



*Cambridge Elementary School
Handbook
and Title I Notifications
for
Students and Parents*

2024-2025

*COVID-19 Guidelines/Reopening Plan on
Cambridge District Website at:
<https://www.cambridge432.org/>*

**The Teachers and Staff welcome you and your student(s) to
Cambridge Elementary School**

Mission and Purpose

The mission of Cambridge School District is to ensure that all students learn at high levels.

Vision Statement

- Identify and teach essential learning targets and use appropriate formative assessments to determine student growth.
- Develop positive mentoring relationships with ALL students.
- Balance curricular and human growth goals for each student, and provide regular, meaningful feedback, modified instruction and accommodation, and authentic learning experiences to ensure the best possible student outcomes.
- Maintain positive learning environments for ALL students. Students experiencing academic or behavioral challenges, especially if such interfere with other students' learning opportunities, will receive additional support to provide that student with optimal learning outcomes.
- Participate in ongoing, high-quality professional development based on current research and best practices resulting in measurable, authentic, valuable gains in student growth and achievement.

Learning extends beyond the classroom.

*Learning is exciting and challenging.

*Diversity is valued.

*Integrity, respect, and other positive values abound.

*Our community feels supported and is supportive.

ELEMENTARY STAFF

Principal/ Title I	Mrs. Kimberley Vowell
Secretary	Mrs. Ann Gladhart
Preschool/Special Education Instructor	Ms. Anne Dunn
Kindergarten	Mrs. Rene' Hollon
First Grade	Mrs. Meagan Reynolds
Second Grade	Mrs. Katrina Steele
Third Grade	Mrs. Bonnie Johnson
Fourth Grade	Mrs. Karen Meyer
Fifth Grade	Mrs. Maugi Vaca
Title I Paraeducator	Mrs. Ann Hollon (Mrs. K)
Paraeducator	Ms. Abbie Vogel
Paraeducator	Mrs. Jessie Woodland
P.E. Instructor	Ms. Traci Copher
Music	Mr. Phillip Dubose
Maintenance	Mr. Preston Amos
Kitchen Supervisor	Mrs. Jennifer Jordan
Kitchen Staff/Custodian	Ms. Angie Krenzler
Bus Driver	Mrs. Miren Harley
Behavioral Interventionist /Bus Driver	Mr. Ken Carpenter

SCHOOL BUS RIDERS

All students are expected to be Safe, Respectful, and Responsible at all times when traveling on a bus, regardless of whether the bus is traveling to or from school or an activity.

- All Bus Riders take a seat, as assigned, and remain in their seat at all times, even when the bus is not moving.
- All Bus Riders listen to the driver and follow his/her directions so that the driver can safely operate the bus.
- All Bus Riders always keep their body parts and possessions inside the bus; even when parked.
- All Bus Riders keep their voices at a low level so that the driver can attend to driving.
- All Bus Riders take care of the bus by not leaving a mess in their area.
- All Bus Riders are respectful to other travelers inside and outside the bus.

If your child rides the bus in a manner that is not Safe, Respectful, or Responsible, he/she will be given a written notification as a first offense. The second offense will include a parent conference with the bus driver, bus supervisor, and the school principal. The third offense is a suspension from riding the bus for up to three (3) days. At this time the parents become responsible for bringing the child to and from school. A fourth offense may result in a much longer suspension, including the balance of the school year. Any further offense will result in suspension of school bus privileges for the school year.

Kindergarten students must be met at the bus by a parent, or parent-approved adult when being dropped off to make sure an adult is home.

STUDENTS RIDING A DIFFERENT BUS THAN USUAL

For a student to ride a different bus, he/she will need a note from the parents, **approved by the office**, to be given to the bus driver. Students will be dropped off at only the regularly scheduled stops for that bus.

VISITOR/VOLUNTEERS

Our school welcomes visitors. To ensure a safe environment for students, the office must always know who is in the elementary building. All visitors to the school must sign in at the office and obtain a visitor/volunteer badge.

DRESS GUIDELINES

All students must dress in a manner that supports a positive learning environment. At Cambridge Elementary, we allow clothing that supports healthy lifestyles, covers the stomach, back, chest, and shoulders of every student, and reaches to mid-thigh for shorts, skirts, and dresses. Shorts may be worn from the beginning of the school year to October and from the end of Spring Break until the end of the school year. We do not allow students to wear hats inside our building. It is recommended that your child have a pair of tennis shoes to use for PE, along with the shoes he/she will wear to school.

Cell Phone and Electronic Devices

We understand that you may need to contact your student away from home, and cell phones help you accomplish this. However, students are not permitted to have their cell phones or other electronic devices in the classroom or during recess. These items must remain in their backpacks or checked in with the office during the day. Contacting the school office is always the best means to reach your student.

PROMOTING A SAFE SCHOOL

Students are expected to be Respectful, Responsible, and Safe, at all times. This behavior supports a positive learning and social environment for students and staff alike. Any student who does not exhibit these behaviors can have opportunities limited.

Each teacher will establish rules that allow students to exhibit Respectful, Responsible, and Safe behavior in every school opportunity.

Respectful, Responsible, and Safe Students:

- Follow the directions of the adult in charge.
- Use appropriate language, manners, and behavior in the classrooms, halls, restrooms, lunchroom, buses, and on the playground.
- Are respectful of adults, other students, personal property, and school property.
- Are kind to one another.
- Practice safe conduct at all times.
- Use good manners.
- Keep their hands, feet, and objects to themselves.

