

# Cypress Elementary School



Proud Home of the Scorpions

**1870 South Laspina  
Tulare, CA  
685-7290**

**2016-2017**

**Parent Handbook**

## Cypress School Staff List

Gary Bates, Principal  
Jeremy Kemp, Head Teacher  
Stephanie Mendonca, School Secretary  
Tina Barajas, School Secretary  
Randi Luttrell, Co-Op  
Amy Allen, Nurse  
Rebecca Bellar, LVN, Health Aide  
Kelly Johnstone, RTI Teacher  
Jacqueline Sanchez, Clerk/Parent Liaison  
Jennifer Harlan, School Psychologist  
Betty Venturino, Speech Therapist  
Sophia Bedrosian, RSP Teacher  
Debbie Hebert, RSP Aide  
Noemi de Ortiz, Library Aide  
Jason Black, Instrumental Music  
Kimberly Herrera, Vocal Music  
Shawn Comfort, Custodian  
Lloyd Bennet, Custodian  
Abigail Reneteria, Lunch Server  
Jeneane Van Dyke, Lunch Server  
Armeda Espinoza, Cafeteria Scanner  
Danelle Gillman, "Special Friends" Aide  
Kim Korenwinder, GATE

### Kindergarten

Wendy Colson  
Katie Chase  
Terry Creech  
Bobby Holland

### First Grade

Julie Fierro  
Michelle Laird  
Lisa Martin  
Gay Stoebig

### Second Grade

Paula Doom  
Jennifer Lawrence  
Tammy Myers  
Cathy Stoddard

### Third Grade

Sonja Belknap  
Breann DeHaan  
Laura Dlugonski  
Lauri Strong

### Fourth Grade

Annie Braun  
Jeremy Kemp  
Stephanie Gomes

### Fifth Grade

Christine Camara  
Diriki Jordan  
Michelle Perryman

### Sixth Grade

Eric Anthony  
Paula Pedersen  
Andrea White

### Instructional Aides

Miranda Brown  
Breanna Campos  
Angelina Guerrero  
Lindsey Portillo  
Shelly Staub  
Brock Edwards

### K-Instructional Aides

Kayla Ashburn  
Malinda Sanchez

## Cypress Bell Schedule

7:40-8:10	Breakfast Program
8:15	Bell Rings
8:20	School Begins/Tardy Bell Rings
10:00-10:15	K, 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> Grade Recess
10:20-10:35	4 <sup>th</sup> – 6 <sup>th</sup> Grade Recess
11:30-12:15	Kindergarten Lunch (Eating 11:30-11:55pm)
12:00-12:45	4 <sup>th</sup> – 6 <sup>th</sup> Grade Lunch (Eating 12:00-12:25pm)
12:35-1:20	1 <sup>st</sup> - 3 <sup>rd</sup> Grade Lunch (Eating 12:35 – 1:00pm)
2:30	Primary Dismissal
3:25	Intermediate Dismissal

### Schedule Exceptions:

On scheduled Early Dismissal days, intermediate grades (4-6) will dismiss at 12:30pm and primary (K-3) will dismiss at 1:30pm.

## **Principal's Message**

It is with great pleasure that I take this opportunity to welcome you to Cypress Elementary School. I am extremely proud of the programs Cypress has to offer our students. In addition to our rigorous academic program, we offer many activities to help students become well rounded students of character. I encourage you to make your time at Cypress as rewarding as possible.

This handbook has been developed to help you learn as much as possible about our school policies, procedures and services we offer. It is a quick reference guide you will find useful as questions arise throughout the school year. This handbook is intended to be a supplement to the district Handbook/Calendar

We look forward to this school year with great excitement and hope all our students will have a rewarding and successful year.

Once again, welcome!  
Gary Bates, Principal

### A Scorpion's 7 Steps to Successful Achievement

1. Arrive to school on time.
2. Be at school everyday and stay informed.
3. Meet your responsibilities. Don't make excuses; make improvements. Do your class work and homework on time.
4. Never settle for less than your best; earn the best grades you can.
5. Today is the day you make choices for tomorrow. Follow the rules.
6. If you expect respect, be the first to show respect.
7. No one can do everything, but everyone can do something. Get involved in Cypress School!

