

BLANCHE SPRENTZ ELEMENTARY SCHOOL



Family and Student Handbook 2026/2027



Home of the Bears

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Mission and Vision Statements

of the Folsom Cordova Unified School District

Vision:

Empowering all students to thrive through educational excellence.

Mission Statement:

FCUSD is committed to providing excellence in educational programs that carry high expectations for each student's success. In collaboration with our community, the mission of FCUSD is to ensure all students demonstrate high levels of learning through our commitment to continuous cycles of improvement, transformative social emotional learning, and engaging, culturally responsive instruction.

Superintendent:

Mr. Erik Swanson

Board of Trustees:

Jennifer Laret

David Reid

Chris Clark

Kara Lofthouse

YK Chalamcherla

BSE MISSION STATEMENT:

Our mission is to ensure evident levels of growth for all students in academic achievement and social emotional learning, through a positive, creative, and culturally responsive school climate in partnership with students, staff, families, and the community.

Principal's Message

Dear Blanche Sprentz Families,

Welcome to a new school year at Blanche Sprentz Elementary! I am truly honored to serve as your principal and to partner with you in supporting the growth, success, and well-being of every student on our campus.

At Blanche Sprentz, students are at the heart of every decision we make. We are committed to fostering a safe, inclusive, and nurturing environment where all learners feel seen, valued, and empowered. Our dedicated team of educators works hard to create engaging classroom experiences that support both academic and social-emotional growth.

Throughout the school day, students receive targeted support through programs such as WIN (What I Need), as well as additional enrichment opportunities to extend their learning. We also prioritize students' mental health and emotional well-being through supports like PBIS, Check-In Check-Out, Special Friends, Academies, and individual counseling services.

With over 18 years in education- as a teacher, coach, and school leader- I believe deeply in the power of connection, community, and collaboration. I strive to know every student as an individual and to create a school culture where all families feel welcomed, informed, and engaged.

I invite you to partner with us this year- whether by joining school events, volunteering in classes, joining PTO, or simply staying in communication. Your involvement makes a tremendous difference, and together, we can ensure that our students thrive.

Please take time to review our **Family Handbook**, which outlines helpful information about our school routines, policies, and supports. And never hesitate to reach out to your child's teacher, our front office staff, or to me directly—we are here for you.

Here's to a joyful, successful, and connected school year!

Warmly,

Mrs. Nereida Cabrera

Principal

Blanche Sprentz Elementary School Parent Activities

The Blanche Sprentz School Site Council (SSC) oversees the Single Plan for Student Achievement (SPSA) which determines how our school allocates funds to enhance school performance. The 2025-2026 budget will be determined by enrollment in October. State guidelines and procedures must be followed to receive these funds. The council is composed of an equal number of parents and staff members who are elected during the first month of school. The council will evaluate school data and progress to address the needs for improvement in instruction and school culture.

Further,

- The SSC is the vehicle for Site Based Decision Making, a district plan allowing schools more freedom in planning their own program;
- Parents are elected for a one-year term. Those interested in running for the council are encouraged to contact the school office for details at 916-294-9110;
- Parents may contact members of the council with comments, suggestions or concerns;
- Meetings are held 4-5 times per year and are open to the public.

Blanche Sprentz Elementary Parent Teacher Organization

Blanche Sprentz has an active Parent Teacher Organization. General PTO meetings are held at least eight times per year in the months of August, September, October, January, February, March, April, and May. Dates and times of meetings are published on the website and listed on the marquee. Special activities are planned throughout the year. The event chairperson will call upon parents to assist with these activities. We encourage you to become an active member of our PTO. Some of the events and items paid for by PTO include student enrichment assemblies, book vending machine, staff & teacher support, special school events such as Spooky Sprentz, DaVinci Day, and Field Day, campus enhancement, as well as Starstruck, our winter dance showcase. To learn more, visit their website at <https://www.bsepto.org/>

The 2025-2026 PTA Officers are:

President: Roxy Lockhart
Vice President: Kara Lundquist
Secretary: Erica Dietrich
Treasurer: Donavon Gray

Parent Volunteers

The principal and teachers encourage parent, grandparent, and community participation in the educational programs of the school. Those interested in volunteering their time should contact the school office. The volunteer will complete the appropriate volunteer application. They will be notified as to how to obtain a TB test, fingerprints, (Administrative Regulation 4315.2). Once cleared through the school district, volunteers will be scheduled according to the needs of teachers. Typically a person will work in the classroom on a weekly basis for a certain period of time. All volunteers are required to sign in at the office via our Raptor system and wear a visitor sticker/badge. For more information on how to start the volunteer process please visit - <https://www.fcusd.org/volunteer>

Parents wishing to participate with their child's class on a field trip may do so if volunteer requirements have been met, and if selected to be a chaperone by the classroom teacher. Please refer to the *Field Trip* section of this handbook. Younger siblings are not permitted to attend with their parents. The parent must be able to give full attention to the children in the class they are supervising; that is difficult if there is a younger child present. We also cannot allow other school age students to attend a sibling's field trip. We appreciate your understanding of this policy.

SCHOOL INFORMATION

Arrival/Dismissal of Students:

Arrival:

Students are asked to arrive at school between 8:00-8:15 am. Students eating breakfast may arrive at the multi as early as 7:30 am. If students are not eating breakfast, they are to arrive on campus no earlier than 15 minutes before their scheduled class time. Students are to arrive via our designated drop off/pick up zones and are to walk directly to the multi or their class line up spot on the blacktop upon arrival at school.

If a parent needs to exit their vehicle for any reason, they must find a parking space. *Please do not drive/park in the bus lane at any time. Do not park or leave your car unattended in any of our drop-off zones.*

- [CLICK HERE](#) **for more information on Arrival & Dismissal Procedures**

Dismissal:

When school is out, students are to meet their parents, go directly home, or to their daycare provider when class is dismissed. Students walking home from school without an adult remain under the jurisdiction of the school and district's discipline and behavior policies until reaching home. Students waiting for a parent ride after school will go directly to their grade level's waiting location or an alternative meeting spot, as designated by the parent. Students riding the bus will go directly to the benches at the back of the main office. All students must stay in their particular areas to wait for their transportation home.

Families who wish to return to school to use the playground may do so after 4:00p.m.

Closed Campus:

Blanche Sprenztz is a **closed campus**. All parents coming on campus to pick up their students are invited to wait in front of the school or along the peripheral sidewalks for students to be dismissed. Parents may not wait on internal sidewalks, hallways, or by the classrooms.

