

LEO B. HART ELEMENTARY SCHOOL PARENT/STUDENT HANDBOOK 2025-2026

Dear Parents, Guardians, and Students,

Welcome to the 2025-2026 school year at Leo B. Hart Elementary! We are excited to provide a well-rounded educational experience that includes outstanding academic, athletic, and fine arts opportunities for every student.

We invite you to be active participants in your child's learning journey by getting involved in the many programs and activities that support our school community.

This handbook has been created to help you get to know our staff, programs, policies, and daily routines. We encourage you to read it carefully and keep it handy as a year-round resource. Once you've reviewed the handbook, please sign and return the signature pages that were previously sent home—one for our school and one for the district office—to your child's teacher.

Our staff and I are looking forward to a successful and rewarding school year with your students. If you have any questions or feedback, please don't hesitate to reach out.

Sincerely,

Rebekah Stambook
Principal

“A California Distinguished School”

**Panama-Buena Vista Union School District
Leo B. Hart Elementary School
PARENT/STUDENT HANDBOOK
August 2025**

Please sign where indicated and return this form to your child's teacher.

☐ Please send hard copies of both Parent Handbooks home with my child.

I have read the **Hart School Parent/Student Handbook** and the **PBVUSD Parent Handbook**. Please call the office with any questions. **Your signature is required.**

_____ Student's Name	_____ Teacher's Name
_____ Parent/Guardian's Signature	_____ Date

Electronic On-Line/Internet Services Parent and Student User agreement

I have read and will abide by the following: Electronic On-line/Internet Services-Student Obligations and Responsibilities (This policy is located at the end of this Handbook). **Student's Signature is required.**

_____ Student's Signature	_____ Date
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I understand that student access may be withheld if the provisions of this agreement are violated. In addition, I request that my child be allowed to check-out books/materials from the *school library*. I promise to pay for any damage or loss of library materials and any fines charged to my child. Please note, if you wish your child not have permission to borrow materials from the library, you must contact the School Librarian.

Parent Signature is required.

_____ Parent/Guardian's Signature	_____ Date
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Authorization for Student Cell Phone/Electronic Signaling Device Use

By signing below, you acknowledge that you have read and have a clear understanding of the policy and procedure relating to cellular phones and other electronic signaling devices stated in the Hart School Parent/Student Handbook (The policy is near the end). Your signature further authorizes your child to possess a cell phone or other electronic signaling device while at school. **Parent Signature is not required.**

_____ Parent/Guardian's Signature	_____ Date
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Panama Buena Vista Union School District
4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331

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Greg Adkins.....Administrator of Opportunity Program
Renae RoundyPurchasing Manager

LEO B. HART SCHOOL
9501 Ridge Oak Drive
Bakersfield, CA 93311
(661) 664-1296

STAFF
2025-2026

Stambook, Rebekah	Principal	Gomez, Yvonne	Cafeteria Manager
Root, Greg	Assistant Principal	Borden, Sylvia	Cook/Baker
Heasley, Amanda	Academic Coach	Royal Jeri	Cafeteria General Helper
Wolff, Jo	Secretary	Rojas, Cristina	Cafeteria General Helper
Villalobos, Elizabeth	Clerk	Kreig, Danielle	Cafeteria General Helper
Alaniz, Maria	Clerk	Williams, Patricia	Head Custodian
Morris, Vanessa	Library Clerk	Bean, David	Custodian
Limon, Adele	District School Nurse	Rosales, Jose	Custodian
Arteaga, Stacey	TK	Sellers, Chase	Custodian
Dobbs, Jeanette	TK	Slattery, Janelle	Custodian
Darbee, Kelly	K	Brown, Cindy	Yard Aide
Hall, Jennifer	K	TBD	Yard Aide
Hill, Michelle	K	Atkinson, Jorene	5 Hour School Aide
Roberts, Kim	K	Coburn, Becky	School Aide
Celedon-Wilson, Carla	1	Rypkema, Stephanie	School Aide
Cushman, Vicki	1	Viduya, Jennifer	School Aide
Rimmer, Tami	1/2	Baptiste, Michelle	TK Aide
Skuba, Emily	1	Suggs, April	TK Aide
Clerou, Laurie/ Concetta Skenfield	2	Galvez, Karen	TK Aide
Kloepper, Erin	2	Johnson, Candy	TK Aide
Turner, Cildia	2	Hernandez, Gricelda	IIA
Marmolejo, Maria	3	Hillestad, Margarita	IIA
Gonzalez, Shauna	3	Holguin, Karla	IIA
Pola, Efrain	3	Martinez, Karina	IIA
Fanucchi, Julie	4	Reyes, Christina	IIA
Kaiser, Stacey	4	TBD	IIA
Taylor, Alaina	4	TBD	IIA
Jennifer Aleman	5	TBD	IIA
LePere, Joel	5	TBD	Para-Educator II
Jordan, Jason	5	Bowman, Penny	Para-Educator II
Vertiz, Desiree	5/6	Martinez, Esmeralda	Para-Educator II
Daniel, Sheryl	6	Quiroz, Caitlin	Para-Educator II
Tiner, Kim	6	TBD	Para-Educator II
Varela, Melissa	6	TBD	Para-Educator II
Medina, Mayra	SDC MM TK/K	Martinez, Sandra	Para-Educator I
Chavez, Marisa	SDC MM Primary	Denike, Kerri	Para-Educator I
Johnson, Emily	MM 2-4th	Viganas, Katie	Behavioral Intervention Aide
Snelling, Kristin	MTSS Teacher	Escalante, Jade	ELO-P Site Manager
Lambert, Richard	MTSS Teacher	Cadena, Vianca	ELO-P Staff
Garb, Sarah	Intervention/EL Teacher	Guerra, Lisa	ELO-P Staff
Garza, Mary	Music (Vocal)	Mitchell, Joe	ELO-P Staff
Sproul, James	Music (Instrumental)	Paredes, Micaela	ELO-P Staff
Kates, Roxanne	VAPA Art	Torres, Esmeralda	ELO-P Staff
Anchordoquy, Elise	Speech Pathologist	Warren, Kali	ELO-P Staff
Roam, Melissa	School Psychologist		
Jones, Tiffany	Social Worker		