ATTENDANCE

Regular attendance is essential for students to have enough time to learn and practice the many skills that are taught every day. We highly recommend that students attend school every day. Students who have 9 absences without a doctor's note or over 12 total absences within a semester will be required to appear in front of the school board for an opportunity to explain the absences and to potentially put together a corrective action plan, which may include discussing the appropriateness of retention or promotion to the next grade level. After six (6) absences in a semester, parents will be notified.

If a student must be absent from school, we request that the parent call the office before 9:00 a.m. to report the absence for that day. The secretary will call home if a student is absent without notification from a parent. If absent due to a doctor's appointment, please submit a note from the doctor to the school office for an official "excused absence".

If it becomes necessary to take your student out of school for an extended period, please contact your student's teacher ahead of time so that he/she can help you and your child make up all missed instruction and associated work. Providing ample notice will help your child's teacher serve your student most effectively.

THE SCHOOL DAY

	<u>Start</u>	<u>Dismiss</u>
Grades Kindergarten – 5 th	8:00 a.m.	4:00 p.m.
Pre-School (Tuesday and Wednesday)	8:00 a.m.	10:00 a.m.

STUDENTS LEAVING SCHOOL BEFORE NORMAL DISMISSAL TIME

Students must be picked up by a parent, have a note from the parent allowing someone else to pick up the child, or give written permission for the child to leave early and walk home. The student must check out at the office. This procedure assists in keeping all of our students safe.

PROMOTING A HEALTHY SCHOOL

Whenever a teacher or administrator suspects a potential health problem, a nurse will be contacted to advise us of the most appropriate action to take. Students will be checked for head lice as needed. Students with head lice or lice eggs (nits) will be sent home. Following the cleaning of the hair with medication and removal of nits, students will be allowed to return to school after 24 hours. However, any student whose hair contains head-lice nits or lice eggs following treatment will be sent home until the nits are removed. Also, students who are running a fever, throwing up, or have diarrhea should recuperate at home.

CHILD NUTRITION PROGRAM

Meals are provided at a reasonable cost through the regular school nutrition program.

- Forms for free or reduced-priced meals can be obtained in the school office.
- Students may bring a cold lunch to school. Please no soda pop.

Meal Prices

Breakfast

Grades Pre-Kindergarten through 12th grade	\$3.10
Reduced price	\$0.30
Adult Breakfast	\$3.35

Lunch

Grades Kindergarten through 5 th grade	\$3.45
Grades 6 th through 12 th	\$4.10
Reduced price	\$0.40
Adult price	\$4.95
Extra milk per carton	\$0.40

Cambridge School District Hot Lunch Account Procedure

We will do our best to keep you informed of your student's lunch account by contacting parents directly when accounts are drawn low, or when an account has insufficient funds. We will contact you at home via telephone communication, written notices, texting, or email depending on how you wish to be notified. We greatly appreciate your efforts to keep your student's account current.

Title I Family and Community Engagement Policy

The Cambridge Elementary School holds two (2) Title I parent involvement meetings each school year, one in the fall and one in the spring. During our meetings, the staff shares information about the program, gathers parents' feedback, and goes over the school/student/parent Title I Compact, which is annually revised with input from parents.

Even if your child is not currently in the Title I program, please consider attending these important meetings to remain up-to-date and to share your ideas for program improvement.

Title I-A Parent Notification for Teacher Qualifications

Federal law requires that each Title I-A school notify families of students attending any school receiving these funds that information regarding the professional qualifications of their child's classroom teachers may be requested.

As a parent or guardian of a student attending a school receiving Title I-A funds, you have the right to know:

- Is my child's teacher licensed to teach the grade(s) and subjects(s) assigned?
- What is the college major of my child's teacher(s)?
- What degree or degrees does my child's teacher(s) hold?
- To request the state qualifications for any of your child's teacher(s) and/or paraprofessional(s), please contact the school office or district office.
- If you would like more information about the school's Title I-A program, feel free to contact us.

State and District Testing Procedures

The Cambridge School District uses universal screening measures to identify students who require additional instruction and support to meet academic benchmarks. These screenings include the State of Idaho mandated IRI for reading - kindergarten through 3rd grade, ISAT for 3rd through 5th grades, the district-mandated Moby Max math assessment for kindergarten through 2nd grades, and the SICA Interim ISAT in math and reading for 3rd through 5th in the fall and/or winter.

Dyslexia Screening/Assessment:

As required by legislative law, all students in the elementary will be screened for reading difficulties, including characteristics of dyslexia. The Idaho Reading Indicator will be used as a Tier I screener to identify students in kindergarten through 3rd grade. Acadience Reading will be used as a Tier I screener for 4th and 5th-grade students. Students who show characteristics of dyslexia will be given additional diagnostic measures to review the subtests where the student's score was low and to determine the interventions that an individual student should receive.

Information from assessments is shared with families after the testing event and explained at parent-teacher conferences. Student results help teachers, parents, and students better understand students' proficiency levels, help instructors develop resources to assist student learning, and measure student progress throughout the school year.

In alignment with federal requirements, as a school that receives federal funding, the Cambridge School District is notifying that parents may request policy regarding student participation in any assessment, and will include a policy, procedure, or parental right to opt your child out of such assessments, where applicable.

If you have any questions about state or district assessments that your child may be administered this school year, the assessments' purpose, or have questions about opting out of such assessments, please contact the school or district office.