## **Cypress School's Mission Statement**

The Cypress Community will be partners with our children to help them take control of their learning and discover the joy of developing their intellectual, emotional, social, and physical strengths. The goal of this partnership will be for our children to become individuals who make decisions to help them lead a balanced life in work and play.

## Working Together for A Better Cypress

### Scorpion ABCs

**A**ttendance – There is a powerful link between successful learning and regular school attendance.

**B**e Your Best – Continue to improve, put forth your best effort and make your star shine!

**C**haracter Counts! – Trustworthiness, Respect, Responsibility, Fairness, Caring, Citizenship.

#### Recognition Calendar (Pillar of the Month and Assembly dates)

August/September	Trustworthiness	September 28, 2016
October/November	Respect	November 9, 2016
December/January	Responsibility	January 25, 2017
February	Caring	March 1, 2017
March/April	Fairness	April 5, 2017
April/May	Citizenship	May 17, 2017
June	End of the Year	May 31, 2017

Parents will be sent an invitation to the Recognition Assembly if their child is being honored for any of the Scorpion ABC's.

#### Attendance

*Monthly* – Students who have perfect attendance (no absences, no tardies) from the previous month will be recognized at the assembly. (Certificate and Pencil)

*Yearly* – Students who have perfect attendance (no absences, no tardies, no leave early) for the school year will earn a perfect attendance medal. (Medal)

#### Be Your Best

*Monthly* – One student per class will be honored at the recognition assembly and during the assembly the student will be asked to represent their grade level in the Class of the Year monthly competition. (Certificate & Car Window Cling)

#### Character Counts!

*Monthly* - One student per class will be honored at the recognition assembly for the demonstrating the attributes of the focus pillar and during the assembly the student will be asked to represent their grade level in the Class of the Year monthly competition. (Certificate & T-shirt)

*Yearly*- One student per grade level will be selected for demonstrating the attributes of the focus pillar and invited to a District PTO Character Counts Dinner. (Certificate)

## Ways Parents can be involved at Cypress

### *In your Child's Classroom...*

- ✓ Visit your child's classroom
- ✓ Contact your child's teacher if you have questions or concerns
- ✓ Help prepare materials for your child's classroom
- ✓ Volunteer in your child's classroom
- ✓ Tutor a student or small group in math, reading or writing
- ✓ Help check students' work
- ✓ Volunteer on a field trip

### *At Events...*

- ✓ Attend all parent conferences
- ✓ Support student events and performances by helping with them and by attending
- ✓ Help set-up before or tear down after school events

### *On Campus...*

- ✓ Help with PTO sponsored events (fundraisers, family nights, student of the month assemblies, etc.)
- ✓ Volunteer in teachers' classrooms that are not your child's
- ✓ Volunteer time in the library
- ✓ Sign up with Mr. Bates to assist staff on duty

### *On Committees...*

- ✓ Join the Parent-Teacher Organization (PTO), run for a PTO office when a vacancy comes up
- ✓ Attend monthly PTO meetings, volunteer as a "Room Parent" within PTO.
- ✓ Volunteer for the School Site Council (SSC) – This group meets 5-6 times per year to make decisions regarding the school's budget, safety issues and programs.
- ✓ Volunteer for the English Language Learners' Advisory Council (ELLAC) – This group meets 5-6 times per year to make decisions regarding the school's budget and programs.
- ✓ Volunteer for the District Advisory Council (DAC) – This group meets monthly at the District Office to discuss District budgets and programs.
- ✓ Volunteer for the District English Language Learners' Advisory Council (DELLAC) – This group meets monthly at the District Office to discuss District budgets and programs

## **General Information**

### **Arrival Time at School**

Students are not to be on campus until 7:40am. The cafeteria opens at 7:40am and supervision is provided at that time. Please do not drop off your students in the morning before 7:40am. You are putting your child at risk.