Purpose Statement

At Leo B. Hart Elementary School, our vision is to engage, support, and inspire all students on their journey to becoming lifelong learners. We are committed to ensuring that each student makes meaningful progress—emotionally, socially, and academically—throughout the school year.

ATHLETIC PROGRAM

All students in grades four through six with a minimum 2.0 GPA and no D's or F's in conduct are eligible to participate in our intramural sports programs each day during the lunch period. Schedules and sign-up dates are announced at the beginning of each season. We have intramural competition in soccer, kickball, volleyball (girls), basketball and softball.

In addition to our intramural program, Panama-Buena Vista schools participate in an after-school program that is sponsored by the District. Competition in this program is between teams from the various schools within the district and is limited to students in grades five and six, with a minimum 2.0 GPA and no D's or F's in conduct are eligible to try out (4th-6th grade for track). Information regarding the after-school teams will be announced by the coaches soon after school begins.

ARRIVAL & DISMISSAL

Supervision for students is from 8:05 am until students are dismissed from school. Students may not be on campus before 8:05 am. Bicycle riders are asked to park and lock their bicycles and come to the area in front of the main entrance to the school. *See more information under BICYCLES.

Parents picking up their children are asked to park your vehicles only in the areas designated for parking. Please note, due to safety concerns, the staff parking lot is not for drop off or pick up of students. Our children have a difficult time crossing the streets safely when you are parked illegally. Refrain from double-parking or making U-Turns in heavily trafficked areas. Parking and speed areas are posted for the safety of your child.

Parents need to **promptly** pick up their children at the **2:50 pm and 3:00 pm (1:20 pm and 1:30 pm on Wednesdays)** dismissal times or make arrangements for their safe transportation home. Students will be sent to the Office to call for a ride once **15 minutes** have elapsed past their regular dismissal time. Parents picking up students at this point will be required to pick up their children from the Office and sign them out.

ARTICLES FROM HOME

All personal property (backpacks, jackets, lunch boxes) should be labeled with your child's first and last name. Toys, electronics or other personal items are not allowed, unless specifically designated. The school is not responsible for any loss of personal items brought by students from home. Items taken away from students may be returned to parents/guardians at the end of the semester.

ATTENDANCE

We ask for your cooperation in seeing that your child attends school each day. Absence from school places a hardship on the pupil. According to California School Law, an absence may be excused only for the following:

- Illness, Doctor's Appointment, Funeral in Immediate Family, Court, Religious Retreat, Victim Assistance (Support/Counseling)

If your child is absent from school for **any** reason for more than 30 minutes of the instructional day, please call the school to report the absence and its cause. In the event you are unable to call, please send a note to school regarding the absence. If we do not receive appropriate communication within 72 hours, the absence will be marked **unexcused** and treated as a **truancy**.

“Unexcused absences, including family trips for pleasure/recreation, business purposes, or failing to provide proper verification for an absence of more than 10 consecutive days can result in the student being dropped from the class and the risk of the student not returning to the same class or school.”

If you request missed assignments, please call the office and allow the teacher 24 hours to compile the homework. Work may be picked up in the office.

AWARDS

Children need frequent positive reinforcement. To that end, we have several programs in place to celebrate growth and performance in academics, athletics, and behavior/social skills.

- **Achievement Points**

Students in grades four through six have the opportunity to earn a Hart letter “H” or star by participating in various school activities. Points are cumulative from the fourth grade and are given for such activities as student government, athletics, music and scholastic achievement. Students achieving 1,000 points and 2,000 points, students are recognized with an engraved plaque.

- **Hawk Heroes**

One of the ways we like to reinforce outstanding students is by having the “Student of the Month” in each class. These students are called “Hawk Heroes.” To qualify for this honor, students must demonstrate the monthly Character Trait with excellence.

Each Hawk Hero will receive a special recognition package and his/her photograph will be prominently displayed in our entryway display case in honor of this special achievement.

- **SOAR Tickets**

“**S**afe Actions, **O**n-task, **A**ct Responsible, **R**espectful (SOAR).” This acronym describes how students should conduct themselves in different areas across campus. Students are taught what SOARing looks like across the school campus.

Students who demonstrate these characteristics will be issued PBIS Reward points that they can use to buy experiences (extra recess, pajama day, VIP lunch, etc.) and prizes at the Hawk Store. Once a month, students will use these points to purchase items of their choosing to reinforce positive behaviors that create a safe and productive social and learning environment.

- **Principal’s List and Honor Roll**

Report cards will be issued at the end of all four quarters. Students in grades four through six are eligible for the Principal's List or Honor Roll. At the end of each grading period, those students who have obtained an “A” (4.0) average or those students who have obtained a “B” (3.0) average in all academic subjects for that quarter will be recognized. Please note, a grade below “C” in **any** subject will prevent a student from being on the Honor Roll.

