

# **Parent and Student Handbook**

2017-18

Soaring to New Heights!



Dear Families and Students,

Our staff is extremely well trained and their primary concern is the safety of each child. Please contact your child's teacher, and/or administration with any concerns or special needs.

- The gates are all locked during school hours.
- Every classroom door stays locked during school hours.
- All classrooms have telephones to contact the office in an emergency.
- All visitors must register at the office and receive a visitor's badge for school events.
- All volunteers must be cleared through our online application process prior to volunteering.
- Staff conducts regular and sporadic checks on and around campus for strangers or suspicious activity.
- Emergency cards are updated yearly and parents are requested to update changes regularly.
- Inform your child's teacher of specific needs as they arise. Precautions are taken for those who have specific needs.
- We hold monthly practice emergency procedures (fire, earthquake and lockdown drills).
- We maintain an emergency container with supplies in case of a fire or an earthquake.

We are proud of the joint effort of our staff, parents and students to maintain a safe and secure learning environment. We encourage anyone to please bring any concerns to our attention.

Mr. Clinton or Mrs. Geyer  
Co-Principals of Cielo Vista Charter School

# Our Vision

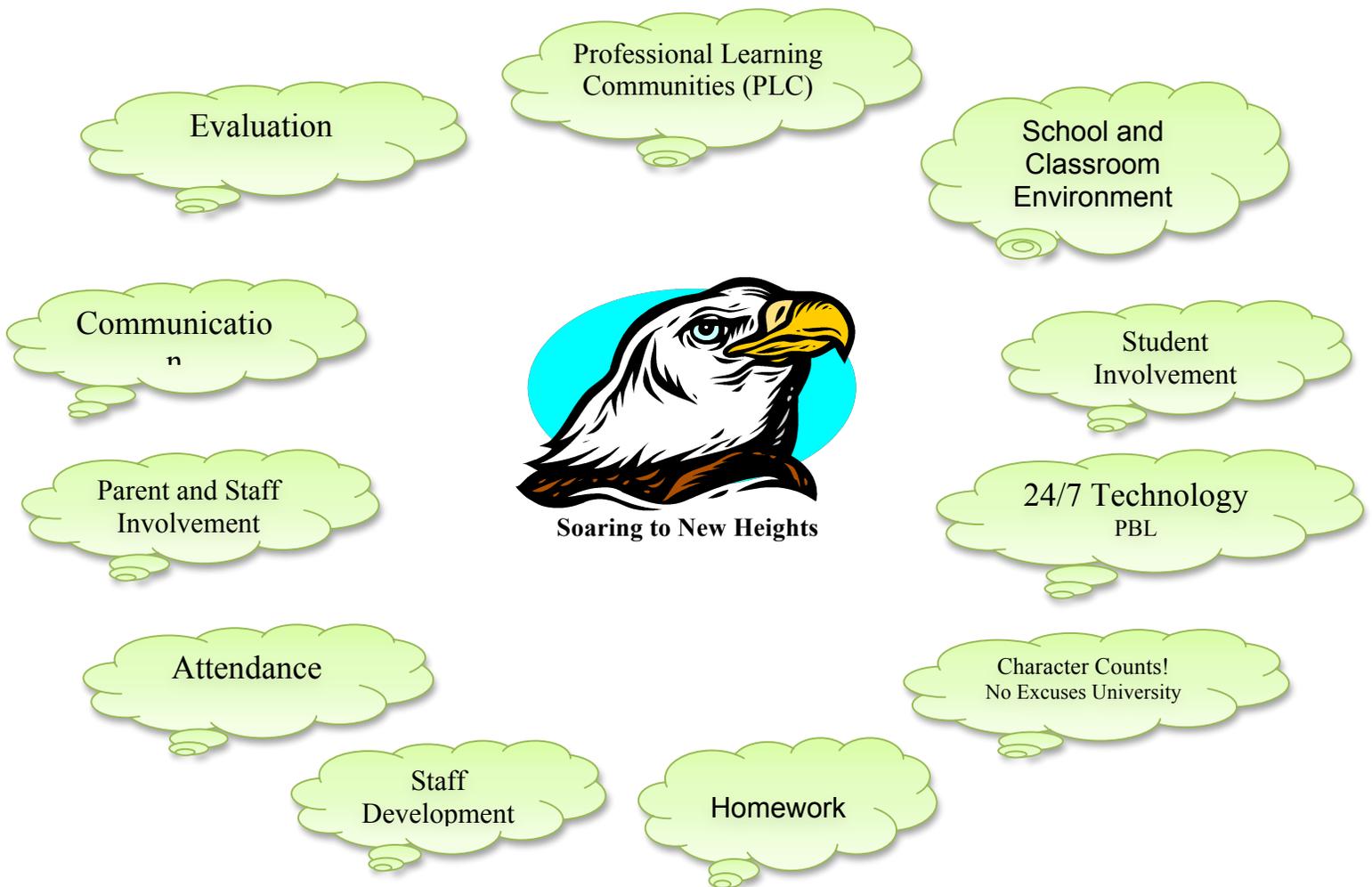
All stakeholders in the Cielo Vista Charter ("CVC" or "Charter School") community (teachers, parents, staff, students, administrators, and community leaders) are actively engaged in working collaboratively to help all students increase academic proficiency based on California content and performance standards. State of the art 60/40 laptop technology (60% technology and 40% traditional paper pencil) co-curriculum and hands-on academic activities are enhanced to achieve this vision.

- We provide a safe, welcoming, and clean school environment.
- We develop the highest competence in academic, intellectual, and social skills.
- We promote the integration of technology throughout the entire curriculum to enhance learning.
- We build students of strong character through trustworthiness, respect, responsibility, fairness, caring, citizenship (Character Counts!) and forgiveness.
- We foster teamwork while embracing individual differences within our learning community.
- We expand students' knowledge and understanding of the community, nation, and world.
- We develop and maintain partnerships that support the education of our youth through service to their community.

# Our Mission

Soaring to New Heights, shown below, provides a visual summary of how Cielo Vista Charter works to achieve its mission of academic success.

- Planning is accomplished through Common Core State Standards.
- Each year state testing (CAASPP) data is incorporated in the implementation, planning, and evaluation of the student's' academic program.
- After SMART (specific, measurable, attainable, realistic, and timely) goals are identified, grade levels and vertical teams target improvement areas, professional development needs, instructional strategies, and curricular materials.
- To implement this plan of action we use Soaring to New Heights as a visual representation of our goals.
- The focus is on the student as a whole, and the clouds represent the family collaboration and consistency vital to accomplish success.
- Through teamwork, all stakeholders are a part of decision-making and program development that ties into the success of student accomplishment.



# We fulfill our mission by:

1. Encouraging high expectations of academic standards, self-esteem, Character Counts! and student-centered, yearlong academic goals.
  - Strive for continued growth on State testing scores.
  - Provide an understanding and positive setting where students acquire and practice a range of essential standards that are Common Core Standards.
  - Implement best instructional practices that meet the varied needs of all students.
  - Team planning and communication to develop strategies and delivery of instruction at all grade levels.
  - Differentiate instruction throughout the day to meet the needs of all students
  - Align instruction to meet the rigor of the content standards.
  - Revise intervention and teaching strategies throughout the year based on assessment of student learning.
  - Teachers are accountable to show improved proficiency by all students.
  - Implement and reinforce the Character Counts! Program throughout the complete school community.
  - Recognize students for their academic achievements and citizenship.
  - Prepare students to compete in the world of technology through technology programs.
  
