



Parent – Student Handbook 2026-2027

Figarden Elementary School Bullard Region

6235 N Brawley Ave
Fresno, CA 93722
(559) 451-4480

This is a supplement to the FUSD Parent – Student Handbook

Table of Contents

Principal's Message	3
Figarden Mission Statement	3
Faculty and Staff	4
Bell Schedule	6
Attendance and Schedules	9
Absences	
Arrival and Dismissal Pick-up and Drop Off	
Attendance	
Emergency card procedures	
Student Dismissal by Parent/Guardian during the school day	
Independent Study	
Tardies	
Withdrawal from School	
General Policies and Procedures	10
Breakfast and Lunch programs	
Building Security	
Classroom Placement	
Emergency Procedures	
Field Trips	
Grading Policy	
Homework Policy	
Lost and Found	
Parent Visitations	
Personal Possessions	
Promotion and Retention	
School Parties – Birthdays	
Students staying after School	
Student use of the Telephone	
Snacks	
Textbooks and Technology	
Volunteers/Visitors	
Student Behavior	13
Dress and Appearance	14
Health Information	14
Home/School Communication & Parent Involvement	15
Instructional Programs	16
Auxiliary Services	17
Student Recognition	18
Co-Curricular Activities	19
Signature Pages	20

Principal's Message

Dear Figarden Students, Parents and Guardians,

Please take time to review this handbook, then sign and return the signature page acknowledging that you have done so. It contains important information that can be helpful to your whole family. Additionally, the Fresno Unified Parent Handbook will provide information regarding district policies and procedures.

Warm Regards,
Cari Lopez
Figarden Elementary School Principal

We are Falcons!

F= Focused Learners

A=Always Work Hard

L=Lead by Example

C=Character Counts

O=Outstanding Effort

N=Never Give Up

FACULTY AND STAFF 2026-2027

Administrators	Principal	Cari Lopez
	Vice Principal	John-Michael De La Cerda
Main Office	Office Manager	Trisha Hogaboom
	Office Assistant	Monique Mitchell
	Home-School Liaison	Yessenia Camacho Soria
	Instructional Assistant	Phyllis Romero
Extended Learning	Coordinator	Sue Yang
	Lead	
Facilities	Plant Coordinator	Robert Alonzo
	Custodian	Alan Moua
		John Corwin
		Lyzell Webb
Food Services	Nutritional Services Operator	Tony Ma
	Nutritional Services Assistant	Michelle Mendoza
Health Services	Nurse	Kimberly Martinez
	LVN	Diana Xiong
Library	Librarian	Nichole Bolter
Safety	Campus Safety Assistant	Omar Waller
	Noontime Assistant	Ashley Luna
		Christina Granillo
		Diana Corona Nava
		Janelle Nickles
		William Lomelli
		Katie Taing
Support Staff	Behavioral Health Clinician	
	Certificated Tutor	Carrie Wise
	ELD Certificated Tutor	Fatima Flores
	Social Worker	Roxanne Baeza
	Speech Therapist	Amy Ramirez
		Steve Baca
	Psychologist	Alexis Ochoa
		Ana Munoz
	Special Education Program Manager	Jillian West
	Resource Counseling Assistant	Bryan Holland
		Christina Torres
	All For Youth Clinician	
	Occupational Therapist	
	Adaptive PE	Kylie Wheelock
	Physical Therapist	Jack Chen
	Orthopedic Impairment	Kristi Byroads
	Visual Impairment	Kathleen Mar
	Orientation & Mobility	Jamie Maxfield
	Deaf or Hard of Hearing	Ja Nae Martin
Teaching Staff – General Education	Pre-K	Kristina Moua
	TK	Sarah Riggs-Rodriguez

		Michele Kasner-Goodell
		Krystal Rubalcaba
	Kindergarten	Rocio Munguia
		Nika Rodriguez
		Denise Cappelletty-Mena
	First Grade	Ashley Moreno
		Jacqueline Ceballos Ayon
		Karla Puentes
	Second Grade	Erisa Holguin
		Mario Martinez
		Hannah Garvey
		Houa Yang
	Third Grade	Barbara Curran
		Madeline Deluca
		Christina Hernandez
	Fourth Grade	Courtnee Gehris
		Lillian Yang
		Sarah Ramirez
	Fifth Grade	Eliss Hagan
		Madeleine Kalina
		Ebelin Oviedo Gomaz
	Sixth Grade	Ashley Garcia
		Rubbie Joya
Teaching Staff – Special Education	Pre-K Aut. ESN	Susan Mazzeo
		Jireh Pascual
	1st-3rd SDC ESN Aut.	Alisa Galvez
	1st & 2nd SDC ESN Aut.	Cynda Caskey
	3rd & 4th SDC ESN Aut.	Tiffany Hall
	4th & 5th SDC ESN Aut.	Lou Aldaco
	5th & 6th SDC ESN Aut.	Lama Elgedei
	Autism Inclusion	Victoria Rojas
	RSP	Sergi Aragon
		Brandon Robinson
Teaching Staff – VAPA	Band & Recorders	Joshua Van Heusen
	Strings	Stephanie Vagim
	Chorus	Remy Cottrell
	Music	Cheryl Tobin
	Dance	Malinda Asbury
Paraeducators		
Daysi Ruiz	Ilija Flores	Tyla Saunders
Jaden Streets	Martha Acevedo-Baez	Brittini Galvan
Serenna Salinas	Jennifer Orosco	Lesly Figueroa
Bac Chac	Amandeep Saini	Jalyssa Patlan
Lynette Ricks	Veronica Vance	Ashley Howe
Francisco Montez	Amandeep Kaur	Shanda Faulkenbury
Santos Saldivar	Pauline Cervantes	Vanessa Arteaga
Kathy Montelon	Natalie Buserini	Monique Buserini
Latasha Encinia	Daniel Terrazas-Rocha	Michelle Dhillon
Phillip Marquez	Meghann Wilkes	Lizabeth Martinez
Norma Farjado	Jennifer Morgan	

2026 - 2027 Figarden Elementary School / Grades PK-6 / Fresno Unified School District