BEHAVIOR EXPECTATIONS

Hart students are expected to be courteous and respectful to their peers and to all adults who work on campus. Behavior that is deemed dangerous, disruptive to the learning process, disrespectful or vulgar will not be tolerated. As a parent, you will be notified if your child is consistently exhibiting unacceptable behavior so that we can work together to solve the problem.

BICYCLES & BICYCLE SAFETY

Bicycle Permits are available for students in grades 3-6 and must be on file prior to students riding their bicycles to school. Students must wear a helmet and should bring a chain/lock to secure their bike.

BELL SCHEDULE

8:05	Teachers report for duty
8:05	Campus open for students
8:05-8:25	Breakfast
8:25	Warning Bell: Teachers and students report to line up areas
8:28	Instruction Begins
9:40-9:55	TK/K Recess
9:40-9:55	First & Second Grade Recess
10:00-10:15	Third & Fourth Grade Recess
10:20-10:35	Fifth & Sixth Grade Recess
11:15-11:45	Kindergarten Lunch
11:45-12:00	Kindergarten Recess
11:50-12:20	Primary (1-3) Lunch
12:20-12:35	Primary (1-3) Recess
12:30-1:00	Intermediate (4-6) Lunch
1:00-1:15	Intermediate (4-6) Recess
2:50	Primary (K-3) Dismissal
3:00	Intermediate (4-6) Dismissal
3:35	Teachers off duty

CELL PHONES/DIGITAL CITIZENSHIP

A District Cell Phone Agreement must be on file before a student brings a cell phone to school. Phones must be turned off and put away while on campus. Taking pictures or videos while on campus is prohibited. Even with parent permission, students may not use their personal cell phone on campus. Students must follow the District Acceptable Use Policy and classroom procedures when using any technology on campus. Students may not listen to music on school computers. Students may not access YouTube from school without Teacher Permission and direct supervision for each use. Students may not use the “chat” function, even if it is enabled. Students may only use school technology for learning purposes.

- **Violation #1** will result in the cell phone being confiscated and returned at the end of the day.
- **Violation #2** will result in the parent/guardian needing to pick up the cell phone in Office.
- **Violation #3** will result in the cell phone being turned into the Office at the start of each day.

CLASSROOM PARTIES

District policy allows for three parties a year: Winter break, Valentine’s Day, and End of the Year. Food items brought to school for celebrations/parties must be commercially prepared and packaged. Food prepared in a home is not allowed. Individual birthday celebrations are not allowed, this includes pizza, cupcakes, balloons, flowers, and gifts for children delivered to the classroom. You may acknowledge your student’s birthday with a “Message on the Marquee” by completing a marquee request and a \$5.00 fee or by donating a book, other school supplies to the classroom, or sending a birthday goodie bag for all students in the class (all food/candy must be individually packaged and store-bought).

CLASS PLACEMENT

Classes are balanced each year to ensure the maximum educational potential for each student. The Principal will exercise prudent judgment to ensure each class is properly balanced based on intellectual, behavioral, social, emotional, physical, and other concerns. If specific educational needs of a student need to be requested, then please submit your request in writing to Mrs. Stambook **on or before May 1, 2026**. Again, in an effort to maximize learning for all children, Leo B. Hart Elementary does **NOT** guarantee specific teacher placements.

COMMUNICATION

Parent Square is the most frequently used method of communication. When appropriate, physical notices will be sent home. Please create a routine with your child to check for notices sent home in backpacks. Additionally, please take care of your child's schedule changes (rides home, messages, appointments, lunches, etc) before school begins each day. Important emergency information will be taken and passed on; however, we aim to limit interruptions to important instructional time. We will not call students out of class for forgotten items or items delivered to school after school begins such as instruments, lunches, water bottles, jackets, etc. We will, however, make an effort to contact the classroom teacher at recess or lunch to let them know about an item in the office.

DRESS CODE

Pupils attending the schools of the Panama-Buena Vista Union School District are expected to wear clothing appropriate for the promotion of an effective educational program. It is not the intent of the District to oppose the rights of students regarding dress, but rather to assure the rights of all students are considered and upheld. It is the responsibility of the school to provide an atmosphere where all children will be able to learn. It is the responsibility of the students and their parents to help create and maintain this atmosphere.

Conditions of dress and appearance are:

1. Excessively large trousers, pants, and overalls may not be worn. All trousers and pants must be worn at the waist. Belt ends may not hang down. Overalls must be worn with straps on the shoulders, not hanging loose. Pajama pants are not allowed unless it is a designated spirit dress up day.
2. Commercial lettering or printing will be allowed on shirts and sweatshirts as long as it is appropriate for school. No clothing may be personalized other than with a given name. Any personalized printing or writing on clothing, backpacks, binders, etc. is not acceptable, nor is writing on the hands or other parts of the body.
3. Pants, shorts, or skirts with holes or heavy fraying above the knee are not acceptable.
4. Clothing that is excessively revealing is unacceptable. This includes:
 - a. Backless halter tops or dresses; tube tops; tops cut low at armpits or neckline.
 - b. Clothing that shows bare midriffs.
 - c. Shorts and skirts the length of which are shorter than mid-thigh.
 - d. Clothing that is transparent or revealing.
5. Suggestive clothing or objects may not be worn which are libelous, obscene, or depict illegal or gang-related activity. This includes buttons, arm bands, shirts, insignias, etc. Clothing with crude or vulgar printing or pictures depicting tobacco, drugs, alcoholic beverages or clothing that is sexually suggestive or disruptive is not acceptable.
6. Shoes must be worn at all times.
 - a. At elementary school sites, students may be restricted to wear footwear that has a backstrap or are completely enclosed. During Physical Education (P.E.), Intramurals, or any other designated physical activity, athletic shoes or completely enclosed shoes should be worn unless other arrangements have been made.
 - b. Modifications will be at the discretion of the site principal or designee.
7. Cosmetics to the face and hair that distract from the educational process are unacceptable.

