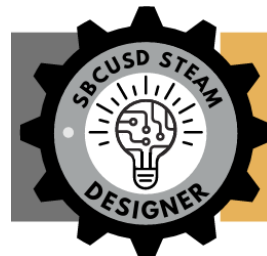
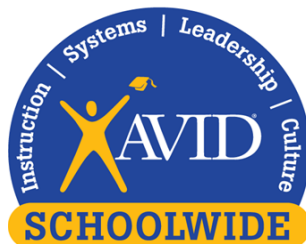




Bonnie Oehl Elementary

Parent/Student Handbook

2026-2027



GENERAL INFORMATION

DISTRICT MISSION STATEMENT

The mission of SBCUSD is to ensure that each student has the skills, resilience and determination to create their path and thrive in school, career and life.

Bonnie Oehl Mission Statement

The mission of Bonnie Oehl Elementary School is to empower scholars through AVID-aligned expectations, fostering of college and career readiness, and valuing the development of sociocultural competency and biliteracy. Together with our community, we equip scholars with the tools to make confident and competent choices in pursuit of their goals within a nurturing environment.

Bonnie Oehl's Dual Immersion Program Mission

Bilingualism: Speak two languages fluently

Biliteracy: Read and write in two languages fluently

Academic Achievement: Reach goals

Sociocultural Competency: Learn about other cultures

SCHOOL SCHEDULES/HOURS

Doors open at 8:15 a.m. for students who are eating breakfast. The cafeteria begins service at 8:15 a.m. and ends at 8:40 a.m.

Regular School Day Schedule

Half Day Kindergarten	8:50 a.m.* – 12:30 p.m.
Full Day Kinder (Sept. 8)	8:50 a.m.* – 3:30 p.m.
Grades 1 – 6	8:50 a.m.* – 3:30 p.m.

***NOTE:** The morning bell rings at 8:45 a.m. The tardy bell rings at 8:50 am.

Minimum Day Schedule

Full Day Kinder (After Sept. 4)	8:50 a.m.* – 1:00 pm
Grades 1 – 6	8:50 a.m.* – 1:00 pm

Office Hours

8:00 a.m. – 4:00 p.m., Monday – Friday

Visitors must check in with a picture ID at the office and be cleared as a volunteer before going to classes. This policy is designed for your child's safety. Thank you for your cooperation.

End of day message cutoff: To support safe dismissal, the office cannot guarantee delivery of non-emergency messages after 2:45 pm. Please communicate pick-up changes with your child before school.

STUDENT TARDIES

When students are late to school, they are missing valuable minutes of instruction. The tardy bell will ring at 8:50 a.m., and it is expected that students are in their rooms no later than 8:50 a.m. **Students arriving at school after 8:50 a.m. must report to the office for a tardy slip.**

ARRIVING AT SCHOOL

There is no supervision available for students before 8:15 am. Students who are NOT enrolled in Sunrise should not be dropped off or arrive on campus before 8:15 am.

Students should be dropped off in the main parking lot at the base of the hill. All other parking lots are for staff.

The small north parking lot is reserved for staff only. The gate will be closed during school hours.

EARLY DISMISSAL FROM SCHOOL

Students should NEVER leave school before dismissal time without a permit from the office. Students are not to leave the grounds during the school day for any reason without permission.

Written requests from parents or guardians are required for early dismissal. **Picture identification is required for any person picking up a student early.**

If a student becomes ill, he/she cannot be sent home unless the parent or an adult named by the parent in AERIES can be contacted. Please remember to keep current information in the office.

DISMISSAL FROM SCHOOL

Dismissal on regular days is at 3:30 pm. Students in Grades 1-6 will be dismissed by their teacher at the front of the school. On minimum days, dismissal is at 1:00 pm. Students who remain more than 15 minutes after the bell will be escorted to the office, and an adult with ID will be required to sign the student out from the office.

Students in Kindergarten will be dismissed from their classrooms at 12:30 pm until September 4. Beginning on September 8, kindergarten students will be dismissed at 3:30 pm from their classrooms. On minimum days, dismissal is at 1:00 pm, again from the classroom. Students who remain more than 15 minutes after dismissal will need to be picked up by an adult with a picture ID in the office.

OFFICE MESSAGES AND STUDENT COMMUNICATION

Our office team's primary responsibility during the school day is to ensure student safety and support instructional operations. We understand that emergencies occasionally require parents to contact the school to deliver a message to their child. However, to minimize classroom disruptions and ensure messages are received in a timely manner, please review the following procedures:

1. Plan ahead; Make plans before school. Families are strongly encouraged to discuss all after-school arrangements, including pick-up plans, transportation, child care, etc., before students arrive on campus each day. Our office staff cannot serve as intermediaries for routine daily communication. Planning ahead ensures students are dismissed safely and consistently.

2. Limit office messages to true emergencies. Messages to students during instructional hours should be reserved for urgent or emergency situations only. Routine changes (for example, "walk instead of ride the bus," "pick up with a friend", "don't go to CAPS/EXL") should be communicated at home prior to school.

3. Teacher availability during the instructional day is limited. Teachers are actively instructing and supervising students throughout the day and may not be able to check email, ParentSquare, or other messaging platforms during instructional time. Please do not rely on teacher messages for time-sensitive communication or same-day dismissal changes. If there is an urgent need, contact the school office by phone before the 2:45 p.m. cutoff.

4. End-of-day messages. Due to the volume of phone calls and the high activity level in the office between 3:00 and 3:30 p.m., we cannot guarantee that messages received after **2:45 p.m.** will be delivered before dismissal at 3:30 p.m.