Early Dismissal:

Early dismissals are not allowed during the last 15 minutes of the school day.

Teachers are busy wrapping up their lessons and will be unable to have your student out before the bell rings.

All students leaving campus early must be signed out in the office. Students will be dismissed only to parents or individuals on their emergency contact list. Students will not be called to the office until the parent arrives in the office and the student has been signed out. Please arrive with enough time to locate your student's class and have them gather their things. If you are needing them to be ready in the front office, you can try calling before heading to the school and we will do our best to get your student down to the office by the time you arrive. Please be prepared to show identification.

Drop-off/Pick-up Procedures:

1st-5th Grade Students Drop Off:

- There is one main area for drop off and pick up at Blanche Sprentz in the front of the multi.
- As you enter the parking lot from Flower Drive, you'll see a drop off lane on the right and a passing lane on the left.
- The right hand "Drop Off" lane is for drop off/pick up ONLY.
- The left hand "Pass Lane" is for passing/exiting traffic.
- Both lanes are ONE WAY traffic only, entering from Flower Drive, and exiting on Flower Drive.
- *DO NOT* allow students to exit your vehicle from the Pass Lane and cross in front of traffic as this is extremely dangerous.
- Students must exit/enter the vehicle on the passenger side only. Do NOT allow students to get in/out on the driver's side, as other vehicles will be passing or exiting on that side.
- Parents may *NOT* exit their vehicle at any time while in the drop off/pick up line. If your child requires one-on-one assistance to exit or enter a vehicle, you will need to park your vehicle in a parking space to assist them.
- Students may exit vehicles in the "Drop Off" Lane, at any point after the crosswalk. Please pull as far forward as possible.
- Make sure your child is ready to hop out quickly (e.g., shoes on, coat on, finished eating breakfast, etc.)
- Students will enter the multi for breakfast and be excused to the blacktop where they'll line up with their class on the blacktop.
- 1st-5th grade teachers will gather their students from the blacktop at 8:15am.

1st-5th Grade Student Pick Up:

- 1st-3rd grade teachers will escort their classes to the lower blacktop in the back of the school at the end of the day. Independent walkers/bikers may head straight home. If you are escorting walkers/bikers, you can look for your child or child's teacher on the sidewalks in front of school to make contact with them.

TK/Kinder Students Drop Off & Pick Up:

- TK & KINDER - TK/Kinder drop off and pick up is hand to hand. Please park your vehicle on the street and walk to the TK/Kinder gate(s) or to drop off/pick up your student(s).

ATTENDANCE/TARDY POLICY

Absences and Excuses:

BP 5113

The Governing Board believes that regular attendance plays a key role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children 6 to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

Attendance:

All public schools in California use the state attendance accounting system. As a result of California legislation, SB 727, the implementation of an "Actual Daily Attendance System" will provide funding to our school district for those students actually present at school. In order to continue to provide all of our current services and programs, we are requesting your assistance. If students need to miss school for medical appointments, we are requesting that you schedule these appointments as close to the end of the instructional day as possible.

The District does not receive funding for students who are absent from school for any reason including illness, medical or dental appointments, funeral attendance, jury duty, or quarantine. However, illness or family emergencies happen, so please notify the school as soon as possible when this occurs. When a child is absent, please call the school by 8:30 a.m.; state the child's full name, teacher, date, reason for absence, and identify your relationship to the student. A message may be left at 294-9110 24-hours a day. Remember, you must notify the office of any absences, even if you have already spoken to the teacher. If a child is late and has been seen by a doctor, please bring a note/appointment card from the doctor verifying that your child had an appointment.

Independent Study Contracts:

Students who will miss 3-14 consecutive school days may qualify for an Independent Study Contract. **These agreements will be available through the school office and must be requested at least two weeks prior to the absence.** Although we ask that you schedule vacations during school holidays, if that is not possible, please notify the office and complete an Independent Study Contract. Completion of an Independent Study Contract will excuse all absences during the contract dates as long as the assigned work has been completed on time.

Please note: The Folsom Cordova Unified School District does not recognize the “vacation” code for students who are absent from school to participate in a family vacation or an out-of-town activity. These students will be considered unexcused and truant.

School attendance is very important. It establishes good habits for the future and allows the student to receive the maximum instruction provided daily by the teacher. The Alder Creek staff appreciates your efforts to see that your child is in school each day.

The District allows ten days of excused absence for illness without verification from a medical professional. After three days of absence due to illness, the school nurse will contact the family to offer help. Students with chronic conditions will be counseled, and a plan to maximize attendance will be implemented. At ten days of excused absence for illness, a letter requesting doctor’s verification for future absences will be requested. If a doctor’s verification is not received, the absence will be considered unexcused.

Please note: Once a student has been absent for two or more days, homework can be requested by emailing or leaving a voicemail message to the teacher after the 2nd day. Teachers will leave the homework in the school office for pick-up.

In the event of excessive absences and late arrivals, attendance letters will be sent as follows:

1. After every five unexcused lates. After 15 lates, a SART meeting will be scheduled. After 20 lates, a SARB referral will be scheduled; both meetings are mandatory.
2. After 10 absences due to illness.
3. After every three truancies/unexcused absences. After nine truancies, a

- SART meeting is scheduled and a possible SARB referral.
4. After three unexcused early dismissals.

The following information regarding attendance has been implemented by the Folsom Cordova Unified School District. Please read carefully:

EXCUSED ABSENCES:

1. Illness
 - After *three* days in a row, a *medical verification* (note from the doctor) is required. Those absences will only be excused if the medical verification is submitted within 30 days of the recorded absence.
 - After *10 absences*, a *medical verification is required each day thereafter*.
2. Independent Study
 - If absences will be three days or longer, contact the school office for an Independent Study Contract.
3. Justified Personal
 - Funeral – *three days* out of state and *one day* in state
 - Court appearance
4. Religious Holiday

UNEXCUSED ABSENCE/TRUANT:

1. ALL other excuses not listed above. Note that an unexcused absence is considered truant.

EXCUSED TARDIES/LATES:

1. Student is at a doctor or dental appointment and presents a note from the doctor or dentist.

UNEXCUSED TARDIES/LATES:

All excuses other than doctor/dental appointments listed above. Examples of unexcused tardies/lates are:

1. Car broke down
2. Overslept
3. Parent ill/parent overslept
4. Missed the bus
5. Forgot what time school started
6. Late start
7. Ill

Tardy:

Blanche Sprentz School staff expect students to arrive at school on time for the following reasons:

- ◆ When children are late to school, it causes a disruption of the class and decreases learning time for all students.
- ◆ It takes additional teacher time to help the student catch up with the activities the students are doing.
- ◆ It takes valuable office time to write tardy slips, record tardies, and write follow-up letters.
- ◆ The student gets the idea that arriving late for school is acceptable.
- ◆ It is the responsibility of the parent and student to arrive at the proper time.
- ◆ Parents, please make arriving at school on time a priority.
- ◆ Fault is not the important issue in being late. Families must work together and with the school to see that students are on time.