Daily Schedule			
Teacher Start Time 7:50 a.m. -- Teacher End Time 2:50 p.m.			
Morning Pre-School	Student Start Time 8:00 a.m.	Dismissal 11:00 a.m.	
Afternoon Pre-School	Student Start Time 11:30 p.m.	Dismissal 2:30 p.m.	
TK/Kindergarten	Student Start Time 8:00 a.m.	Dismissal 1:05 p.m.	
Grades 1 - 6	Student Start Time 8:00 a.m.	Dismissal 2:05 p.m.	
Pre-School		TK/Kindergarten	
8:00 a.m. - 11:00 a.m.	Instruction (180)	8:00 - 9:45	Instruction (105)
		9:45 - 10:00	Recess (15)
11:30 a.m. - 2:30 p.m.	Instruction (180)	10:00 - 11:00	Instruction (60)
		11:00 - 11:17	Lunch (17)
		11:17 - 11:34	Recess (17)
		11:34 - 1:05	Instruction (91)
		1:05	Dismissal
			Total Instruction (288)
Grade 1		Grade 2	
8:00 - 10:00	Instruction (120)	8:00 - 10:00	Instruction (120)
10:00 - 10:15	Recess (15)	10:00 - 10:15	Recess (15)
10:15 - 11:30	Instruction (75)	10:15 - 11:30	Instruction (75)
11:30 - 11:47	Lunch (17)	11:30 - 11:47	Lunch (17)
11:47 - 12:04	Recess (17)	11:47 - 12:04	Recess (17)
12:04 - 2:05	Instruction (121)	12:04 - 2:05	Instruction (121)
1:05	Dismissal	1:05	Dismissal
	Total Instruction (316)		Total Instruction (316)
Grade 3		Grade 4	
8:00 - 10:20	Instruction (140)	8:00 - 10:20	Instruction (140)
10:20 - 10:35	Recess (15)	10:20 - 10:35	Recess (15)
10:35 - 12:00	Instruction (85)	10:35 - 12:00	Instruction (85)
12:00 - 12:17	Lunch (17)	12:00 - 12:17	Lunch (17)
12:17 - 12:34	Recess (17)	12:17 - 12:34	Recess (17)
12:34 - 2:05	Instruction (91)	12:34 - 2:05	Instruction (91)
2:05	Dismissal	2:05	Dismissal
	Total Instruction (316)		Total Instruction (316)
Grade 5		Grade 6	
8:00 - 10:40	Instruction (160)	8:00 - 10:40	Instruction (160)
10:40 - 10:55	Recess (15)	10:40 - 10:55	Recess (15)
10:55 - 12:30	Instruction (95)	10:55 - 12:30	Instruction (95)
12:30 - 12:47	Lunch (17)	12:30 - 12:47	Lunch (17)
12:47 - 1:04	Recess (17)	12:47 - 1:04	Recess (17)
1:04 - 2:05	Instruction (61)	1:04 - 2:05	Instruction (61)
2:05	Dismissal	2:05	Dismissal
	Total Instruction (316)		Total Instruction (316)

7:45 a.m. Students line up on the blacktop -- 7:55 a.m. Students picked up from the blacktop -- 8:00 a.m. Instruction begins

2026 - 2027 Figarden Elementary School / Grades PK-6 / Fresno Unified School District

Early Dismissal Tuesdays & Parent/Teacher Conference (10/26/26 - 10/29/26) Schedule			
Teacher Start Time 7:50 a.m. -- Teacher End Time 2:50 p.m.			
Morning Pre-School	Student Start Time 8:00 a.m.	Dismissal 11:00 a.m.	
Afternoon Pre-School	Student Start Time 11:30 p.m.	Dismissal 2:30 p.m.	
TK/Kindergarten	Student Start Time 8:00 a.m.	Dismissal 12:00 p.m.	
Grades 1 - 6	Student Start Time 8:00 a.m.	Dismissal 1:00 p.m.	
Pre-School		TK/Kindergarten	
8:00 a.m. - 11:00 a.m.	Instruction (180)	8:00 - 9:45	Instruction (105)
		9:45 - 10:00	Recess (15)
11:30 a.m. - 2:30 p.m.	Instruction (180)	10:00 - 10:45	Instruction (45)
		10:45 - 11:02	Lunch (17)
		11:02 - 11:19	Recess (17)
		11:19 - 12:00	Instruction (41)
		12:00	Dismissal
			Total Instruction (223)
Grade 1		Grade 2	
8:00 - 10:00	Instruction (120)	8:00 - 10:00	Instruction (120)
10:00 - 10:15	Recess (15)	10:00 - 10:15	Recess (15)
10:15 - 11:15	Instruction (60)	10:15 - 11:15	Instruction (60)
11:15 - 11:32	Lunch (17)	11:15 - 11:32	Lunch (17)
11:32 - 11:49	Recess (17)	11:32 - 11:49	Recess (17)
11:49 - 1:00	Instruction (71)	11:49 - 1:00	Instruction (71)
1:00	Dismissal	1:00	Dismissal
	Total Instruction (251)		Total Instruction (251)
Grade 3		Grade 4	
8:00 - 10:20	Instruction (140)	8:00 - 10:20	Instruction (140)
10:20 - 10:35	Recess (15)	10:20 - 10:35	Recess (15)
10:35 - 11:45	Instruction (70)	10:35 - 11:45	Instruction (70)
11:45 - 12:02	Lunch (17)	11:45 - 12:02	Lunch (17)
12:02 - 12:19	Recess (17)	12:02 - 12:19	Recess (17)
12:19 - 1:00	Instruction (41)	12:19 - 1:00	Instruction (41)
1:00	Dismissal	1:00	Dismissal
	Total Instruction (251)		Total Instruction (251)
Grade 5		Grade 6	
8:00 - 10:40	Instruction (160)	8:00 - 10:40	Instruction (160)
10:40 - 10:55	Recess (15)	10:40 - 10:55	Recess (15)
10:55 - 12:15	Instruction (80)	10:55 - 12:15	Instruction (80)
12:15 - 12:32	Lunch (17)	12:15 - 12:32	Lunch (17)
12:32 - 12:49	Recess (17)	12:32 - 12:49	Recess (17)
12:49 - 1:00	Instruction (11)	12:49 - 1:00	Instruction (11)
1:00	Dismissal	1:00	Dismissal
	Total Instruction (251)		Total Instruction (251)

7:45 a.m. Students line up on the blacktop -- 7:55 a.m. Students picked up from the blacktop -- 8:00 a.m. Instruction begins

2026 - 2027 Figarden Elementary School / Grades PK-6 / Fresno Unified School District

Last Day of School (6/10/27)			
Teacher Start Time 7:50 a.m. -- Teacher End Time 2:50 p.m.			
Morning Pre-School	Student Start Time 8:00 a.m.	Dismissal 11:00 a.m.	
Afternoon Pre-School	Student Start Time 11:30 p.m.	Dismissal 2:30 p.m.	
TK/Kindergarten	Student Start Time 8:00 a.m.	Dismissal 12:30 p.m.	
Grades 1 - 6	Student Start Time 8:00 a.m.	Dismissal 12:30 p.m.	
Pre-School		TK/Kindergarten	
8:00 a.m. - 11:00 a.m.	Instruction (180)	8:00 - 9:45	Instruction (105)
		9:45 - 10:00	Recess (15)
11:30 a.m. - 2:30 p.m.	Instruction (180)	10:00 - 10:45	Instruction (45)
		10:45 - 11:00	Lunch (15)
		11:00 - 11:15	Recess (15)
		11:15 - 12:30	Instruction (75)
		12:00	Dismissal
			Total Instruction (225)
Grade 1		Grade 2	
8:00 - 10:00	Instruction (120)	8:00 - 10:00	Instruction (120)
10:00 - 10:15	Recess (15)	10:00 - 10:15	Recess (15)
10:15 - 11:05	Instruction (50)	10:15 - 11:05	Instruction (50)
11:05 - 11:20	Lunch (15)	11:05 - 11:20	Lunch (15)
11:20 - 11:35	Recess (15)	11:20 - 11:35	Recess (15)
11:35 - 12:30	Instruction (55)	11:35 - 12:30	Instruction (55)
12:30	Dismissal	12:30	Dismissal
	Total Instruction (225)		Total Instruction (225)
Grade 3		Grade 4	
8:00 - 10:20	Instruction (140)	8:00 - 10:20	Instruction (140)
10:20 - 10:35	Recess (15)	10:20 - 10:35	Recess (15)
10:35 - 11:25	Instruction (50)	10:35 - 11:25	Instruction (50)
11:25 - 11:40	Lunch (15)	11:25 - 11:40	Lunch (15)
11:40 - 11:55	Recess (15)	11:40 - 11:55	Recess (15)
11:55 - 12:30	Instruction (35)	11:55 - 12:30	Instruction (35)
12:30	Dismissal	12:30	Dismissal
	Total Instruction (225)		Total Instruction (225)
Grade 5		Grade 6	
8:00 - 10:40	Instruction (160)	8:00 - 10:40	Instruction (160)
10:40 - 10:55	Recess (15)	10:40 - 10:55	Recess (15)
10:55 - 11:45	Instruction (50)	10:55 - 11:45	Instruction (50)
11:45 - 12:00	Lunch (15)	11:45 - 12:00	Lunch (15)
12:00 - 12:15	Recess (15)	12:00 - 12:15	Recess (15)
12:15 - 12:30	Instruction (15)	12:15 - 12:30	Instruction (15)
12:30	Dismissal	12:30	Dismissal
	Total Instruction (225)		Total Instruction (225)