SCHOOL COMMUNICATION

Bonnie Oehl Elementary uses ParentSquare, phone calls, email, school websites, occasionally flyers, and other approved communication methods to share important information with families.

Parents and guardians are encouraged to regularly review ParentSquare messages and maintain current phone numbers, email addresses, and contact information in AERIES.

While staff strive to respond to questions and concerns in a timely manner, responses may not occur during instructional hours. Parents should contact the school office regarding urgent matters or same-day dismissal changes.

Open communication between home and school is essential to student success. Families are encouraged to contact their child's teacher whenever questions or concerns arise regarding academics, behavior, attendance, or school programs.

ATTENDANCE PROCEDURES

1. Parents are to call the office at (909) 862-2261 or send a note with your scholar to report all absences and tardies.
2. The note regarding an absence should be submitted to the attendance office within five days of the first date of absence. The note should contain the student's name, the date of the absence, and the reason for the absence, and should be signed by the parent or guardian.

Why Attendance Matters

Regular attendance is one of the strongest predictors of academic success. Every school day provides important opportunities for learning, collaboration, and relationship building. When students miss school, they miss instruction that cannot always be fully replicated through make-up work.

Students who miss two days per month on average may miss approximately 18 days of instruction during the school year. Missing 10% or more of the school year for any reason, including excused absences, is considered chronic absenteeism and may negatively impact academic achievement.

Families can support student success by:

- **Scheduling appointments outside of school hours whenever possible.**
- **Arriving at school on time each day.**
- **Planning vacations during school breaks whenever possible.**
- **Communicating with the school regarding absences.**
- **Utilizing Independent Study when eligible and appropriate.**

We appreciate our families' partnership in helping every scholar attend school regularly and arrive ready to learn.

TYPES OF ABSENCES

1. **Excused Absence:** Absences for proper causes are listed in the State Education Code (examples are illness, medical appointments, or death in the immediate family).
2. **Unexcused Absence:** Absences that occur with the knowledge and approval of parents or guardians, but are not acceptable under State Law.

3. Truancy-Absence, which is an intentional and planned violation of State attendance laws.
4. Tardies-A tardy occurs when a student arrives late to school or any class.

Work missed during an absence must be made up within a reasonable time after your scholar is absent. Ask your child's teacher for make-up work.

Excessive tardiness and/or absences will result in an attendance letter and/or Student Attendance Review Team (SART). Students with continued excessive absences and tardies will be referred to the Student Attendance Review Board (SARB) at the district.

Please note the following regulations regarding attendance:

Truant

Education Code Section 48260(a) defines a "truant" as "Any pupil subject to compulsory full-time education or to compulsory continuing education who is absent from school without a valid excuse three full days or tardy or absent more than any 30 minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof, is a truant and shall be reported to the attendance supervisor or superintendent of the school district."

Education Code Section 48260.5 states that districts, upon a student's initial classification as a truant, must notify the student's parent or guardian by using the most cost-effective method possible, which may include electronic mail or a telephone call:

- * That the student is truant
- * That the parent or guardian is obligated to compel the attendance of the student at school
- * That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to *Education Code Section 48290*.

Habitual Truant

Education Code Section 48262 – "Any pupil is deemed a habitual truant who has been reported as a truant three or more times per school year, provided that no pupil shall be deemed a habitual truant unless an appropriate district officer or employee has made a conscientious effort to hold at least one conference with a parent or guardian of the pupil and the pupil himself/herself, after the filing of either of the reports required by Section 48260 or Section 48261. For the purposes of this section, a conscientious effort means attempting to communicate with the parents of the pupil at least once using the most cost-effective method possible, which may include electronic mail or a telephone call." (Amend. Stats. 19976, Ch. 1010)

Education Code 48264.5 - states "Any minor who is required to be reported as a truant pursuant to Section 48260 or 4826 may be required to attend makeup classes conducted on one day of a weekend pursuant to subdivision (c) of Section 37223. If attendance does not improve, students may receive a written warning from law enforcement, be referred to the district Student Attendance and Review Board (SARB), be required to attend a county truancy prevention class, and/or be adjudged a ward of the courts for repeated truancy. Students who fail to complete assigned actions subject their parents to one or more progressive consequences up to and including a fine of \$2000 and or jail time.

CHANGE OF ADDRESS

Please notify the school office when there is a change of address, telephone number, or emergency contact information. This is a legal requirement and a safety precaution in case of an emergency. In case you move out

of the attendance area, inform the school. Through the District's BE STILL program, your child may be eligible to remain at their current school through the end of the school year.

REQUEST FOR CHANGE OF SCHOOL (RCS)

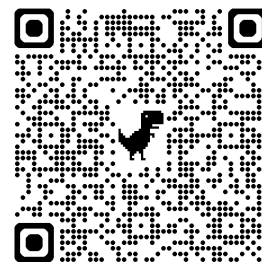
RCS is the opportunity to request a different school of attendance. RCS application can be obtained from the school, Enrollment & Placement services, or online at www.sbcusd.com. To qualify for RCS, the parent/guardian must reside in the SBCUSD district, and space must be available at the school requested. The RCS process can take up to 45 school days. Transportation is the responsibility of the family.

Terms and conditions of RCS:

- Students are expected to maintain satisfactory grades, attendance, and behavior/citizenship.
- Students who fail to meet these standards can and will have their RCS transfers revoked and the student will have to return to his/her school of residence.

