

Students are responsible for the contents of any desk, bag, backpack, or other item they possess or bring on to school district property or to school sponsored events. No student can possess, place, keep or maintain any article or material prohibited by law or school rules in their desk, bags, and backpack or on their person. Students and/or the content of their personal items/property may be searched and seized by administration when there is reasonable question or suspicion that a student is violating the law or the rules of the district or the school. Disciplinary procedures will be followed. Policy #5145.12(a)

Sexual Harassment

The Manteca Unified School District has adopted a student policy on sexual harassment (#5145.8a). This policy strictly prohibits sexual harassment by students or employees. Sexual harassment is defined as unsolicited and unwarranted sexual advances, requests for sexual favors, and other verbal, physical, or visual conduct of a sexual nature (Education Code 212.5), which creates an intimidating, hostile, or otherwise offensive educational environment. Examples of types of conduct, which are prohibited and may result in suspension or expulsion, include:

- Leering, staring, sexual gestures, or sexual propositions.
- Sexual slurs, threats, verbal abuse, derogatory comments, or sexually degrading descriptions.
- Graphic verbal comments about an individual's body or overly personal comments to or about a person.
- Sexual jokes, stories, drawings, objects, pictures, gestures, magazines, or other materials.
- Spreading sexual rumors.
- Touching a person's body or clothes in a sexual manner.
- Any act of retaliation against a person who reports a violation of the district's sexual harassment policy or against someone who participates in the investigation of a sexual harassment complaint.

Standards Based Report Cards (K-6)

Manteca Unified has developed Standards-Based Report Cards for students in Transitional Kindergarten (TK) - 6th grade. This report card has been fully implemented. The purpose of the standards-based report card is to clearly communicate student performance toward grade level standards and expectations to our families. The standards-based report card is designed to provide accurate information about student performance and growth in meeting grade level standards. In other words, rather than focusing on a percentage or number of points obtained, standards-based reporting focuses on student understanding or competency.

MUSD TK-6 Standards Based Report Card Proficiency Scale

Teachers will use the following proficiency scale marks and descriptions on the report card to communicate student progress toward meeting essential grade level standards for all subject areas at each trimester.

Exceeded (EX)	Student has demonstrated mastery of grade level standards and is able to extend and apply concepts with a greater depth of understanding to new situations.
Proficient (PR)	Student Demonstrates mastery of grade level standards.
Approaching (AP)	Student shows basic understanding and is progressing toward mastery of the grade level standard.
Beginning (BE)	Student is beginning to demonstrate understanding by is not yet meeting grade level standards.
Insufficient (IN)	Student has not demonstrated enough evidence to assess the grade level standards.

Families are encouraged to reach out to their student's school site and teacher for general questions. Families can also visit the standards-based report card page: www.mantecausd.net/reportcards.

Tardy Policy

See Attendance/Tardy Policy in the "A" section.

Teacher Requests

Requests are not accepted as classes will be built with each individual student in mind including learning styles, social-emotional needs, and personality. Requests often disrupt the designed balance of ability in each classroom. Our teachers at Mossdale are all qualified and excited to facilitate learning for all.

Textbooks

ALL students are responsible for the return or replacement of any lost, stolen, or damaged school assigned textbooks and library books. All fines must be paid in full prior to 8th Grade Celebration of Promotion or prior to receiving their final report card. All unpaid fines will roll-over to high school. Books are checked out to the student! Any discrepancies should be discussed with the student's teacher.

Violation of Classroom & School Rules

Progressive discipline will be assigned to any student who violates the rules and/or disrupts the educational process. Classroom teachers will follow their classroom behavior/management system

which may include progressive discipline. All teachers will send home their classroom management plan at the beginning of the year. Continual violations and/or severe violations may be referred to administration for progressive discipline which may include suspension. If behavior does not improve, the teacher will give additional consequences and notify parents. Teachers may also call parents or ask parents to meet.