7:45 a.m. Students line up on the blacktop -- 7:55 a.m. Students picked up from the blacktop -- 8:00 a.m. Instruction begins

ATTENDANCE AND SCHEDULES

ABSENCES

It is well established that regular attendance in school is related to positive student progress and achievement. When it is necessary for your child to be absent from school or arrive late to school, the school **must** receive notification **each day** from the parent/guardian through a phone call or note explaining the reason(s). **Please assist us by calling the school office at 451-4480 before 10:00 a.m. each day your child is absent.** The automated Parent Square calling system will call daily to remind you of your child's absence and your need to contact the school. New this year, parents will also be receiving text messages regarding attendance.

ARRIVAL AND DISMISSAL

To provide a safe and orderly campus for all students and staff, Figarden is a closed campus for both arrival and dismissal. Parents are kindly asked to say their good-byes at the gates. The exception to this is for students in PK, TK, and Special Education as these students need to be checked in at their classroom doors by their parents/guardians.

The cafeteria and office open at 7:30 a.m. All students who arrive before 7:45 a.m. will report to the cafeteria. Breakfast is served until 8:00 a.m. Students are dismissed from the cafeteria to the blacktop at 7:45 a.m. (at which point the blacktop gate will open) and students are to line up at their classroom number where they are greeted by their classroom teachers at 7:55 a.m. The morning bell rings at 7:55 a.m. Instruction begins promptly at 8:00 a.m.

Regular School Day dismissal time for Transitional kindergarten (TK) and Kindergarten is 1:05 p.m. Dismissal for **grades 1-6 is 2:05 p.m.** Students are released through designated gates. TK and K dismiss by the black gate at by the flagpole or the marquee. First grade students dismiss at the main gate by the flagpole. Second grade dismisses by the school marquee. Third and Fourth grade students are dismissed at the pedestrian gate by the south parking lot. Fifth and Sixth grade students are dismissed at the pedestrian gate near Kadota Ave. All students should go home directly at the end of the school day unless they are involved in the after-school program.

Our district is implementing an **Early Release dismissal schedule on every Tuesday of a 5-day school week.** For those **early release days, all TK-K students will be released at 12:00 p.m. and 1st-6th graders will be released at 1:00 p.m.**

TRAFFIC AND PARKING SAFETY

Traffic along Brawley is heavy from 7:45 a.m. to 8:00 a.m. and from 2:00 p.m. to 2:15 p.m., please plan accordingly and park on the East side of the street if you need to get out of your car. The white curb in the front is a loading zone only. Parents should pull to the curb to pick up and drop off students. There are signs posted all along the curb stating it is a loading zone only. **ALL students are expected to use the crosswalk when crossing street.** Please be advised that the Fresno Police Department may issue citations for parking or traffic violations.

The parking lots are for staff and the drop off and pick up of students with special needs. The south parking lot gate will open at 7:45 a.m. Please follow signage and staff directions. Only parents/guardians with a Figgy Pass are allowed to drive into the lot and/or walk through the blacktop gate for student drop-off. Please do not double park in this area or block the bus loading zone. For campus and student safety, the south lot will be cleared by 8:00 a.m. and the blacktop gate will be locked at 8:05 a.m. Anyone arriving after 8:05 a.m. should report to the office.

BICYCLES, SKATEBOARDS, SCOOTERS, AND ROLLERBLADES/HEELYS

Riding a bicycle to school is a privilege and all traffic and school rules must be observed for the safety of everyone on campus. Bicycles, skateboards, scooters, or rollerblades are not to be ridden on school grounds. All riders must be equipped with a helmet and safety pads, as required by law. Riders must provide their own lock and bicycles must be locked to the bike rack during school hours. The school is not responsible for stolen or damaged bicycles, skateboards, scooters or rollerblades, etc.

ATTENDANCE

Excused absences include illness, medical appointments, attendance at a funeral for a member of one's immediate family (1 day in town, 3 days for out of state), exclusion of students failing to meet immunization requirements (5 days max) and religious holidays when pre-approved by principal. **Student absence for any other reason is counted as unexcused.** If you need support with student attendance, please contact our Home School Liaison. When students show a pattern of frequent absences or tardies, the school will request a SART meeting (School Attendance Review Team Meeting) or refer to the district School Attendance Review Board (SARB) for a meeting to work with the parents to improve attendance.

EMERGENCY CARD PROCEDURES

Emergency cards are our primary source of contact information if your child is ill or injured. Please read carefully, answer all the questions completely and sign and return it immediately to the teacher. If you do not have a phone, please provide a number where we can leave a message. We will use Emergency Contacts provided in the event we are unable to reach you at the primary contact number. This is for your child's safety and protection. If there are any changes, please contact the school office immediately so that we can update the card. The primary contact number will be used for our district messaging system. Parent Square is used to communicate important information throughout the school year. In addition, providing a regularly utilized email address can increase communication between home and school.

STUDENT DISMISSAL BY PARENT/GUARDIAN DURING THE SCHOOL DAY

Parents who wish to have a student excused early must go to the office and sign out their child using our Visitor Management System. ONLY PARENTS/RELATIVES/NEIGHBORS, WHO ARE 18 YEARS OR OLDER, AND ARE LISTED ON THE STUDENT'S EMERGENCY CARD WITH A PICTURE I.D. WILL BE ALLOWED TO CHECK OUT STUDENTS.

INDEPENDENT STUDY

- If a student is going to be absent from school for three or more consecutive days, the student should be placed on an Independent Study Contract.
- This contract must be signed by the student and parents prior to leaving school. All assignments are written in the contract and must be completed and turned in on the day the student returns.
- It is our policy to provide teachers with reasonable notice (at least 2 school days) to prepare the work & contract. Students who do not complete the independent study contract (or do not request one for an unexcused absence) will have the absences reported as unexcused and have their grades affected accordingly. **CONTACT THE OFFICE REGARDING INDEPENDENT STUDY BEFORE TAKING YOUR CHILD OUT OF SCHOOL.**

TARDIES

Students are expected to arrive at school on time. Instruction begins at 8:00 a.m. Students will be marked tardy if they arrive at class after the 8:00 a.m. bell. It is disruptive to the teacher and students in the classroom when other students arrive late. In the event students arrive late, students should report to the office prior to reporting to class. Physicians or dental appointments are examples of excused tardies. *All other tardies are unexcused.* When possible, please schedule student appointments after school hours. Students with more than three/unexcused tardies in one semester will be considered a habitual truant as per California Education Code.