Independent Study Program

If you are planning to take your scholar out of school for 1 to 15 days (Short Term Independent Study) due to a personal, family, medical, or other approved reason, please contact your child's teacher and the school office at least 5 days in advance and request an Independent Study Contract. Your child will receive school work which must be completed and turned in upon return, to receive credit for the work and time missed from school. Scan the QR code for more information.



MEDICATION

A Physician's Recommendation for Medication form must be filled out by the prescribing physician, along with the signature of the parent/guardian, and must be turned in beforehand if your student needs to take medications during school hours. The form may be obtained from the office. Medications must be left in the Health Office.

SCHOOL BREAKFAST/LUNCH PROGRAM

Breakfast and lunch will be served starting the first day of school for all students.

San Bernardino City Unified School District participates in both the National School Lunch and School Breakfast Programs. Monies for these programs are provided by the federal and state governments. Meals are available at no cost for those students who qualify according to guidelines established by the United States Department of Agriculture.

Because of USDA regulations, meals must be consumed by students on school property. Breakfast and lunch are available each day students attend school. Nutrition Services also provides sack lunches when students go on field trips.

BEHAVIOR EXPECTATIONS

Most students are very serious about wanting to take full advantage of the time they spend in school. Students who come to school to learn and participate in school activities seldom have problems with school rules.

The following are not tolerated at school and are causes for corrective measures:

- Fighting, assault
- Bullying
- Tardiness, truancy
- Defiance of authority
- Disruptive and/or rude behavior*
- Profanity
- Failure to complete assigned tasks*
- Being in areas not designated for students at the time
- Unsafe and/or inappropriate use of school equipment
- Damage to property
- Not following school rules

Additional offenses that will result in suspension are:

- Fighting, assault
- Bullying
- Possession of knives, other weapons, or explosives on campus
- Theft
- Obscene behavior
- Forgery
- Use, possession, or sale of drugs, alcohol, or tobacco
- Robbery or extortion

DISCIPLINARY ACTIONS

1. Informal, Student Conference: A school employee (administrator, teacher, or other staff member) talks with students regarding the offense and may impose loss of privileges, time out, and/or extra work duties.
2. Formal Level, Low-Level Referrals: The teacher holds a conference with the student. It is expected that the student will agree to correct his/her behavior. Loss of privileges, time out, extra work or duties, parent contact, parent conference. Parents are notified by form, and parental support is expected to correct the behavior. Low-level referrals are used primarily for communication between the teacher and the parent/legal guardian.
3. Formal Level, Office Referral: The administration or designee holds a conference with the student. It is expected that the student will agree to correct his/her behavior. Loss of privileges, loss of activities, extra work or duties, parent contact, parent conference, referrals to a school counselor, in-school suspension, suspension from school, recommendation for transfer to another school, and/or recommendation for expulsion from school may occur. For serious and/or repeated offenses, parents are contacted by telephone, in person, or by letter or referral form. Documentation is maintained by the administration. Parent support is expected to correct the behavior.

GENERAL SCHOOL RULES - Positive Behavior Interventions and Support

The three school rules are:

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

WHICH MEANS STUDENTS ARE TO:

1. Obey all directions of school personnel.
2. Keep hands, feet, and objects to yourself.
3. Use school property correctly.
4. Use appropriate language.
5. Walk quietly from one classroom to another.
6. Students play on the playground, not between the buildings or hallways.

PBIS or Positive Behavior Interventions and Supports focuses on creating and sustaining school-wide, classroom, and individual systems of support that improve the educational environment for all students. We explicitly teach behavior expectations and then recognize the positive behaviors shown by students.

Bonnie Oehl Elementary School is committed to a safe environment for all students and staff and is committed to zero tolerance of any weapons, unauthorized drugs, violence, gang activity, or vandalism. “Weapons” shall include, but are not limited to: guns, “look-a-like” weapons, any size knife, martial arts tools, razor blades, mace, or any weapons specified in the Penal Code. Any violation of the above may result in suspension and/or a recommendation for expulsion.

Bonnie Oehl Elementary School has adopted rules consistent with SBCUSD Board policy, law, and/or policies of the State Department of Education. Discipline rules for students are communicated at the beginning of each school year and to new student enrollees as they register and through lessons in the classroom. These rules and regulations are available on request at the Principal's Office in all District schools.

A student may be disciplined for any of the following violations:

- 48900 (a)1** Caused, attempted to cause or threatened to cause physical injury to another person;
- (a)2** Willfully used force or violence upon the person of another, except in self-defense;
- (b)** Possessed, sold, or otherwise furnished any firearm, knife, explosive, or other dangerous object;
- (c)** Unlawfully possessed, used, sold, or otherwise furnished or been under the influence of any controlled substance, alcohol, or intoxicant;
- (d)** Unlawfully offered, arranged, or negotiated to sell any controlled substance and sold, or otherwise furnished a substitute;
- (e)** Committed or attempted robbery or extortion;
- (f)** Caused or attempted to cause damage to school property or private property;
- (g)** Stole or attempted to steal school/private property;
- (h)** Possessed or used tobacco or nicotine products;
- (i)** Committed an obscene act or engaged in habitual profanity or vulgarity;
- (j)** Had unlawful possession of or unlawfully offered, arranged, or negotiated to sell any drug paraphernalia;
- (k)** Disrupted school activities or otherwise willfully defied the valid authority of supervisors, teachers, administrators, school officials, or other school personnel;
- (l)** Knowingly received stolen school or private property;
- (m)** Possession of an imitation firearm;
- (n)** Committed or attempted to commit a sexual assault;
- (o)** Harassed, threatened, or intimidated a pupil who is a complaining witness or witness in a school disciplinary proceeding;
- (p)** Unlawfully offered, arranged to sell, negotiated to sell, or sold the prescription drug, Soma;
- (q)** Engaged in, or attempted to engage in, hazing as defined in Section 32050;
- (r)** Engaged in an act of bullying, including, but not limited to, bullying committed by means of an electronic act, as defined in subdivisions (f) and (g) of Section 32261, directed specifically toward a pupil or school personnel;

(s) Aid or abet the infliction or attempted infliction of physical injury.