The Board and administration reserve the right to declare any mode of dress, in their

estimation, inhibits the educational process or threatens the safety and protection of all students as unacceptable. If students are dressed in an unacceptable manner, parents will be notified and corrective measures must be taken before the student will be allowed to return to class. Coaches and teachers may impose more stringent dress requirements to accommodate the special needs of certain sports and/or classes.

The principal, staff, students and parent/guardians at each school may establish reasonable dress and grooming regulations for times when students are engaged in extracurricular or other special school activities. If your student is found to be out of compliance with the dress code, parents will be contacted with the request to bring your child a replacement clothes.

EMERGENCY CONTACTS

In the event of serious accidents or injuries at school, students are given first aid; and every effort is made to contact the parents immediately. It is **EXTREMELY** important that we have current home and work emergency contact telephone numbers. Changes can be made in the Office with proper identification. Changes will not be made over the phone.

EVACUATION PLAN

In the event the students of Hart School have to be evacuated from the school site, the following procedures will be used:

1. The Principal will notify the District Office. The District Office will put into effect, **at once**, The Hart Elementary School Evacuation Plan. If the District Office receives initial notification, they will notify the buses and then notify the Principal. The plan will secure buses from all over the District to proceed immediately and directly to Hart School and evacuate all students according to the "School Safety Plan" which is prepared by the Principal and reviewed with the teachers.

School could be evacuated due to any number of safety issues. Parents will be alerted as soon as possible with information and instructions.

FIELD TRIPS

Grade Levels arrange educational and reward field trips. Educational field trips are intended to extend and enhance the curriculum. Reward field trips have criteria such as attendance, behavior, and grade requirements that must be met in order to qualify to attend. You will be advised in advance of field trips. Your **written** permission will be required before your child will be allowed to participate. You are encouraged to return permission slips promptly as district policy will not allow us to accept verbal consent. If you wish to attend as a chaperone, depending on available space, then you must sign a chaperone agreement.

FOG DELAY

Fog Delays are 2-Hour for *Bus Transportation Only*. If you transport your child to school, he/she may be on campus at 8:05 a.m. and supervised in the cafeteria. Attendance will be taken at 10:38 a.m. on these days. Local stations will broadcast "all schools in the Panama Buena Vista Union School District." Please refrain from calling the school to ask if there is a fog delay.

HEALTH AND SAFETY

Staff and students should be free from a fever and/or diarrhea for at least 24 hours before returning to school. If a student has diarrhea or vomits 2 or more times in the previous 24 hours, your student will need to be kept home for another 24 hours after the last episode.

HOME HEALTH INSTRUCTION

Parents may request a "Home Health teacher" if it has been determined that their child will be out of school for a period of three weeks or longer. A note from your physician to that effect

and meeting with the school nurse is required before Home Health Instruction can be approved. Home Health instruction is limited to five hours per week

HOMEWORK & STUDY HABITS

Homework offers a valuable opportunity for the teacher to meet the individual needs of your child. Assignments vary from grade to grade and from class to class according to interests, skills and levels of maturity. The decision to give small amounts of homework to Kindergarten is left to the discretion of the individual teacher

General guidelines for homework in grades one to six are as follows:

Kindergarten	Teacher discretion-not to exceed first grade
First - Third	20 to 30 minutes three to four times a week
Fourth - Sixth	30 to 45 minutes three to four times a week

Should class assignments and/or homework not be completed, the student may be assigned to attend a session at lunch to complete their work (this takes place after the student has eaten lunch) at the teacher's discretion.

The time needed to complete homework will vary with each student depending on individual skills. Study habits, hopefully good ones, are formed during your child's elementary school years. Students who do develop good study habits will have a distinct advantage as they move into junior high and high school. As a parent, you can help your child in this regard by:

1. Providing a regular study time on those days that homework is given.
2. Providing a quiet place for study--one that will be free from interruptions or the distraction of television or tablet.
3. Giving direction and encouragement whenever needed. There may be a need for clarification; however, guard against actually doing the assignment for the child.

LEAVING CAMPUS

Once on campus, students may not leave without permission from the Office. This includes:

- ☐ Leaving to go home when ill without permission from the Office.
- ☐ Going home for lunch without written parent permission on file. One note will last all year and permits you to go to your own home only. Students must sign out and in through the Office. Students may not go to a friend's house, the park, or to a nearby store or restaurant.

LIBRARY

The Leo B. Hart Library houses thousands of books for all interests. Students are welcome to come to the Library during regular scheduled class time, or during recess with their teacher's permission. They may check in/out books, do research for school projects, take Accelerated Reader tests, or just read in a quiet environment. In order to borrow materials, each student is required to sign a Library card agreeing to pay fines or replacement fees for lost, stolen, or destroyed items.

LOSS OF PRIVILEGES

Students in grades Kindergarten through six may lose privileges if the following behavioral expectations are not followed.

1. Violating any of the S.O.A.R. behavioral expectations across campus
2. Defiance/poor attitude
3. Technology Violations
4. Property Damage
5. Individual Acts of Bullying/Harassment

Parents will be notified of any behavior worthy of losing privileges. We desire to partner with parents in remediating unacceptable behaviors.