Volunteers

All regular volunteers on campus are cleared through the fingerprinting process. If you wish to become a volunteer on campus, please contact the school office.



Visitor Policy

All visitors MUST check in through the office. Visitors must abide by MUSD Policy which states: A parent or guardian has the right to observe instruction and other school activities that involve their child to ensure the safety of pupils and school personnel and to prevent undue interference with instruction or harassment of school personnel. Reasonable accommodation of parents and guardians shall be considered. Upon written request by the parent or guardian at least twenty-four (24) hours in advance, Monday — Friday, school officials shall arrange for the parental observation of the requested class or classes or activities by that parent or guardian for no more than twenty (20) minutes.

AR1250 Visitors Outsiders_06162023 (2).pdf

Administration may accompany the parent during the observation. When visiting our campus we utilize the Raptor Visitor Management System. This is a school safety tool that requires all visitors to present a valid government-issued ID, such as a driver's license, upon entering the school. The system instantly checks the ID against national databases and prints a visitor badge with the person's name, photo, and purpose of visit, ensuring that only approved individuals can access the campus.

Mossdale Staff Contacts

TK/Kindergarten			
Allison Brown	ambrown@musd.net	Cheryl White	cwhite@musd.net
Megan O'Connor	moconnor@musd.net	Anne Alustiza	aalustiza@musd.net
Katie Dobbins	kadamsdobbins@musd.net	Harpreet Kaur	harkaur@musd.net
Heidi Debudey-Avila	hdebudey@musd.net	Jose Diego Pina	jspina@musd.net
Vuthanak Nang	vnang@musd.net	Justine Pedro	jpedro@musd.net
First Grade		Seventh Grade	
Elaine Roberts	eroberts@musd.net	Brian Bilbao	bbilbao@musd.net
Karina Bautista	kbautista@musd.net	Maria Ravelo	mravelo@musd.net
Sharan Silveira	ssilveira@musd.net	Manvir Kaur	makaur@musd.net
Viridiana Vazquez-Alvarez	vvazquezalvarez@musd.net		
Second Grade		Eighth Grade	
Ann Niendorf	aniendorf@musd.net	Zia Rehman	zrehman@musd.net
Anissa Villarico	avillarico@musd.net	Heriberto Carrillo	hcarrillo@musd.net
Jackie Anderson	jaanderson@musd.net	Nick Clark	nclark@musd.net
Esther Calderon	ecalderon@musd.net	Vannaesia Ley	vley@musd.net
Jimena Lopez Romo	jlopezromo@musd.net	Jose Zacarias	jzacarias@musd.net
Third Grade		Support Staff	
Christina Martin	cmartin@musd.net	Suzy Zarevich (RSP)	szarevich@musd.net
Caitlyn McGee	cmcgee@musd.net	Ruth Steffy (RSP)	rsteffy@musd.net
Nancy Kessinger	nkessinger@musd.net	Jeremiah Johnson (Psych)	jjohnson@musd.net
Jennifer Van Blair	jvanblair@musd.net	Wendy Karp (Speech)	wkarp@musd.net
		Seth Neves (Music)	sneves@musd.net
Fourth Grade		Office Staff	
Sarah Hilson	shilson@musd.net	Veronica Vargas (Office Manager)	vvargas@musd.net
Brisa Vazquez Navarrete	bvazqueznavarrete@musd.net	Cecelia Meda (Attendance Clerk)	cmeda@musd.net
Cat Mitchell	cmitchell@musd.net	Citlali Molina (Clerical)	cmolina@musd.net
Justine Pedro	jpedro@musd.net	Anita Gasper (Clerical)	aglasper@musd.net
Kayli Scott			
Fifth Grade		Administration	
Men Sam	msam@musd.net	Sella Groves (Principal)	sgroves@musd.net
Katherine Westerhoff	kwesterhoff@musd.net	Melissa King (Vice Principal)	mking@musd.net
Rebecca Enos	renos@musd.net	Megan Payne (Vice Principal)	mpayne@musd.net
Emely Zacarias	ezacarias@musd.net		
Justine Pedro	jpedro@musd.net		



Mossdale Elementary School
Where The Making of Success Stories Happens Daily

Mossdale Elementary School
Parent & Family Engagement Policy

The staff of Mossdale Elementary School believes that education is a cooperative effort between the school and home. Parents are encouraged to actively participate in parent engagement activities on a regular basis. During these meetings, parent input is welcomed to assist Mossdale improve upon the development and implementation of our school plan, school compact and the review of data to determine the needs of students and where to focus our resources.