For Students in TK:

For *AM TK*, school starts at 8:00 a.m. and students are released at 11:21 a.m. For *PM TK*, school starts at 11:24 a.m. and students are released at 2:45 p.m. Please make sure students are here and ready to begin their day by their start time. Students who arrive after their start time will be considered late and will be sent to the office for a late slip. On Thursdays, *AM TK* will follow their regular schedule, while *PM TK* will be on a modified “slip” schedule from 9:54 AM to 1:15 PM.

For Students in Grades K-5:

Please note that when the warning bell rings at 8:12 a.m., students have three minutes to get to their lines at 8:15 a.m. Students who arrive at their lines after the 8:15 a.m. start bell are considered late and will be sent to the office for a late slip.

What is SART & SARB?

SART, Student Attendance Review Team, is a meeting with student, parent, administrator, and teacher that is held in the school office. The purpose of the meeting is to seek a solution to the tardy, truant, or absentee problem.

Any pupil reported as a truant three or more times within the school year is considered a habitual truant; a school official shall hold at least one conference with the pupil's parent or guardian. Any pupil considered a habitual truant or having irregular school attendance may be referred to a SARB (School Attendance Review Board).

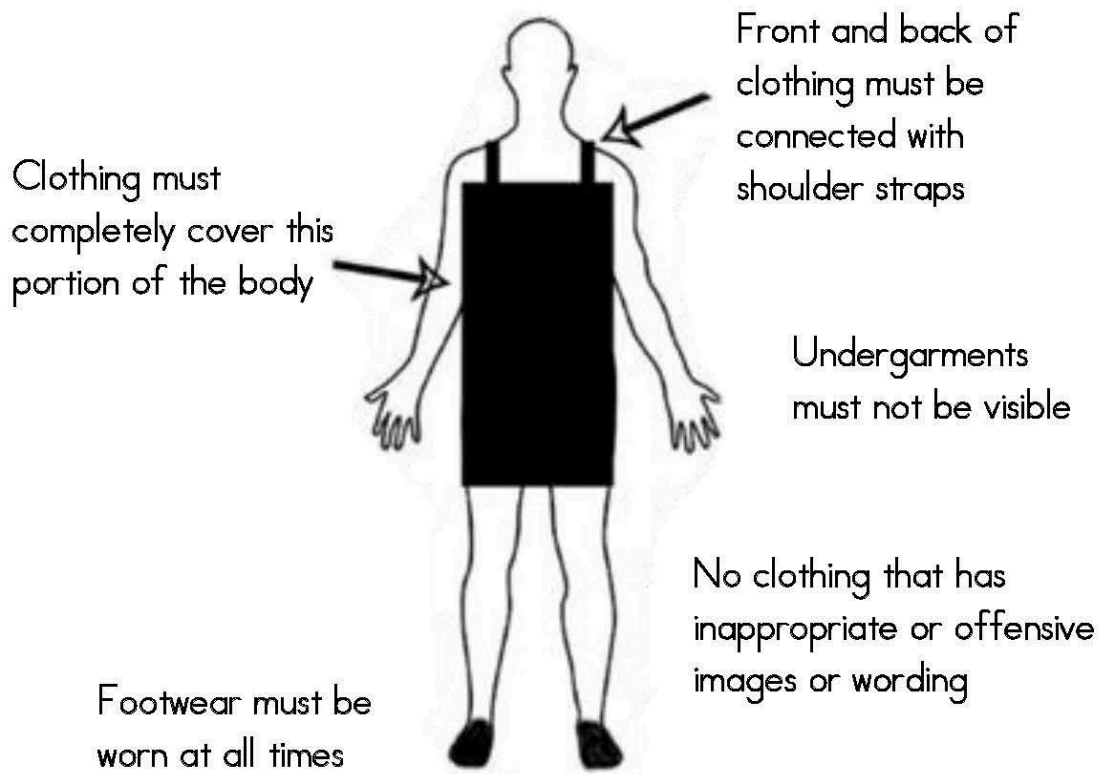
SARB, Student Attendance Review Board, is a meeting with student, parent, principal, community representatives, Folsom Police Department, Sacramento County probation officer, Sacramento County Welfare representative. The meetings are held to seek solutions to the problem concerning attendance.

Dress Code

Students are expected to dress appropriately for working and learning at school. Long pants, shorts, skirts, shirts, blouses, and dresses are encouraged.

Dress Code Policy

Refer to the diagram below as a guideline:



Clothing considered unacceptable is as follows:

- ❖ Shirts with words and pictures that contain profanity, suggestive words or pictures, tobacco or alcohol messages.
- ❖ Shoes that are not attached to the feet or not suitable for running, such as flip flops, slides, or sandals without a heel strap. This is important for safety and appropriateness for recess and PE. Heely shoes (with wheels) are not allowed for safety reasons.

Students are expected to:

- ❖ Wear clean clothes every day.

- ❖ Bathe or shower daily. Fourth and fifth graders should consider using a deodorant.
- ❖ Wear a school t-shirt/sweatshirt or school colors (red & black) on Friday Spirit Day.
- ❖ Come to school dressed appropriately for learning.

Students who come to school wearing unacceptable clothing will be asked to contact a parent to bring a change of clothing to school or will be provided with suitable clothing. The school principal, classroom teacher, or designee will determine appropriate dress using the below as the standard.

Emergency Card Information

Parents or guardians are required by law to complete the digital emergency card information at the time of registration. In case of emergency, the school must have a person to contact by telephone if the parent is not available; people listed as emergency contacts on the card will be notified. This is for the student's protection. *If you should change your address, phone number, employment, or childcare provider, please notify the office so the card can be updated.* Please keep the school informed of any pending custody case, or similar cases, in which the right of guardianship is in question. The emergency card needs to be kept current with this vital information.

Safety Drills

Safety drills are held monthly. The school has a Disaster Plan in the event of a natural or civil emergency.