LOST & FOUND

Inquiries regarding lost articles may be made by our students during recesses and before and after school. A “Lost and Found” is located near the Multipurpose Room for articles of clothing that remain unclaimed. Clothing that may be removed during the day such as coats, sweaters, caps, etc., as well as lunch boxes, should be clearly marked with your child’s **first and last names**. Information will be sent home three times throughout the year asking parents and students to claim their lost items. All unclaimed items will be donated to charity.

MAINTAINING A SAFE SCHOOL

In order to maintain safe and orderly schools, the State of California authorizes school districts to suspend or expel students for the commission of serious offenses. Suspension is defined as exclusion from school and all school activities for a period of one to five days. Expulsion is defined as removal of the students from all schools in the Panama-Buena Vista Union School District for an extended period of time. In some instances, the period of expulsion may cover one school year. Students considered for expulsion are brought before the District’s Administrative Hearing Panel where evidence regarding the cases are presented. The District’s Board of Trustees reviews the Panel’s findings and determines whether or not to issue an expulsion order.

School districts are granted the authority to suspend or expel students who have committed any Education Code 48900 act which endangers the emotional, psychological, and physical safety of himself/herself, student(s), and/or staff member. Please reference Education Code 48900 for a list of behaviors that meet this criteria.

Any weapon, illicit drug, smoking/vaping device or alcohol is strictly prohibited at school or at any school sponsored activity. Students found to be in possession of a knife, weapon, drugs or alcohol will be subject to disciplinary action. State and Federal law requires the Superintendent or designee to immediately suspend and recommend for expulsion any student who brings a firearm to school.

We ask that all parents take time to review this important policy with their students so that we can work together to maintain safe and orderly school campuses.

RESPECT AGREEMENTS

A Respect Agreement outlines the expectations for respectful communication with the common goal of helping students grow into capable, responsible, and respectful members of the community. This will be made in collaboration with staff and families. Below is a sample. Please contribute your ideas when the survey is shared.

Staff to Staff	Staff to Students
Respectful tone and volume	Respectful tone and volume Welcome students to class
Staff to Families	Families to Staff
Respectful tone and volume Weekly whole class communication via Parent Square	Respectful tone and volume Assume best intentions
Students to Staff	Student to Student
Respectful tone and volume Follow instructions the 1st time they are given and with a good attitude	Be helpful to others Respectful tone and volume Keep hands, feet, and objects to yourself

MEDICATION AT SCHOOL

Medication forms are available in the Office. Medications of any kind (including cough drops) are only administered with the proper documentation from the prescribing physician on file, per District Policy.

MINIMUM DAYS

There will be three (3) two-hour minimum days during the school year:

Friday, November 21, 2025 (the day prior to the Thanksgiving recess)

Friday, December 19, 2025 (the day prior to the beginning of winter recess)

Friday, March 27, 2026 (the day prior to the beginning of spring recess)

Every Wednesday there will be a 90 minute minimum day for Staff Development and/or teacher collaboration (primary students will be dismissed at 1:20pm and intermediate students will be dismissed at 1:30 pm). Back to School Night is a 90 minute Early Dismissal

Thursday, May 28, 2026 (primary students will be dismissed at 11:50am and intermediate students will be dismissed at 12:00pm)

We will also participate in one-hour minimum days prior to Open House and any School Sponsored Family Engagement Events. Primary Conference Week (grades 1-6), will be 90 minutes long during the entire week (10/27-10/31). Information will be sent home prior to each of these days, (notices will **not** be sent home for every Wednesday minimum day).

MUSIC

Vocal and instrumental music is an integral part of our curriculum. The classroom music specialist spends one period each week with each fourth, fifth and sixth grade class. In the primary grades, the music specialist will teach each class for one quarter of the school year. Students who are interested may also participate in combined choruses in grades five and six. Our instrumental program consists of both beginning and advanced bands which are composed of both fifth and sixth graders. Students will receive information about band and have an opportunity to sign up for the activity immediately after school begins.

NUTRITION SERVICES

Breakfast and lunch (milk included) are free for all enrolled. Milk may also be purchased separately for 50 cents. Monthly menus will be shared on Parent Square and the district website. Students putting money on their accounts must do so before the morning school bell rings. Students receiving a hot lunch may not bring other food or drink items, except water, through the lunch line, per district policy. Unless we have a note from the parent to the contrary, all children in grades kindergarten through sixth must eat lunch every day.

While in the cafeteria or at the outside tables to eat, students are asked to cooperate with the following rules:

- ☐ Walk only
- ☐ Use small voices/talk quietly (follow the "Talk Light" Rules)
- ☐ Keep food on your own tray, with no food trading/sharing
- ☐ Keep hands and feet to yourself
- ☐ Respect and obey Noon Aides
- ☐ Clean up your own mess
- ☐ Hats worn facing forward

PARENT CLUB

We have a very active Parent Club at Hart School. Their meetings are held monthly on the third Tuesday of each month at 8:45 AM. They will sponsor several fundraisers and other activities during the school year. All funds that are generated as a result of their efforts remain

here at Hart School and will directly benefit our school. If you would like to become actively involved in the Parent Club, please call the Office for additional information.

PHYSICAL EDUCATION

Students participate in physical education at a minimum of 200 minutes every 10 school days. Teachers are encouraged to follow their scope in sequence, which adheres to recommended state standards. P.E. times are scheduled within weekly planning books.