WITHDRAWAL FROM SCHOOL

If you decide to move from Figarden or to another school attendance area within the district, please notify our office that you are withdrawing your child. Not only does this aid us in record keeping but also allows us to give you the information you will need to enroll your child in his/her new school. If you are moving out of the district, you will need to return the student tablet checked out to your child.

GENERAL POLICIES AND PROCEDURES

BREAKFAST AND LUNCH PROGRAMS

Breakfast is served daily from 7:30 – 8:00 a.m. and is available to all students. Students wishing to eat breakfast should arrive to school at 7:30 a.m. to have enough time to eat. Students will not be served breakfast after 8:00 a.m. School lunch, which includes milk, is available to all students. The school breakfast/lunch menu for the month is available online at www.fresnounified.nutrislice.com.

BUILDING SECURITY

All outer gates of the school campus are locked. During school hours, all visitors are required by state law to sign in and out of the school office. If you wish to remain on campus after 8:00 a.m. you will be required to have a driver's license subject to our district's Visitor Management System. For the safety of our students, please wear your assigned visitors badge while you are on campus. Parents/visitors who are not wearing a visitor's badge will be directed to the office.

CLASSROOM PLACEMENT

We regard the assignment of students and forming of classes crucial to individual and group success of our students. Careful consideration is given so that classes are balanced with respect to gender, achievement levels and citizenship. Changes to assigned class placement will only be considered after the first three weeks of school. Later in the school year,

classroom change requests will only be granted after meeting with the classroom teacher to resolve the concern and then meeting with one of the school administrators. Final decisions are made by school administrators.

EMERGENCY PROCEDURES

In an emergency, the school will attempt to notify the parent or legal guardian. Therefore, it is critical to fill out the emergency card online at the beginning of each year and update contact information as needed. Fire Drills/Earthquake/Lockdown Drills are conducted regularly as a safety precautionary measure. Emergency procedures are reviewed with staff each year in accordance with California law and the Governing Board emergency procedure plans. The School Safety Plan is also reviewed annually with our School Site Council members.

FIELD TRIPS

Field trips and off campus activities are considered educational enrichment activities. All students participating in a field trip must have written permission from a parent/guardian. There may be some cases where a parent will be requested to accompany their child on a study trip due to behavior and/or safety concerns. Parent volunteers may be requested for select field trips when space allows. All volunteers must have completed the volunteer process and been cleared to be in classrooms or on field trips.

GRADING POLICY

Kindergarten	Students will be given progress indicators based on standards outlined by the district.
1 st Grade	Effort and progress marks will be given
2 nd grade	Effort grades are given for the 1 st semester. Beginning in 2 nd semester, students will receive effort and achievement marks (letter grades).
3 rd -6 th	Effort and achievement marks (letter grades)

AR 5121

As a general practice, students working below the standards of expected student achievement for their grade level may not receive a mark higher than a "C."

To receive an A, or B, students must be reading on or above grade level (as determined by district criteria) and doing A or B work. Students at any level in any academic area can receive a lower grade than their ability if their assignments are of poor quality or incomplete.

HOMEWORK POLICY

The staff at Figarden Elementary believe that homework is effective when it is purposeful and accessible. As a result, the staff has developed a flexible homework policy with the following goals in mind: providing students with an opportunity to build fluency in reading and math, processing and solidifying key skills and information, engaging in student curiosity, and deepening students' knowledge. As a result, each grade level has determined a specific homework structure and routine to help reach the goals stated above. To support students in developing good study habits, teachers will provide each student with a take home folder to help them organize their supplies. At home, you can support your child's study habits by setting a consistent routine for homework, including a quiet space for working, a set of "homework supplies" to minimize distractions, and a designated time for completing homework.

LOST AND FOUND

Lost items may be claimed by checking the lost and found bin located in the cafeteria. **At the end of the quarter**, unclaimed items will be given to a charitable organization.

PARENT VISITATIONS

Parents are welcome and encouraged to visit our school. Visits should be scheduled with the teacher in advance. In the interest of safety, and due to state law changes, **all visitors must have completed all state and district requirements before visiting classrooms**. Driver's license will be subject to the district's Visitor Management System. Visitor's badges are required to be worn by all visitors.

PERSONAL POSSESSIONS

We do not allow students to bring personal possessions or extra money to school unless requested or authorized to do so by the teacher or principal. Items such as toys, electronics, sports equipment, special jewelry, etc. are distracting to the educational climate of the school and pose problems for both the student and the teacher if they are lost or broken. The school cannot assume responsibility for personal or unnecessary items brought to school. These items will be confiscated and sent to the office for parent pick up if brought to school. After a warning, items may be retained until the end of the school year for parent pick up.

- **Student cell phones:** FUSD Administrative Regulation 5139 states “Elementary school students are not permitted to possess or use portable communication devices on the district elementary school campuses or district-sponsored activities, except upon the approval of the principal for medical reasons as required by Board Policy. At Figarden, students may bring a personal cell phone to school. It should remain turned off and in the student’s backpack while at school. At NO time should the student have the phone turned on or be in possession of the phone during school hours. **TAKING PHOTOS OR RECORDING VIDEO ARE PROHIBITED.** If a cell phone is brought to school and not kept in backpack, a teacher, staff, or administrator may take the phone away and request that the parent pick up the phone at school.
 - Warning –phone/device will be taken and returned at the end of the day, parent phone call
 - 2nd Incident – Parent will be required to pick up the phone/device
 - 3rd Incident – phone/device will be checked in daily with classroom teacher or office manager

PROMOTION AND RETENTION

Students will be identified at the end of the first quarter if they are a “Candidate for Retention” or “At Risk of Retention.” Kindergarten students will be identified after the second reporting period. Parents will be informed at the parent-teacher conference held in October. At that time, you and your child’s teacher will discuss and plan interventions that will assist in helping your child meet grade level requirements. A final determination whether to promote or retain will be made during the 4th quarter of school.

SCHOOL PARTIES - BIRTHDAYS

We do not allow birthday parties at school. A small treat at the end of the day may be permitted as long as it is store bought and individually packaged. You must check with the teacher involved prior to bringing treats. Any items brought to school for a birthday celebration MUST be brought to the school office and may NOT be delivered to the classroom by the parent/guardian. Our school office manager will notify the teacher of the items. Due to fire codes, balloons and/or other items of this nature will not be delivered to the classroom during instructional time.

STUDENTS STAYING AFTER SCHOOL

Only those students who are involved in regular after-school activities supervised by members of our staff may remain after school. Students must have permission slips on file to participate. A teacher may request that a student remain after school. This will be done with parental/guardian knowledge and permission. Please adhere to the following guidelines:

- Siblings are not allowed to wait for their older brothers or sisters to be involved in co-curricular activities.
- On game days, non-participating students may only attend the event if they are under adult supervision. Supervising adult must be at least 18 years old and on the student’s emergency card.