### **Assemblies**

At various times throughout the school year we will be having assemblies. We will have a variety of programs to present this year. If students do not desire to attend a particular assembly alternative provisions can be made for them. The student must notify his teacher or the office that he does not plan to attend the assembly. Proper behavior is expected at all school assemblies. Attendance at school assemblies, as well as other school activities, is a privilege and the opportunity to attend is a reward to students who have exhibited proper behavior at school.

### **Attendance**

If your child is absent, please clear the absence by calling the school office or sending a note to school when your child returns. Remember, on time and regular school attendance is very important. Students who arrive late or leave early from school miss out on important learning, instructions, directions, activities, and/or events. This is a disruption to their learning and the learning of others. Absences, tardies, and students leaving early from school are all tracked by the district. An excessive amount may result in home visits from district personnel or referral to School Attendance Review Board (SARB).

### **Best Club**

The Tulare City Parks and Recreation Department offers an after school recreational program on the Cypress School campus. The program will be housed in the school cafeteria from 2:30 to 5:30, daily. Applications are available at the office. For information, concerns or questions please call 685-2380.

### **Bus Rules**

Bus students are expected to understand that bus riding is a privilege, not a right. Proper behavior is anticipated from all bus students when they are on the bus and when they are waiting for the bus at school and at the neighborhood stops. Students who don't follow the rules will be issued citations by the bus drivers or office personnel and may lose their privilege of bus riding. A loss of bus riding privileges will result in the parent's total responsibility to provide transportation.

### **Cafeteria**

Students will enter the cafeteria with their teacher and be seated. Those who will be eating a school lunch will be seated in alphabetical order. Students will be excused to line up for lunch as directed by the teacher on duty. Students are required to observe the rules of proper behavior while in line and while in the cafeteria. If they fail to do so, they may be asked to move to another table or lose some of their playground time at recess. Extreme cases of misbehavior

may result in being removed from the cafeteria, placed in detention, being picked up or supervised by their parents. Rules to be followed:

1. Enter and leave the building in an orderly manner.
2. Quiet talking during eating time in the cafeteria.
3. Clean up after yourself.
4. No trading food or taking food from another student.

### Choices

Choices is a free after school academic program that begins at the end of the school day and lasts for 3 hours, Monday through Friday. Students enrolled are expected to be in attendance each day for the entire session. Contact Denise Cifuentes for an application or more information.

### Candy—Toys—Cosmetics—Heeled shoes

Candy, gum, seeds, toys and cosmetics are not allowed on campus. Students with such objects will be given detention time by the teacher and their candy, gum, seeds, toys or cosmetics will be thrown away. Shoes with a wedge over 2 inches are unsafe while playing and not allowed.

### Closed Campus

Tulare City Schools have a closed campus policy. This means that once a student arrives at school, he/she is not allowed to leave the campus. The only exceptions to the rules are:

1. Leaving the campus for a doctor appointment & being picked up by a parent.
2. Going home for lunch (Only students who their parents indicated on the parent rights signature card, allowing them to go home for lunch are allowed to do so.) This permission is for a student to go home for lunch only. **The student may not go to a store, or a restaurant, or to a friend's house, and no one else is allowed to go with him/her. This privilege can be rescinded at any time.**

ATTENTION  
NOTICE OF RESTRICTED ACCESS TO AND AROUND THE  
CYPRESS CAMPUS

Visitors and non-school persons are required to register in the office upon entering the Cypress campus. (penal code 627)

All non students, students on suspension or expulsion, students assigned to community school class, home study students, and independent study students are not to be on or around the Cypress campus during the posted school hours unless permission is given by school administrators. Persons who ignore this order will be warned only once. Anyone refusing to leave or returning within a seven day period, will be arrested and charged under the appropriate section of penal codes 653g, 626, 627, and/or 628.

Each of these sections provide for a fine and/or jail time. Some of these sections require jail time for repeat offenders.