RELEASE OF STUDENT TO AN ADULT

Students shall be released during the school day to the custody of an adult only if:

1. The adult is the student's parent/legal guardian with custody.
2. The adult has appropriate identification and the verified authorization of the student's parent/legal guardian with custody.

SCHOOL & PLAYGROUND RULES

- **Classroom Behavior:** Any behavior that disrupts learning is not allowed.
- **Personal Items:** Toys and similar items may only be brought with teacher permission and must stay in the classroom. The school is not responsible for lost, damaged, or stolen items. Prohibited items include fidget spinners, Pokémon cards, electronics (DS, iPods, DVDs, etc.), Heelys, scooters, and skateboards.
- **Hats:** Hats may be worn with the bill forward outside and in the MPR. In classrooms, hat rules are up to the teacher.
- **Food & Gum:** Gum is not allowed. Food is only allowed on the playground during designated noon sales.
- **Playground Areas:**
 - **Morning Recess:**
 - Grades 1–2 use the **east** playground
 - Grades 3–4 use the **west** playground.
 - Grades 5–6 use the **west** playground.
 - **Lunch Recess:**
 - Grades 1–3 use the **east** playground.
 - Grades 4–6 use the **west** playground.
- **Games & Equipment:** Games are open to everyone. If you leave a game, the equipment stays with the game.
- **Playground Conduct:**
 - Stay on the playground during recess and lunch.
 - No playing in the amphitheater, hallways, between classrooms, or around water fountains.
 - Restrooms and water fountains may be used as needed, but not after the bell rings.
 - Use equipment properly and follow game rules.
 - No rough play (wrestling, tackling, etc.). Keep hands and feet to yourself—**HANDS OFF!**
 - Balls must be kicked or thrown **only on the grass**.
 - Stop playing when the bell rings—no bouncing, kicking, or throwing balls.
- **Transitions:** After lunch, walk around the hallways on the blacktop to reach the playground.
- **Language:** Profanity or foul language is never allowed.

SCHOOL SITE COUNCIL

Leo B. Hart School values strong parent-staff collaboration. One key way to get involved is by serving on our **School Site Council**, a group of elected members who meet throughout the

year to help develop, review, and monitor our **School Plan for Student Achievement (SPSA)**. The Council provides input on how funds are used, evaluates progress toward school goals, and ensures compliance with state and federal guidelines.

SPECIAL EDUCATION SERVICES

An evaluation for Special Education services for a child can be initiated by parents or school staff. No assessments for Special Education can be done without written permission from a parent/guardian. If the child is found eligible, an Individualized Education Program (IEP) is developed to outline the specific services and supports needed.

STUDENT SUCCESS TEAM

Hart School is committed to providing the very best educational opportunities for your children. In order to support the development of the appropriate educational environment for your child, our school offers the added resources of a Student Success Team (SST). The SST is a school site team which reviews individual student strengths and problem areas. The SST develops strategies and organizes resources for addressing problems and concerns. This process is a function of regular education. See your child's teacher for more information.

STUDENT GOVERNMENT

Hart School has a well-defined student government program in which participants learn the elements of democratic procedure by discussing and attempting to resolve issues that come before the Student Council. The Student Council is made up of elected officers and representatives from each of the classes in grades four through six. The elected officers are: President, Vice President, Secretary, Treasurer, Director of Safety and Superintendent of Grounds.

STUDENT VALET PROGRAM

The Student Valet Program utilizes responsible 4th-6th grade students with the opportunity to serve their fellow classmates in providing a safe drop-off experience for families. The pre-designated location is on Ridge Oak Drive in front of the school office. Students who serve as valet helpers will earn 15 achievement points every quarter they participate.

TRANSPORTATION

To safely transport your children, we have rules and regulations to assist students in understanding their responsibilities while riding school district buses. These rules will assure safe and proper travel to and from school, and are to be observed when riding the bus and while waiting at school bus stops.

Transportation to and from school by school bus is a privilege and not required by law. Minimum penalties, as listed below, shall be used as guidelines for infractions of established rules: Please note, the bus suspension days for each citation are district guidelines. For extreme cases, individual students' bus riding privileges may be revoked for the remainder of the school year.

TELEPHONES

It is necessary that our school telephones remain free for conducting school business. Students who ask to use the telephone will be granted that privilege only for emergencies and extraordinary situations.

VISITATION POLICY

Hart is a closed campus. ALL parents, visitors, and volunteers visiting classes during the school day (8:05 am – 3:00 pm) must check in at the Office, sign-in, and receive a visitor's pass. All visitors must also have a valid identification card. All visitors must check out before leaving campus. If you wish to visit your child's class, please make arrangements to do so prior to your arrival. Please refer to the District Visitation Policy and Procedures attached.

STUDENT ACHIEVEMENT AWARDS

The Panama-Buena Vista Union School District recognizes student achievement and strives to promote participation in all school activities. Each school awards 4th, 5th and 6th grade students who are active and successful in pursuing excellence by awarding block letters and stars.

BLOCK LETTER	250 Points
STAR	500 Points
EACH ADDITIONAL STAR	250 Points

Fifth grade students transferring from another district will automatically receive 50 points to be placed in the fifth grade cumulative total box. Sixth grade students transferring from another district will automatically receive 100 points to be placed in the sixth grade cumulative total box. All points are cumulative beginning in the fourth grade.

Scholarship

Honor Roll* (per quarter)	30 Points
All 4 Quarters (extra)	30 Points
Principal's List* (per quarter)	40 Points
All 4 Quarters (extra)	40 Points

*Note: Students may qualify for one or the other, not both.

