



Canyon View School

A "CALIFORNIA DISTINGUISHED SCHOOL"
A "NCLB NATIONAL BLUE RIBBON SCHOOL"

"A Caring, Learning Place. . . An Educational
Program for the 21st Century"

Catherine Holmes, Principal

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Irvine, California 92620

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Web Site: <http://www.iusd.org/cv>

Informational Brochure



Irvine Unified School District

WELCOME TO CANYON VIEW SCHOOL

Welcome back to our returning students and parents as well as a hearty welcome to our new community members who are joining us in September. As I think about the next school year and my role as part of the Canyon View community, I envision a year full of quality learning opportunities for all of us and for the children we serve. A focus for me this year will be to form meaningful relationships with the students, parents, and staff of Canyon View in order to gain a deeper understanding of what makes our school so successful.



Our goal is to create a caring, learning place for all children of Canyon View and to provide an educational program in harmony with the demands of the 21st century. *CANYON VIEW'S MISSION IS TO EMPOWER ALL STUDENTS TO SUCCEED IN A DIVERSE AND CHANGING WORLD.* This is accomplished in part by maintaining the rich programs and exceptional teaching that have been a part of this community for many years. We will continue to be a future-focused school, concerned with identifying the knowledge, skills and values that will be required to live productively and successfully in the new century.

It is clear that the support and enthusiasm of parents are integral reasons for the great success of Canyon View Elementary. Your continued support and assistance is required to achieve these goals for every Canyon View student. Please consider this message a cordial invitation to all members of our community to get involved in one of the parent leadership groups, volunteer in classrooms or participate in whatever capacity you deem important. Together, we will continue to build a strong community with the shared goal of creating a safe, caring place to learn that is resource-rich, meets the needs of all learners by providing both support and challenge to our children, and encourages them to develop to their full potential.

Sincerely,

Catherine Holmes
Principal

CANYON VIEW STAFF 2005-2006

PRINCIPAL

Mrs. Catherine Holmes

SECRETARY TO THE PRINCIPAL

Mrs. Candace Rollins

CLERK

Mrs. Susie Weber

TEACHING PERSONNEL

	GRADE	ROOM
Mrs. Kim Grant	K	Room 3
Mrs. Kelly Hunter/Mrs. Julie Daniels	K	Room 1
Mrs. Beth Higgins	K	Room 2
Miss Aileen Yoshida	K/1	Room 7
Mrs. Nancy Wilson	Primary	P-9
Miss Heather Arbouin	1	Room 4
Mrs. Elizabeth Harlow	1	Room 12
Miss Michelle Heller	1	Room 5
Mrs. Ginger Longwell	1	Room 8
Mrs. Kelley Smith	1	Room 6
Mrs. Phyllis Hamilton	2	Room 16
Mrs. Beth Bowman	2	Room 13
Mrs. Deborah Filbin	2	Room 15
Mrs. Eve Friske	2	Room 9
Mrs. Susan Horner	2	Room 11
Mrs. Jennifer Kastelic	2	Room 10
Miss Shannon Engel	2/3	Room 17
Mrs. Heather Garner	3	P-10
Mrs. Brandi Gerbosi/Mrs. Krista Heard	3	Room 18
Mrs. Fran Liggett	3	P-12
Mr. Jon Nakano	3	P-7
Mrs. Darcy Perry	3	P-13
Mrs. Clare Ryan-Dudley	3	Room 14
Mrs. Julie Meves	Upper	P-14
Miss Michelle Malkind	Middle	P-15
Mrs. Lindsay Neuhausen	4	Room 19
Miss Kara Potter	4	P-4
Mrs. Adrienne Shackelford	4	P-3
Miss Kate Shanor	4	Room 20
Mrs. Nancy Collins	5	Room 27
Mrs. Jennifer Condon	5	Room 22
Mr. Steve King	5	Room 23
Mrs. Megan Seager	5	Room 28
Mrs. Mary Clarke	6	Room 26
Mrs. Robin Gollands	6	P-6
Miss Laya Krojansky	6	Room 25
Mrs. Christina Monroe/Mrs. Danette Cox	6	Room 24

SUPPORT PERSONNEL

Mrs. Darla Bethke	Speech/Language
Ms. Janice Bora	Upper Grade Instrumental Music
Mrs. Heidi Clarke	Health Clerk
Dr. Diane DeBoer	Psychologist
Mrs. Diane Formica	Primary Vocal Music
Ms. Susan Gumpert	Upper Grade Instrumental Music
Mrs. Ariel Kidder	Info. Resource Ctr./Prog. Coord.
Mr. Brad Hillman	Science Specialist
Mrs. Vicki McRobbieralls	Nurse
Mrs. Sally Reed	Resource Specialist
Mrs. Ann Reigle	Art

HEAD CUSTODIAN

Mr. Alfredo Padilla

NIGHT CUSTODIAN

Mr. Ruben Rodriguez



Canyon View Elementary School BELL SCHEDULE 2005-2006

REGULAR DAY SCHEDULE

Kindergarten

SESSION I	8:10 — 11:50 a.m.	Instruction (200 mins.)
SESSION II	10:10 — 2:00 p.m.	Instruction (200 mins.)

Grades 1-2

8:20 a.m. — 9:50 a.m.	Instruction	(90 mins.)
9:50 a.m. — 10:10 a.m.	Recess	(20 mins.)
10:10 a.m. — 11:45 a.m.	Instruction	(95 mins.)
11:45 a.m. — 12:25 p.m.	LUNCH	(40 mins.)
12:25 p.m. — 2:15 p.m.	Instruction	(110 mins.)
		295 mins. (Instruction)

Grades 3-4

8:20 a.m. — 10:15 a.m.	Instruction	(115 mins.)
10:15 a.m. — 10:35 a.m.	Recess	(20 mins.)
10:35 a.m. — 12:15 p.m.	Instruction	(100 mins.)
12:15 p.m. — 12:55 p.m.	LUNCH	(40 mins.)
12:55 p.m. — 2:15 p.m. (Gr. 3)	Instruction	(80 mins.)
		(Gr. 3) 295 mins. (Instruction)
12:55 p.m. — 2:50 p.m. (Gr. 4)	Instruction	(35 mins.)
		(Gr. 4) 330 mins. (Instruction)

Grade 5

8:10 a.m. — 10:40 a.m.	Instruction	(150 mins.)
10:40 a.m. — 11:00 a.m.	Recess	(20 mins.)
11:00 a.m. — 12:45 p.m.	Instruction	(105 mins.)
12:45 p.m. — 1:25 p.m.	LUNCH	(40 mins.)
1:25 p.m. — 2:40 p.m.	Instruction	(75 mins.)
		330 mins. (Instruction)

Grade 6

8:10 a.m. — 10:41 a.m.	Instruction	(151 mins.)
10:41 a.m. — 11:00 a.m.	Recess	(19 mins.)
11:00 a.m. — 12:45 p.m.	Instruction	(105 mins.)
12:45 p.m. — 1:25 p.m.	LUNCH	(40 mins.)
1:25 p.m. — 2:45 p.m.	Instruction	(80 mins.)
		336 mins. (Instruction)

MODIFIED (WEDNESDAYS) & MINIMUM DAY SCHEDULE

Kindergarten

SESSION I	8:10 — 11:50 a.m.	Instruction (200 mins.)
SESSION II	10:10 — 2:00 p.m.	Instruction (200 mins.)