The following four (4) violations apply to students in grades 4–6:

212.5 Sexual harassment;

48900.3 Hate violence;

48900.4 Intentionally engaged in harassment, threats, or intimidation against personnel, a pupil or groups of pupils;

48900.7 Pupil has made terrorist threats against school officials or school property, or both.

Students committing the following acts will be recommended for expulsion unless particular circumstances determine that an expulsion is inappropriate:

48915 (a)1 Causing serious physical injury to another person, except in self-defense;

(a)2 Possession of any knife, explosive, or other dangerous object of no reasonable use to the pupil;

(a)3 Unlawful possession of any controlled substance;

(a)4 Robbery or extortion;

(a)5 Assault or battery upon any school employee.

Students committing the following acts will be recommended for a mandatory one-year expulsion:

48915 (c)1 Possessing, selling, or otherwise furnishing a firearm;

(c)2 Brandishing a knife at another person;

(c)3 Unlawfully selling a controlled substance;

(c)4 Committing or attempting to commit a sexual assault;

(c)5 Possession of an explosive.

BUS RIDER RULES

1. Students must obey the bus driver's directions at all times and all rules for their protection.
2. Misbehavior of students will be referred to the parents, transportation office, and school office in written form by the bus driver.
3. A student's misbehavior on the bus can cause him/her to be subject to disciplinary action, including possible loss of the privilege of bus transportation.

BICYCLES

Provisions are made to safeguard bicycles, but the school assumes no responsibility for them. Owners of bicycles must provide individual locks. Bicycles must be left in the bike rack area. Bicycle riding on the campus is prohibited. You must walk your bike on the campus to the bike rack area. The school is not responsible for lost or stolen bikes. Remember, the law requires using a bike helmet.

TOYS

Toys are not allowed at school unless approved by a teacher or administrator for a specific instructional activity or school event. Toys include, but are not limited to, toy guns, squirt guns, fidgets (e.g., fidget spinners), dolls, stuffed animals, toy cars, trading cards (e.g., Pokémon cards), and Happy Meal toys.

Toys, collectibles, and other non-instructional items brought to school may be confiscated by a teacher, administrator, or other school staff member if they cause a disruption to learning, create a safety concern, or interfere with school operations. Confiscated items may be returned to the student, parent, or guardian at the discretion of school administration.

The school is not responsible for personal items that are lost, stolen, damaged, traded, or misplaced.

ELECTRONIC SIGNALING DEVICES

Students may use cell phones, smart watches, smart glasses, or other mobile communication devices **before arriving on campus and after their school day ends**. Devices must be turned off and not visible during the school day, including recess and lunch, transitions, after-school or before-school programs, and, where applicable, after-school activities.

Students may not:

- Make or receive calls, text messages, or electronic messages during the school day, on any type of device.
- Access social media, games, videos, or other non-instructional content.
- Photograph, record, livestream, or otherwise capture images, audio, or video of students, staff, classrooms, or school activities without permission.
- Use a personal device in a manner that disrupts instruction, compromises privacy, or interferes with the safety and orderly operation of the school.

The school is not responsible for lost, stolen, or damaged devices.

When a student uses a mobile communication device in an unauthorized manner, the student shall be subject to progressive consequences and a restorative process.

- Early Intervention includes conducting restorative conversations with the student.
- If a student does not follow expectations after the restorative conversations, the consequence shall include confiscation of the phone by a school official.
 - The device will be securely stored until it is returned to the student or guardian.
- A parental pick-up of the device at the end of the school day shall be required for students who have not followed the expectations on multiple occasions.
- If a student continues not to meet expectations, the student shall have his/her cell phone privileges revoked for the remainder of the trimester.
- In cases of severe incidents, such as severe cyberbullying, or threats; the student shall be prohibited from possessing cell phones, smart watches, etc. while on school grounds for the remainder of the current school year.

DIGITAL CITIZENSHIP

Bonnie Oehl Elementary encourages students to use technology responsibly, safely, and respectfully. Students are expected to demonstrate good digital citizenship both at school and when using technology that impacts the school environment.

Students may not:

- Use technology to bully, harass, threaten, impersonate, or embarrass others.
- Record, photograph, or distribute images, audio, or video of students or staff without permission.
- Create, share, or post inappropriate content involving students, staff, or the school.
- Use artificial intelligence (AI) tools, websites, or applications in a manner that violates teacher directions, academic expectations, or student privacy.
- Present work created entirely by artificial intelligence as their own work when a teacher has required original student thinking and effort.

Students are expected to use technology in ways that support learning, demonstrate respect for others, and maintain a safe school environment. Violations may result in disciplinary action consistent with District policy and applicable law.

QUSTODIO PARENT APP

Our district is offering parents free access to the Qustodio Parent App. While school devices are already filtered for safety, this app gives you added control at home. With the app, you can: Set screen time limits, monitor online activity, and support safe technology use.