Citizenship

Grade of A or A- (per quarter)	15 Points
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Student Government (yearly)

Student Body President	100 Points
Student Body Officer	75 Points
Candidate for Student Body Officer	25 Points
Campaign Manager	10 Points
Classroom Representative	25 Points

Student Service (quarterly)

Office, library, Student Valet, or other services (per service per quarter)	15 Points
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Athletics (Separate from Track)

Intramural Team Participant	15 Points
After School Sports Team Participant	25 Points
1 st Place After-school Sports Team Member	40 Points

Track (55 Points are most available)

Participant in School Track Meet Only	10 Points
1 st Place in School Meet, but not attending District Meet	15 Points
Participant in District Track Meet	40 Points
County Participant (extra)	15 Points

Music

Chorus (per quarter maximum)	25 Points
Band (per quarter maximum)	25 Points
Orchestra (per quarter maximum)	25 points
Drama (per year maximum)	25 Points

Academic Competition (Oral Language, Science Fair, etc.)

Battle of the Books Participant	100 Points
STEAM Olympiad	100 Points
B of A Speech/Essay Winner	100 Points
Grand Champion (Science Fair)	50 Points

1 st Place50 Points
2 nd Place35 Points
3 rd Place20 Points
Contestant/Participant15 Points
County Participant (extra)15 Points

Leo B. Hart Elementary School
Calendar of Events
2025-2026

August	12.....	Teacher Meet & Greet
	13.....	Instruction Begins/- 90 min. Minimum Day
September	01.....	Labor Day (No School)
	03.....	Back to School Night- 90 min. Minimum Day
	30.....	School Picture Day
October	10.....	Parent Club Movie Night
	17.....	End of <u>First</u> Quarter
	27-31.....	<u>First</u> Report Card Conferences for Parents- 90 min. Minimum Day
	27-31.....	Book Fair
November	10-11.....	Veteran's Day Holiday (No School)
	21.....	2 Hr. Minimum Day
	24-28.....	Thanksgiving Recess (No School)
December	19.....	2 Hr. Minimum Day
	22.....	Winter Recess Begins
January	05.....	Instruction Resumes
	09.....	End of <u>Second</u> Quarter
	16.....	<u>Second</u> Report Card to Parents
	19.....	Dr. Martin Luther King, Jr. Holiday (No School)
February	09.....	Lincoln's Day Holiday (No School)
	16.....	Presidents' Day (No School)
March	09-13.....	Camp KEEP – Sixth Graders
	20.....	End of <u>Third</u> Quarter
	27.....	<u>Third</u> Report Card to Parents
	27.....	2 Hr. Minimum Day
	30.....	Spring Recess begins
April	07.....	Instruction Resumes
	07.....	SBAC Testing Window begins
May	14.....	Open House/Family Picnic 1 Hr. Minimum Day
	22.....	SBAC Testing Window ends
	25.....	Memorial Day (No School)
	29.....	End of <u>Fourth</u> Quarter
	29.....	3 Hr. Minimum Day (Summer Recess)
	30.....	<u>Fourth</u> Report Card to Parents

Every Wednesday is a 90 Minute Minimum Day for Professional Learning Community Meetings

Panama-Buena Vista Union School District
CLASSROOM VISITATION PROCEDURES
(Observation of Instructional Program by Parents)
From Adopted District Administrative Procedures

Who May Visit: The right to observe a child's instructional program during classroom time resides solely with a child's parent, legal guardian, or foster parent and does not extend to grandparents, other interested close relatives, or caregivers as defined in Family Code Sections 6550-6552. A grandparent, close relative, or caregiver may schedule a classroom visit if a parent has provided written permission and the classroom teacher consents. Visits by grandparents, close relatives, or caregivers must be scheduled through the Principal not the classroom teacher.

Scheduling: Visits shall be scheduled by the classroom teacher for a time and date convenient to both the parent and the teacher. The parental observation date shall be within a reasonable time frame following the initial request. A request for a specific date must be made no less than 48 hours in advance.

Frequency and Duration: To minimize interruptions and distractions during valuable classroom time, parental classroom observations are limited to two visits per month per related student with a maximum duration of one hour per visit. If there is a need for more parental observation, additional visits may be scheduled through the Principal or the Principal's designee.

Parental Conduct During Classroom Visitation: Parents may enter and exit the classroom only once during each visit. Parents shall remain in the back of the classroom and may not interact with students or the teacher unless the interaction is initiated by the classroom teacher. Unnecessary noise and/or movement must be kept to a minimum.

The classroom teacher may direct a parent to leave the room if the parent's presence or conduct unduly interferes with the instructional program, and the parent must leave the classroom if directed to do so. Any concerns or complaints may be addressed directly to the classroom teacher after regular school hours or to the Principal. No electronic listening or recording device may be used by any person in a classroom without the teacher's and principal's permission.

Violation of Classroom Visitation Rules: A violation of the classroom visitation rules may be resolved by the classroom teacher through counseling of the offending parent privately. If this form of correction is not effective, the Principal may, as necessary, temporarily preclude a parent from visiting his/her child's classroom during regular school hours for a period of time not to exceed 14 continuous days.

When a parent has been precluded by the Principal from visiting his/her child's classroom, the parent may appeal the decision to the District's Assistant Superintendent in charge of Educational Services who will investigate and consider the matter in a timely fashion.