*Grades 1-2

8:20 a.m. — 9:50 a.m.	Instruction	(90 mins.)
9:50 a.m. — 10:10 a.m.	Recess	(20 mins.)
10:10 a.m. — 11:45 a.m.	Instruction	(95 mins.)
11:45 a.m. — 12:25 p.m.	LUNCH	(40 mins.)
12:25 p.m. — 1:25 p.m.	Instruction	(60 mins.)
		245 mins. (Instruction)

*Grades 3-4

8:20 a.m. — 10:15 a.m.	Instruction	(115 mins.)
10:15 a.m. — 10:35 a.m.	Recess	(20 mins.)
10:35 a.m. — 12:15 p.m.	Instruction	(100 mins.)
12:15 p.m. — 12:55 p.m.	LUNCH	(40 mins.)
12:55 p.m. — 1:25 p.m. (Gr. 3)	Instruction	(30 mins.)
		(Gr. 3) 245 mins. (Instruction)
12:55 p.m. — 1:41 p.m. (Gr. 4)	Instruction	(46 mins.)
		(Gr. 4) 261 mins. (Instruction)

Grade 5

8:10 a.m. — 10:40 a.m.	Instruction	(150 mins.)
10:40 a.m. — 11:00 a.m.	Recess	(20 mins.)
11:00 a.m. — 12:45 p.m.	Instruction	(105 mins.)
12:45 p.m. — 1:25 p.m.	LUNCH	(40 mins.)
1:25 p.m. — 1:31 p.m.	Instruction	(6 mins.)
		261 mins. (Instruction)

Grade 6

8:10 a.m. — 10:41 a.m.	Instruction	(151 mins.)
10:41 a.m. — 11:00 a.m.	Recess	(19 mins.)
11:00 a.m. — 12:45 p.m.	Instruction	(105 mins.)
12:45 p.m. — 1:25 p.m.	LUNCH	(40 mins.)
1:25 p.m. — 1:35 p.m.	Instruction	(10 mins.)
		266 mins. (Instruction)

* To accommodate State Instructional Minutes, grades 1-3 have a 1:20 p.m. dismissal time on Minimum Days, including Parent Conference days.

* Grades 4-6 Modified Wednesdays, Minimum Days and Parent Conference Day schedule are the same.

PLEASE NOTE THAT PRIMARY STUDENTS ARE ALL ENCOURAGED TO GO DIRECTLY HOME AT DISMISSAL. THEY MAY NOT STAY AT SCHOOL UNATTENDED. PLEASE ACTIVELY SUPERVISE YOUR YOUNGER CHILDREN IF YOU CHOOSE TO WAIT AT SCHOOL FOR UPPER GRADE DISMISSAL. WAITING PARENTS AND YOUNGER CHILDREN SHOULD **NOT** BE IN THE PLAYGROUND/P.E. AREAS USED BY CLASSES THAT ARE STILL IN SESSION. **THERE IS NO AFTER SCHOOL SUPERVISION.**





CANYON VIEW STAFF MISSION, PHILOSOPHY AND BELIEFS

OUR MISSION IS TO EMPOWER ALL STUDENTS TO SUCCEED IN A DIVERSE AND CHANGING WORLD.

THIS MISSION IS GUIDED BY THE FOLLOWING STAFF PHILOSOPHY AND BELIEFS:

- Every student is entitled to a safe and orderly learning environment.
- Each child deserves to be treated with respect.
- All students can learn and succeed, including the mastery of challenging concepts and processes.
- A challenging, safe-to-risk environment promotes successful learning and performance.
- Each teacher is responsible for meeting the needs of all students in the classroom.
- Thinking, values education and life-long learning skills are equally as important as content-based instruction.
- Students need many and varied opportunities to apply their learning in authentic contexts to successfully internalize and generalize their learning.

- VALUES EDUCATION - "COURAGE"

Almost every discussion about school effectiveness and the school's role in preparing children for the future emphasizes the need to teach a basic set of core values and principles of civility, which are often missing in our national and community life. The Irvine Unified School District has from its inception placed an emphasis on ethical behavior and academic honesty. Several years ago, after extensive work with parents and the Irvine community, the Board adopted a set of core ethical values, including **honesty, responsibility, perseverance, respectfulness, cooperation, civic duty, and courage**. It is a supposition of the Canyon View staff that ethical, moral behavior is a responsibility shared by the school and the home, and that "thinking, values education and life-long learning skills are equally as important as content-based instruction."

A major way of implementing our program of values education at Canyon View will be to focus on an annual values or character-building theme. This year we will develop the concept of *courage*. You will see banners around the school proclaiming messages on this topic. The principal will focus on this theme at assemblies and class talks. Also, the staff will create and implement various focus activities and projects to provide time to develop the theme and encourage our students to explore what it means to have "courage," and to find ways to make this important value a part of our daily lives together at Canyon View. We invite you to join us in reinforcing this important quality of character throughout the year.

Courage - "A quality of mind or spirit that enables one to face danger or fear with confidence and determination; to show bravery in the face of fear."