Activate your free account in three easy steps:

1. Visit qustodio.com/my-school
2. Create your parent account using the email address on file with the school
3. Follow the prompts to connect to your child's school account

FUNDRAISING OR SELLING PERSONAL ITEMS ON CAMPUS

Students are not permitted to sell personal items on school grounds. We recognize that student participation in fundraising activities for nonprofit, nonpartisan charitable organizations can help develop a sense of social responsibility in students; however, all activities of this kind must be approved in advance with administrator discretion.

DRESS CODE

The following has been our District dress code and will continue to be school policy. It is important to remember District Policy 5132 requires that all students dress in a manner that does not distract or impact the learning environment. Please read these limitations to avoid any apparel that violates this policy.

The following dress/items or styles will **not be permitted** at school:

- ◆ No clothing that promotes hate, intolerance, profanity, violence, drugs (including cigarettes, vaping, etc.), or alcohol.
- ◆ Pajama bottoms or tops may not be worn unless it is a designated school spirit day.
- ◆ Clothing must cover and conceal undergarments; no private parts are to be exposed, including midriffs.
- ◆ Undershirt tank tops are not permitted as the only shirt.
- ◆ No hanging wallet chains, hanging belts, pocket chains, bandanas, or any gang-related attire (BP5132 & BP5136).
- ◆ No "body" piercings/rings or unsafe jewelry or accessories, including hooped earrings, hanging pierced jewelry, gauge earrings, or long artificial nails, which pose a safety hazard during PE and recess activities.
- ◆ No strapless sandals, flip-flops, or slippers. Closed-toed shoes are the best option.
- ◆ Hats/headwear are to be worn appropriately and never indoors.
 - o Hats/caps may be worn; they may not have any inappropriate logos.
 - o All hats are only allowed to be worn outside. No hats should be worn in classrooms, the cafeteria, etc.
 - o Caps must be worn with the visor shielding the front of the face.

GRAFFITI POLICY

The Principal or the Superintendent of schools shall immediately suspend and recommend a pupil's expulsion, on the grounds of causing or attempting to cause damage to school property or private property. Any District pupil enrolled in grades K-12 who has placed graffiti, tagged or in any way painted or written on school property or private property without specific permission of school authorities, or places graffiti on district or private property while going to or from school on any school-related activity, unless the Principal or Superintendent finds, or reports in writing to the governing board, that expulsion is appropriate, due to the particular circumstance, which shall be set out in the report of the incident. In addition, the pupil shall be referred to the Juvenile Probation Department for inclusion in their Graffiti Program.

Under a finding by the Board following the expulsion hearing that the pupil committed the offense, mandatory work program, and full restitution by the pupil or by the pupil's parent/guardian of the cost of repairing the property damaged by the pupil's actions (including, but not limited to, adjunctive costs for investigation, employee time and use of any equipment), in an amount not to exceed the statutory maximum (which at the time of the enactment of the policy is \$10,000.00 adjusted upward annually) may be imposed by the Board as an express condition of the pupil's re-admittance to any school in the District. In addition, the District may withhold the grades, diploma, and transcripts of the pupil responsible for the damage until the pupil's parent or guardian has paid for the damage, the District may, on appeal, provide a program of work for the pupil in lieu of the payment of monetary damages.

SEXUAL HARASSMENT POLICY

Purpose: To prevent discriminatory harassment in the educational environment.

1. Policy Statement:

The San Bernardino City Unified School District is committed to providing all students a learning environment that is free of discrimination in accordance with applicable state and federal laws. This non-discriminatory learning environment is for the benefit of all District students and all students are expected to fully comply with this Policy. Additionally, non-district students who have contact with the district's students are expected to conduct themselves in accordance with this Policy at any school in the district or any district-sponsored event. Absolutely no one is authorized to engage in conduct prohibited in this Policy.

In keeping with this commitment to a nondiscriminatory learning environment, the District maintains a strict policy prohibiting sexual harassment and harassment based on race, color, sex, religious creed, national origin, ancestry, disability, or handicap in accordance with the applicable state and federal laws. This policy prohibits all forms of discriminatory harassment through any means, including nonverbal, verbal (including gestures, touching, abstracting, or otherwise interfering with a person's movement), or visual (including leering, cartoons, drawings, magazines, notes, letters, or posters). This policy prohibits all conduct by which any student because of race, religious creed, color, national origin, ancestry, disability, handicap, or sex, subject to unwelcome, offensive, intimidating, oppressive or otherwise interfering harassment.

2. Sexual Harassment:

All of the foregoing applies to complaints of sexual harassment. For the purpose of clarification, prohibited sexual harassment includes but is not limited to unwelcome sexual advances, requests for sexual favors, and

other verbal, nonverbal, visual, or physical conduct of a sexual nature where such conduct has the purpose or effect of substantially interfering with academic performance or creating an intimidating, hostile, or offensive learning environment.

3. Enforcement:

Disciplinary actions up to and including expulsion will be taken against any student if it becomes known to the District and proven by school officials that such students have engaged in conduct prohibited by this Policy.

4. No Retaliation:

No student, employee, or other individual shall be retaliated against, in any manner, for reporting conduct that he/she believes to be a violation of this Policy, for participating in an investigation of a possible violation of this Policy, or for using the District's Complaint Procedure.

5. Complaints:

Individuals who have been subjected to discriminatory harassment have an obligation to immediately report the incident or incidents to their principal or the District's Affirmative Action Office.

BULLYING POLICY

Students cannot be expected to reach their full academic potential in an environment of fear and intimidation. All schools in the San Bernardino City Unified School District have an obligation to provide a safe, healthy, and positive learning environment for their students and to promote mutual respect, tolerance, and acceptance among students, staff, and volunteers.