2. Utilizing strong classroom management techniques keeps students engaged and creates greater student success.
  - Our Student Success Team will identify and support at-risk students.
  - On-going monitoring and fluid intervention groups to support students' needs.
  - Student academic learning time is maximized through bell to bell instruction and student engagement.
  
3. Expecting active parent participation and positive support of school policies and programs.
  - Shared decision-making approach through the use of various groups of staff, parents, and community members that identify and address the needs of the overall educational program.
  - At the time of enrollment, parents, students, and staff will enter into the Soaring to New Heights partnership agreement.
  
4. Teachers participation in professional growth both on and off campus, followed by training their peers through staff development.
  - Teachers share planning, sample lessons, curricular objectives, and new strategies as part of ongoing staff development.

- The parent community is encouraged to attend monthly parent trainings.
5. Use of Professional Learning Communities (PLC) to plan, assess materials, assess student work and techniques, and develop new strategies to engage students in the curriculum.
    - PLC target essential standards through SMART goals to address student needs in English Language Development, Math and Language Arts.
  6. Providing consistent communication among home, school, and community.
    - Parents are provided with many communication opportunities to become involved: newsletters, progress reports, parent classes, computer web page, yearly and monthly calendars, and a suggested 10-hour parent participation list.
    - Through shared decision making, parents always have access to their child's needs and progress.
  7. Allowing children to compete in a global market through technology.
    - Provide a good foundation for future careers.
    - Enable our students to compete in an international 21<sup>st</sup> century technological environment.
    - Laptop carts and computer lab are available for student use.
  8. Ensuring all students are performing at grade level based on Common Core Standards.
    - We strive to achieve attendance at 95% or greater to provide the greatest opportunity for student academic success.
    - We promote commitment to student growth on Common Core Standards
  9. Utilizing pacing guides, Data Analysis Worksheets (DAW) and the Shared Support Agreement that strengthen academic rigor and collective accountability for student learning.

# School Hours

We are on a 2-1-2 instructional schedule. Hours for all grades are as follows:

- Monday 8:00 am – 3:00 pm
- Tuesday 8:00 am – 3:00 pm
- **Wednesday 8:00am – 1:00 pm (Minimum Day Schedule)**
- Thursday 8:00 am – 3:00 pm
- Friday 8:00 am – 3:00 pm
- Elementary Parent Conference Week: 8:00am – 1:00pm
- Middle School Parent Conference Week: 8:00am – 1:00pm

At 7:55am each morning, a warning bell will ring that notifies all parents and students that it is time for students to line up with their classes. All students are expected to be in line ready for their teacher by no later than 8:00am.

## Parents as Partners

By researching schools, and CHOOSING Cielo Vista Charter School, you have already acknowledged that you believe your involvement in your child's education is important. At Cielo Vista Charter, we agree completely. Some important factors in a child's school success are parents who:

- support them;
- hold them accountable;
- set the standards high; and,
- put in time and effort to make success a reality.

By CHOOSING Cielo Vista Charter School, you have made a commitment to live up to the standard of excellence that you expect in your child and in our school. You expect excellence in us; we expect excellence from you.

Every Cielo Vista Charter School family is encouraged to ***volunteer a minimum of ten (10) hours per year***, between August and June. While we cannot mandate volunteer hours, we believe volunteering builds a bond between the school and community that will help your student(s) succeed.

# Parent Involvement Policy

Cielo Vista Charter School recognizes the role of parents as the primary educators of their children. One goal of CVC is empowering parents as educational partners. Parent participation at the school influences the development of the total school and its components. Parents have the opportunity to participate in a variety of meaningful ways at the school site and their presence on campus and assisting teachers in the classroom is important.

Before Back to School Night at the beginning of each school year, prospective parents or guardians are encouraged to attend an orientation meeting regarding the school's instructional and educational philosophy. Families who enter the school after the beginning of the calendar year are encouraged to meet with the school leadership personnel. Each family is given the Parent and Student Handbook and the Shared Support Agreement outlining the parent and student-related policies and procedures.

All parents are provided the opportunity to contribute the recommended minimum ten (10) hours of service annually per family.

The Shared Support Agreement includes but is not limited to:

- Parents will strive to sustain their children's attendance rates of no less than 95% by making sure their children are in class daily and arrive on time.
- Ensuring homework is completed accurately and neatly, and turned in as required by the teacher.
- Volunteering in their children's classroom(s), library, office, etc., or for activities sponsored by the school, and the Parent Teacher Group (PTG) for a suggested minimum of ten (10) hours.
- Suggested attendance for all meetings regarding decisions relating to the education of their children, such as Parent/Teacher conferences, Individualized Education Plan ("IEP") Meetings, Student Success Team ("SST") Meetings.
- Suggested attendance at the following events: Back to School Night, one PTG function as well as PTG meetings as often as possible.
- Suggested attendance of all Awards Assemblies honoring their child.
- Abiding by the school-wide behavior and any applicable dress/uniform policy which emphasizes positive campus behaviors and eliminates those behaviors and environment that are unsafe and/or disruptive to academic achievements.
- Complying with all additional policies and procedures found in our school handbook.

We encourage Parent Involvement hours that truly benefits the students and/or supports the school. Here are some examples of parent involvement hours.

## Opportunities in the Classroom and with Staff

_____ Be a room parent	_____ Assist in classroom
_____ Prepare materials for projects	_____ Tutoring assistance
_____ Help with the Music program	_____ Volunteer in the Library
_____ Help P.E. teacher	_____ Track Meet
_____ Drop-off & Pick-up supervision	_____ Playground & Lunchtime assistance
_____ Kindergarten playground	_____ Attend English Learner (ELAC) meetings
_____ Help our custodian	_____ Attend School Site Council meetings
_____ Update School Marquee	_____ Attend CVC Governing Board meetings
_____ Assist in the office	

## Opportunities within the Parent Teacher Group (PTG)

_____ Attend PTG meetings	_____ Family Nights
_____ Fall Festival/Homecoming committee	_____ Community Service Committee
_____ Walk to School Wednesdays	_____ Annual Benefit
_____ Walk-a-thon Committee	_____ Staff / Teacher Appreciation
_____ School Picture days (2x a year)	_____ School Media/Publicity

**If you have suggestions for other ways you can contribute to CVC, please contact your child's teacher, staff or a PTG Board Member at PTG: 760-699-2939 or via e-mail at [ptg@cielovistacharter.com](mailto:ptg@cielovistacharter.com)**

**Finally, the spirit of the Parent Involvement Policy is to get parents involved in their child's education – please focus on the quality of your involvement for the benefit of all students.**

## **Other Opportunities for Involvement**

Opportunities for parent involvement include School Site Council (“SSC”), Parent Teacher Group (“PTG”), English Learner Advisory Committee (“ELAC”) and other school-wide activities.