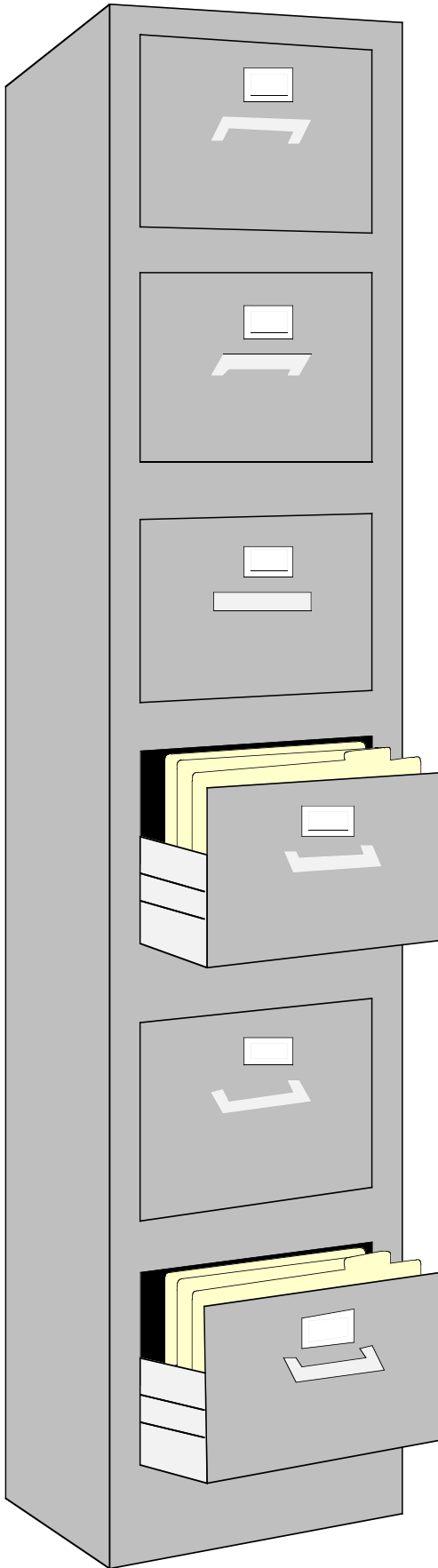
BRIEF DESCRIPTION OF SCHOOL COMMUNITY

Canyon View School is presently eight years old and one of the newer K-6 elementary schools in the Irvine Unified School District. We opened our doors for kindergarten through grade 5 in an interim portable site in September, 1998, and moved to our spacious new facility in spring, 2000.

Within four short years the staff has created a broadly effective K-6 educational program that has received the highest state recognition - "California Distinguished School." Last year Canyon View also received national recognition as a "NCLB National Blue Ribbon School." Canyon View parents have strongly collaborated with the staff to significantly support and enrich the instructional program.

The permanent facility contains 31 classrooms, including spaces for special programs, such as music, art, science, and special day classes. The school has the infrastructure to support technology including 300 ports to the Internet and school-wide video capacity. An Information Resource Center (IRC) serves as an electronic hub for the three major wings of the school, providing information access and communication throughout the building, community and world. The classrooms are designed with varying square footage for 20:1 and 30:1 classes. Each classroom is self-contained, and clusters of rooms adjoin a common technology satellite area to facilitate technology-supported teaching and learning.

Canyon View is a neighborhood school that serves the immediate community, one of the more affluent areas of the city. A large percentage of parents are in professional occupations, with high expectations of the school and their children. Most of our parents value literacy and learning, and they generously support the goals of the school program. Many of our families are Irvine residents who wished to move up in size and quality of home but wanted to remain in Irvine because of the IUSD schools. Because of the rapid development of the community, we presently are operating at full capacity of 870 students, including three Special Day Classes. We have re-occupied ten of the portable classrooms at the interim site, which house a portion of our third, fourth and sixth grade classes in addition to special education classes.



CLASSROOM PLACEMENT PROCEDURES

The Process

Annual classroom placement is carefully determined prior to the start of school for each student returning to, Canyon View. Placement is determined by the student's current teacher and grade level team of teachers. Newly enrolled students are added to the classes as they register, with placement decisions based on whatever information is available from referring schools and parents and the need to balance class composition. In addition, the principal, psychologist and all certificated resource personnel assist with placement.

Purpose

The primary purpose of the placement process is to match students with instructional environments that complement their learning styles and abilities, as well as their academic, social and emotional needs. The placement teams also ensure a balance of variables in each classroom setting. Such variables include but are not limited to:

- Boy/girl ratios
- Levels of academic progress
- Degrees of self-directedness
- Behavior traits
- Learning/teaching styles
- Class size as it relates to state/district guidelines
- Occasional need to separate specific students from one another

Requests for specific teachers are discouraged, since it would be highly unlikely that the staff could successfully build the most productive, balanced class groups on the basis of parent requests (rather than the information and criteria previously outlined). If you have information helpful to understanding the special needs your child may have, please share this information with the child's teacher or the principal. Such information will be thoughtfully considered by the staff, as they make final decisions about classroom placement.

COMBINATION CLASSROOMS

As most of our community is aware, combination/multi-age classrooms (serving two grade levels) are a fact of schooling in most public elementary schools in California. Because students do not come to us in neat groups of 20 or 30, Canyon View most probably will experience combination classes on an annual basis. When forming combination classes we assign students on the basis of the same variables used to form all other classrooms. It is likely that almost every child will be included in a combination class during the course of their education in grades K-6.

THOUGHTS TO CONSIDER

Occasionally children are initially upset with their class placement at the beginning of school. It is not uncommon for a child to initially be perplexed if their new teacher is another than expected or unlike last year's teacher. Also, it is not uncommon for someone to hear that "so-and-so" is the only and best teacher to have in "such-and-such" grade. Sometimes, too, a student will initially feel his teacher is "too mean" or "too strict" or "too" something else. Fortunately, once given a chance to succeed at adapting to a new classroom and building a new student-teacher relationship, most parents discover that their child's placement is working well after all. **Remember, placement was carefully selected for your child by the current teacher, principal and support personnel.**

Finally, it is critically important for you to know that students' attitudes towards their teachers and school are highly influenced by the attitudes and strategies of their parents. We can all provide our children with a successful beginning-of-the-year experience by responding to their classroom assignments with positive enthusiasm. Through confidence in our children's ability to deal with change, knowledge, cooperation, and trust, we can all work together to enhance personal development and the general school climate for all Canyon View boys and girls.

The STAFF and STUDENTS at our School
Actively Protect
the SAFETY of this Campus

We Enforce a Policy of
ZERO TOLERANCE

Which means that the following violations will result in immediate
SUSPENSION and EXPULSION from IUSD

- ✓ **POSSESSION OF A FIREARM**
- ✓ **BRANDISHING A KNIFE**
- ✓ **UNLAWFULLY SELLING A CONTROLLED SUBSTANCE**
- ✓ **COMMITTED OR ATTEMPTED TO COMMIT A SEXUAL ASSAULT**

In addition the following violations will result in
immediate SUSPENSION and a determination of further action
which may result in EXPULSION proceedings

- ✓ **SERIOUS PHYSICAL INJURY TO OTHERS**
- ✓ **POSSESSION OF KNIVES, EXPLOSIVES OR OTHER DANGEROUS OBJECTS**
- ✓ **POSSESSION OF CONTROLLED SUBSTANCE**
- ✓ **ROBBERY OR EXTORTION**
- ✓ **ASSAULT OR BATTERY UPON ANY SCHOOL EMPLOYEE**

ANY STUDENT WITH INFORMATION REGARDING
VIOLATIONS OF THE ABOVE MAY CALL ANONYMOUSLY
IRVINE UNIFIED SCHOOL DISTRICT OFFICE OF STUDENT SERVICES

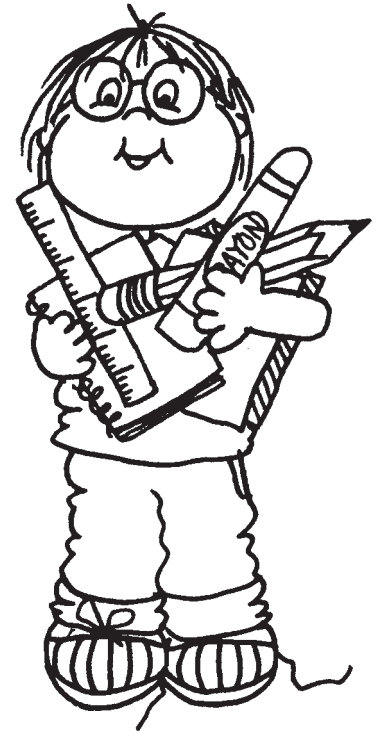
936-5171

or "911" IN AN EMERGENCY

AS AN ALTERNATIVE TO CALLING, YOU MAY WISH TO SPEAK TO ANY STAFF MEMBER AT YOUR SCHOOL.