Field Trips

Students must have a Field Trip Permission slip on file with the school before being allowed to attend a field trip. Teachers will send the permission slip home prior to the trip, and must have them returned promptly. Permission to attend will *not* be accepted by phone, fax, or handwritten note. Field trip permission slips must be returned 24 hours before the field trip. **NO EXCEPTIONS** If your information has changed on your emergency card, please notify the office immediately to update.

Should a teacher have a concern about student behavior or safety, those concerns will be discussed with the parent and student prior to the trip. Under special circumstances, the parent may be requested to accompany the student to ensure that standards of behavior and safety are met.

Parents attending field trips must meet volunteer requirements: completed

application, TB clearance, background check, and wear a visitor sticker. (Please see the Parent Volunteer section of this handbook.) Parents attending field trips are requested to leave other siblings at home or in school to ensure they provide uninterrupted attention to their supervisory responsibilities.

Insurance

At the beginning of the year each student will receive a student insurance application form. This insurance is available at reasonable rates. The purchase of this insurance is a transaction strictly between the parent and insurance company. Parents are urged to take advantage of the insurance.

Lost and Found

Our Lost and Found is located in our multipurpose room. Students should check the Lost and Found regularly to retrieve lost items. To prevent clothing from being lost or claimed by someone else, we encourage marking sweaters, coats, lunch boxes, water bottles, and backpacks with your student's first and last name. Several times during the year, lost and found items are given to charity. Please encourage children to be responsible for their property.

Medication

Medication can be given to a student during the school day only if it is absolutely necessary to maintain that student in school. The school nurse, health assistant, or other designated school personnel will administer the medication to a student provided that the school office has received the following:

- A district medication consent form signed by the doctor (physician) for prescription and the parent/guardian for nonprescription medication.
- Medication brought to the office by the parent, guardian, or designated adult in the original "over-the-counter" or pharmacy prescription container.
- Refills of medication are the responsibility of the parent/guardian.
- All medications shall be held in the school office in a secure location in the original container labeled with the student's name. This includes chapstick and cough drops.
- Parents need to be in constant communication with the office when their child is on daily medication or at any time they are concerned, even if the medication is not given during school hours. Please inform the school if your child is taking medication that may affect his/her behavior.
- Parents are responsible to pick up any remaining medication at the end of the school year or the left over medication will be discarded.

REQUIREMENTS FOR THE ADMINISTRATION OF ALL MEDICATION AT

SCHOOL- INCLUDING “OVER-THE-COUNTER” MEDICATION

The school does not supply medication of any type. The student's parents or guardian must provide all medication to be taken at school. This includes all prescription and over-the-counter medication including, but not limited to, non-aspirin type pain relievers, cough drops, antacids, creams, and ointments.

Students are not allowed to have any type of medication in their possession at any time.*

**Students with asthma are allowed to carry an inhaler only if there is a written statement from the child's physician indicating that it is necessary for the student to carry an inhaler on his/her person.*

Illness

All students with a fever, vomiting, or diarrhea will be sent home. Students must be free of fever, vomiting, and diarrhea for at least 24 hours (without the use of medication) before returning to school.

School Visitations

All visitors (parents volunteering and those visiting for any parties, programs, etc.) to the school must sign into Raptor at the school office. A visitor or volunteer sticker will be issued that must be worn while visiting the school campus. If you wish to conference with your child's teacher, please email the teacher to make an appointment before or after school. Parents dropping off instruments or other items are requested to take these items to the office and *not* go directly to the classroom.

Student bathrooms are for student use only. Adults or siblings needing to use a bathroom should come to the office.

Classroom Observations

General classroom observations are not allowed. Under rare circumstances, a single 30-minute observation may occur for a specific purpose. All observations must be pre-scheduled and approved by the school principal and the classroom teacher at least 48 hours prior to the observation. Beyond that time limit requires appropriate volunteer paperwork, TB, and fingerprinting clearance.

Telephone Calls

Although students are allowed to use the office telephone in emergency situations, we ask that all necessary arrangements be made before school in regard to where he/she is to go after school, who will pick him/her up, if he/she is to ride the bus, etc. Students will not be allowed to use the phone to make

after-school plans with another student. These plans must be done at home before school.

Messages of a non-emergency nature will not be relayed to the student. If a student forgets their lunch, he/she should check the office at recess or lunchtime for his/her lunch brought by a parent. If the student forgets a musical instrument, he/she should check the office before music class to see if their instrument was dropped off. If a student forgets his/her homework, and the parent has delivered it to the office, the office staff will notify the classroom teacher by voicemail or email. We will not interrupt instructional time to deliver the message.

Teachers have asked that interruptions in the classroom be kept to a minimum, so we ask that you not call to have a message delivered to your student. The office will honor the teachers' requests so that learning time will be optimized. We realize that *emergencies* arise, and with that, exceptions may be made.

FCUSD Mobile Communication Device Policy

Students in grades TK-5 may not use cell phones, smartphones, smart watches or other mobile communication devices while on campus. Devices must be turned off and placed out of sight during the school day. Students who need to call parents may use phones located in the administrative office. [CLICK HERE](#) for the full extent of the board policy.

Tobacco Free School

As of July 1, 1995, the use of any tobacco product on district property at any time is prohibited. This prohibition applies to all employees, students, parents, and visitors while they are on the school campus for any activity or meeting at any time of the day.

School Breakfast & Lunch Programs

FREE school meals for all students! All students, at every school, will be able to receive school breakfasts and lunches at no cost to their families, thanks to funding and a program from the U.S. Department of Agriculture. With one in six children in the United States facing hunger issues, this program will remove an important barrier to learning. **Breakfast is served in the multi from 7:45 am-8:00 am.** Breakfast and lunch will continue to be served, free of charge.

Lunch menus are available on the FCUSD website and on our school website.
<https://www.schoolnutritionandfitness.com/index.php?sid=0208131451023969&page=menus>

All students enrolled in FCUSD schools can get meals at NO COST for the entire 2025-2026 school year. Students must be enrolled in Folsom Cordova Unified School District schools. There is no need to fill out an application.

Notice: The California Revenue and Taxation Code (RTC) Section 19853(b) requires local educational agencies (LEA) that operate the National School Lunch Program (NSLP) to annually notify households about the Earned Income Tax Credit (EITC) Information Act.