**School Site Council (“SSC”) –** The School Site Council implements governance policy and plans, while providing a vehicle for addressing concerns, suggestions and some educational needs of both parents and staff. The SSC is also a forum for the clarification of and changes to policy and innovations to be brought to the Governing Board. This committee collaborates on the overall direction of the day-to-day operations of CVC.

**Parent Teacher Group (PTG) –** In charge of fundraising, promoting sustainability, organizing book fairs, organizing parent volunteers, coordinating parent/family nights, and coordinating publicity. A representative from this committee attends the Governing Board meetings to present information monthly.

**English Learner Advisory Committee (ELAC) –** Representatives from the school that monitor and share information for the English Language Learner population. A

representative from this committee attends the Governing Board meetings to present information as needed.

## Volunteer Procedures

As partners with the school, ALL parents are encouraged to complete the application process for volunteering at the beginning of each school year.

Each year, ALL non-supervisory school volunteers are required to:

- Complete the **Volunteer Interest Notice**
- Complete the **online Volunteer Application** (<http://volunteers.psusd.us>)
- Submit a copy of their **current U.S. Identification** on the application.
- Complete the **online Mandated Reporter Training** that is prompted to do following completion of the application.

Those volunteers interested in attending field trips, working with small groups of students or any other **Supervisory roles are required:**

- Submit a **live scan criminal background check** using the assigned LiveScan form provided by the CVC office. The cost of fingerprints is to be paid by the individual, unless financial assistance is needed. Financial assistance inquiries can be made through the office. (This is only required during the initial application and does not need to be repeated yearly.)

## CIELO VISTA CHARTER SCHOOL SHARED SUPPORT AGREEMENT

### PARENT:

I will:

- \* Strive to make sure my child/children attend school regularly and on time (no less than 95%-School attendance is crucial for my child's success).
- \* Request an Independent Study Packet 48 hours before any anticipated absence.
- \* Be prepared to provide a doctor's note, if requested, in the event of frequent absences or any prolonged absence of four (4) or more days.
- \* Assist my child/children with homework and review schoolwork with them to ensure accuracy.
- \* Review school and class rules and consequences with my child/children and support the school discipline plan.
- \* Work out problems or concerns in a positive manner, following the chain of command by meeting with my child's teacher first.
- \* Maintain good communications with my child's teacher and read, sign, and return all papers as requested.
- \* Provide accurate, up-to-date telephone numbers and emergency information.
- \* Drop off/pick-up my child on time in the designated areas only, follow the safety procedures for those areas, and – while visiting or volunteering on the campus – park only in designated visitor parking spaces.
- \* Attend Parent Conferences and Back to School Night.
- \* Make every attempt to participate in or attend at least three of the following activities:
  - Cielo Vista Charter Parent Teacher Group sponsored events
  - Awards ceremonies for my child
  - School/Grade-level/Class fundraisers
  - Classroom presentations
  - School presentations
- \* Wear a visitor's badge whenever visiting the campus.
- \* Ensure my child wears clothing that conforms to the adopted dress and grooming code and uniform policy, including closed-toe shoes, and tennis shoes for P.E. days.
- \* Be a good role model by representing the Character Counts! Seven Pillars of Character
- \* Never use the student restrooms under any circumstances.

### STAFF:

All staff members at Cielo Vista Charter School agree to:

- \* Promote a positive school climate.
- \* Be a good role model by representing the Character Counts! Seven Pillars of Character.
- \* Provide a safe and orderly environment.

As a teacher I will:

- \* Provide regular communication between home and school, which will include information on student progress.
- \* Provide for individual needs and learning styles for the success of students.
- \* Promote positive self-esteem and self-confidence in each child.
- \* Work closely as a grade level to ensure academic parity and to address the needs of all students.
- \* Welcome parental involvement.

### STUDENT:

I will:

- \* Attend school regularly and on time.
  - \* Take responsibility to achieve my personal best and ask for help when I need it.
  - \* Complete and return all assigned schoolwork and homework on time.
  - \* Give parents all papers sent from school and return them as required.
  - \* Be a student of character by living the Character Counts! Seven Pillars of Character.
- \* Have an appropriate appearance and wear clothing that conforms to school dress and uniform policy.

**FAILURE TO LIVE UP TO THIS AGREEMENT WILL RESULT IN THE STUDENT AND PARENTS BEING SUMMONED TO APPEAR BEFORE THE CVC ADMINISTRATION**

# Uniform Policy

At Cielo Vista Charter School uniforms are **REQUIRED**. Please see the approved uniform choices below:

## **Shirts**

*Buttoned Polo Shirt in teal with embroidered CVC logo.*

This is the only acceptable shirt to wear as a uniform polo shirt. In cold weather students may wear *black or white long sleeve shirts* under their polo shirts. Norman's Uniforms sells all polo shirts at their seasonal store, or online at [normansuniforms.com](http://normansuniforms.com)

## **Bottoms**

*Tan or khaki "uniform style" shorts, pants, capris, skorts, skirts or jumpers.*

No baggy pants. No decorative accents. All skorts, skirts, shorts and jumpers must reach the tips of the wearer's longest fingertips, or below.

## **Legwear**

Socks, leggings, and tights need to be **SOLID** white or black (small logos are acceptable).

## **Footwear**

Students are to wear closed-toe, closed-heel shoes. Open toes, open heels, cleats, heelies and athletic slides/flip-flops are prohibited for safety reasons. On P.E. days, students are to wear tennis/athletic shoes suitable for running.

## **Coats and Jackets**

All outerwear must be black without additional decor, other than the optional CVC logo. Black jackets, cardigan, crew neck or V-neck sweaters (long, short or sleeveless) may be worn, as well as hooded fleece shirts and sweatshirts. (Small logos are acceptable.)

## **Hats**

Hats may be worn outside of school buildings. They must be black or khaki without logos or designs, other than the CVC logo.

## **PLEASE NOTE**

Our Governing Board makes **ALL** decisions regarding CVC uniforms. If you have any questions or concerns regarding our school uniform policy, please feel free to bring them to the attention of the CVC Governing Board.

Norman's Uniforms sells CVC uniform clothing. Norman's sets up a seasonal store at the beginning of each school year. Families can also buy direct from them throughout the year. CVC's school code is 650. [www.normansuniforms.com](http://www.normansuniforms.com)

Phone 310-832-8342

Fax 310-832-1410

# Dress and Grooming Code

CVC strives for a neat, modest, clean and well-groomed, non-distracting, conservative appearance; avoiding extremes of fashion. With that in mind, the following guidelines apply to all students, grades TK through 8<sup>th</sup>.

## Male Students

- Solid color (pleated or not), Cotton twill, pants or knee-length shorts worn at the waist. (No athletic/gym shorts.)
- One tasteful, non-distracting necklace or bracelet. Earrings), hanging chains, and damaging rings are prohibited.

## Female Students

- Skirts, jumpers or dresses must reach the tips of the wearer's longest fingertips or below, no slits above that length. Proper attention must be given to appropriate tightness.
- Dresses must have appropriate and modest necklines at the collarbone.
- Cotton twill, pants, knee-length shorts or capris may be worn. (No athletic/gym shorts.)
- Safe, non-distracting jewelry or earrings in ears are permitted. Excessive jewelry is prohibited.