*Continued from previous page*

The federal crime control act, including the gun-free school zones act, the controlled substances act and the drug-free schools and communities act, state that within 1,000 feet of jail school district property, the possession of controlled substances (drugs), and possession or distribution of several other illegal weapons are now subject to federal prosecution. These new federal statutes provide for penalties up to three times the normal penalty and do not allow for probation or parole for jail sentences. Second time juvenile offenders will be tried as adults.

### **Dismissal and Pick-up of Students**

All students must go home immediately at the end of the school day or be picked up at school within 10 minutes of dismissal time. The only exception would be if a student is involved in an after school activity (tutoring, BEST Club, CHOICES, etc.). Once the school day has ended, there is NO supervision for your child.

### **Dress Code**

*Please read the complete dress code in the TCSD Parent Rights Handbook pages 14-15.*

### **Electronic Signaling Devices**

Students may possess on school campus personal electronic signaling devices including, but not limited to, pagers and cellular/digital telephones, as well as other mobile communications devices provided that such devices do not disrupt the educational program or school activity and are not used for illegal or unethical activities such as cheating on assignments or tests. Any device with camera, video, or voice recording function shall not be used in any manner which infringes on the privacy rights of any other person. *Students possess these items at school entirely at their own risk. The school or district is not responsible for lost, stolen, or damaged devices.*

Permitted devices shall:

- Be turned off upon arrival at school and not be activated until the end of the school day time directed by a district employee
- Not disrupt the educational program or school activity
- Not be used for illegal or unethical activities such as cheating on assignments or tests

If a disruption occurs or a student uses any mobile communications device for improper activities, a school employee shall direct the student to turn off the device and/or shall confiscate it. If the school employee finds it necessary to confiscate the device, he/she shall return it at the end of the class period or school day.

### **Emergency Plan**

Cypress has a written plan of action that outlines specific courses of action in the event that student safety is threatened. Throughout the year, planned drills are conducted to insure appropriate reactions from students and school employees.

### **Foggy Day**

The policy for foggy days in Tulare City Schools is as follows: SCHOOL ALWAYS STARTS AT THE REGULAR TIME. When it is determined that it is too foggy for the buses to run on time, a foggy day schedule is declared. This means that all buses that pick up students out in the neighborhoods will run two (2) hours late. Buses that run between schools will run on the

regular schedule. To find out whether we are on a foggy day schedule, watch Channel 26, 30, and 47. Additionally you can check the district Facebook page facebook.com/tcsdk8. A Blackboard message will also be sent notifying parents of status. Buses that run between schools will run at the usual times, even on foggy days. All buses will run to transport students home on foggy days.

### **Lost and Found**

All outer apparel, such as coats and sweaters, and other items, such as binders and lunch pails, should be labeled with your child's full name. The lost and found area is located in the cafeteria. Items not claimed will be given to a charitable organization at the end of each month.

### **Lunch and Breakfast Procedures**

Students may purchase meals in the cafeteria before school. We encourage them to pay on the first day of the school week for the entire week. They may purchase meals for all or part of the week at that time. Milk may also be purchased in the same way as lunches. Prices are as follows:

---

	(DAILY)	(WEEKLY)
Student milk .....	\$.50	\$1.50
Student breakfast .....	\$1.25	\$6.25
Student lunch .....	\$2.75	\$13.75
Reduced breakfast .....	\$.30	\$1.50
Reduced student lunch .....	\$.40	\$2.00

All students eating hot meals, paid or free, will check in at the door of the cafeteria. **There are to be NO charged meals or money loaned for meals.** Students who qualify for free meals must buy milk if they choose to bring a cold lunch. Extra milks are not available. Parents are responsible to keep lunch debts cleared. A free lunch form must be on file before receiving free or reduced meals. **Accumulated debt prior to returning the lunch application must be paid.**

### **Medication**

Any medication that a student has to take must be kept in the office and the proper paperwork completed. By law, no student may take any medicine (including aspirin) that is not accompanied by a prescription while on a school campus.