[Earned Income Tax Credit Information Act Communication](#)

**Please note Federal law prohibits students from taking cafeteria food off of school premises.*

Nutritional Snack

Nutritional snack time is provided at the option of the classroom teacher. Students shall eat the snack in the designated area on the playground and must put trash in the proper receptacle. Please provide a nutritional snack from the following suggested list:

Apple, banana, peach, pear, apricot, dried fruits, carrots or celery sticks, half sandwich, crackers, cheese

Please do not provide the following snack items:

Cookies, candy, chips, soda pop, or any items high in sugar, salt, or fat.

Cafeteria Guidelines

- 1) Students will enter in a quiet, orderly manner.
- 2) Students will go directly to their assigned table or wait in the hot lunch line in a quiet, orderly manner.
- 3) Eat at your class's assigned table and clean up any trash around your area.
- 4) Students will leave the table when dismissed by a yard supervisor.
- 5) Students will eat their own lunch - no sharing for safety reasons.
- 6) Keep hands, feet, and objects to yourself.
- 7) Talk in a conversational tone.
- 8) Walking feet when entering/leaving the cafeteria.
- 9) Place all trash in the trash cans provided.

**Please remember that we are a closed campus and that only students and staff are allowed in cafeteria/multi*

Homework Policy

The Governing Board recognizes that homework contributes toward building responsibility, self-discipline, and lifelong learning habits, and that time spent on

homework directly influences students' ability to meet the District's academic standards. The Board expects students, parents/guardians, and staff to view homework as a routine and important part of students' daily lives.
(Board Policy 6154)

Definition

Homework is defined as assignments that are an extension of subject matter that has been carefully explained prior to being sent home. Unfinished classroom work or work due as a result of absence, although completed outside of the school day, is not considered part of the definition.

Purpose

Homework is assigned for the purpose of strengthening academic skills, reinforcing concepts taught by the teacher, developing student responsibility and accountability, and promoting parent awareness.

Amount of Homework

The amount of homework shall be in direct relationship to the maturational and achievement levels of students in each class. It is anticipated that students will receive between 30 and 60 minutes per night, including 20 minutes of reading on Monday through Thursday. There may be an occasion where a special or long-term project would be assigned that would require completion on a weekend or vacation.

Teacher Responsibility

Teachers are responsible for assigning homework and for providing the necessary explanation and directions for students to complete the work with reasonable success. Teachers at all grade levels will stress the quality of homework and outline the expectation that homework is to be turned in on time. Homework assignments will be routinely monitored and assessed. The teacher will communicate the results to students and parents. Teachers may use homework assignments to help determine a student's grade.

Each teacher will discuss the homework policy in their classroom with the students. Parents/guardians will receive information from the teacher regarding homework at "Back to School Night."

Student Responsibility

Students will be responsible to note the assignments, understand the directions, and return completed homework to the teacher on the assigned day.

Students are required to share their agenda and homework assignments with their parents/guardians directly.

It is the student's responsibility to be able to describe and understand the purpose of each homework assignment and be able to explain that assignment to the parents/guardians.

Parent/Guardian Responsibility

Parental/guardian involvement with the actual homework assignments should be kept to a minimum; however, parents/guardians are required to review and monitor homework activity and to maintain an active interest in the academic progress of their child.

Parents/guardians are encouraged to support and facilitate the Homework Policy by providing a quiet, well-lit environment for study and to encourage the development of regular and consistent patterns of study habits.

Parents/guardians may provide instructional help to students when necessary. Instructional help is assistance that enables students to do their own work on the homework assignments.

Parents/guardians are responsible for checking that their child has completed their homework each night to the best of his or her ability. Parents/guardians are responsible for signing the school agenda as requested by the teacher only after assignments have been reviewed and checked for completeness.

It is the responsibility of the parents/guardians to monitor homework activities, including the time spent, and bring any issues of concern or suggestions directly to the teacher.

Please note: Once a student has been absent for two or more days, homework can be requested by emailing or leaving a voicemail message to the teacher after the 2nd day. Teachers will leave the homework in the school office for pick-up.

TESTING

Academic and Social Emotional Assessments

Throughout the year, our students are assessed on their academic and social-emotional needs. These assessments help us plan out how to support the students in each of those areas. The teacher and the team will meet three times during the year to discuss the information and data we get from these

assessments. Here are some assessments that your child will take during the year.

Renaissance

Three times a year, we take a diagnostic assessment to see how our students are doing on their standards. We use that information to support our students' academic success.

ELPAC

English Learners will take the English Learner Proficiency Assessment for California (ELPAC). There is no opt out for the ELPAC.

Panorama

Three times a year, our students take a survey to check in with their social well-being. We use the data to inform us on how to support our students' behaviors and social needs. We use the data to plan lessons on how to support those social needs in the classroom and school-wide.

California Healthy Kids Survey

Once a year, our families, staff, and 5th graders take the California Healthy Kids Survey. This is data that the state and district use to inform us about how our school is doing overall. The 5th graders will need permission from their families to take this survey. The parent survey will be sent to families so they have input on our school as well.

California Assessment of Student Performance and Progress (CAASPP)

All students at Blanche Sprenzt Elementary in grades 3 – 5 will take the Smarter Balanced Assessment Consortium (SBAC) Test in English Language Arts and Mathematics. In addition, 5th grade takes the California Science Test. A report of your child's test results will be available in their PowerSchool Portal. Students with written parent requests can be exempt from the test. Please see the principal for more information. We use the state test results to monitor each student's educational progress and Blanche Sprenzt's academic curriculum. Grades, teacher input, and state test results may be used to determine placement.

Parents play an important role in the education of their child. There are many things you can do to help your child achieve:

- Talk with your child about their schoolwork, homework, and what they did at school.
- Listen to your child read and read to your child often. Ask questions about the characters and the story.
- Encourage your child to write stories and illustrate them.

- Take your child to the county library. They have many fun and educational programs to offer.
- Use mathematics in the real world, such as cooking or making craft projects.
- Be on time and attend school every day.
- Get plenty of rest before the test and eat a good breakfast.
- Speak with your child's teacher about other things you may do.

Music Program

Currently, grades 4 and 5 receive general music instruction. Blanche Sprentz will provide string instrument, band, and general music instruction for grades 4 & 5. The school district has a limited amount of instruments for free use. Students can provide their own instruments.

Student Council/ Leadership

Student Council, our student leadership team, meets regularly. Classrooms will elect their representatives.

LIBRARY

Blanche Sprentz maintains a wonderful library. Classes are scheduled weekly to visit our library. Students may check out books for recreational reading or research. Lost or damaged books are to be paid for by the student.

Bicycles, Scooters, Electric Transportation

The privilege of riding a bicycle or scooter to school is available to students who are able to demonstrate safe and responsible riding habits and follow all California laws and FCUSD safety expectations.