## All Students

- Socks, leggings, and tights need to be SOLID white or black (small logos are acceptable).
- All hats, hoods, and other headwear must be down, off of head while in class.
- Students wearing jackets/sweaters/sweatshirts in the heat will be asked to remove them for safety purposes.
- Natural color, clean, neatly combed or brushed hair. Colored hair that is not a naturally occurring shade is prohibited. Extreme or bizarre cuts are prohibited.
- All tattoos (temporary, henna, etc.) are to be covered while at school.

# Attendance

School attendance is compulsory in California. **Children are excused from attending school only for illness, medical or dental appointments, a court appearance (for the child), or death of an immediate family member**. Teachers and staff at Cielo Vista Charter believe strongly that regular school attendance is required for academic success. Parents and students agree to attend regularly and on time, striving for at least a 95% yearly attendance rate. Parents/students not complying with compulsory attendance will be referred to the SART/SARB process

**Supervision begins when gates open at 7:30am. Parents are encouraged to bring students early in order to participate in morning recess activities and breakfast prior to beginning the school day. Students not present with their class at the 8:00am bell will be marked tardy.**

## Absences

All absences should be reported by a telephone call to the school the same day as the absence. If you do not call the school, a written excuse is required when the student returns to school. Excuses such as *car broke down*, *visiting with friends*, or *personal reasons* are unexcused by the State and are considered instances of truancy. A doctor's note may be requested by the school for absences of four (4) or more days. The excuse note should give:

- Date of absence
- Date that the note was written
- Reason for the absence
- Name of the child(ren)
- Parent signature

**It is your responsibility to call the office at 760-416-8250 and clear your student's absences each day.**

**We monitor attendance very closely and regularly!**

## Tardiness

**A student who is late should go to the office for a late note  
(you are late when the bell rings)**

- A warning bell will ring at 7:55am for students to begin lining up.
- Students are expected to be with their teacher ready to begin learning by the 8:00am bell, or they will be marked tardy.
- All gates will be closed at 8:00am when the bell rings, anyone arriving after that time will be considered tardy and needs to check-in with the front office.

Excessive tardies can result in a referral to the Child Welfare and Attendance Office for failure in getting your child to school on time. Parents will receive a letter from the School Attendance and Review Team (SART) first. This comes from the school site. If it continues then parents will receive a letter referring them to the School Attendance and Review Board (SARB). This comes from the District offices. Tardies and present left early count against perfect attendance.

***No students should arrive earlier than 7:30 am. There is no supervision before 7:30 am or after 3:00 pm.***

## **Independent Study**

If know that your child is going to be out two or more days, you **MUST** tell the school and teacher and fill out the Independent Study contract forty-eight hours (48) in advance of the absence. The contract must be accurate and signed by all required parties including the student prior to the absence. All school work must be turned in promptly upon return to school in order for the student to receive credit. The office will give all work turned in to the teacher to be graded and the verification of completion will then be signed. **All independent studies require administrator approval prior to signing the contract. This option is to only be used once each school year, unless there are extenuating emergency circumstances.**

***ALL work and the parent verification log needs to be turned into the office upon the student's return to school to be credited the attendance for those days on Independent Study.***

# Release/Picking up Children

- Students in rooms 5, 6, 7, 8, 24, 25, & 29 are released to the gate in front of the school.
- Students in rooms 9, 10, 11, 12, 13, 14, 22, 26, 27, & 31 are released to the north gate on Camino Parocela.
- Students in rooms 17, 18, 19, 20, 21, 33, 34, 35 & 36 are released to the east gate on Calle Santa Cruz.
- Students in rooms 1, 2, 3, 4, 32, K-1 and K-2 are released to the gate in the parking lot off of Sunny Dunes.
- For students with siblings: **The oldest sibling should pick up the youngest** and go the youngest sibling's gate.
- Cielo Vista Charter is a closed campus. All gates and doors are locked when the bell rings and school begins at 8:00 a.m.
- Parents taking children out of school early must come to the office and sign out their child.
- Children cannot be released to anyone who is not listed on their emergency card.
- Children are not free to leave the campus without written parent permission and checking out through the office.
- Please be an example of character when picking up your children.
- Please do not double park, block driveways or crosswalks while waiting for your child. (Police give parking tickets to those not following State laws.) Continue to circulate/move until you see your child. We need your cooperation and patience in order to insure the safety of **all** students during heavy traffic times.

## Communication

Cielo Vista Charter believes that in order to succeed it takes a team. Communication is crucial to our continued success.

### Phone Calls:

- The CVC office phone number is 760-416-8250.
- The fax number is 760-416-8253.
- The office is open between the hours of 7:30am and 4:00pm, Monday through Friday. The phones are for business only. Students may not use the office phone unless it is an emergency.
- Students are **NOT** allowed to have cell phones on them during school hours. They **MUST** give cell phones to their teacher at the beginning of class and pick them up at the end of class.

### School/Home Communication

- Information about Cielo Vista Charter can be found on our website [www.cielovistacharter.com](http://www.cielovistacharter.com).
- Monthly newsletters that describe schedules of school activities, assemblies, and fundraisers.
- Menus are available and may be accessed at [www.psusd.us](http://www.psusd.us) and [www.cielovistacharter.com](http://www.cielovistacharter.com)
- Parents may apply for a free or reduced lunch at [www.psusd.us](http://www.psusd.us)
- Parent/Student Handbook – given to each student at the beginning of the school year.
- Auto-Message Delivery calls all Cielo Vista Charter parents with information of minimum days or any special events. Please be sure to listen for them.

### Parent Teacher Conferences

- Parents are informed and assisted with their child's education through conferences that are scheduled by their classroom teachers.
- Parents and teachers work collaboratively to determine specific goals for the child based on his/her unique needs as they are related to achieving the Common Core Standards.
- Review of the standards-based report card to be given to parents to monitor their child's progress in meeting and/or exceeding grade level content standards.
- Additional parent conferences are scheduled based on students' needs.

### Contact During School Hours

- If contact needs to be made with a child during school hours, it must be made through the school office. We try not to interrupt classes except in cases of emergency. A conference with a particular teacher may be arranged at a mutually convenient time by calling the office, sending a note, or e-mailing the teacher. Parents are encouraged to contact their child's teacher for both positive comments and any questions/concerns that may arise.
- In the event there is a question that directly affects any student, parents may take the following steps to clarify or address the issue(s):

**First step:** Phone call/conference with the classroom teacher

**Second step:** If the issue is not resolved, contact the Co-Principal(s)

**Third step:** If further resolution is needed, the Co-Principal(s) will then arrange a conference, if necessary, with the parent and classroom teacher to resolve the issue and come to a mutually agreed upon solution

# Visitors

All visitors are expected to give advance notice and make arrangements with the staff they are visiting before coming on campus for safety reasons. All visitors must sign in at the school office and get a visitor's badge/pass before entering the campus.

- Please make an appointment with the teacher for an arranged time and date you wish to visit/meet. All visits/meetings should be scheduled for before or after school so that instructional programs are not disturbed.
- All visits/meetings should be limited to 30 minutes unless other arrangements are made.