- Parents will be encouraged to serve as members of the School Site Council, English Learners Advisory Council, and Community Club.
- Parents will be elected to serve on District Advisory Committees (District Advisory for State and Federal Programs, and District English Learners Advisory Committee)
- Parents/Guardians will be encouraged to attend Title 1 Meetings, serve as volunteers in the school, attend student performances and school meetings, and participate in other activities that will assist them in the understanding of the school setting and working with their child.
- Mossdale staff will strive to build consistent and effective communication between the home and school. This will be accomplished through goal setting conferences, parent/teacher communication, parental information sessions, NTI messages, flyers, newsletters, Mossdale website, Q parent Connect, and the Remind App.
- Parents/Guardians will be offered opportunities to learn techniques and strategies that they can use to improve their children's academic success and help their children in learning at home.
- Administrators, teachers, and staff will be trained to communicate effectively with parents through staff development training, conferences, in-services, and/or related workshops. Personnel will also be educated on the value of parent contributions and how to reach out to, and work with, parents as equal partners.
- An annual meeting will be held to inform parents of the Title 1 program and its requirements.
- The process for providing parents of Title 1 students with timely information about the program, overall student performance, individual student assessment results, school curriculum, types of assessment, and proficiency level and state standards will be accomplished through such methods at meetings, conferences, parenting classes, and newsletters.
- A teacher/student/parent compact will be distributed, signed, and returned to school at the beginning of the year. New students entering Mossdale will be given the compact as part of the registration process.

Sella Groves, Principal

Megan Payne, Vice Principal

Melissa King, Vice Principal

455 Brookhurst Blvd., Lathrop, CA 95330
telephone (209) 938-6285 fax (209) 938-6392



MOSSDALE ELEMENTARY SCHOOL COMPACT 2025-2026



School Responsibilities

We understand the importance of the school experience to every student and our role as educators and models. Therefore, we agree to carry out the following responsibilities to the best of our ability:

- WE will strive to form a positive relationship with you and your student(s).
- WE will provide standards-based, rigorous, engaging, data driven instruction to all students.
- WE will strive to address the individual learning needs of all students as a Team (Teachers, Administration, Support Staff, Parents/Guardians).
- WE will communicate progress and concerns to you in a timely manner.
- WE will provide a safe, positive, healthy learning environment for all students through consistent reinforcement of The Power of the Paw, to be Powerful, Attentive, Winners.
- WE will communicate clear expectations for behavior, classwork, and homework.
- WE will continue to grow as professional educators and improve our craft.
- WE will strive to empower all students to take ownership and responsibility for their academic success.
- WE will encourage and welcome your involvement within the classroom and school setting.
- WE will create a school environment where everyone feels included, treated fairly, and has what they need to succeed.

Student Responsibilities

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

- I will be on time, ready to learn with all my materials, every day.
- I will use class time as directed.
- I will do my best work every time.
- I will ask for help when I am struggling.
- I will complete homework and return it on time.
- I will take home all the forms, paper, and information given to me and provide it to my parents.
- I will meet Jaguar behavior expectations and be Powerful, Attentive, Winners.
- I will maintain all library, textbooks, and student devices assigned appropriately (I am responsible for lost or damaged replacement costs).
- I will be a good digital citizen by using my device responsibly and keep my phone off and out of sight while in school.
- I will accept responsibility for my actions and success.
- I will treat others with kindness, empathy, and respect, no matter our differences.