Students in grades 3–5 may ride to school independently. Students in Kindergarten through 2nd grade may only ride to school when accompanied by a parent or guardian.

For the safety of all students:

- All students riding bicycles, scooters, or other wheeled transportation devices must wear a properly fitted helmet. California law requires helmets for riders under age 18.
- Students must walk all bicycles, scooters, and other transportation devices once they enter campus, including through pedestrian areas.
- Bicycles, scooters, and other transportation devices must be parked and stored only in designated bike racks or approved storage areas.
- Bicycles and scooters must be secured with an individual lock and chain to the bike rack. Bikes and scooters should never be locked together.

- Students must park bicycles with the front wheel properly placed in the bike rack.
- Students must follow all traffic laws and ride safely and responsibly when traveling to and from school.

Electric Transportation:

- Electric bikes and other motorized transportation devices must comply with California law and FCUSD safety expectations.
- Electric scooters require riders to meet California licensing requirements and are generally not permitted for elementary-aged students.
- Transportation devices that do not meet legal or district safety requirements may not be brought onto campus.

Failure to follow these expectations may result in the loss of bicycle/scooter riding privileges.

While provisions are made to provide a safe location for bicycles and scooters, the school assumes no responsibility for lost, stolen, or damaged items. Students are responsible for securing and caring for their own transportation devices.

PERSONAL PROPERTY

Please do not bring personal property to school. The school is not responsible for students' damaged or lost personal property. Please mark your children's outerwear; unmarked items often sit in lost and found for excessive amounts of time. Toys, radios, electronic devices, or personal property other than clothing are not to be brought to school unless requested by the student's teacher.

BIRTHDAY TREATS

If you would like to bring birthday treats for your child, you must contact the classroom teacher to make arrangements. Treats should be store-bought and/or prepackaged.

Schoolwide Expectations - Blanche Sprentz Bears [R.O.C.K.](#)

 Blanche Sprentz Elementary School Behavior Matrix 							
	Bus Stop	Bathroom	Walkways	Library	Office	Multi	Playground
R Respectful	-Follow adult directions the first time -Respect others' belongings -Keep hands, feet, and objects to yourself	-Wash your hands -Use an inside voice -Respect the privacy of others.	-Walking feet -Keep hands, feet, objects to yourself. -Leave an arm's length space between you and your classmates	-Use inside voice -Follow rules and directions. -Treat books with care. -Use a shelf marker -Walking feet.	-Use a quiet voice -Be patient & wait your turn	-Listen & follow adult directions the first time -Wait your turn. -Be polite -Use proper table manners. -Clean up after yourself	-Listen & follow adult directions the first time -Share & take turns -Peacefully resolve conflicts -Be mindful of others
O On Task	-Stay on sidewalk -Line up 10 feet from the bus. -Watch for traffic or hazards. -After school, stand or sit along the wall while waiting for the bus.	GO FLUSH WASH LEAVE	-Stay on sidewalks -Form a 3S line: Straight Silent Safe	-Be an active listener and learner during Story Time (don't blurt out). Read silently when it's table time.	-Bring an office slip to tell why you are there -A one-person escort is allowed -Ask office staff before using phone	-Use inside voice -Sit on your bottom facing the table -Eat your food only (no sharing)	-Correctly use equipment -Walk on sidewalks and in barked area -It's okay to run on the fields and lower blacktop -Follow game rules -Return equipment to proper place -Line up promptly when bell rings
C Courageous	-Be a ROLE MODEL for peers by following the rules (It's how you ACT)! -Report problems to an adult	-Be a ROLE MODEL for peers by following the rules -Report problems to an adult	-Be a ROLE MODEL for peers by following the rules (It's how you ACT)!	-Be a ROLE MODEL for peers by following the rules. -Ask for help. -Ask questions when you don't know.	-Be polite -Look adults in the eye when speaking to them	-Be a ROLE MODEL for peers by following the rules (It's how you ACT)!	-Be a ROLE MODEL for peers by following the rules (It's how you ACT)! -Make new friends -Try a new game -Be an upstander -Be a problem solver
K Kind	-Wait your turn in line -Stay off private property -Keep nature on the ground	-Keep it clean -Throw trash in the garbage	-Wait your turn in line -Cooperate with others	-Patiently and quietly wait your turn in line. -Listen when others talk -Use good manners	-Use good manners -Help escort a friend to the office safely	-Wait your turn. -Help others.	-Include everyone -Accept skill differences -Model good sportsmanship -Kindly remind others to follow the rules -Use polite & appropriate language

Awards & Recognition

Students have many ways of receiving acknowledgement for positive behaviors, academic achievement, and growth at Blanche Sprentz Elementary School.

Bear Hugs

Students have the opportunity to earn Bear Hugs. This can be done by demonstrating R.O.C.K. (Respectful, On-task, Courageous, Kind) behaviors. All school personnel may issue Bear Hugs. Students can turn their Bear Hugs into their classroom basket or into the main office to be entered into a weekly Friday Raffle.

Weekly Bear Shout Out & Golden Bear Awards

Each week students may also be selected by their teachers or support staff for a "Shout Out" for following the Bears R.O.C.K. traits. If a student receives a Shout Out, a student council member announces student names on Fridays to congratulate them and students earn a charm that represents the character trait for which they are being recognized. Each month, teachers and staff nominate 2 students per class to earn a Golden Bear Award. Students will earn a Golden Bear Certificate and be recognized at quarterly assemblies.

FCUSD/Blanche Sprentz Elementary School Behavioral Expectations

The State of California and the Folsom Cordova Unified School District are determined to provide the safest of school environments for the students who attend Blanche Sprentz Elementary School. The following section will explain the rules, expectations, procedures, and consequences.

Because safety is a top priority, ANY STUDENT WHO BRINGS A WEAPON, IMITATIONS OR REPLICAS, ANY TYPE OF KNIVES, ANY TYPE OF FIREWORKS, UNSPENT SHELLS, OR ANY ITEM CONSIDERED A DANGEROUS OBJECT MAY BE SUSPENDED FOR FIVE DAYS.

Elementary students are not exempt from this rule. Students are advised to keep all items such as pocket knives, bullets, darts, any type of explosive device (including caps), and all weapons or “look-alikes” at home. *Parents, please reinforce this rule at home with your child.*

Blanche Sprentz Anti-Bullying Policy and Understanding

Everyone at Blanche Sprentz Elementary School is committed to making our school a safe and caring place for all students. We will treat each other with respect, and we will refuse to tolerate any bullying in any form at our school.