# Cafeteria

- Free breakfast is served daily in the MPR 7:30am –7:55am.
- Lunch is served daily in the cafeteria.
- A reduced or free lunch program is available through the State of California. Pick up an application in the school office to apply or call Nutrition Services at 760-322-4117. You may also apply online at [www.pseud.us](http://www.pseud.us) and [www.cielovistacharter.com](http://www.cielovistacharter.com). This should get approved much faster (usually 2-3 business days).
- Lunches may be paid for in advance (see our cafeteria manager) or online through PayPal at [www.pseud.us](http://www.pseud.us) and [www.cielovistacharter.com](http://www.cielovistacharter.com)

# Textbooks

*Students are responsible for all books checked out to them.*

They are expected to be responsible and take care of all items checked out to them and return them at the end of the year. If a textbook or other school property is lost, stolen, or destroyed, it must be paid for. **Parents will be sent a bill for missing or damaged items.** All bills must be cleared prior to the end of the year and/or participating in promotion activities.

# Academic Evaluations

Grades help to drive instruction, while identifying and informing students and parents of specific areas of strength and those still needing improvement. The criteria are appropriate and specific to all students at their grade level.

- Standards based curriculum report cards will be used.
- Grades are based on the quality of each student's work and his/her mastery of Common Core Standards.

## Grading Criteria

Teachers shall communicate their grading criteria to parents and students at the beginning of the school year and the beginning of each trimester.

- A. **EXCEEDING** – Consistently understands and applies knowledge of key concepts, processes and skills for grade level standards; consistently produces work within the general range of 90-100%
- B. **MEETING**- Usually understands and applies knowledge of key concepts, processes and skills for grade level standards; generally produces work within the range of 80-89%
- C. **NEARLY MEETING**- Beginning to understand and apply knowledge of key concepts, processes and skills for grade level standards; generally produces work within the range of 70-79%
- D/F. **NOT MEETING** – Does not understand and apply knowledge of key concepts, processes and skills for grade level standards; produces work below 69%

**\*\*First and Second trimester grades** in English Language Arts and Math reflect student performances on instruction during the grading period.

**\*\*Third trimester grades** in English Language Arts and Math reflect student proficiency on year-end grade level standards.

**\*\*All other grades** reflect student performance on instruction during the grading period.

## Homework

Cielo Vista Charter recognizes that homework contributes toward building self-motivated, competent, and lifelong learners. Time spent on homework directly influences students' ability

to meet the State's Academic Standards. Additionally, it reinforces classroom learning objectives, content standards, and addresses individual student needs and abilities.

- Homework is a teacher-planned assignment, which takes place largely outside of the student's' regular school hours. It should reinforce classroom learning, develop skills, and expand on students' school experiences.
- All students, TK through 8th grade, will have homework four nights a week.
- Students are responsible for writing their homework down, bringing the necessary materials home, completing all of the work, and returning it to school the following day.
- A notice, to be signed by parents, will be issued by the teacher to students who fail to comply with the homework policy.
- When homework is not turned in, the teacher will contact the parent.
- Listed below is the average that a student should be spending on homework each night, in addition to reading daily at home with an adult:

TK - Kindergarten	20 minutes
1 <sup>st</sup>	30 minutes
2 <sup>nd</sup> - 3 <sup>rd</sup>	40 minutes
4 <sup>th</sup> - 5 <sup>th</sup>	60 minutes
6 <sup>th</sup> - 8 <sup>th</sup>	10-15 minutes per class

\*Honors students have agreed to complete additional requirements beyond this amount upon enrollment.

## Testing

Cielo Vista Charter follows the same testing schedule as similar schools in the Palm Springs Unified School District.

- 3<sup>rd</sup>- 8<sup>th</sup> grade California State tests (SBAC and NGSS Science)
- TK- 8<sup>th</sup> grade CELDT Test
- 5<sup>th</sup> & 7<sup>th</sup> grade California Physical Fitness Test

We use teacher-created benchmarks to monitor progress/drive instruction on a regular basis.

# Citizenship

We believe that children should be taught to be responsible citizens. Good citizenship is the responsibility of all adults and children at the school. We understand that citizenship and academic performance are closely related.

- Students are informed of the school rules. Students must be responsible to obey the rules, and be aware of the consequences if rules are broken.
- Rules will be posted in all classrooms and around the school.
- *Character Counts!* is our school-wide behavior management program with an emphasis on learning from our mistakes and growing into our potential as a productive citizen of the community.

## *Character Counts!*

The Seven Pillars of Character are the following:

1. Trustworthiness – honesty, integrity, promise-keeping, loyalty
  2. Respect – courtesy, nonviolence, tolerance, autonomy
  3. Responsibility – duty, accountability, pursuit of excellence, self-restraint
  4. Fairness – openness, consistency, impartiality
  5. Caring – kindness, compassion, empathy
  6. Citizenship – civic virtue, lawfulness, common good
  7. Forgiveness
- This program is implemented throughout the Cielo Vista Charter as a whole, TK-8<sup>th</sup> grade.
  - Starting with the first day of school, Character Counts! is introduced in each classroom as an overview of all the pillars.
  - Each month a specific pillar is studied and reviewed by the school and through classroom meetings we will continue to build skills related to the topic throughout the month.
  - Monthly Character Counts! Assemblies are held, which review the current issues that need to be addressed school-wide and reward students implementing good character.
  - Supervision aides as well as teachers have Character Counts! Slips that are given to the students as a positive and/or non-compliance of the Seven Pillars.
  - Behaviors are addressed through the Seven Pillars. Students identify what the problem was and how they would address it differently to have a more positive outcome.
  - This assists with competency – enhancing one's ability to make sound decisions by foreseeing potential consequences, devising options, and implementing principles in choosing.

# Discipline Plan

## School Rules

The playground is always under the supervision of teachers or other employees during recess times. Students are told there is always someone they can go to if they have a problem. Please review these school rules with your child.

1. **Treat all others with respect**, the way that you want to be treated. (No fighting, insults or bad language)
2. Respect and follow the directions of all staff and school volunteers the first time.
3. Stay in the assigned and supervised areas only, **never play in the restrooms**.
4. Be responsible for yours and others safety at all times. Use all equipment safely. Leave trees, fences, sticks and rocks alone. **DO NOT TALK TO STRANGERS THROUGH THE FENCE.**
5. Stay on school grounds at all times until you are picked up by an authorized adult.