STUDENT USE OF THE OFFICE TELEPHONE

Family arrangements for pick up must be made prior to morning drop off. Office telephones may be used by students only in case of an emergency. The use of cell phones, text messaging and other electronic devices is not allowed during school hours. In case of an emergency, please contact the school office so that a message may be relayed to your student(s).

SNACKS

Students are allowed to bring a HEALTHY snack (water, fruit, granola bar, crackers, etc.) from home, that can be eaten in our snack area during morning recess. **Students are NOT ALLOWED to bring sodas, teas, sports drinks, candy, gum, chips, cookies as school snacks. WATER IS THE ONLY BEVERAGE ALLOWED IN THE CLASSROOM.** **Students may not bring any beverage other than water to drink throughout the day.** Students who bring a full lunch to school (a sandwich, chips, fruit, etc.), may have a juice, chips or cookies in their lunch. However, those items may not be taken outside. Lunches will be eaten in the cafeteria only.

TEXTBOOKS/TECHNOLOGY

Textbooks/Technology will be issued to students by their teachers. Students are responsible for the care of textbooks/technology and other non-consumable items issued to them. Library books will be available to all students through the Figarden library. Any lost or damaged items will be the responsibility of the child and parent. **The replacement cost will be charged to students for textbooks/technology or library books that are lost or stolen, and items that show damage caused by negligence.** The district technology center, FLATS, is open year-round to address your technology needs.

VOLUNTEERING IN CLASSROOMS

Volunteering in your child’s classroom is a valuable way to be part of the educational process. To volunteer in Figarden classrooms, you must complete a volunteer application and adhere to the following guidelines:

- Make prior arrangements with the classroom teacher in advance
- Upon arrival at the school, check in at the school office to secure your visitor's badge
- Must be a positive influence on the learning process and may not interrupt the educational process
- Must keep student information confidential
- Small children should not be brought to school
- Eating in the classroom is not allowed

STUDENT BEHAVIOR

As a Discipline Guidelines school, we commit to a behavioral management system that:

- Provides a safe and secure learning environment for all staff and students.
- Fully implements the steps of Safe and Civil Schools and empowers our students to build positive relationships and become their best selves in the classroom and on campus.
- Creates an environment which provides an educational program with high expectations for all to learn the academic, social, and emotional skills needed to become college and career ready graduates

SCHOOL RULES

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

Behavior that does not meet those expectations is unacceptable. Students will be expected to follow school and classroom rules that are listed in the California Education Code, Fresno Unified Code of Behavior or found in this packet.

RESPONSES TO MISBEHAVIOR

Level of Misbehavior	Description	Adult Response
Level 1 Mild Behavior	Minor misbehaviors that can be adequately corrected at the time they occur.	A staff member observing a Level 1 infraction corrects the student at the time, in the setting.
Level 2 Moderate Behavior	Misbehaviors that, while not requiring immediate administrative involvement, do require documentation. These are behaviors that require a consequence (e.g. detention, lose a privilege, phone call/note home, warning of suspension, etc.) This would also include chronic level 1 misbehaviors, that after multiple corrections there is not improved behavior.	A staff member observing a Level 2 infraction corrects at the time and assigns a correction and completes a behavior notification to parent and administrators.
Level 3 Severe Behavior	Serious misbehaviors that require immediate administrative involvement and written documentation because: *the behavior is illegal or so severe that the student's continued presence in the setting poses a threat to physical safety. *misbehavior poses a threat to adult authority, such that they may lose control of the situation if the student remains in the setting.	A staff member observing a Level 3 infraction has the student escorted to the office or notified the office for assistance and then completes the referral form.

STUDENT REFERRAL TO THE OFFICE

Each time a student is sent to the office for a discipline incident, the incident may be recorded in the student's behavior record. Consequences may result in a loss of privilege, detention, pre-suspension, or suspension. When parents are contacted to pick up a student, arrangements must be made in a timely manner.

SUSPENSION

Students can be suspended from school for fighting, threatening others, vulgar language, stealing, damaging school or private property, sexual harassment, possessing a controlled substance, disrupting school activities, or bullying as identified in California Educational Code.

- As required by law, the Superintendent or principal shall recommend expulsion and the Board shall expel any student found to have committed any of the following "mandatory recommendation and mandatory expulsion" acts at school or at a school activity off school grounds: (Education Code 48915)

1. Possessing a firearm which is not an imitation firearm, as verified by a certificated employee, unless the student had obtained prior written permission to possess the item from a certificated school employee, with the principal or designee's concurrence. (cf. 5131.7 – Weapons and Dangerous Instruments)
2. Selling or otherwise furnishing a firearm
3. Brandishing a knife at another person
4. Unlawfully selling a controlled substance listed in Health and Safety Code 11053-11058
5. Committing or attempting to commit a sexual assault as defined in Penal Code 261, 266c, 286, 288, 288a, or 289, or committing a sexual battery as defined in Penal Code 243.4
6. Possessing an explosive as defined in 18 USC 921

Appropriate Dress and Appearance

The responsibility for the dress and appearance of a student rests primarily with the student and their parents or guardians. In the interest of maintaining an appropriate learning environment, the district believes in the following basic principle:

- All students are encouraged to dress in a manner that is appropriate, comfortable and conducive to an active academic school day.

Students are taught and expected to follow dress code policy while at school or any school event.

- Hats and/or hoods must be removed when entering buildings (classroom, office, cafeteria, etc.)
- Shoes must be worn at all times. Sandals must have a strap around the heel. CROCS must have back strap on. NO THONGS OR SLIP-ON SANDALS ARE ALLOWED. Closed toe shoes are recommended for school.
- The following attire/belongings **may not** be worn:
 - Attire with lettering/drawings which depict sexually suggestive expressions or actions, profanity and/or obscene words/pictures.
 - Underwear type sleeveless shirts
 - Undergarments may not be visible (i.e., wearing a traditional bra under a racerback top)
 - Clothing where torso/midriff is exposed (tube tops, half shirts, halters). Tops must hit
 - Clothing where the entire thigh is exposed (i.e., ripped jeans above thigh)
 - Any see-through apparel or other form of clothing which exposes the body
 - Attire which may be used as a weapon may not be worn, such as steel toe boots, chain items, spikes, or studs.
 - Gang-related symbols or insignias are not to be worn at any time.
 - Items promoting controlled substances (drugs), alcohol and or tobacco.

HEALTH INFORMATION

FIRST AID AND ILLNESS DURING THE SCHOOL YEAR

First aid is administered in case of minor injuries. If illness or a serious accident occurs during the school day, an attempt is made to notify the parent/guardian at once. **For this reason, the school requires an emergency number to call when parents are not at home.** If the parent cannot be reached, the school will arrange to have the child taken to the hospital when necessary (*the parent is responsible for the cost of transporting the child*). It is important that the school be notified immediately of any changes in phone numbers for the benefit and welfare of the child.

HEAD LICE POLICY

Under Fresno Unified School District policy, if a student is found with active adult head lice, parent/guardian shall be given information about the treatment of head lice and encouraged to begin treatment immediately. Upon the student's return to school, the school nurse or designee shall check the student for active headlice.