### **Messages/Calls to Students**

We work hard to minimize the interruptions to the classroom. We will not forward any phone calls to the classroom and we strongly encourage you to make after school arrangements before you drop your child off at school. It is difficult, at times, to always get messages to your child.

### **Office Use**

The office is a place of business and should be regarded as such by students. Legitimate reasons for coming to the office include:

Being sent in by a teacher

Being called to the office  
Conference with office staff  
Illness

When waiting in the office, students must remain quiet and orderly or they will not be allowed to have office privileges.

### **Parents Visiting the School**

All parents are encouraged to visit the school at any time. The only restriction on visitation is that **all visitors must check into the office before visiting.**

### **Playground Rules**

All students must stay in areas on the campus that are supervised. They must follow all directions of adult supervisors. At no time will there be any fighting, throwing of equipment, abusive language, or swearing. All children should be involved in an acceptable game or activity. Failure to follow the rules may result in loss of playground privileges, detention, or suspension.

### **Progress Reports**

At approximately the middle of each trimester, progress reports will be sent home. If you feel your child is having academic problems at any time, please contact the teacher to discuss the problem and what steps need to be taken.

### **Personal Equipment**

If valuable personal property is brought to school, it is not the school's responsibility should it be lost or damaged. Keep that foremost in your mind if your child chooses to bring such property to school. *Radios, cameras, laser POINTERS and tape/cd players are not allowed on the school campus at any time.* Please refer to the cell phone policy in the District Calendar/Policy handbook for cell phone guidelines.

### **Parties**

The three permitted parties are: Christmas, Valentine's Day and the last day of school. They are to be held the last thirty minutes of the day. Parents need to understand that **no homemade products may be given to Cypress students.** NO STUDENT BIRTHDAYS ARE CELEBRATED.

## **School Programs**

### **Athletic Program**

The City Recreation Department offers an after school sports program for both boys and girls in the fourth and fifth grades. Boys and girls may participate in both soccer and basketball.

### **Library**

The school library is available to all students with the understanding that material that is checked out is the responsibility of the student who checks it out. If it is lost or damaged, the student will have to pay for it. Parents may check out materials through the librarian.

## Music

Our music program will be divided into classroom and instrumental music. All children will participate in classroom music as part of their curriculum. An instrumental program will be offered to fifth grade students. The parents should provide musical instruments as the district has only a limited number of instruments.

## PTO

The PTO meets monthly to address projects to assist/support the school, which are truly appreciated. If interested contact Stephanie at 685-7290.

## Physical Education

Our P.E. program teaches many different skills for both boys and girls. All students that do not have a doctor's exemption are expected to participate. If a parent feels that a child is too ill to participate in P.E., a note signed by the parent will excuse the student from P.E. for a maximum of three (3) days. If an illness or an injury necessitates more than three days out of P.E., a doctor's note is required. **Bad air days will be observed with limited or no required outdoor physical activity.**

## School Government

Elections are held for student council offices twice per year. The elected students meet regularly with the faculty advisor to discuss current happenings and to plan school events. Students interested in running for student council must pick up petitions in the office. The student body officers are expected to demonstrate exemplary behavior, attendance and work habits. Failure to do so may result in removal from office.

## Independent Study Program

A student may be assigned to a program of Independent Study when it appears to be in the student's best interest. Such an assignment requires the signed mutual consent and agreement of the school, the parents, or responsible adults, and the pupil. An Independent Study assignment may or may not include some subjects in the regular school program. The program of Independent Study shall be based on the individual needs of the student.

## School Policies

### Flag Salute

State law requires that the American Flag Salute or a patriotic exercise be held in every classroom every morning.

### Homework Policy

TCSD and Cypress Elementary recognizes that homework contributes toward building responsibility, self-discipline and life-long learning habits, and that time spent on completing homework directly influences a student's ability to meet the district's academic standards. TCSD expects students, parents/ guardians and staff to view homework as a routine and important part of a student's daily life. One concern a teacher faces is getting students to turn in homework on time. Your child's teacher can lower the grade of any student who fails to turn in homework. The teacher would much prefer to have the homework completed.