1. Prohibited Behaviors

The District expressly prohibits the bullying, harassing, or intimidating of any student, by any means or method, at school, on school property, or at school-related functions; while traveling to or from school on a school bus; off-campus when the behavior results in a disruption to the school environment; or by use of data or software that is accessed through a District computer, computer system, computer network, or other electronic technology of the District.

Examples of prohibited behaviors include, but are not limited to:

- Verbal assaults such as unwanted teasing or name-calling;
- Threats, taunts, and intimidation through words and/or gestures;
- Direct physical contact, such as hitting or shoving;
- Physical violence and/or attacks;
- Destruction of school or personal property;
- Any form of electronic bullying or cyberbullying using school equipment, school networks, or e-mail systems, or committed at school;
- Theft of money and/or personal possessions for the purpose of **bullying**, harassing, or intimidating;
- Harassment or intimidation motivated by any actual or perceived characteristic, including race, color, ethnicity, religion, gender identity, sexual orientation, ancestry, national origin, physical attributes, socioeconomic status, physical or mental ability or disability, or by any other distinguishing

- characteristic;
- Public humiliation;
- Social isolation;
- Extortion or manipulation, including incitement and/or coercion
- Rumors or spreading of falsehoods; Stalking;
- Cyber stalking or engaging in conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at or about a specific person, causing substantial emotional distress to the victim;
- Cyberbullying includes the willful, hostile, or repeated use of digital technologies to harass, intimidate, threaten, embarrass, exclude, or harm another person. This may occur through text messages, email, social media platforms, online gaming platforms, websites, group chats, messaging applications, artificial intelligence (AI) tools, or other forms of electronic communication.
- Recording, photographing, sharing, posting, livestreaming, or distributing images, audio, or video of students or staff without permission when such actions disrupt the educational environment, violate privacy, or contribute to bullying, harassment, or intimidation.
- Creating, sharing, or using fake accounts, altered images, artificial intelligence (AI)-generated content, or impersonations of students or staff for the purpose of harassment, intimidation, embarrassment, or disruption.
- Sending abusive or threatening text messages or instant messages; and
- Using websites to circulate gossip and rumors to other students.

2. Reporting Incidents of Bullying



Bullying may be reported by a student, parent, guardian, or other stakeholder to an administrator, teacher, counselor, or other staff member at the student's school. At the option of the person reporting the incident, the report may be made either by name or anonymously and either verbally or in writing. Reports of **bullying** also may be made by using the District's complaint procedures or by calling the San Bernardino Department of Education's School Safety Hotline at 1-800-78-CRIME (1-800-788-1463) or by scanning the QR code above..

Students who believe that another student at their school is being bullied are urged to inform a teacher, counselor, administrator, or other staff member.

The District prohibits retaliation against any person who reports **bullying** or participates in an investigation of **bullying**. Schools shall keep reports of **bullying** confidential to the extent consistent with a thorough investigation.

CLEAN CAMPUS

Bonnie Oehl Elementary School students are proud of their school and want it to be well cared for. The appearance of our school and the way it is kept has a great deal to do with the reputation of our school. It is the responsibility of each student to help keep the campus clean. If you see anything on the weekends, please call School Police at (909) 388-6030.

HEALTH AND WELLNESS

HEALTH OFFICE

The school nurse is on campus at least once a week and is on-call for emergencies. Our Health Clerk provides first aid for minor injuries. If a child has a temperature of 100.0 or higher, has vomited, or is otherwise considered contagious or ill, the parent/guardian will be contacted for the child to be picked up to go home. The Health Clerk relies on the student's emergency information to contact parents regarding their child's health. **PLEASE KEEP YOUR CHILD'S EMERGENCY INFORMATION CURRENT FOR THE SAFETY AND PROTECTION OF YOUR CHILD.** Sick children will not be released to walk home; they must be picked up by an adult on the Emergency Contacts with Identification in a timely manner. This also includes students who become ill after regular dismissal.

Hazel Health is a program that is provided free of charge to all students in SBCUSD. Your child can see a medical provider at no cost from school or home. Hazel Health is available to ensure that all students have access to medical care when needed. To find out more information or to register www.my.hazel.com/sbcusd or 909-531-5244.

EMERGENCY PROCEDURES AND STUDENT SAFETY

The safety of our students and staff is our highest priority. Bonnie Oehl Elementary conducts regular emergency drills and follows District emergency procedures for situations that may include fire, earthquake, evacuation, shelter-in-place, secure campus, and lockdown events.

Parents and guardians are responsible for maintaining current emergency contact information in AERIES. In the event that a student must be released during an emergency, students will only be released to individuals listed as authorized emergency contacts who present valid photo identification. Court orders affecting student release must be on file with the school office.

School and District officials will communicate with families regarding significant emergencies or safety incidents when appropriate. During an emergency, parents and guardians should not come directly to the school unless instructed to do so by school or District officials, as this may interfere with emergency response procedures and student accountability.

The school conducts emergency drills throughout the year to help students and staff prepare for potential emergencies and maintain a safe learning environment.

Celebrations & Holiday Parties

Classroom parties may include a Holiday Party just before Winter Break in December and a Valentine's Party in February. Other school celebrations may include the end of the school year celebrations. If you would prefer your child not to participate, please notify your child's teacher.

Any parent wishing to bring a snack for their child's birthday may do so under the following guidelines:

- Approved by the teacher
- Parent contributions must be of store-bought items that are individually wrapped (as per District Nutrition Guidelines) and be healthy (carrot sticks, fruit, etc.) or must follow the wellness guidelines (see below)
- Brought to the school before 2:30 pm for distribution at the end of the day.