Irvine Unified School District
Revised September, 2002



HOMework

All Canyon View homework assignments are given to provide practice and reinforcement of newly learned skills; to help develop a sense of personal responsibility; to encourage self-discipline; and to extend learning and each child's ability to study independently.

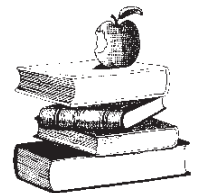
Research shows the single most valuable activity for developing children's comprehension is reading itself; therefore, all Canyon View students will participate in a program of daily reading appropriate to their grade level. We recommend that each child read or be read to for at least 20 minutes daily at home.

We ask parents to assist us in the following ways: to SUPPORT the concept that homework is important; to ENCOURAGE their child to complete his/her studying at home, to CHECK to see that all homework has been completed.

Homework assignments could include any or all of the following:

- Finishing work assigned during the regular school day
- Reinforcing skills previously taught
- Long-term assignments; such as book reports, research projects, and collaborative projects
- Weekly assignments; such as spelling, vocabulary, and math facts

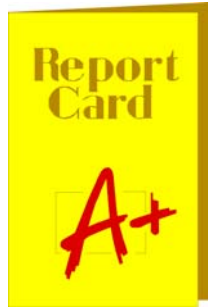
The amount of time spent on homework can vary with the individual child; however, in general terms the following is recommended:



<u>Grade</u>	<u>Days Homework Assigned</u>	<u>Time To Be Spent on Homework</u>
All grades	Daily	Minimum of 10-20 minutes of reading
Kindergarten	Monday through Thursday	10-15 minutes
First	Monday through Thurs./Friday	15-30 minutes
Second	Monday through Thurs./Friday	15-30 minutes
Third	Monday through Thurs./Friday	30-45 minutes
Fourth	Monday through Thurs./Friday	30-60 minutes
Fifth/Sixth	Monday through Thurs./Friday	30-90 minutes

REPORTING TO PARENTS

Teachers formally meet with parents twice a year to discuss each child's academic progress, study habits, and attitudes, once in early fall (October 10 - October 14) and at the end of the second trimester (March 20 - March 24). Report cards are sent home three times a year, at the end of each trimester.



TRIMESTERS

1st Trimester ends – December 2

2nd Trimester ends – March 10

3rd Trimester ends – June 22

LUNCH

Lunch is available for \$2.50 (includes milk). For those bringing a sack lunch, milk will be sold for .50 cents. Lunch money is brought to school unless lunch tickets are purchased from Food Services. **Shortly after school begins, our Food Service Department will be converting to what has proven to be a successful cashless, computerized system of purchasing lunches entitled, "Lunchbox." Information will be coming home as we get closer to the date of conversion.** Please take the time each morning to see that your youngster has either lunch money or a sack lunch. It can be quite upsetting for a young child to learn at



lunchtime that he/she has no lunch money and no sack lunch. Also, it is important to discuss proper nutrition with your child to ensure that the lunch is eaten each day.

Canyon View has a closed campus. Children may not leave campus during school hours.

TELEPHONE MESSAGES FOR STUDENTS

We ask that you take care of all arrangements for the day with your children **before** they leave for school. If the forecast is for rain, give them a plan for pick up/dismissal for inclement weather. If dance or music lessons are scheduled, be certain that they know what is expected of them before they leave for school. We ask that **ONLY EMERGENCY MESSAGES** be telephoned in to children, since we strive to keep instructional interruptions to a minimum. Cell phones are permitted at school, however, board policy requires that they be deactivated during the regular school day and used only during an emergency affecting the school or community.



FORGET CALLS/LUNCH

One of the many values we teach at Canyon View is responsibility. Students are given **one** "forget" call each school year that they may use for forgotten lunch, homework, musical instrument, jacket, etc. They may not use the telephone to make plans with friends after school. Arrangements with friends must be made prior to coming to school.



LUNCH FUND

Each teacher has a lunch fund that students can borrow from if they forget their lunch. However, if students borrow money and do not pay it back, they cannot borrow again until they do pay back the money they owe. This fund is made available through our PTA.

VOLUNTEERS

A volunteer/visitor sign-in sheet is located in the school office. Volunteers/visitors are required to sign in PRIOR to reporting to the classroom. Volunteers working in the school should wear the identification badge available at the registration desk in the school office.

Volunteers are the backbone of our educational program. As a volunteer, you are a valuable resource to our school. We want your experience as a volunteer to be a successful one. Here are some suggestions that might be of benefit to you when you come to help out:

1. Meet the students in a relaxed, friendly manner.
2. Learn student names and pronounce them correctly.
3. Let the students know that you are truly interested in them by asking about interests, friends, etc.
4. Give students your full attention. Listen to what they have to say.
5. Set an example for students by being courteous and respectful to them.
6. Build students' self-confidence. Let them know you expect them to try and to succeed.

As you work with students, keep these ideas in mind:

1. Be consistent when working with the students.
2. Learn school rules and be sure students follow them.
3. Be dependable. The teacher and students are depending on you.
4. Be prepared. Have everything ready when you start to work with students.
5. Help students learn HOW to do their work.
6. Ask for help when you find a problem that you feel you may not be able to handle.
7. Your interest and enthusiasm as a volunteer may be the single most important part of success in learning for the students.

One last thought - serving as a volunteer only improves and enriches the lives of our students. You are important!

CANYON VIEW SCHOOL

Student Expectations, Rules, Rights and Responsibilities

Every Canyon View Student Has the Right To:

- Learn at school
- Feel safe at school
- Be treated with respect and kindness at school
- Express his/her thoughts and feelings in appropriate ways at school.

Every Canyon View Student Is Expected To:

- Be responsible for his/her learning by completing all assignments on time and by doing the best work possible
- Express needs and ideas in a courteous and honest manner
- Help make our school a safe and clean place
- Treat others with respect and kindness
- Help provide a good learning place for all students
- Arrive at school on time.

Basic Rules:

- Follow the directions and requests of teachers and staff.
- Students may not arrive on campus before 8:05 a.m.
- After school dismissal, students must leave the campus immediately (go home, day care, meet parents, etc.)
- Only students in grades 3-6 may ride bicycles to school. Bikes must be walked on and off campus and locked in bike racks.
- Leave gum, skateboards, roller blades, razor scooters, trading cards, toys and sports equipment at home.
- Wear clothing that is safe and appropriate for class and p.e. (see CV Dress Code).
- Observe table manners at lunch.
- Use kind and respectful language.
- Use technology and the Internet responsibly.