## Grounds for Suspension and Expulsion

According to the California Education Code and Palm Springs Unified School District Policy these are the reasons for student suspensions:

- a) Caused, attempted to cause, or threatened to cause physical injury to another person. (Fighting)
- b) Possessed, sold or otherwise furnished any firearm, knife, explosive, or other dangerous object.
- c) Possessed, used, sold or otherwise furnished, or been under the influence of any controlled substance, alcoholic beverage, or intoxicant of any kind.
- d) Offered or arranged or negotiated to sell any controlled substance, alcoholic beverage, or intoxicant of any kind, and then sold, delivered, or otherwise furnished to any person another liquid, substance, or other material as a controlled substance, alcoholic beverage or intoxicant.
- e) Committed or attempted to commit robbery or extortion.
- f) Caused or attempted to cause damage to school or private property.
- g) Stole or attempted to steal school or private property.
- h) Possessed or used tobacco or any product containing tobacco or nicotine products.
- i) Committed an obscene act or engaged in habitual profanity or vulgarity.
- j) Had unlawful possession of, offered, arranged or negotiated to sell any drug paraphernalia.
- k) Disrupted school activities or willfully defied the authority of school personnel.
- l) Knowingly received stolen school property or private property.
- m) Possession of an imitation firearm.
- n) Sexual Harassment (Ed. Code 48900.2)
- o) Hate Violence (Ed. Code 48900.3)
- p) Intentional Harassment (Ed. Code 48900.4)

# **CVC Positive Behavior Intervention and Supports**

Cielo Vista Charter employs a tiered approach to behavior intervention that strives to address behavior concerns through providing behavioral supports. The goal of this approach is to help individuals, and the school as a whole, develop social & emotional awareness that promotes the development of all children. Below are examples of the possible interventions and focus areas for each tier in the behavior intervention system.

**First Tier: Classroom Teacher is focused on developing positive behavior that promotes a positive climate for learning through the Character Counts Pillars.**

1. Weekly/daily class meetings that includes role playing & whole group discussions with a problem/solution focus.
2. Classroom Solution Box- allows anonymous reporting that guides what needs to be discussed in class meetings/role playing situations. It is also used to facilitate pulling individual students in order to address specific concerns.
3. Teacher/student contact- behavior intervention plan
4. Teacher/parent contact- behavior notification
5. Refer to peer mediation as needed.
6. Refer to SST process as needed.

**Second Tier: Counselor supports the work of the classroom teacher in developing resolutions for behavior that promotes a positive climate for learning.**

1. Individual Counseling session
2. Peer Mediation/ Conflict mediation
3. Positive behavior contracts
4. Group counseling
5. Parent/Student Conference
6. Outside Counseling Referrals
7. Lunch Bunch - proactive small group sessions

**Third Tier: Administration supports the overall needs of the school staff by resolving behaviors that have not been adjusted through other means of correction.**

1. All repetitive behaviors that have not been corrected with previous tiered interventions.
2. Reports of bullying, physical violence/threats, and dangerous objects automatically go to administration.

# Cielo Vista Charter Playground Equipment Safety Rules



## Jungle Gym

- No running on or around equipment.
- No tag – or any other made up games like: infected, zombie and so on.
- All students are allowed to play on the equipment without the use of passwords.
- You are only allowed to go UP the climbing walls and stairs.



## Slides

- One person going down at a time.
- No coats or jackets to help make you go faster.
- No jumping off of slide.
- No climbing up slide.
- No hanging around the bottom of the slide preventing others from sliding.
- No throwing sand on the slide.
- Only feet first going down the slide.



## Bars

- No gymnastics.
- No hanging on with one hand.
- No twirling.
- No standing on the bars.
- No climbing on the handrails.
- No jumping off of the bars.



### Swings

- a. No jumping off. Come to a complete stop, then get off.
- b. No standing in between the swings.
- c. No pushing others on the swing.
- d. No twisting.
- e. No flipping on the swing.
- f. You are to only sit on the swing, your belly or any other part of your body should not touch the seat of the swing.



### Teeter Totter Worm

- a. No standing on it.
- b. No lying on it.
- c. Maximum of 8 students on it at one time.
- d. No climbing or sitting under it.
- e. No jumping on or off teeter totter worm.
- f. Must hold on to handles.
- g. No walking on teeter totter worm.
- h. No pushing to toss anyone off of teeter totter worm.



### Small Spinning Wheel

- a. Only one person on it at a time.
- b. Students waiting in line must stand 2 feet away.



### Big Spinning Wheel

- a. Only 4 students at a time are allowed.
- b. No pushing or touching it while in use.
- c. Must be able to touch the bottom bar and the ground at the same time.
- d. No one is to be on the inside of the apparatus.
- e. Line forms at the sidewalk. You must stand in line; if you drop off, you must get back in line.
- f. No picking up a friend to help them get on (see rule c.).



### Surfboard and Skateboard

- a. One student at a time.
- b. No touching while another student is on it.
- c. Stand two feet away while waiting for your turn.
- d. No helping friends on it.

### **Campus Rules:**

1. Football - Only non-aggressive touching will be allowed.
2. Tag - Only "butterfly touches" will be allowed.
3. Red Line - No passing the red line.
4. Lunch Area:
  - o Be sure that the table and the area around you is clean.
  - o Please do not say this is not my mess; it is your school and we all help each other.
  - o Leave the place nicer than you found it.
5. Doors:
  - o Do not walk near the white painted lines; the door could open and hit you while someone is exiting a classroom.
6. No running in the hallways.

### **Eating Area Rules:**

1. Respect and follow the directions of all Cafeteria Personnel and Supervision Aides.
2. Sit in assigned eating areas only.
3. Talk quietly at your table, no yelling.
4. Pick up paper and trash when finished eating.
5. As for permission to leave your seat, use the restroom or to be dismissed.

### **No food on the playground**

# Toys and Games

*No toys, balls or games are to be brought from home.*

Skateboards, footballs, baseball bats, soccer balls, trading/playing cards, electronic devices, etc. are not allowed and will be kept by the teacher or office until the parent comes in to pick them up. If your child does bring one of these to school and something happens, you will be liable for replacement/repair of this item/toy. If your device is lost, damaged or stolen, neither PSUSD nor PSUSD staff will be held responsible for repair or replacement. If your child brings a cell phone, it is to be powered off when they arrive on campus and handed to the teacher to hold on to it until the end of the class period/day. Cell phones are to remain off and put away until students exit the campus. All student/parent contact must be made through the office during school hours.

## Field Trips

- Field trips are coordinated with State Standards for each grade level.
- Students may not go on a field trip without a permission slip signed by a parent or guardian.
- Parents wanting to volunteer for a field trip must be cleared as a supervisory volunteer prior to planning the field trip.
- Field Trips are considered a privilege to enhance learning; they are not a right. Students MUST show good behavior and complete all school assignments in order to go on these trips.

## Recognition of Academic Achievement

Awards assemblies are planned for all K-5 students monthly and 6-8 grade students at the end of each grading period. When students are to receive an award, a letter is sent home notifying parents, so they can support their child and attend the assembly.

Awards include:

1. *Character Counts!*
2. Reading (English Language Arts)
3. Math
4. Exceptional Effort
5. Accelerated Reading
6. PE Stars

# Health and Safety

## Emergency Cards

- Each year, you must fill out a new emergency card and keep it updated with any changes throughout the year.
- Please keep the school updated with any changes to phone numbers. This is very important in case of an emergency. If the information changes, it is **your** responsibility to contact the office and update the card.
- Home visits will be made if we cannot obtain current information from you.
- If there are legal custody agreements in effect, please make sure that the office has a copy of the most current custody agreement.