Outside food guidelines:

Healthy schools lead to healthy students, and healthy students are more likely to reach their full potential. We want to increase the awareness of lifestyle choices that can have lasting impacts on the lives of our students and families. We also want to empower our families and promote the health and well-being of our community.

At Bonnie Oehl, we believe it is a shared responsibility to work together and create a beneficial school environment that ensures the overall success of each scholar who attends our school. We know the following to be true:

- Students who are physically active tend to do better academically, have better memory, better classroom behaviors, and miss fewer school days.
- Adolescents who are healthy are more likely to graduate from high school on time and attend college or post-secondary education.
- Healthy youth will grow up to be healthy, productive adults.
- If we invest in the health of our youth today, we can ensure a healthier tomorrow for future generations.

Please follow these guidelines:

1. Limit options such as potato chips, Cheetos, Doritos, etc up to 2 ounces or a single serving size. Candy is not allowed.
2. Limit juice and drinks with larger sugar contents to 8 oz single servings. Water and milk are strongly recommended as an alternative. Soda is not allowed.
3. Refrain from sending your scholar with larger food items, which are known to encourage sharing of food and beverages, which is highly discouraged, especially due to student allergies and potential health concerns.
4. Consider these options when celebrating student birthdays in the classroom:
 - **Healthy snack ideas:**
 - Fruit – Fruit cups, freeze-dried fruit, apple sauce, fruit snacks
 - Snacks & chips – Chex Mix, baked chips
 - Cookies & crackers – 100 calorie packs, Triscuits, Wheat Thins
 - [A more complete list is included here.](#)
 - **Ideas for non-food birthday treats for classmates:**
 - Bubble wands
 - Pencil toppers
 - Novelty erasers
 - Party hats
 - Friendship bracelets
 - Pencil
 - Bookmarks
 - Sticky note pads
 - Stickers

SPECIAL SERVICES

- **Sunrise & EXL:** Sunrise's before-school program is offered from 7:15-8:10. EXL is an after-school program that is available free to students in grades K-6 from 3:30 p.m. – 6:00 p.m. on regular days (1:00 p.m. – 6:00 p.m. on minimum days). Applications are available through AERIES.
- **Dual Immersion:** DI in Spanish is offered in grades Kindergarten through Grade 6. Benefits of the DI program include:
 - The development of proficiency in two languages during the school day.
 - English and Spanish-speaking students learn together in the same classroom.
 - Bilingualism supports social, economic, and cultural benefits.
 - An appreciation of other cultures and languages.
- **Title I:** Funding from the Elementary and Secondary Education Act (ESEA), which provides financial assistance to schools with low-income students to ensure all scholars meet academic standards. It funds interventions, such as tutoring and supplemental programs, support staff for interventions, field trips for hands-on learning experiences, and parent education.
- **Gifted and Talented Education (GATE):** The GATE program is designed to meet the individual academic needs of the GATE-identified students by expanding the depth and complexity of the core program. All students in 3rd Grade are given a test to identify potential giftedness. Information is shared with parents before assessment begins, and parents have the opportunity to opt-out their child. Students in grades 3 through 5 may be recommended for GATE testing by either their parents or teacher.
- **Academic Intervention:** All students will receive at least 45 minutes a day of academic intervention at their academic level, four (4) days a week. Instruction will be provided by classroom teachers, learning center support staff, and instructional tutors. Instruction is based on needs identified by regular assessments and progress monitoring.
- **Student Study Team (SST):** The primary purpose of the SST is to identify academic concerns and create an intervention strategy for the student. The team brainstorms ideas that help children become more successful in class.
- **Resource Specialist Program (RSP):** helps children with identified learning disabilities whose learning needs cannot be met by the classroom teacher alone. The Resource Specialist and the instructional assistant work in a small group on goals identified in the student's IEP.
- **Speech & Language:** A speech and language pathologist works with students from all grade levels. Normally, work is done with small groups of students who are having problems speaking or understanding language.
- **Counseling:** Outside referrals to counseling services can be provided to support your child with social-emotional needs. Speak to your child's teacher about this service.
- **Homelessness Support (ATLAS):**
 - Are you Homeless? Moving from place to place? Sharing housing temporarily due to economic hardship? Living in motels, shelters, campgrounds, or in a location NOT designated for sleeping

accommodations, such as a car, the park, under a freeway underpass or abandoned structures, etc.?

- **As a student**, are you living with someone other than your parents or legal guardian?

If you answered **YES**, to any of these questions, please ask to speak to our school's Homeless/ATLAS. We will provide you with our school's support as well as information as to where you can get any additional help within your community. If needed, they will fill out a referral form with you and it will be submitted to the Liaison for further follow-up and assistance.

HOMEWORK POLICY

Homework is an integral part of the educational process. Homework is a teacher-planned activity, which takes place outside the classroom. Homework is necessary to provide additional practice and learning beyond the classroom. Homework serves 3 main purposes: 1) to promote the development of skills; 2) to help each child develop good personal study habits; and 3) to encourage family participation. Homework will be assigned regularly.

STUDENT ACTIVITIES & AWARDS

PAWS Recognition Program (PAWS Cards, PAWS Recess & PAWS Store):

Bonnie Oehl Elementary recognizes and celebrates students who demonstrate our schoolwide PBIS expectations of being Respectful, Responsible, and Safe. Students may earn PAWS Cards from staff members for exhibiting positive behavior, making responsible choices, showing kindness, demonstrating leadership, or serving as positive role models.