Playground Rules:

- **Think Safety First!** If there is a chance someone may be hurt, don't do it!
- Walk on the blacktop.
- Observe blue boundary markers.
- Stay outside of school planters.
- Throw away trash.
- No loitering inside or outside of bathrooms during recess.
- Hold ball when outside the play area.
- Play ball on the blacktop, not against school buildings.
- Eat snacks in the tree square area.
- Keep bathrooms clean.
- "Freeze" and wait to be dismissed at the end of recess.
- No one may be excluded from participating in any activity.
- Be a good sport!

Unacceptable Behaviors:

- Throwing or misusing food or drinks at the lunch tables.
- Physically harming or threatening a student or staff member.
- Possessing dangerous objects or substances.
- Being disrespectful to students or adults.
- Verbal bullying: teasing, threatening, humiliating, put-downs, name-calling, mean written statements.
- Physical bullying and fighting: pushing, kicking, hitting, pinching, spitting on someone, any other form of violence, including threats to harm someone.
- "Social bullying": spreading rumors, telling others not to talk to or play with someone.
- Using bad language or obscene gestures.
- Sexual harassment: unwanted physical contact, abusive sexual comments, comments about someone's body, etc.
- Stealing, lying or cheating.
- Destroying or defacing school or personal property.

Consequences For Unacceptable Behavior:

Teachers maintain grade-level expectations and consequences within their own classrooms. In addition, the following consequences are utilized on a school-wide basis. The following consequences are in no prioritized order, but are intended to provide examples of an array of appropriate responses to unacceptable student behavior.

- Loss of privileges.
- Time Out.
- Teacher phone call or note to parents.
- Principal phone call or request for conference.
- Detention before, during, after school (with parent notification).
- Parent spends day at school sitting next to child.
- In-house suspension.
- Sent home from school; formal suspension.
- Issuance of "CV Student Referral Form"
- Issuance of "Student Citation Notice"

CV STUDENT REFERRAL FORM

(Minor Misbehavior)

1st Referral:

- Referral form issued
- Parent signs and returns

2nd Referral:

- Referral form issued
- Parent signs and returns
- 1-day loss of playground privileges

3rd Referral:

- Referral form issued
- Parent signs and returns
- Principal conference
- 2-day loss of playground privileges

4th Referral:

- Student Citation Notice goes home with assigned consequences.

STUDENT CITATION

(Serious Misconduct)

1st Citation:

- Citation / parent signs and returns
- Visit to principal
- 3-day loss of playground privileges
- More serious consequence if warranted

2nd Citation:

- Citation / parent signs and returns
- 3-day loss of playground privileges
- Principal, teacher, parent conference
- More serious consequence if warranted

3rd Citation:

- Citation / parent signs and returns
- Principal, teacher, parent conference
- Formal suspension from school and/or other appropriate consequences

SUMMARY:

Our goal is that each Canyon View student is happy and successful at school. By following these rules, our students will enjoy a safe, productive school environment that encourages each individual to develop to his/her full potential. Honoring these standards and expectations will truly help all of us to create and sustain a "caring, learning community" at Canyon View!



WHEN YOUR CHILD IS ILL



Germs spread quickly. If your child tells you that he/she does not feel well, TAKE TIME TO CHECK HIS/HER TEMPERATURE BEFORE SENDING YOUR YOUNGSTER TO SCHOOL. We know that a child does not always have a fever when feeling ill, but most often we find ourselves sending home children

who do. Listen to your child and when in doubt, TAKE THAT TEMPERATURE!

MEDICATION AT SCHOOL

Any time your child requires medication at school, the medication must be kept in the nurse's office to be given by school personnel. LEGALLY, the school requires:



1. Medication MUST be in ORIGINAL pharmacy bottle, labeled by the pharmacist.
2. The parent MUST sign a consent form prior to medication being administered (form available from the school office).
3. The physician MUST sign a consent form prior to medication being administered (form available from the school office).
4. Medication MUST be brought to school by a parent. At no time should medication arrive at school in a lunch box, baggie, etc.

These regulations apply to NON-PRESCRIPTION medications as well. Non-prescription drugs include aspirin, vitamins, cough syrup, cough drops, ointments, etc.

PLEASE DO NOT ASK SCHOOL PERSONNEL TO ADMINISTER MEDICATIONS SUPPLIED BY YOU UNTIL THE ABOVE MENTIONED REQUIREMENTS HAVE BEEN MET.

PLEASE DO NOT ASK SCHOOL PERSONNEL TO SUPPLY YOUR CHILD WITH MEDICATION AS THE SCHOOL PROVIDES NO MEDICATIONS.

PLEASE DO NOT SEND YOUR CHILD TO SCHOOL WITH MEDICATIONS OF ANY KIND UNLESS YOU HAVE COMPLIED WITH ALL REQUIREMENTS ABOVE.



LOST AND FOUND

We urge parents to LABEL EVERYTHING that is sent to school. Each year, our

"Lost Article Bin" fills quickly with items that are never claimed. This box is located in the Food Services area. Children and parents are encouraged to check it for lost articles. All unclaimed articles are donated to charity at the end of the year.

SUPERVISION

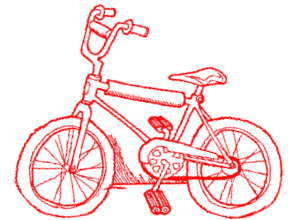
Playground supervision begins at 8:05 a.m. for grades K-6. **NO STUDENT IS TO BE ON CAMPUS PRIOR TO 8:05 a.m.** Students must leave campus at their dismissal time, and we ask that parents promptly pick up students at this time. Please actively supervise your younger children if you choose to wait at school for upper grade dismissal. **THERE IS NO AFTER SCHOOL SUPERVISION.**

RETURNING TO SCHOOL AFTER HOURS TO RETRIEVE HOMEWORK

It is the responsibility of the student to remember to take home personal items, homework and needed materials at the end of the school day. If children return to school while the office is open the secretary will direct the child to go around the building to their outside classroom door and request their teacher's assistance (if the teacher is still present in the classroom). Otherwise, it is not the responsibility of a neighboring teacher to access the locked classroom, and office/custodian personnel will be unable to provide assistance.

BICYCLES

Bicycle riding is enjoyed by all ages as both a practical form of transportation plus an enjoyable form of recreation and exercise. It is required that each parent discuss the school bicycle rules below with your bike rider.



1. Parents assume FULL responsibility and liability for the rider's conduct and bicycle.
2. **Bicycles are allowed in grades 3-6 only.**
3. All bicycles MUST be parked in the bike rack and LOCKED. Students MAY NOT share a bicycle lock - only one bicycle per lock!
4. All bicycles MUST be walked while on school grounds.
5. Children should never ride two on one bicycle.
6. Bicycles must be in safe working condition.
7. No student is to loiter in or around bike rack area at any time.
8. Bike riders must wear safety helmets.