It is the responsibility of the parents to monitor the homework of their children. Homework given at Cypress usually falls within one of the following categories:

Homework should focus on independent practice and enrichment activities and include a variety of the following:

1. *Practice* assignments that help students master basic skills that have already been presented in class.
2. *Preparation* assignments that help students benefit from subsequent lessons.
3. *Extension* assignments that help students use skills in context.
4. *Creative* assignments that help students integrate many skills and concepts.
5. *Extra credit* assignments, assigned at teacher discretion, that help a student reinforce or extend learning.

As you can see, the amount of homework a student has depends on how hard he/she works in class, his/her ability level, his/her desire to improve the grade, etc. One important thing to remember -IF YOUR CHILD IS RECEIVING ANY GRADE BELOW "SATISFACTORY", HE/SHE DEFINITELY SHOULD BE DOING HOMEWORK. If you have any concerns regarding the amount of homework assigned contact the teacher before or after school. It is important that study patterns be developed early in the school year before the student falls behind the rest of the class.

### **Discipline and Student Behavior**

State law says that every student will attend school punctually and regularly, obey promptly all of the directions of their teacher and others in authority; be respectful to their teacher and their schoolmates; and refrain from using profane or vulgar language. The discipline policy protects students' rights to a quality education in a safe and positive environment. Students who do not comply with the above stated will be subject to disciplinary action. The next section of the Handbook will deal with the discipline policies of Cypress Elementary School and State Education Codes that apply to Cypress Elementary School. All public schools in the State of California are required to have their own discipline policies as stated by New Education Code Section 3529.5. The following are the discipline policies for Cypress Elementary School. Also refer to the TCSD handbook pages 59-63.

### **Detention**

State law (California Administrative Code Title 5 Sec. 353) gives school personnel the right to detain a student after school for a maximum of one (1) hour per day. Any student who fails to follow rules may expect to be placed on detention. The student's time during after school detention is spent doing schoolwork or other worthwhile work around the school campus. Time for detention is served either in the office or in the classroom. Anyone who owes detention time may not attend school assemblies or other functions.

### **Restricted Recess – Education Code 44807.5**

Education Code 44807.5 states that a teacher may restrict for disciplinary purposes the time a pupil under his/her supervision is allowed for recess. This law will be utilized at Cypress School.

### **Parent Volunteers**

Parent volunteers must be cleared through the school office before working in the classroom with students. This is to ensure the safety of all children. Clearance includes a TB test, background check, and fingerprinting. Fingerprinting is only required once for the duration of your family's enrollment in TCSD. For your convenience, TCSD has scheduled dates for fingerprinting. Please contact either the school office, or district office, for those dates and times.

### **Tardy & Leaving Early Policy**

School begins at 8:20 each morning. Students are expected to be on time to school and remain at school for the entire day. It is in severe violation of school rules and state law (Education Code 48200) if a child is tardy without a note or phone call verifying a valid excuse. Tardiness and leaving early are excused only for the same reasons as legal absences. If a child continues to arrive late or be picked up early without a valid excuse, their family will be referred to the School Attendance Review Board (S.A.R.B.) and/or Child Protective Services (C.P.S.) for investigation and possible prosecution. **Getting your child to school on time is a parent responsibility.**

### **Truancy**

Education Code, Section 48260, states that any pupil who is absent from school without a valid excuse more than three days or *absent from school in excess of thirty minutes* or more than three days in one school year is a truant and shall be reported to the attendance supervisor of the school district. If the problem continues, the student will be referred to the S.A.R.B. The parent or guardian is obligated to compel the attendance of the pupil at school and the S.A.R.B. may refer the problem to the District Attorney for further legal action. Parents who fail to require regular attendance of their child, if found guilty, are subject to fine and/ or imprisonment. **A parent must verify all absences. Three consecutive absences or excessive absences must be verified by a doctor's note.**

### **Tutorial Program**

An after school tutorial and an after school homework support club is offered. You may be contacted by your child's teacher regarding these services and the expectations of the students and participating parents. Please feel free to call your child's teacher for more information.