Students can use their PAWS Cards to participate in PAWS Recess activities and shop at the PAWS Store for incentives. Through the PAWS Recognition Program, we strive to encourage positive behavior, build a strong school community, and recognize students for making choices that contribute to a safe and supportive learning environment.

Raise your PAWS Rallies:

Bonnie Oehl Elementary hosts Raise Your PAWS Rallies throughout the school year to celebrate student achievement, positive behavior, attendance, and school spirit. Held most months, these assemblies recognize students who demonstrate our PBIS expectations of being Respectful, Responsible, and Safe, while fostering a positive school culture and strong sense of community. Students may be recognized for academic growth, citizenship, attendance, leadership, and other accomplishments that contribute to the success of our school.

Student of the Month:

Teachers will select one student each month to be recognized as their leader of the month. Students may be selected for citizenship and exemplify Being Respectful, Being Responsible, and Being Safe.

Trimester Awards:

Each trimester, awards are given to students who exemplify excellence in a variety of ways, including but not limited to, academics, attendance, sportsmanship, behavior, technology, and art.

REPORT CARDS

You will receive three (3) report cards during the school year. The first two report cards are provided to you as a part of the parent/teacher conference. The final report card is given to the student on the last day of school, provided there are no school-related fines. If your child is at risk of being retained, the teacher will notify you during the conference.

PARENT INVOLVEMENT

Annual Calendar

Each parent receives a calendar indicating the days in which the school is in session for the school year, holidays, parent/teacher conference weeks, back-to-school night, and minimum days. If needed, additional calendars are available in the school office, the school, and the district website. Please make a note of all minimum-day dismissals and plan accordingly.

School-Home Partnership Expectations

At Bonnie Oehl Elementary, we believe that strong partnerships between families and school staff contribute to student success. We are committed to treating all families with professionalism, courtesy, and respect, and we ask families to extend the same courtesy to students, staff, volunteers, and other families.

To maintain a safe and productive learning environment, we ask all visitors and family members to:

- Communicate respectfully with students, staff, and other adults.
- Schedule meetings through the office when concerns arise.
- Follow visitor and volunteer procedures while on campus.
- Allow staff a reasonable amount of time to respond to emails, phone calls, and ParentSquare messages.
- Model appropriate behavior and language while attending school events and activities.

The following behaviors are not permitted on school property, during school activities, or in communications directed toward staff or students:

- Threats, intimidation, harassment, or bullying.
- Profanity, abusive language, or discriminatory remarks.
- Disrupting classrooms, meetings, or school operations.
- Recording staff, students, or confidential meetings without authorization and in accordance with applicable law.
- Use of social media or electronic communication to harass, threaten, or intentionally spread false information about students or staff.

The administration may limit campus access, require meetings to be conducted with administrative support present, or take other appropriate actions when behavior interferes with the safe and orderly operation of the school.

Parent Volunteers

We are proud of our school and enjoy visitors and parent volunteers. Volunteering does not have to take place solely in your child's classroom, as we always appreciate volunteering as a part of our PTO (Parent-Teacher Organization), assisting in other classrooms, and special projects, as well as on field trips.

Please complete the [volunteer application online](#). Approved volunteer applications are valid for the current school year. **A new application must be submitted annually.** Following your screening approval, you can meet with your child's teacher to discuss the best time and days for you to volunteer.

All volunteers working on campus complete a volunteer form and provide a state-issued license/ID card, Consular Identification Card (CID), or passport. A criminal history/background check will be completed, and a TB (Tuberculosis) clearance is required. The entire process can take 2 or more weeks, so please start the process as soon as possible if you would like to be a volunteer on campus.

Chaperones for all field trips must have completed the volunteer process.

Classroom Observations

Parents are welcome to visit the classrooms during the school day for observations only. You may choose to observe a lesson or your child's participation in classroom activities. We ask that you contact the teacher first to arrange an optimal time (E.C. 51101 & E.C. 49091.10). Parents must sign in at the front office and obtain a visitor pass. before going to the classroom. *Teachers are not available for conferences or comments during the instructional day.*

Additional Parental Involvement

Parent involvement is important to the academic success of students. Besides volunteering in the classroom, parents may join our School Site Council (SSC), the English Language Advisory Committee (ELAC), and the African American Parent Advisory Council (AAPAC). Bonnie Oehl also needs active and committed participants to help run our Parent Teacher Organization (PTO).

Parent-Teacher Conferences

Parents are asked to attend all scheduled parent-teacher conferences during the school year to discuss their child's academic progress. Parent-teacher conferences are held two times a year. Each day during these conference periods will be a minimum day. Please make every attempt to attend the conference. If at any time during the school year, you feel the need to discuss your child's progress with the teacher, additional parent conferences can be arranged. It is our goal to maintain open communication between the home and school at all times during the school year.

Bonnie Oehl Parent / Student Handbook

Acknowledgement of this handbook will be conducted through our AERIES Portal

Dear Parent/Guardian:

Education Code 48980 (a) states that School Boards are required by law to notify parents of their rights to services and programs offered by their district school/schools. Parents/Guardians must sign a notification form and return it to their children's school, acknowledging that they have been informed of their rights. Please sign and return to your child's school the portion below acknowledging receipt of the new Parent/Student Handbook. Your signature does not constitute consent to take part in any particular program

I acknowledge, with my signature below, the receipt of the required annual notification of parent/student rights on behalf of my son/daughter. Please PRINT your child's name, birthdate, and grade.

_____	_____	_____	_____	_____
Last Name	Middle Initial	First Name	Birthdate	Grade

_____	_____	_____	_____
Signature of Parent/Guardian	Date	Signature of Student (Grades 3-6)	Date