Infraction of rules may result in loss of permission to have the bicycle on school grounds. The school, legally, can assume NO RESPONSIBILITY OR LIABILITY in connection with the child's bicycle if it becomes lost, stolen, or damaged. We suggest that every bicycle is licensed through the Irvine Police Department. Also, please remember that skateboards, roller skates, and scooters are NOT allowed at school.

STUDENT DRESS CODE

Local schools are granted the authority to establish school-based dress and grooming standards consistent with District policy. Principals work with teachers, students, and parents to establish any such local standards. Students are not allowed to wear any items to school that may be deemed inappropriate, unsafe or disruptive to the educational process.

Appropriate Dress and Grooming: Students must be dressed and groomed appropriately for school. In general, student grooming, clothing, or apparel must not compromise safety, modesty, good taste, or disrupt the educational environment at Canyon View.

- Pants or shorts must be the proper size, (not too small or too large), fitting securely at the waist above the hipbone. **No sagging or any gang-look alike or gang related apparel.** Sagging is when pants/shorts are worn below the hipbone.
- Shoes must be worn at all times. Unsafe shoes are not allowed. Shoes must be appropriate for daily physical activity.
- Hats may be worn outdoors for sun protection.

Students are prohibited from wearing any clothing/apparel which:

- is considered unsafe or could be a health hazard; examples include dangling earrings.
- contains offensive symbols, signs, slogans, or words degrading any gender, cultural, religious or ethical values.
- contains language or symbols promoting violence, vandalism, or the use of drugs, alcohol or tobacco.

Any attire or grooming disruptive to the instructional process which may include, but is not limited to:

- any top that is revealing or shows a bare midriff or completely bare shoulders. Examples include halter-tops, bathing suits, tube tops, tops with spaghetti straps.
- tight clothing, including short shorts.
- any **unnatural** hair color or extreme hairstyle.

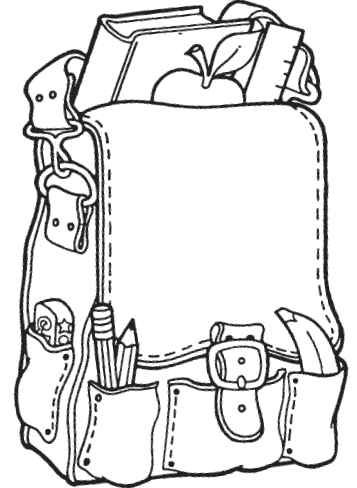
Staff members monitor our school dress policy. Parents are contacted when students violate our dress policy. Inappropriately dressed students will phone their parents for a change of clothes. If students repeatedly disregard the dress code standards, classroom teachers and/or principal will take appropriate disciplinary action.

STARTING THE SCHOOL YEAR ON THE RIGHT FOOT

Advice from our School Nurse

A good start is very important for academic and emotional success. Here are some suggestions to help make the year a positive one.

1. Get a good night of sleep.
2. Begin each day with breakfast.
3. Stay home and rest if you are ill.
4. Learn to organize your assignments, homework, and study time.
5. Practice these skills to improve your memory:



- a) Repeat assignment or write it down over and over.
- b) Do your hardest homework first.
- c) Look at something you have to memorize at least one last time before going to bed.
- d) Do something once, go on to something else, then go back to the first task.
- e) Sing lists you have to memorize, or find some pattern that helps you to remember.

Good health and success in school go hand in hand. Tired, hungry or ill children will have poor concentration, memory and study habits. As parents it is up to us to set limits, support study efforts and assure proper health practices at home. Early personal success in the beginning of the school year will set the student in a positive comfortable direction for the entire year.





CALL SICK - WE NEED YOUR HELP

As we start the new school year we would like to remind you of our CALLSICK program set up for your convenience and to assure the safety of your children. This will be extremely important in our emergency preparedness program as well.

Please call the ATTENDANCE LINE, (949) 936-6901, when your child is absent from school. Leave your name, the child's name, the teacher's name, the date and the reason for absence. If your child has a medical appointment and will be arriving late, call the ATTENDANCE LINE. All late students, or students returning from appointments **must** come through the school office for readmit slips **before** going to class. Failure to call in (or send written excuse) to verify your child's absence, leads to reduction of ADA. Excused absences are illness, medical/dental appointment and funeral for immediate family members.

Please help us out by calling in everyday that your youngster is not at school. Your cooperation and support is really appreciated! We found it to be a successful program and strongly recommend your use. This number is to be used ONLY to report absences on the answering machine.

PHONE HOME PROGRAM ATTENDANCE POLICY AND STUDENT SAFETY

We need your help!! It is extremely important to keep accurate attendance records on each student who attends Canyon View. Every day your child is absent from school, please CALL THE 24 HOUR SCHOOL ATTENDANCE LINE (949) 936-6901 BEFORE 8:45 A.M. Not calling makes it necessary to call you at home or work to verify the absence. We cannot accept the word of the student - the reason must come from the parent or guardian. **We NEED to know that each student is here at school or is being cared for by you or your day care provider.** For the safety of each and every child, we ask for 100% cooperation with this request.

We realize that there are times during the school year when families are out of town for one reason or another. These are considered UNEXCUSED absences. When you find that it is necessary for your child to be out for any reason, please arrange with his/her teacher to draw up an INDEPENDENT STUDY AGREEMENT. This enables students to complete the work they miss while away. This insures that your child completes valuable class work.

We appreciate your cooperation in helping us PROTECT OUR CHILDREN. You may call our 24-HOUR ATTENDANCE LINE the night before and leave a message. Calling Canyon View will result in less confusion for both parents and staff. Homework may be requested at the time you call. If you have any questions or would like any further information, please call the office at (949) 936-6900 or FAX us at (949) 936-6909.

PLEASE CALL BEFORE 8:45 A.M. OR THE NIGHT BEFORE!!!

PARENTS' RIGHTS NOTIFICATION

The following information is your right to know and required by law. This law directly relates to the amount of state appropriated funding our school receives each day for average daily attendance (ADA). We appreciate your reading this Education Code 48205 and your cooperation in planning vacations or routine medical exams during our regularly scheduled breaks to avoid reductions from our funding appropriations.

Excused absences; average daily attendance computation

(a) Notwithstanding Section 48200, a pupil shall be excused from school when the absence is:

- 1) Due to his or her illness
- 2) Due to quarantine under the direction of a county or city health officer
- 3) For the purpose of having medical, dental, optometrical, or chiropractic services rendered
- 4) For the purpose of attending funeral services of a member of his or her immediate family, so long as the absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside of California
- 5) For the purpose of jury duty in the manner provided for by the law
- 6) Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent
- 7) For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats, or attendance at an employment conference, when the pupil's absence has been required in writing by the parent or guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board

(b) A pupil absent from school under this section shall be allowed to complete all assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion within a reasonable period of time, shall be given full credit therefore. The teacher of any class from which a pupil is absent shall determine the tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

(c) For purposes of this section, attendance of religious retreats shall not exceed four hours per semester.