California Department of Education (CDE) Bullying Module

Bullying is an unwanted, aggressive behavior that involves an imbalance of real or perceived power between individuals with the intent to cause harm. Students who are the targets of bullying behavior and those who exhibit bullying behavior toward others may suffer serious, lasting consequences. In order to be considered bullying, the behavior must include:

A Deliberate Act: To cause emotional or physical harm to another individual.

An Imbalance of Power: Those who bully use their power—such as physical strength, access to embarrassing information, or popularity—to control or harm others. Power imbalances can change over time and vary in different situations, even if they involve the same people.

Repetition: Bullying behaviors that display more than one time or have the potential to happen more than once.

Verbal, Social/Psychological/Relational, and Physical are three types of bullying outlined by the federal government and the U.S. Department of Health and Human Services.

Verbal Bullying is saying or writing hurtful things. Examples include:

- Teasing
- Name-calling
- Inappropriate sexual comments
- Taunting
- Threatening to cause harm

Social Bullying, sometimes referred to as relational bullying, involves harming someone's reputation or relationships. Examples include:

- Leaving someone out of an activity on purpose
- Influencing others not to be friends with someone
- Spreading rumors about someone
- Embarrassing someone in public

Physical Bullying involves inflicting harm upon a person's body or damaging their possessions. Examples include:

- Hitting/kicking/pinching
- Spitting
- Tripping/pushing
- Taking or breaking someone's possessions
- Making cruel or rude hand gestures

Students can play the role of bully (instigator/perpetrator of bullying behavior), of target (recipient/object of bullying behavior), or of bystander (witness/observer of bullying behavior). Students may play one or more of these roles at different times.

Cyberbullying can involve all three types of bullying and takes place using electronic technology. Electronic technology includes devices and equipment such as cell phones, computers, and tablets, as well as communication tools including social media sites, text messages, chat and websites. This type of bullying is becoming more prevalent every day. Examples include:

- Demeaning or hateful text messages or emails
- Rumors sent by email or posted on social networking sites
- Embarrassing pictures, videos, website, or fake profiles posted online

Schoolwide Discipline Procedures

The emphasis on discipline is based on a program of positive recognition and rewards for those students who continually display good citizenship. There are a

number of different school and class methods of recognizing students for their continued good behavior and cooperation at school. Discipline is a part of the instructional program.

GENERAL SCHOOL GUIDELINES

The Blanche Sprentz Elementary staff believes that school and classroom behaviors should be posted, then directly taught to students via role plays and practice with frequent monitoring and positive feedback.

- Students will assist teachers in promoting an environment where all students can learn. No child will keep others from learning or the teacher from teaching.
- All children will be considerate to self, to others, and to property. No child will psychologically or physically harm himself/herself or others.

Students at Blanche Sprentz will demonstrate R.O.C.K. character traits:

Respectful

On-task

Courageous

Kind

Students will be taught these school guidelines and will be held accountable for knowing them. Everyone at school must follow these guidelines. When broken, students will be retaught and redirected. Consequences will result when students willfully ignore the rules. Students are under the jurisdiction of the California State Education Code and School District Policies while on school grounds, while going to or coming from school, during or while going to or coming from a school-sponsored activity.

When it becomes necessary to enforce disciplinary consequences, the following policies have been established:

- ✓ Teachers maintain class guidelines and consequences, which are communicated to parents and students. A copy of each teacher's policies is retained in the school office.
- ✓ School guidelines are discussed, explained, taught, and sent home for a parent signature, then returned to the classroom teacher. The teacher's role in the discipline plan is to deal with the children quickly and firmly using positive classroom management techniques.
- ✓ Teachers will contact the parents to keep them informed and gain their

support. Parents should discuss consequences with their child/children.

- ✓ Teachers will contact the parent by phone or student referral sheet if a problem arises. The principal is to be kept informed of behavior problems.

Student Referrals

When a student breaks a rule or is continually disruptive, he/she may be issued an Office Discipline Referral (ODR). A referral is a form that includes information about what the student has done and what consequences were given. It is a tool for communication. When a student receives a referral, the following should take place:

1. A copy of the referral will be sent home.
2. Parents should discuss referral with their student.
3. Parents are to sign the referral, and the student returns it the following day.
4. After three referrals, the teacher may contact the principal.

Principal's Role

The principal's role in discipline is to serve as a 'backup' for the teachers. The principal will be responsible to deal with:

- ⇒ Continual classroom disruptions
- ⇒ Behaviors that may require suspension
- ⇒ Students who have received three or more ODRs.

Suspension is issued based upon District Policy.

It is important to realize that before a student is referred to the principal, unless it is a severe problem, counseling and parent contact has been made.

Discipline Consequences

The following may be given:

- Time out in the office or a buddy class
- Restorative conversation with the teacher, designee, or principal
- Email or telephone contact with parent
- Teacher-parent-student conference
- Teacher-parent-student-principal conference
- Behavior contract
- School suspension by principal
- Other logical consequences may be given by the teacher, designee, or principal

Other Factors Pertaining to Discipline

- ❑ Students on intra or inter-district agreements may have their status affected by disciplinary problems
- ❑ Citizenship grades are affected by discipline referrals
- ❑ Students are encouraged to make appropriate choices

Note: For major infractions, suspension may be given without warning.

District Responsibilities (BP 5131)

CONDUCT

BP 5131

The Board is responsible for prescribing behavioral and disciplinary guidelines for students. The Board shall give certificated staff all reasonable support with respect to student conduct and discipline.

The Superintendent or designee shall establish procedures necessary to enforce the Board's conduct and discipline policies and shall notify parents/guardians of the availability of these policies and procedures at the beginning of each school year.

Teachers shall establish and enforce classroom rules that facilitate safety and effective learning. They shall cooperate with other certificated staff in enforcing general school rules and helping students to understand the benefits of choosing behaviors that show respect for other people and property.

Student Responsibilities

CONDUCT

BP 5131

The Governing Board believes that all students have the right to be educated in a positive learning environment free from disruptions. To maintain such an environment students, parents/guardians, staff and the Board all must understand and fulfill their responsibilities related to student conduct.

Student Responsibilities

The Board believes that it is important for students to understand that they have a choice to make regarding their actions and that appropriate conduct benefits both themselves and others. Students are encouraged to freely express their individuality as long as this expression does not infringe upon the rights of others or interfere with the instructional program. Behavior is considered appropriate when students are diligent in study, neat and clean, careful with school property, respectful towards their teachers, and courteous to other students, staff and volunteers. Students are expected to be punctual and regular in attendance and to remain on school premises in accordance with school rules. They are further

expected to refrain from profane, vulgar or abusive language.