## Medications

*(as per Board Policy 5141.21 and California Education Code 49423)*

If a child must take prescription medication of any kind at school, please follow these steps:

1. Complete a medication release form available in the office.
2. Medication brought to school must be in a labeled pharmacy container with the child's name, doctor's name, dose and instruction for use clearly printed.
  - The office staff or the school nurse will dispense medication.
  - Over the counter medication (aspirin, Tylenol, cough drops, throat lozenges, antihistamines, cold medications, inhalers, sunblock, essential oils, etc.) will only be given if prescribed by a doctor.

**Do not send medication to school in your child's backpack, lunch box or pocket.**

## Illness

- Children who are contagious, have a fever, vomiting or diarrhea should not be sent to school.
- Keep emergency numbers up-to-date so that you can be reached in case of illness at school.

# **Emergency Preparations**

Cielo Vista Charter has developed plans and preparations for major emergency situations. Our school personnel receive training and emergency drills are held monthly to make sure that student and staff understands the emergency procedures.

In the event of a school emergency during school hours, parents are to report to the office or the back gate for individual student dismissal. We ask for your patience as we make sure that each child is connected with an authorized adult from the emergency card.

For more information, a copy of the plan and procedures are kept in the office.

# Cielo Vista Charter School Wellness Policy

In 2013, the Palm Springs Unified School District Board of Education adopted a new Board Policy for student wellness. This policy discusses nutrition and physical activity.

## Health Education and Nutrition Guidelines

### Classroom guidelines

- a. Each class will limit celebrations that involve food during the school day to no more than **three parties per school year**. Cupcakes, soda, candy, and other non-nutritional items should not be distributed to students or available to students when hosting a classroom celebration or party.
- b. For food-safety reasons, all items brought from home for these class celebrations must be prepared in an approved commercial facility and pre-wrapped. **Food prepared at home shall not be served in class.**
- c. Sport drinks, sodas, and other beverages and foods that do not meet the Healthy Snack Guidelines as stated in the Alliance Competitive Foods and School beverage Guidelines are not to be served during school hours, after school, at school sponsored events or as a fundraiser.
- d. Food shall not be distributed on campus as a reward to students, for positive reinforcements or to praise students.

### Food Services Guidelines

- a. The food served in the cafeteria at breakfast and lunch will meet nutritional guidelines in accordance with the U.S Departments of Agriculture standards.
- b. Low-fat and fat-free milk will be served as well as providing more whole grains. A variety of fruits and vegetables will also be served.
- c. Competitive food and beverage companies are not allowed to brand their products at Cielo Vista.
- d. **The policy also strongly encourages parents *not* to bring fast food lunches to school**, but to provide nutritious food if they are providing food from home. Including fruits and vegetables, and limiting to one snack per day.
- e. Students will have recess prior to eating lunch to avoid intestinal issues and to ensure all students have 20 minutes to sit and eat their lunch.

For copies of the nutrient analyses of school lunches, please refer to the school menu. For a copy of the Student Wellness Board Policy in its entirety, please contact the Nutrition Services department at 760-322-4117.

# **Physical Education and Physical activity**

## **Physical Education**

- a. To address issues such as overweight, obesity, cardiovascular disease and Type II Diabetes, physical education and physical activity at school will consist of the minimum state requirement of 200 minutes every 10 days.
- b. The physical education course shall be the environment in which students learn, practice and are assessed on developmentally appropriate motor skills, social skills, and knowledge as defined in the California Department of Education Physical Education Standards.
- c. Physical education courses should be taught by a California Physical Education credentialed teacher.
- d. Students need to come prepared to class with appropriate footwear in order to participate in a Physical Education class that will meet the requirements of moderately to vigorously active for more than 50% of class time.
- e. Students must attend scheduled physical education, unless excused with a doctor's note. Students cannot miss regularly scheduled PE classes for support services, as a form of punishment, or to make up work.

## **Recess and Physical Activity**

- a. Structured recess and other physical activity shall not be taken away as a form of punishment. Students are required to exit the building during recess breaks.
- b. Appropriate amounts of recess and physical activity shall be provided for students. The physical activity required by this section must involve physical exertion of at least a moderate intensity level and for a duration that is sufficient to provide a significant health benefit to students.
- c. Supervision staff and Playworks coach must encourage students to be physically active during recess breaks. Physical activity is not allowed to be used as a form of punishment (ie- making students run/walk laps during recess for misbehaving).

# Transportation

We do not provide transportation; it is your responsibility to determine how your child will arrive and depart from school on time each day. You must send a note if your child is to change their regular routine (walk or being picked up). **Please do not wait until the last moment if you are calling on the telephone with this information.** We may not have the time or the staffing to get the message delivered to your child on time.

## Walking

- Always cross the street at the corner or in a crosswalk (especially in front of the school).
- If students are crossing in front of the school, or in the back, they should cross with the crossing guard.
- Watch for cars when crossing the street and cross only when it is safe.

## Bicycles

**Bicycle Helmets Law- V.C. 21212-** No person under 18 years of age shall operate a bicycle, a nonmotorized scooter or a skateboard or ride as a passenger, unless that person is wearing a properly fitted and fastened bicycle helmet that meets specified standards.

- Students in 1<sup>st</sup> through 8<sup>th</sup> grade may ride their bicycles to school.
- Students must have helmets and locks.
- Students must park and lock their bicycles in the fenced bicycle area near the school office. Cielo Vista Charter is not responsible for damaged or stolen bicycles.

## Skateboards

- **\*See Bicycle Helmets Law**
- Skateboards are not allowed to be ridden on school property at any time for safety reasons.
- Skateboards are to be stored during the day on the porch behind the poetry garden. Cielo Vista Charter is not responsible for damaged or stolen skateboards.

# Special Programs

## **Library**

- All students visit the library for 20-30 minutes each week.
- Students and parents may check out books.
- Individual students may use the library for Accelerated Reader, doing papers, projects and research.
- Parents are asked to wait for their children outside the library during before school hours.

## **P.E. Program**

- Teachers will instruct P.E. using the SPARKS program.
- We also have three P.E teachers who instructs students in P.E. and nutrition
- We have one Playworks coach that oversees the Playworks program as a supplement to our PE Program.

## **Music Program**

- Grades TK through 5<sup>th</sup> have a Music Specialist that develop music appreciation and skills for 40 minutes per week.
- Grades 6<sup>th</sup> -8<sup>th</sup> may choose to participate in our Band or Choir program as their elective.

## **After School Program**

- The YMCA provides after school child care through the ASES (After School Education & Safety) program. Through this program, PSUSD and The Family YMCA of the Desert provide homework assistance, enrichment and physical fitness. The ASES program operates on the CVC campus on regular and minimum school days until 6:00 p.m.
- Students involved in the ASES program participate in enrichment activities such as drama, ballroom dancing, gardening, music lessons and much more for a voluntary fee of \$25.00 a month.

Contact the program director at 760-898-0172 for more information.

# Special Services

## **Student Success Team (SST)**

- The Student Success Team is made up of the psychologist, resource specialist, school counselor, several teachers and administration.
- When a child is having difficulties that is affecting learning, a teacher or a parent refers him/her. Parents are also able to request an SST meeting at any time through their classroom teacher, the Pre-SST process will begin at that time if it has not already been initiated.
- A meeting is scheduled to talk about concerns and identify interventions that will help the child be successful in the future.