Parent/Guardian Responsibilities

I understand that my participation in my student's education will help his/her achievement and attitude. Therefore, I will continue to carry out the following responsibilities to the best of my ability:

- I will maintain a home routine that includes completing homework in a quiet space.
- I will review and return all school communications promptly.
- I will make certain my child gets to school on time, with all the materials.
- I will attend school events throughout the year such as goal setting conferences, student performances, awards assemblies, fundraisers, parent information meetings, etc.
- I will encourage my child to engage in reading activities daily.
- I will make sure my child gets adequate sleep and has a healthy diet.
- I will support the school's/district's assignments, discipline, and attendance policies.
- I will utilize enrichment and support resources when available.
- I will partner with the school to instill in your child a positive attitude about school, its importance and their ability to be successful.
- I will keep the school updated on our home, emergency, cell, and work phone numbers and email.
- I will support the school's/district's aim to recognize our differences as strengths and something to be celebrated so that everyone feels welcome and valued.
- ***I have read, and reviewed, this document and the Student/Parent Handbook with my child(ren). We understand and will follow the policies and procedures as partners in my child's learning and success!***

Teacher's Signature _____

Student's Signature _____

Parent/Guardian Signature _____

Date _____

Date _____

Date _____

DRESS CODE | MANTECA UNIFIED SCHOOL DISTRICT

Manteca Unified School District's Board of Education believes that appropriate dress and grooming contribute to a positive school environment. The dress code has been established following the basic principle that certain body parts must be covered at all times for a safe and effective learning environment.

STUDENTS MUST WEAR

- » A shirt (with fabric in the front, back, and on the sides under the arms)
- » Bottom coverings (pants, sweatpants, shorts, skirts, dresses, leggings)
- » Shoes (activity-specific shoe requirements are permitted, such as wearing athletic shoes during P.E.)



STUDENTS MAY WEAR

- » Hats, including religious headwear (non-religious headwear must be removed in the classroom)
- » Sweatshirts or hoodies (hoods must be removed in the classroom)
- » Fitted pants, including leggings, yoga pants, and skinny jeans
- » Ripped jeans (as long as the student's undergarments or bottom is not exposed)
- » Tank tops
- » Athletic attire



STUDENTS MAY NOT WEAR

- » Clothing, headwear, jewelry, or other accessories that show violent language or images, including weapons
- » Accessories that can be considered dangerous or could be used as a weapon
- » Images or language that reference drugs, alcohol, or any illegal materials or activities
- » Hate speech, profanity, and sexually explicit images or language
- » Images or language that create a hostile or intimidating environment
- » Any clothing that reveals visible undergarments
- » Swimsuits (except as required in class or athletic practice)
- » Any item that obscures the face or ears (except as a religious observance or for medical reasons)



CÓDIGO DE VESTIMENTA | MANTECA UNIFIED SCHOOL DISTRICT

La Junta Directiva del Distrito Escolar Unificado de Manteca cree que la vestimenta y aseo personal contribuyen a un entorno educacional positivo. El código de vestimenta ha sido establecido para seguir los principios básicos que ciertas partes del cuerpo deben estar cubiertas todo el tiempo para crear un entorno educacional efectivo y seguro.

LOS ALUMNOS DEBEN VESTIR

- » Una camiseta/blusa (con tela en el frente, detrás, y debajo de ambos brazos)
- » Pantalones (mezclilla, ejercicio o cortos), faldas, vestidos, o mallas.
- » Zapatos (zapatos requeridos para una actividad específica, como el uso de zapatos atléticos durante educación física)