IMMUNIZATION REQUIREMENTS

California law requires the following immunizations to enter or transfer into public and private elementary and secondary schools (grades kindergarten through 12). Pupils under age 18 years must have:

GRADE	NUMBER OF DOSES REQUIRED OF EACH IMMUNIZATION ^{1, 2, 3}				
K-12 Admission	4 Polio ⁴	5 DTaP ⁵	3HEP B ⁶	2MMR ⁷	2 Varicella

MEDICATION

California State law states that medications may not be dispensed by school personnel without a medication at school form. In these special cases, school personnel may administer medication **through the nurse's office** when parents provide a physician's order which includes name(s) of the medication, dosage, time(s) and duration that the medicine is to be given to the child. This physician's order can be obtained at the time of the visit if the student will be returns to school while on medication. A medication at school form is also required. The medication must be in the original container and correctly labeled. This includes over-the-counter medications. Any changes in medication, amount or means of administering require new physician's instructions. Students requiring the use of a wheelchair, crutches, scooter, or walking boot must also have a prescription for these items. **The physician's instructions must be reviewed and renewed each year.**

HEALTH HISTORY

Students with a documented health history should meet with the school nurse to obtain a release of information which will support health staff in caring for your child.

HOME/SCHOOL COMMUNICATION PARENT INVOLVEMENT

Communication between the home and the school is essential to the progress and development of each student at Figarden. The parent and the school are partners and your input into your child's education and the school is welcome and essential for effective operation. In addition to personal contacts between parents and school personnel, the following are the formalized forms of communication used at Figarden.

PARENT SQUARE

Parent Square is our district's main source of all district and school communication. It is important that the primary contact on each student's contact information in Atlas includes a cell phone number and has accepted Parent Square calls/texts. This would be the primary number that information would be relayed regarding district and school announcements.

PROGRESS REPORTS

At the end of the fifth week of instruction in each quarter, teachers in grade 1-6 send home progress reports for all students. This progress report is an indicator of student progress up to that time in the quarter. The objective of the progress report, and other grades sent home is to maintain a communication link with parents.

PARENT CONFERENCES

Parent Teacher conferences are held at least once per year. The week of parent/teacher conferences in October are early dismissal days to allow time for these appointments. Additional conferences are held as needed on an individual basis. If you would like to speak with the teacher, please schedule a specific time with your child's teacher. Unscheduled drop-ins should be avoided. Prompt, open communication between home and school is essential.

PARENT CONCERNS

If at any time a parent/guardian feels they need to contact the school about a situation or concern dealing with their child, we encourage the parent/guardian to first contact the child's teacher to try and resolve the issue. If after the parent/guardian meets with the teacher and the situation is unresolved, the principal or designee will meet with the parent/guardian and the teacher to try to resolve the issue. If a parent/guardian would like to arrange a meeting with the principal or designee, call the school office to schedule an appointment. Please keep in mind that during the school day our primary job is to support and ensure a quality education. We will honor a 24-hour response time to respond to all parent phone calls.

REPORT CARDS

Report cards are sent home at the end of each quarter per district guidelines. Conferences are scheduled with all parents at the end of the first report card period. Student report cards and grades are also accessible on the Atlas Parent Portal.

INSTRUCTIONAL PROGRAMS

The instructional programs at Figarden are closely aligned with the Common Core State Standards that serve as the foundation for each curricular area. Grade Level Standards clarify what students should know in various subject areas including: Reading/Literature, Mathematics, Science, Social Studies, Fine Arts, Wellness/Physical Education and Writing.

MUSIC

Fifth and sixth grade students may elect to take instrumental music and/or vocal music, when available. In addition, students in 4th grade receive instruction with recorders. Our primary students also receive weekly music and lessons.

TESTING

Student achievement is measured through both formal and informal testing. Assessments are mandated by the California State Department of Education and/or the Fresno Unified School District to meet requirements for categorical funding. The State initiated standardized testing program requires the administration of standardized achievement tests in reading, language and mathematics in April/May to all eligible third through sixth grade students in the State of California each school year. Scores are reported after June 30th and provide district, school and grade level comparisons, as well as individual student profiles.

CATEGORICAL PROGRAMS

On an annual basis the Figarden Elementary School receives categorical funds to supplement the base/core curriculum. The specific uses of these categorical funds are described in the school's *Single Plan for Student Achievement*, commonly known as the SPSA. The SPSA, which includes the categorical funds budget, is developed and implemented by the School Site Council (SSC). The SSC is composed of parents and staff members. With input from staff and parents the SSC annually updates the SPSA.

At Figarden Elementary School a balanced, rigorous curriculum is provided for all students. Categorical funds support additional (supplemental) assistance to help students with special needs succeed in the regular classroom program (base/core curriculum). The classroom teacher uses supplemental services and materials to reinforce instruction and has responsibility for the overall educational experience of each student. High expectations, goals, and standards for success in the base/core curriculum are the same for all students.

Parent involvement is an important part of implementing categorical programs. Figarden Elementary School conducts the following parent involvement activities for its categorical programs:

- **School Site Council (SSC)** - All schools receiving LCAP funds or implementing a SPSA are required to form a SSC. The SSC is composed of parents and school personnel. The SSC is responsible for developing, implementing, and evaluating the Single Plan for Student Achievement program. Members serve for two years and are elected by their peers. Elections for new members are held annually at the beginning of the school year.
- **English Learner Advisory Committee (ELAC)** - All schools enrolling 21 or more English Learners are required to form an ELAC. The ELAC is composed of parents and school personnel. The ELAC provides input and makes recommendations to the principal, staff, and SSC regarding services for English Learners. Members serve for two years. Parents are elected by parents. Elections are held at the first meeting of the school year. ELAC members can choose through voting process to join the SSC and ELAC committees into advisory committee.

AUXILIARY SERVICES

Figarden has a team of professionals that provide specialized assistance to parents, teachers and students as needed.

SCHOOL NURSE

Our school nurse is on campus daily. In addition to hearing and vision screening, the school nurse plays an important role in: (1) providing health education resources for teachers; (2) maintaining all health records for children; (3) contacting parents regarding illness, health problems and excessive absences from school; and (4) advising the staff regarding health-related conditions and/or hazards.

EDUCATIONAL SPECIALISTS

- **Speech and Language Specialist** works with children who need specialized remedial and developmental instruction in language proficiency.
- **School Psychologist** is available to provide testing and psychological information beyond the scope of the classroom teacher. The psychologist plays a counseling role to parents and students and aids teachers in the implementation of

effective teaching strategies for students exhibiting learning and/or behavioral difficulties. **All psychological testing requires written parental consent.**

- **Resource Specialist (RSP)** is trained as a classroom teacher with special certification in special education and learning disabilities. The resource specialist provides specific prescriptive instruction in academic areas to students who have been certified as requiring such instruction.

COORDINATION OF SERVICES TEAM/Targeted Support Team

Teachers who have concerns about student progress, either academically or behaviorally, can work with our Student Services Team to ensure that all interventions have been attempted, data has been collected to provide information to set targeted instructional or behavioral goals. An administrator, Academic Coach, Teacher on Special Assignment, School Social Worker, School Nurse and School Psychologist may be part of this team. This support is provided prior to a Student Success Team Meeting (SST).