***102125 (d) Absences pursuant to this section are deemed to be absences in computing average daily attendance and shall not generate state apportionment payments.**

(d) "Immediate family," as used in this section, has the same meaning as set forth in Section 45194, except that references therein to "employ" shall be deemed to be references to "pupil."

SCHOOL SITE COUNCIL

An important advisory body to the school is the School Site Council. Comprised of an equal number of staff members and parents, the SSC provides a means to improve communication between school and community, develop a School Improvement Program (SIP) budget, and review the effectiveness of the K-6 educational program.

Each year Council seats become available. New council members from the community will be elected in early Fall. There will be one vacant seat this fall. If you are interested in being a candidate for one of these positions, please inform the school office by Friday, September 16.

CANYON VIEW PTA EXECUTIVE BOARD 2005-2006

President	Bobbie Christ	(714) 838-2370
Exec.Vice-President	Mindy Perkins	(714) 734-7953
V.P. Fundraising	Kim Wentink	(714) 505-9841
V.P. Programs	Danielle Pisa	(714) 389-9790
V.P. Membership	Cari Coleman	(714) 832-3904
Treasurer	Carol Curry	(714) 508-7925
Financial Secretary	Lesia Skinner	(714) 730-8260
Corresponding Sec.	Paula Pritts	(714) 669-9012
Recording Secretary	Sara Boldt	(714) 505-1588
Historian	Tracy Edstrom	(714) 838-6815
Asst. V.P. Fundraising	Gina Gusikoski	(714) 505-9304
Legis. Coordinator	Michele Glasky	(714) 544-5441
Auditor	Rosalyn Reasor	(714) 368-9548
Parliamentarian	Mary Baker	(714) 505-0117

UPCOMING SEPTEMBER EVENTS TO REMEMBER

PTA Fall Social	6:00-7:30 p.m.	September 16
Back-to-School Night, 4-6	7:00-8:00 p.m.	September 22 (MINIMUM DAY)

SCHOOL SECURITY

You will notice these signs at each of the major entries to the school. The signs indicate that all parent and community visitors are asked to enter the building at the school office, and, beginning this September, exterior doorways will be locked. We appreciate your positive cooperation in this matter because it provides an extra measure of protection and safety for both children and staff members. Below is a brief elaboration of this requirement.

STOP!

Please Report to Front Office

As a safety precaution, and in an effort to avoid interruption to the teaching time for your children, we ask that you report to the office where you will be assisted.

We will deliver lunches and emergency messages to the classrooms. If you need to speak with the teacher, please contact them outside of their teaching time.

Also, if you are a classroom volunteer, please check in the office and pick up your volunteer badge before going to the classroom.

We greatly appreciate your cooperation!



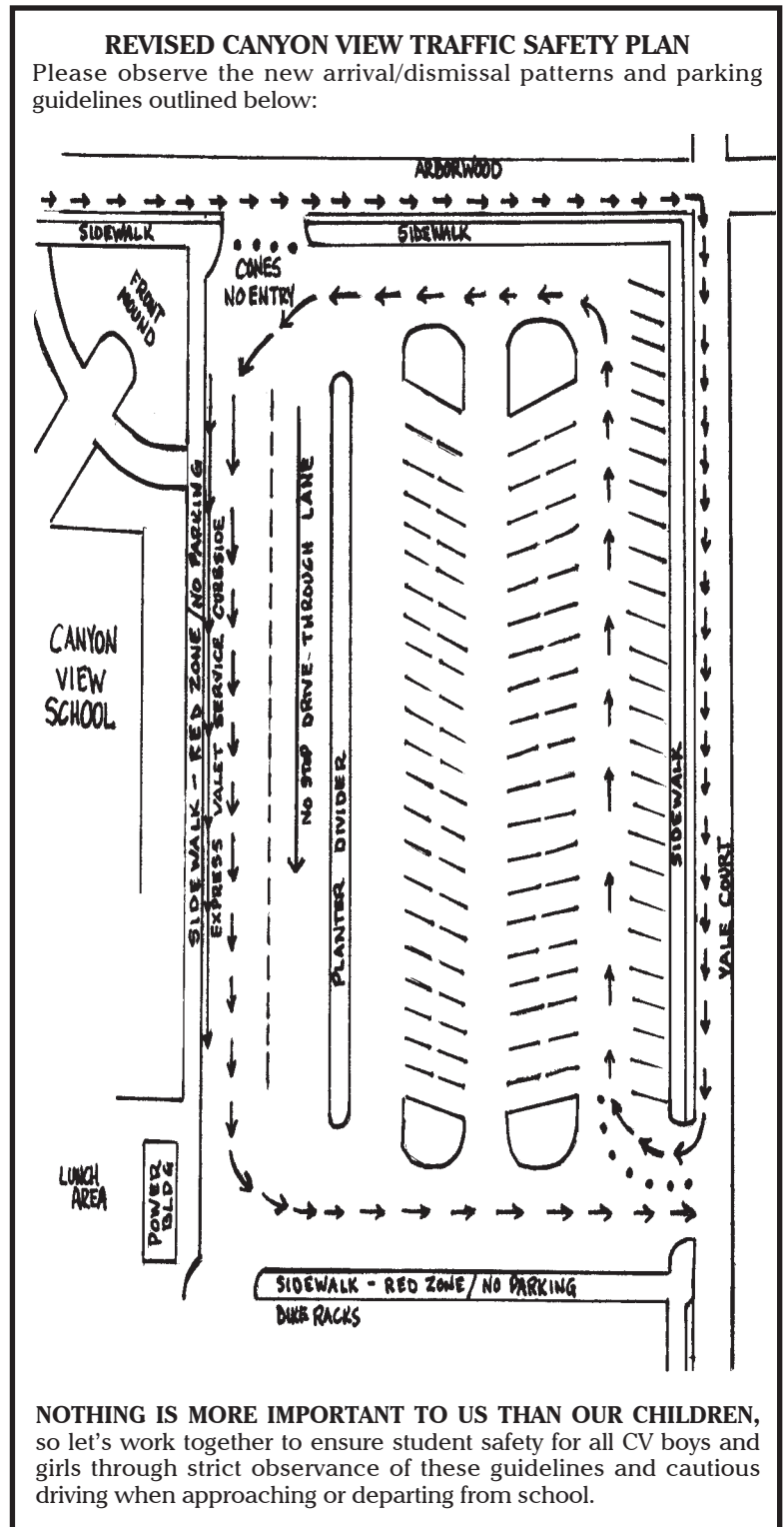
CANYON VIEW REVISED TRAFFIC SAFETY PLAN

The primary goals of the school's traffic safety plan are to ensure the safety of Canyon View students and to expedite parent traffic to and from school. To better meet these needs, the school has developed a new plan, based on consultation with the staff, parents, Irvine Police Department Liaison Officer Mike Anderson and the Traffic Control Department of the City of Irvine. Major components of the new plan include the following:

1) a revised traffic circulation pattern through the school parking lot each morning, 2) the implementation of a "Canyon View Express Valet" service to expedite student drop-off at school, 3) re-designation of parent and bus drop-off/pick-up zones in the parking lot alongside the school and 4) the addition of "no parking" zones on Yale Court along the length of the school parking lot. **PLEASE REVIEW THE FOLLOWING DESCRIPTION OF OUR NEW TRAFFIC SAFETY PLAN AND STRICTLY OBSERVE ITS REQUIREMENTS.**

MAJOR TRAFFIC/SAFETY GUIDELINES

1. **NO PARKING LOT ENTRY ON ARBORWOOD.** All morning parent traffic will enter the parking lot at the Yale Court entrance only. Traffic cones will be placed at the Arborwood entrance at 7:50 a.m.
2. **SCHOOL ENTRY/EXIT WILL BE AT THE YALE COURT ENTRANCE.** Directional cones will be placed at the Yale Court access to establish the traffic flow pattern into and out of the parking lot. Please strictly observe this new traffic pattern. (See "Revised Canyon View Traffic Safety Plan" diagram.)
3. **NO PARKING/WAITING IN CAR FOR STUDENTS IN THE RED ZONES.** All curbing alongside school drop-off zones within the parking lot will be zoned red. No parking or waiting is permitted in the red-zoned areas. If you intend to do more than momentarily pause to drop-off or pick-up your children, you will be asked to use the school parking lot.
4. **SAFELY USE THE "CANYON VIEW EXPRESS VALET SERVICE."** This student service will occur at the red-zoned, curbside drop-off area alongside the school. (See "Canyon View Express Valet Service" to review parent responsibilities when using this service.)
5. **OBSERVE STAFF AND VISITOR PARKING SPACES.** For your convenience, we have designated new visitor parking spaces located near the school. Additional visitor parking has been added inside the traffic island and along the Arborwood perimeter of the parking lot.
6. **ON-GOING CHILD SAFETY CONCERNS**
 - Please do not park on the north side of Arborwood and have your child dash across the street to school amidst the traffic.
 - Please do not double-park in front of the school, requiring children to thread their way through two lanes of cars to get to curbside.
 - Please do not U-turn in front of the school to drop-off or pick-up children.



SPECIAL COURTESY ISSUES

From time to time some special issues regarding mutual courtesy and consideration of others arise in a school community. We ask your special consideration regarding the following:

- If you wish to contact, drop off, or pick up your child, please report to the school office rather than going directly to the classroom. If you wish to provide lunch for your child, drop it off at the school office rather than going directly to the lunch table area. **STUDENT SUPERVISORS ARE DIRECTED TO REQUIRE ALL ADULT VISITORS WHO COME ON TO THE SCHOOL LUNCH AREA OR PLAYGROUND AREA TO REPORT TO THE SCHOOL OFFICE TO ACCOMPLISH THEIR BUSINESS.**
- We ask that parents not bring their pets to school, even if they are leashed. Some children are highly allergic, while others may be afraid of some pets. This practice also disrupts the playground.
- Many schools do not allow parents to wait on campus for their children at the beginning and end of school. To facilitate a welcoming, friendly tone on campus, we have always permitted this practice. However, waiting parents and their siblings must remember that priority for all playground use during school hours is reserved for the school program. Younger siblings or primary students waiting with parents for upper grade dismissal (2:15-2:45 p.m.) are not allowed on school equipment or the playground during school hours.

CALENDAR AND SCHEDULE



Please note the attached 2005-2006 school calendar includes the I.U.S.D. district schedule and all holidays. This calendar is provided early to facilitate parent planning when children are not in school. Also we hope that advance notification about the school year will ensure 100% attendance of all our pupils.

During the last several years, instructional practices have included less paper and pencil/worksheet activities and lecture with a shift toward increased brainstorming, cooperative learning, group problem solving, and discussion. This type of instruction is non-transferable to a contract and depends heavily on attendance and participation during the classroom day. It is most difficult to replicate this type of interactive instruction. Upon student's return to the classroom, they experience frustration because of missed class instruction and interaction.

In the exceptional case of non-illness absence, an Independent Study Contract affords the opportunity for students to continue their education while away from school and for the school to continue the recovery of Average Daily Attendance-generated revenue. For the

duration of this independent Study Contract, the students must maintain a minimum daily study schedule consistent with Education Code guidelines for each grade level: Kindergarten - 180 minutes; grades 1-3 - 230 minutes; grades 4-6 - 240 minutes daily. Forms are available in the office.

Legal guidelines require that any independent study agreement must be entered prior to the beginning of the absence. The process requires lead-time for the classroom teacher to prepare materials for the contract.

The Canyon View community has indicated their concern about quality education for all students. Please make the school calendar a priority in planning your 2005-2006 year.



CANYON VIEW SCHOOL CALENDAR OF EVENTS 2005-2006

<u>2005</u>	<u>Day</u>	<u>Event</u>
September 8	Th	First day for Students - MINIMUM DAY
September 9	F	MINIMUM DAY
September 15	Th	PTA Fall Social
September 16	F	Gift Wrap Assemblies - MPR
September 22	Th	School Pictures
		Back-to-School Night - MINIMUM DAY
October 10-14	M-F	Fall Parent Conference Week - MINIMUM DAYS Book Fair
October 12	W	Parent Conferences - NO SCHOOL
October 17	M	Staff Development Day - NO SCHOOL
October 24-28	M-F	Red Ribbon Week
October 31	M	Halloween Parade/PTA Social
November 11	F	Veteran's Day Holiday- NO SCHOOL
November 24-25	Th-F	Thanksgiving Holiday
December 22	Th	Last Day Before Winter Recess - MINIMUM DAY
December 23-Jan. 6		WINTER RECESS

<u>2006</u>		
January 9	M	Students Return
January 9-13	M-F	6th Grade Outdoor Ed.
January 16	M	Martin Luther King, Jr. Day - NO SCHOOL
February 13	M	Lincoln's Birthday - NO SCHOOL
February 20	M	Washington's Birthday Observed - NO SCHOOL
March 17	F	Minimum Day, Grs. 4-6 ONLY - Spring Conf.
March 20-March 24	M-F	Spring Conferences - MINIMUM DAYS
April 14	F	Last Day before Spring Recess - MINIMUM DAY
April 17-21	M-F	SPRING RECESS
May 5	F	Excellence in Teaching Awards- MINIMUM DAY
May 25	Th	Open House - MINIMUM DAY
May 26	F	Teacher/Student Holiday
May 29	M	Memorial Day - NO SCHOOL
June 22	Th	6th Grade Promotion Ceremony Last Day for Students - MINIMUM DAY