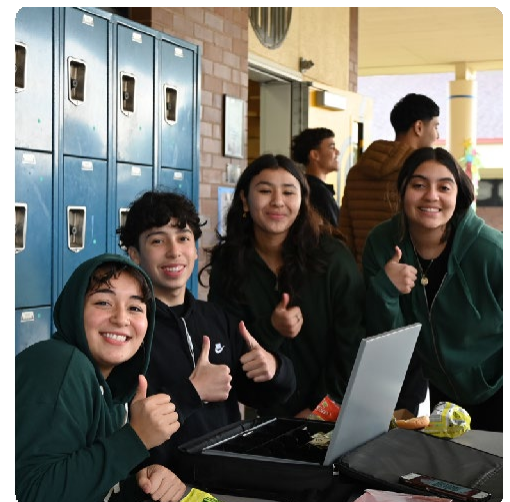
LOS ALUMNOS PUEDEN VESTIR

- » Sombreros/Gorras, incluyendo tocados religiosos (tocados sin significado religioso deben ser removidos dentro del aula)
- » Sudaderas (las capucha debe ser removida dentro del aula)
- » Pantalones ajustados, incluyendo leggings, pantalones de yoga, y pantalones de mezclilla ceñidos
- » Pantalones rotos o con agujeros (siempre y cuando la ropa interior no sea visible)
- » Camiseta de resaque, sin mangan o tirantes
- » Vestimenta atlética



LOS ALUMNOS NO PUEDEN VESTIR

- » Ropa, tocados, joyería, u otro tipo de accesorio que muestre lenguaje o imágenes violentos, incluyendo armas
- » Accesorios que puedan considerarse peligrosos o que puedan utilizarse como armas
- » Imágenes o lenguaje en la vestimenta que haga referencias a las drogas, alcohol, o cualquier otro tipo de actividad o materiales ilegales
- » Incitaciones al odio, profanidad e imágenes y lenguaje sexualmente explícito
- » Imágenes o lenguaje que cree un entorno intimidante u hostil
- » Cualquier tipo de vestimenta que deje ver la ropa interior
- » Trajes de baño (a solo que se requieren para una clase o practica atlética)
- » Cualquier artículo que obstruya la cara o las orejas (con la excepción de artículos utilizados en observaciones religiosas o por razones médicas)



PLEASE REMOVE THIS PAGE, SIGN, AND RETURN IT TO YOUR STUDENT'S TEACHER

Mossdale Elementary Electronic Signaling/Communication

Device Agreement (6th-8th Grade Students)

I, _____
(Mossdale Elementary Student Name)

understand that the Mossdale Elementary Handbook Policy states that, all phones will be out of sight and in the "off" mode during the school day (passing period, rallies, assemblies, class time, lunch, and during all other school activities. Text messages must also be off. Cell phones may be confiscated, and consequences given, if the phones are sighted during the day.

Manteca Unified Board Policy 5131(b) regarding Electronic Signaling and Communication Devices states that the Manteca Unified Governing Board allows pupils to possess and use electronic signaling devices before and after school. All electronic signaling and communication devices will be in the "off" mode and out of sight while being transported by District operated vehicles, and during school hours including instructional time, lunch, brunch, breaks, passing period, rallies, assemblies and other school activities during the instructional day.

Students may not capture photographic or digital images while on school property during the school day without the express permission of the principal or designee.

Students and parents are to be advised that the district is not responsible for the theft or loss of students' electronic devices.

As a student of Mossdale Elementary School, I acknowledge that I have read and understand the above stated cell phone/electronic signal device policy.

I have shared this policy with my parents, and they understand that if I get my device taken away, they may have to come to the school to pick it up.

Student Name

Date

Parent Signature

Date

PLEASE REMOVE THIS PAGE, SIGN, AND RETURN IT TO YOUR STUDENT'S TEACHER

Mosssdale Elementary Handbook

Review Verification

Items to be returned to school:

- Please remove this page, sign, and return it to your student's teacher.
- Mosssdale Elementary Electronic Signaling & Communication Device Contract: sign and return it to your student's teacher (6th-8th grade students).

I have read and discussed the Mosssdale Elementary Student/Parent Handbook with my student.

Student Name

Student Signature

Date

Parent Name

Parent Signature

Date

Teacher (7th/8th only - homeroom teacher name)

Grade