Notification of Classroom Visitation Procedures: Parents shall receive notification of classroom visitation procedures. The notification used should be substantially as follows:

"Parents are encouraged to visit their child's classroom and observe the instructional program. Visits must be scheduled directly with the classroom teacher and, generally, at least 48 hours in advance.

"Distractions and interruptions seriously impair the educational process. To minimize distractions during valuable classroom time, parental visits are limited to twice per month for a maximum of one hour. Additional visits may be schedule through the Principal if more observation time is needed.

"While visiting, parents are generally required to remain quiet and in the back of the room in order to minimize the classroom interruption which a visitor's presence typically causes.

"Copies of the school's classroom observation procedures are available upon request."

CELLULAR PHONES AND OTHER ELECTRONIC SIGNALING DEVICES

Students will have limited use of electronic signaling devices, including, but not limited to, cell phones, pagers, and beepers. To avoid disruption of the instructional process, students shall not display, use, activate, or permit electronic signaling devices to be activated during the school day. For purposes of this policy and procedure, the "school day" is described as the moment a student enters the school grounds until the student exits the school grounds following the final dismissal bell. The "school day" also includes, but is not limited to, study hall, lunch break, class changes and any other structured or unstructured instructional activity that occurs during the normal school day.

It is the student's responsibility to ensure that his/her electronic signaling communication devices are turned off and secured at all times. Students who violate the rules and regulations concerning electronic signaling communication devices are subject to having the device confiscated and to disciplinary action. (Board Policy 5131)

In accordance with the Board's policy and administrative procedure on search and seizure, a school official may search a student's mobile communications device, including, but not limited to, reviewing messages or viewing pictures.

The district is not responsible for retrieval, replacement, or any charges incurred as a result of lost, stolen or damaged electronic communication devices.

No student shall be prohibited from possessing or using an electronic signaling device that is determined by a licensed physician or surgeon to be essential for the student's health and the use of which are limited to health-related purposes. (Education Code 48901.5) If a student wishes to use an electronic communication device at an unauthorized time for medical purposes, his/her parent or guardian must submit a written request for permission to the school principal or his/her designee to determine the validity of the request.

Authorization for Student Cell Phone/Electronic Signaling Device Use

By signing the previously sent home signature page (or the second page of this packet), you acknowledge that you have read and have a clear understanding of policy and procedure relating to cellular phones and other electronic signaling devices stated in the Hart School Parent/Student Handbook. Your signature further authorizes your child to possess a cell phone or other electronic signaling device while at school. Parent/Guardian Signature: (Signature is actually on separate hand-out)

ELECTRONIC ON-LINE/INTERNET SERVICES STUDENT USER AGREEMENT

I understand that the school district will provide me access to electronic on-line/internet services for educational purposes only. This access is a privilege, not a right. I understand that my access will be withheld if I abuse this privilege, fail to adhere to the District's Electronic On-Line/Internet Services - Student Obligations and Responsibilities or engage in any activity prohibited by the District. I will not allow any other person to access electronic on-line services using my school account, and I will not access electronic on-line services using anyone else's school account.

I have read and will abide by the following:

* Electronic On-Line/Internet Services - Student Obligations and Responsibilities

Student's Signature: (Signature is actually on separate hand-out)

PARENT AUTHORIZATION

I am the parent/guardian of the student named above. I request that he/she be given access to electronic on-line services for educational purposes. I have reviewed with my student the District's Electronic On-Line/Internet Services - Student Obligations and Responsibilities provided in the District

Parent Information Booklet. I understand that student access may be withheld if the provisions of this agreement are violated. Parent/Guardian Signature: (Signature is actually on separate hand-out)

LIBRARY CARD APPLICATION

I request that my child be allowed to borrow materials from the school library. I promise to pay for any damage or loss of library materials and any fines charged to my child. Parent/Guardian Signature: (Signature is incorporated with the Electronic On-Line User Agreement on separate hand-out)

Katie Russell
District Superintendent

4200 Ashe Road
Bakersfield, CA 93313
(661) 831-8331 FAX (661) 398-2141



BOARD OF TRUSTEES
Keith Wolaridge
Linda Garcia
Brian Easter
Paula Van Auken
Tiffany King

ANNUAL NOTICE TO PARENTS/GUARDIANS CONCERNING THEIR RIGHTS AND RESPONSIBILITIES 2025-2026

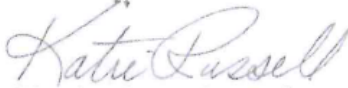
I am pleased to announce the 2025-2026 Parent Handbook is available for viewing online at the district website, www.pbvUSD.k12.ca.us and through ParentSquare. Printed copies of the District Handbook are available at any school site or the district office.

Each school district must notify parents and guardians of their legal rights and obligations relating to specified programs and/or activities at the beginning of the first semester or quarter of the regular school year. The handbook summarizes those programs and activities. Note all references are to the California Education Code unless otherwise indicated.

After your review, please sign and return the acknowledgment attached below, indicating you have received and reviewed these materials. If you received this notice electronically, you may download/print and sign this page or sign the Parent Acknowledgement sheet sent home with your student. Signed forms are to be returned to your child's teacher.

If you have any questions, please contact the district office.

Sincerely,


District Superintendent

PARENTAL ACKNOWLEDGMENT

E.C section 48982 requires parents to sign and return this acknowledgment.

By signing below I am neither giving nor withholding my consent for my student(s) to participate in any program. I am merely indicating I have received and read the parent handbook regarding my rights relating to activities which might affect my student(s).

Date: _____

(Signature is actually on separate hand-out)

Signature of Parent