## Important Reminders

Parents may not pick up students before dismissal time for convenience purposes. A valid reason must be stated before we will disrupt the class to call for a child.

Please be patient and alert when driving to and from school. Help us keep the parking lot flowing smoothly. Do not leave your vehicle unattended unless you are in a parking space.

### Parking Information

Most of the campuses in Tulare City School District have parking issues and Cypress has had its share at one time or another. Our school population is increasing each year, which means more and more cars vying for the same parking spaces that could lead to parking issues. To avoid these problems, I want to update you on where we would like you to park and/or drop off your students before school and after school.

Please use the south entrance on Cypress Ave. to enter the parking lot and exit west onto Laspina St or use the southeast exit onto Cypress Ave. In front of the cafeteria is a drop/off and pick up lane, as well as parking spots. In front of the school office there is a drive way, which has a bus lane and a drop-off/pick-up passenger lane (no permanent parking area) where you can drop-off and pick-up your student. **Please do not stay stopped in this area.** If you are blocking traffic and your child has not yet come out for pick-up, you may be asked to circle back around so that traffic can continue to flow. Students that are dropped off here will need to walk down the sidewalk and cross the driveway in the crosswalk and immediately enter the school gate. If you choose to use the parking lot please park in a **designated** parking spot. There is also plenty of curb parking in front and across the street from the school on Laspina, as well as on Cypress Ave.

### The Importance of Regular School Attendance and Punctuality

It's a fact that students who attend school regularly learn more and are more successful in school than those who do not. Children who arrive late for school miss valuable instruction and require special attention, which could be used more constructively related to instruction. Absent and tardy students develop behavior patterns that are undesirable in school and later in work. Parents who make regular school attendance a priority also are helping their children learn to accept responsibility, and that's an important lesson for a successful life.

The staff at Cypress Elementary School is proud to announce our commitment to ensuring that class time is used effectively and efficiently. In that spirit, we have adopted a new set of procedures that will begin the first day of school.

Students can arrive on campus at 7:40 am. Students are to report to the cafeteria until 8:00 am. Students are released from the cafeteria to the playground at 8:00 am. The warning bell rings at 8:15 am and students are expected to begin lining up. The tardy bell rings at 8:20

and all students are expected to be in class. Students arriving after 8:20 am need to report to the office to get a tardy slip before going to class.

For students that are consistently on time, these procedures ensure that tardy students will not be allowed to disrupt their educational experience.

The staff at Cypress Elementary School is confident that these procedures will increase learning time for all students and will contribute to the positive and businesslike atmosphere of our school.

### Cypress School's Commitment to Student Wellness

The Tulare City Schools Governing Board recognizes the link between student health and learning. The Board believes that foods and beverages available to students at district schools should support the health curriculum and promote optimal health.

We are asking parents to support the district's nutrition education program by considering nutritional quality when selecting any snacks, which they may donate, and by limiting foods or beverages that do not meet nutritional standards. (Excerpts from Board Policy 5030(a), available on line at <http://www.tcsdk8.org>)

Three parties are permitted for the school year. They are Christmas, Valentines Day, and the last day of school. Parties are held the last 30 minutes of the school day. The Tulare City School District has a policy in effect that no homemade products may be brought to share with students. Please purchase any items from a bakery or supermarket.

#### Policies and Procedures:

Class Birthday Celebrations are not allowed during the school day. Please, do not bring cupcakes or items to distribute to the class, as they do not follow district guidelines.

Morning break time snacks may be brought by individual students to be consumed at morning break, please consider the district wellness policy when sending snacks and send nutritional items.

Student cold lunches brought from home are left purely to the discretion of the parent, though we encourage you to consider items that promote optimal health.

Please refer to the TCSD Parent Rights Handbook for all other information.  
**Working together we can make 2016-2017 the best school year ever!!!**