## **Psychologist**

- The school psychologist is here 1 day per week.
- The primary job of the psychologist is to test for special education.
- A child can be evaluated only after two Student Success Team (SST) meetings.

## **Resource Specialist Program**

- This program is for special education students.
- The School Success Team recommends testing for this program after all other interventions have been tried.
- The Psychologist and the Resource Specialist Teacher do evaluations.

## **Speech Therapy**

- The Speech & Language Pathologist is here based on their caseload assigned by the district.

## **Counseling**

- The school counselor is here full-time.
- The primary job of the school counselor is to provide counseling and guidance services to students in order to facilitate academic achievement and social growth.

# Nondiscrimination Statement

No person shall on the basis of sex, race, national origin, or non-limiting handicapped conditions be excluded from participation in or be denied the benefits of or be subjected to discrimination under any educational program offered by Palm Springs Unified School District. Programs offered by the District include a variety of vocational education programs, including those in the area of Business, Consumer Home Economics, and Technical/Industrial. There are no special admission requirements for these programs except to progress sequentially from level to level. Lack of English skills will not be a barrier to admission and participation in vocational education programs. Listed below are the District's Coordinators:

## TITLE IX (Nondiscrimination on the Basis of Sex)

Palm Springs Unified School District  
980 Tahquitz Canyon Way Suite 103  
Palm Springs, CA 92262  
(760) 416-6073

## SECTION 504 (Nondiscrimination on the Basis of Handicapped)

Palm Springs Unified School District  
1000 E. Tahquitz Canyon Way Suite C  
Palm Springs, CA 92262  
(760) 416-6034

Listed below is the Cielo Vista Charter School contact:

Mrs. Geyer, Co-Principal  
Mr. Clinton, Co-Principal  
Cielo Vista Charter School  
650 Paseo Dorotea  
Palm Springs, CA 92264  
Office: (760) 416-8250  
Fax: (760) 416-8253

# **Complaint Procedures**

Any person or organization wishing to file a complaint alleging unlawful discrimination, including racial harassment or sexual harassment, or failure to comply with state or federal law in adult basic education, consolidated categorical aid programs, migrant education, vocational education, child care and development programs, child nutrition programs, special education programs, or any district or chartered administered educational program should contact:

Palm Springs Unified School District  
980 Tahquitz Canyon Way Suite 103  
Palm Springs, CA 92262  
(760) 416-6073

A copy of the district's complaint procedures (Board Policy 1312.3 and Administrative Regulations 1312.3 [a-b]) will be made available upon request. Under some circumstances, specified under sections 4650-4651 of Title V (District Exhibit 1312.3), complainants may ask for direct intervention by the California Department of Education. Furthermore, complainants have the right to appeal any decision made by the district concerning a complaint to the California Department of Education. Information on procedures and timelines for appeals are included in the above-listed district documents.

**CIELO VISTA CHARTER  
Shared Support Agreement  
Student-Parents-Teacher**

We know that learning can take place only when there is a combination of effort, interest and motivation. As we are all committed to \_\_\_\_\_'s progress in school, we are going to do our best to promote his/her achievement. This agreement is a promise to work together. Together we can improve teaching and learning.

**AS A STUDENT I PLEDGE TO:**

- Attend school regularly and on time.
- Take responsibility to achieve my personal best and ask for help when I need it.
- Complete and return all assigned school work and homework on time.
- Give parents all papers sent from school and return them as required.
- Be a student of character by living the Character Counts Seven Pillars of Character.
- Have an appropriate appearance and **WEAR THE REQUIRED SCHOOL UNIFORM and follow dress code.**

\_\_\_\_\_  
Student Signature

**AS A PARENT I PLEDGE TO:**

- Strive to make sure my child/ren attend school regularly and on time (no less than 98%). School attendance is crucial for my child's success.
- Never under any circumstances use the student restrooms.
- Request an Independent Study packet 48 hours before any anticipated absence. Request an Independent Study packet the day of unanticipated absence, not after the fact.
- Be prepared to provide a doctor's note, if requested, in the event of frequent absences or any prolonged absences of four (4) or more days.
- Review school and class rules and consequences with my child/ren and support the school discipline and policy grid.
- Work out problems or concerns in a positive manner, following the chain of command by meeting with my child's teacher first.
- Maintain good communications with my child's teacher and read, sign, and return all papers as requested.
- Provide accurate, up-to-date telephone numbers and emergency information.
- Drop off/pick-up my child/ren on time in the designated areas only, follow the safety procedures for those areas, and park only in designated visitor parking spaces while visiting or volunteering on the campus.
- Not bring my other child/ren with me when volunteering on campus during school hours.
- Attend Parent Conferences and Back-to-School night.
- Make every attempt to volunteer for or attend at least three (3) of the following activities.
  - Cielo Vista Charter Parent Teacher Group sponsored events
  - Awards ceremonies for my child
  - School/Grade-level/Class fundraisers
  - Classroom volunteering
  - School volunteering
- Wear a visitor's badge whenever visiting the campus.
- Provide my child with the adopted school uniform, closed-toe shoes, and tennis shoes for P.E. days and make sure they follow the dress-code.

\_\_\_\_\_  
Parent Signature

**THE STAFF OF CIELO VISTA CHARTER PLEDGES TO:**

All staff members of Cielo Vista Charter School agree to:

- \* Promote a positive school climate.
- \* Be good role models by representing the Character Counts Seven Pillars of Character.
- \* Provide a safe and orderly environment.

As a teacher I will:

- \* Provide regular communication between home and school which will include information on student progress.
- \* Meet the needs of students by providing for individual needs and learning styles.
- \* Promote positive self-esteem and self-confidence in each child.
- \* Work closely as a grade level to ensure academic parity.
- \* Welcome parental involvement.

\_\_\_\_\_  
Teacher signature

**WE PROMISE TO HELP EACH OTHER CARRY OUT THIS COMPACT**

Dear Parents and Students,

You have just completed reviewing the Cielo Vista Charter Parent/Student Handbook. We have attempted to cover all the important rules, regulations, and procedures that you are responsible for during this school year. You now know that:

1. Positive work habits and good behavior will be rewarded in many ways.
2. Inappropriate or disruptive behavior will result in consequences that focus on experiential learning and will not be tolerated.
3. Attendance is a high priority, and parents are responsible for ensuring that students arrive on time between 7:30 – 8:00, ready to work when they enter the classroom and remain until dismissal at 3:00, except for Wednesdays when dismissed at 1:00 p.m.
4. Academic achievement for each student is our goal. Students who do not complete the work assigned to them will be denied participation in extracurricular activities in order to make-up missing work.
5. Students are responsible for their personal appearance in school uniform as well as the proper care of all school materials given to them. Violations of dress code and uniform policy will require the student to be sent home until they are fixed.
6. All students will be treated fairly.
7. We expect high levels of caring and effort from all parts of our community; staff, students, and parents. As a Charter school, a home/school compact is required and needs to be signed every year.

**Please turn in the copy of this paper found in your signature packet to your child’s teacher by August 18<sup>th</sup>. The copy of this signed section MUST be returned to school!**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Student Name Printed

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date