STUDENT SUCCESS TEAM (S.S.T.)

The Student Success Team is provided as a service to teachers and parents. Students with academic, behavior, and/or emotional problems that interfere with school performance may be referred to the team for suggestions and/or modifications of the child's learning environment or program. All children that may be considered for a formal assessment are required to be reviewed by the S.S.T. prior to evaluation by the School Assessment Team.

504 COORDINATOR

If your child has a diagnosed disability (learning disability, dyslexia, chronic health problems, attention deficit/hyperactivity disorder, etc.), which may substantially limit learning, you may request that your child be evaluated under Section 504 of the Rehabilitation Act (1973). A qualified educational team will evaluate your child to determine if he/she qualifies as a disabled individual.

FIGARDEN AFTER SCHOOL PROGRAM

Figarden is proud to offer an After School Program (ASP). This program is FREE and open to enrolled students in grades K-6. The After School Program will offer a multitude of activities. All students that attend will be provided with a snack. The After School Program runs from the 2nd day of school through the last week of school. The program runs from dismissal to 6:00pm daily.

STUDENT RECOGNITION

Figarden Elementary recognizes and celebrates student achievements at the end of each quarter. Awards assemblies are held during the school day. Parents will be notified in advance of dates and times when awards assemblies will be held.

OUTSTANDING ATTENDANCE AWARD

Students in grades K-6 are eligible for this award. Attendance will be recognized each semester for students who have met 98% attendance without more than 3 tardies. Students with perfect attendance (no absences, no tardies) for the entire year are recognized at the end of the school year. Additional extra-curricular activities may be earned for maintaining positive attendance.

ATHLETIC AWARDS

Students receive a certificate of participation for membership on any Figarden athletic team.

ACADEMIC AWARDS

Academic awards are earned by students and awarded in recognition of a student's scholastic achievement. Awards are awarded four times a year, at the end of each quarter.

The following grade point averages:

- Principal's Honor Roll: 4.0
- HONOR Roll: 3.60 - 3.99
- Merit List: 3.00 - 3.59

The following grade points are used to calculate the grade point average:

A = 4.00 B = 3.00 C = 2.00 D = 1.00

CITIZENSHIP

This award is presented to students in grades K-6 in recognition of those students who have received all O's in the work habits section of the report card.

CO-CURRICULAR ACTIVITIES

PHILOSOPHY: Involvement is the key word in the Figarden Elementary Co-Curricular Program. A student's participation in school activities can do much to instill a child with self-pride and help develop a strong sense of self-esteem. Please encourage your child to become involved. Information concerning these programs will be sent home as the year progresses. The co-curricular program offered to students at Figarden Elementary School in grades 4-6 includes:

ATHLETICS (5-6)	MEANINGFUL WORK PROGRAM (1-6)
INSTRUMENTAL MUSIC (5-6)	SCHOOL CLUBS (1-6), as available
CHOIR (4-6)	STUDENT LEADERSHIP (4-6)
INTRAMURAL LUNCH LEAGUE (5-6)	DANCE
ELECTIVE WHEEL (K-6)	

SCHOOL LEADERSHIP TEAM

Fourth through Sixth grade students may apply to be part of the Figarden Student Leadership Team. The Figarden Student Leadership Team will help plan and execute Figarden Elementary community service projects, Spirit Days, new student orientations, serve as assembly hosts, and be a role model of positive relationships. Participation on the student leadership team may require student time before school, during recesses, and after school. Failure to follow any of the Figarden school rules, failure to model all character pillars or guidelines for success, or failure to fulfill assigned duties may result in removal from the team.

MEANINGFUL WORK

To create college or career ready graduates, students in grades 1-6 will have the opportunity to apply for a meaningful work position at Figarden Elementary. Job Fairs will be held in the Fall and in the Spring. Students will apply for jobs that they are interested in and participate in the interview process. If selected, students work during non-academic times throughout the day, depending on the job.

ATHLETIC PROGRAMS

Figarden provides an interscholastic athletic program for 5th and 6th graders, in which our teams compete with the other elementary schools in the district. The goals of our athletic program are:

- To teach and develop proficiency in the skills associated with each sport
- To develop the personal discipline, commitment and sportsmanship associated with being a member of a team
- To recognize EXCELLENCE only comes through effort and the desire to be the BEST THAT YOU CAN BE

All students in the grades indicated above are eligible to try out for the teams. All participating students and their parents must sign and adhere to our Athletes Code of Conduct. **A child will not be allowed to participate in any after-school sports programs or intramurals if they are not participating in PE due to a PE excuse, have not attended the full school day, or are privilege suspension.**

CODE OF PARTICIPATION FOR CO-CURRICULAR ACTIVITIES

Co-curricular activities are a vital part of our total school program. In addition to providing a variety of exploratory and enriching learning experiences for students, they are important also in building character and shaping attitudes. When students elect to participate in a co-curricular program (i.e., chorus, athletics, etc.), they must recognize that they have assumed certain responsibilities and obligations - to the coach or advisor, to the other members of the activity, and, certainly, to themselves.

Our major co-curricular programs have "participation contracts" stating what is expected of the participant. Students agree to the stipulations upon joining an activity. In essence, the terms of these "contracts" reflect the following

CODE OF PARTICIPATION:

- The participant will maintain a satisfactory level of academic scholarship and/or effort and demonstrate satisfactory behavior and citizenship.
- The participant is expected to abide by the practice, meeting, or rehearsal schedule established for the activity. Certain absences or tardies may, of course, be excused as with classroom attendance. However, the participant has the OBLIGATION to clear these with the coach or teacher in charge of the activity. Failure to do so is grounds for disciplinary measures as in the case of tardiness or truancy from the classroom.
- The student is expected to participate in the activity in a positive manner by showing proper conduct, striving to learn and grow in his/her abilities or skills and contributing to the group effort to the best of his/her ability.
- The participant is expected to respect and properly care for all property and/or equipment issued in conjunction with the activity. This is especially pertinent to members of athletic teams who are issued uniforms. Team uniforms are the

property of the school. Students who NEGLIGENTLY lose or cause UNDUE damage to such school property will be charged for its replacement.

- The participant will not arbitrarily or unilaterally "quit" an activity. Normally, there is a one-week "grace" period during which the student may join an activity and decide if he/she wishes to continue. A student may drop the activity during that time with no conditions. After that time, the student may drop the activity only after consultation between the parent and the coach/advisor and a conference between the student, coach/advisor and the principal. In the case of athletic teams, a student who drops a sport after the grace period may not join another team during the same season. Note, however, that if a student joins, say, the football team and drops DURING the grace period, he may join the cross-country team.
- **Siblings are not allowed to wait for their older brothers or sisters involved in co-curricular activities.**
- On game days, non-participating students may only attend the event if they are under adult supervision. Supervising adult must be on the student's emergency card and at least 18 years of age.