Students shall receive regular instruction in District and school rules and regulations related to conduct. Students who violate these rules and regulations may be subject to discipline, suspension, exclusion, expulsion or transfer to alternative programs.

Parent/Guardian Responsibilities

BP 5131

Parents/guardians are expected to comply with laws governing the conduct and education of their children and to cooperate with school authorities regarding their children's behavior.

California law holds parents/guardians liable for any willful student misconduct, which results in the death or injury of any student or persons employed by or volunteering for the District. Parents/guardians are also liable for any defacement, injury, or loss of property belonging to the District or to a school employee. (Education Code 48904)

SUSPENSION/EXPULSION POLICY

The Folsom Cordova Unified School District has an adopted Suspension/Expulsion policy which can be viewed at the school office, on the district website at: <http://www.fcusd.org/Page/2378> and listed in the "Parent's Rights and Responsibilities" document <https://www.fcusd.org/Page/6793>

TRANSPORTATION

FCUSD offers transportation services for Special Education students who are attending a school outside of their designated home school. and students who are overflowed to another school.

1. Students should arrive at the bus stop no earlier than 10 minutes before they are to catch the bus. Students are to remain on the sidewalks or at the side of the street. Stay off private property at all times. Stand quietly in line (Books do not save a place in line.)
2. Students will be seated as directed by the driver and must remain seated while the bus is in motion.
3. No part of the body may be out of the window.
4. No glass containers are permitted on the bus.
5. No animals are permitted on the bus, with the exception of service animals.
6. Students must get on and off the bus at the bus stop nearest their place of residence except upon written consent of a parent and with school approval.
7. Eating, drinking, and chewing gum are prohibited on the bus.

Students who are unable to stand in bus line calmly or to ride in a safe manner will be given a citation by a bus driver with the following penalties:

1 st Violation:	Warning Notice.
2 nd Violation	Three days off all district buses (morning and afternoon).
3 rd Violation:	Five days off all district buses.
4 th Violation:	Termination of riding privileges.

PARENTS' RIGHT TO KNOW REGARDING TEACHER QUALIFICATIONS

Your child is attending a school receiving Title I federal funds through the Elementary and Secondary Education Act (ESEA). At the beginning of each school year, local educational agencies receiving Title I funds are required to notify parents whose student(s) attend a Title I school that they may request, and the agency will provide the parents on request (and in a timely manner), information regarding the professional qualifications of the student's classroom teachers, including at a minimum:

1. Whether the student's teacher:
 - Has met State qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction
 - Is teaching under emergency or other provisional status through which State qualification or licensing criteria have been waived; and
 - Is teaching in the field of discipline of the certification of the teacher
2. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

If you would like this information, please contact our school administrative staff at (916) 294-9110.

NONDISCRIMINATION POLICY

Folsom Cordova Unified School District 2024-2025 Nondiscrimination Statement

The Folsom Cordova Unified School District prohibits discrimination, intimidation, harassment (including sexual harassment) or bullying based on a person's actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics. For questions or complaints, contact:

Jim Huber, Ed.D., Assistant Superintendent, Educational Services
Compliance Officer, Section 504 Coordinator, ADA Coordinator (students)
jhuber@fcusd.org
916-294-9000 x 104580

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415

1965 Birkmont Drive
Rancho Cordova, CA 95742

The Folsom Cordova Unified School District does not discriminate on the basis of sex and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment.

Inquiries about Title IX may be referred to the Folsom Cordova Unified School District's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. The District Title IX Coordinator is:

Shannon Diaz, Director of Compliance
Compliance Officer and Title IX Coordinator
sdiaz@fcusd.org
916-294-9000 x 104415
1965 Birkmont Drive
Rancho Cordova, CA 95742

The District nondiscrimination policy can be located at:

<https://www.fcusd.org/district/about-us/nondiscrimination-statementpolicy>

The District's nondiscrimination complaint procedures can be located at:

Students:

<https://www.fcusd.org/departments/compliance/complaints/uniform-complaints>

Staff:

<https://www.fcusd.org/departments/compliance/complaints/nondiscrimination-in-employment>

To report information about conduct that may constitute sex discrimination or sex-based harassment, or make a complaint of sex discrimination or sex-based harassment under Title IX, please refer to:

Students:

<https://www.fcusd.org/district/about-us/title-ix-notificationsexual-harassment>

Staff:

<https://www.fcusd.org/departments/compliance/complaints/sexual-harrassment-title-ix>

SEXUAL HARASSMENT POLICY

The District has adopted strict policies containing rules and procedures for reporting sexual harassment and pursuing remedies. As such, the Governing Board is committed to maintaining a learning environment that is free of harassment. The Board prohibits the unlawful sexual harassment of any student by any employee, student, or other person at school or at any school-related activity. The District is committed to taking serious, immediate, and appropriate action with respect to violations of our sexual harassment policy. (BP 4119.11)

Any student who engages in the sexual harassment of anyone at school or a school-related activity shall be subject to disciplinary action. Any employee who engages in, permits, or fails to report sexual harassment shall be subject to disciplinary action up to and including dismissal.

2015 10 12

Any student, staff member, or parent who feels that harassment has occurred should immediately contact the teacher, principal, or site administrator. If the concern is not resolved, a formal complaint may be initiated at the school or by directly contacting the Equity Compliance Officer(s) & Title IX Coordinator(s) below.

To File a Complaint

1. *Filing a Formal Complaint:* Obtain a copy of the complaint form from the office of the District Compliance Officer.
2. *Mediation:* Mediation is optional. It involves a third party to help in resolving the dispute.

3. *Investigation:* The District will investigate the complaint and render a decision within the timelines designated in the Uniform Complaint Procedures Policy (BP 1312.3)

4. *Appeals:* If the person making the complaint disagrees with the District's decision, he/she has five (5) working days to appeal the decision in writing by forwarding the complaint to the Board of Education. If the complainant is not satisfied with the Board's decision, he/she may appeal in writing to the California Department of Education within fifteen (15) days of receiving the Board's decision.

5. The person filing the complaint may also pursue action in civil court.

Complaints will be kept confidential.

The District prohibits retaliation against any participant in the complaint process. Each complaint shall be investigated promptly and in a manner that respects the privacy of all parties concerned.