SPECTATOR CODE OF CONDUCT

Spectators are an important part of athletic events. They should, always, reflect high standards of support and good sportsmanship as indicated by the following:

- Spectators should always respect officials, coaches and participants and extend all courtesies to them as guests in the community. Respect coaches always. Recognize that they have team goals beyond those of an individual child.
- Enthusiastic and wholesome cheering is encouraged. Booing, stamping of feet, disrespectful remarks and/or cheers or yells which "put-down" the other team are unacceptable.
- Bells, whistles, or noisemakers of most any kind are acceptable for outdoor athletic events, but not for indoor athletic events. Noisemakers must not interfere with the various activities.
- Consistently exhibit good character and conduct yourself as a role model for children. Don't argue or show excessive displays of anger or frustration.
- It is a privilege to compete in sports, not a right. Students and spectators are expected to represent their team, school, and family with honor, on and off the field
- If parents wish to discuss their child's participation on the team with the coach, please call the office and schedule an appointment outside of practice and games. The coach has supervision responsibilities during these times. This also provides a time when emotions may be more level and the discussion will be more productive.

Annual Handbook Signature Page 2026-2027

The Figarden Elementary Student-Parent Handbook gives students and parents a general idea of our expectations and procedures for the coming school year. Additional district expectations and policies can be found in the FUSD Student- Parent Handbook.

My child and I understand the policies and guidelines that are in place. We (parents/guardians) will do our best to ensure that we follow through with our part in keeping Figarden Elementary a positive place to learn and grow. As a school staff, we will do our best to partner with you to provide a safe and nurturing environment for all students.

I recognize that in addition to this handbook, Figarden Elementary will send communication through school notices, *Parent Square* announcements, telephone calls, email, and school website. I will keep my contact information current with the school office. I may contact the school office at anytime to change or add additional contact information.

If any part of the school guidelines is unclear, I understand that I may contact the school office for clarification. **Please return this signed signature page and all requested parent/guardian signatures to your classroom teacher by the end of the 1st week of school.**

My child and I have read and understand that we will be responsible for following the school and district guidelines and that I will ask questions of school staff in the event that we are ever unsure of a policy.

Parent Name: _____ Parent Signature: _____ Date: _____

Student Name: _____ Student Signature: _____ Date: _____

Hoja de Firma del Manual Anual del 2026-2027

El Manual de Padres-Estudiantes de Figarden les da a los estudiantes y padres una idea general sobre nuestras expectativas y procedimientos para el año escolar entrante. Expectativas y pólizas adicionales del distrito pueden ser encontradas en el Manual de Padres-Estudiantes del FUSD.

Mi niño(a) y Yo entendemos las pólizas y lineamientos que están vigentes. Nosotros (padres/tutores) haremos nuestro mejor esfuerzo para asegurar que haremos nuestra parte para mantener a la Primaria Figarden como un lugar positivo para aprender y crecer. Como miembro del personal de la escuela, haremos nuestro mejor esfuerzo para asociarnos con usted para proveer un ambiente educativo seguro para todos los estudiantes.

Yo reconozco que adicionalmente a este manual, la Primaria Figarden le enviará comunicación a través de notificaciones escolares, anuncios de ParentSquare, llamadas telefónicas, correos electrónicos y en la página de internet. Mantendré mi información para contactarme actualizada, con la oficina de la escuela. Yo puedo contactar a la oficina de la escuela en cualquier momento para cambiar o agregar información de contacto adicional.

Si alguna parte de los lineamientos de la escuela no están claros, entiendo que yo puedo contactar a la oficina de la escuela para cualquier aclaración. **Por favor regrese firmada esta hoja de firma con el maestro de su clase para la 1^a semana de clase.**

Mi niño(a) y yo hemos leído y entendido que seremos responsables de cumplir los lineamientos de la escuela y del distrito y preguntaré al personal de la escuela en caso de que tenga duda sobre una póliza.

Nombre del Padre: _____ Firma del Padre: _____ Fecha: _____

Nombre del Estudiante: _____ Firma del Estudiante: _____ Fecha: _____

Phau Ntawv Niaj Xyoo Cev Lus Qhia Nplooj Ntawv Xee Npe 2026-2027

Tsev Kawm Ntawv Theem Qis Figarden Phau Ntawv Cev Lus Qhia Tub Kawm Ntawv-Niam Txiv muab rau tub kawm ntawv thiab niam txiv muaj kev paub thoob plaws peb tej kev cia siab thiab tej kev taug ua rau xyoo kawm ntawv sam sim los. Cheeb tsam chaw kawm ntawv tej kev cia siab thiab tej cai ntau ntxiv muaj peev xwm raug nrhiav tau nyob rau hauv FUSD Phau Ntawv Cev Lus Qhia Tub Kawm Ntawv-Niam Txiv.

Kuv tus me nyuam thiab kuv tau nkag siab tej cai thiab tej lus qhia ua uas muaj tseg lawm. Peb (cov niam txiv/neeg saib xyuas) yuav ua li qhov peb ua tau zoo tshaj plaws los ua kom peb ua tiav peb feem xyuam hauv kev ceev Tsev Kawm Ntawv Theem Qis Figarden kom yog ib lub chaw zoo los kawm tau thiab huam vam. Tam li ib pawg neeg khiav dej num hauv tsev kawm ntawv, peb yuav ua li qhov peb ua tau zoo tshaj plaws los koom nrog nej npaj muaj ib lub chaw nyob nyab xeeb thiab txhawb dag zog rau tag nrho cov tub kawm ntawv.

Kuv paub tias txuas ntxiv rau phau ntawv cev lus qhia no, Tsev Kawm Ntawv Theem Qis Figarden yuav xa xov raws tsev kawm ntawv tej ntaub ntawv ceeb toom, *Tsev Kawm Ntawv Kev Kaw Lus* tshaj xo, kev hu xov tooj, kev xa ntawv hluav taws xob, thiab tsev kawm ntawv lub chaw nruab ntug. Kuv yuav ceev kuv tej lus qhia muab kev sib cuag tau kom muaj txhij nrog tsev kawm ntawv lub chaw khiav dej num. Kuv hu tau mus cuag tsev kawm ntawv lub chaw khiav dej num thaum twg los xij los hloov los yog txhab tej lus qhia muab kev sib cuag tau muaj ntxiv.

Yog tias ib feem twg ntawm tsev kawm ntawv tej lus qhia ua tau hais tsis meej pem, kuv nkag siab tias kuv hu tau mus cuag tsev kawm ntawv lub chaw khiav dej num rau kev qhia kom tshab plaws. **Thov xa daim ntawv uas tau kos npe lawm no, nrog rau cov npe ntawm niam txiv lossis tus neeg saib xyuas uas tau thov kom kos ntawd, rov qab mus rau koj tus xib fwb qhia ntawv ua ntej yuav xaus lub lim tiam thib ib ntawm kev kawm ntawv.**

Kuv tus me nyuam thiab kuv tau nyeem thiab nkag siab tias peb yuav tau thaj tsob rau kev ua raws tsev kawm ntawv thiab cheeb tsam chaw kawm ntawv tej lus qhia ua thiab tias kuv yuav nug tsev kawm ntawv cov neeg khiav dej num rau thaum peb ho paub tsis meej txog ib txoj cai twg.

Niam Txiv Npe Sau: _____ Niam Txiv Npe Xee: _____ Hnub Tim: _____

Tub Kawm Ntawv Npe Sau: _____ Tub Kawm Ntawv Npe Xee: _____ Hnub Tim: _____