

Cherry Creek Elementary School

We Lead. We Learn. We Inspire. I Am Important!



Parent Handbook 2018 – 2019

Nebo School District
350 South Main Street
Spanish Fork, Utah 84660
801-354-7400
Superintendent: Rick Nielsen
Secretary: Raquel Van Wagoner

Cherry Creek Elementary
484 South 200 East
Springville, Utah 84663
801-489-2810
Mike Duncan, Principal
Secretaries: Kerrie Taylor, Heather Bringhurst

cherrycreek.nebo.edu
Follow us on Facebook & Twitter
Search for us on Instagram @leadersofcherrycreek

Thank you for being a part of the Cherry Creek Learning Community and for being informed and involved with your student's education. We encourage you to contact the school if we can be of assistance in improving your student's academic and/or social achievement at 801-489-2810.

You Can Help Your Child Be Successful!

Before reading Cherry Creek's policies and practices, please take a moment to consider this request. In most cases, a parent's attitude about school directly shapes his or her student's willingness to complete schoolwork and to put forth effort to succeed. If possible, please establish with your student at least these four items:

- 1) *a daily time and place to complete homework;*
- 2) *a home display board for excellent work, recognition papers, good grades, etc.;*
- 3) *a 20+ minute silent reading period per day when your student reads personally selected material (or is read to) because reading practice equals reading improvement and better readers are more likely to get better grades;*
- 4) *a regular bedtime that allows for ample sleep and gives your student his/her BEST CHANCE for learning the following day at school.*

Please help your child be successful by staying up to date on your child's assignments, work completion, and grades. This can be done via the Student Information System accessed from the www.nebo.edu website. Teachers will work hard to keep the Student Information System updated weekly. If you need assistance accessing your student's grades, please contact the office. You can also obtain missing assignments by contacting the office or your child's teacher.

Attending Parent Teacher Conferences, which are held three times each year, will keep you informed and also help your child succeed in school. Please attend!!

Nebo School District Mission

Our mission is to provide each student with quality instruction, learning opportunities, and educational environments which inspire classroom success, personal excellence, and responsible citizenship.

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Cherry Creek Elementary Vision

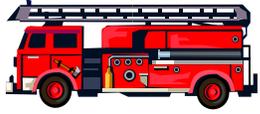
"Tomorrow's Success Begins Today!"

Cherry Creek School Community Council

Cherry Creek has an active community council composed of parents and staff members. The purpose of the community council is to improve student achievement by creating a plan based on Cherry Creek's goals. The School Community Council oversees the school's State Trust Lands allocation and makes recommendations relating to the school's programs, practices and other pertinent issues. At Cherry Creek, we take our council roles and responsibilities seriously. Council members have the opportunity to shape and impact school operations. We invite **YOU** to become involved as a member of our community council. If you are interested in joining please contact the office.

Emergency Dismissal:

Should an emergency dismissal from school be required (due to fire, natural disaster, etc.), parents are asked to do the following:



- a) follow directions announced via text message, e-mail, school website, Facebook, Twitter, local radio and television for picking up your student(s);
- b) remain as calm as possible; and,
- c) **before** taking your student(s) from the designated school dismissal site, **sign-out the student from attending school personnel**. This way, the school can ascertain the whereabouts and safety of each student during an emergency. **Please DO NOT take a child from the school grounds at any time without checking him/her out with the supervising adult or the office.**

Cherry Creek Elementary Attendance Policy:

Parents must contact the school and provide the reason for any absence. Notification should be made by telephone (801) 489-2810. Parents should excuse absences within two (2) school days following an absence. When a parent knows that their student is going to be absent for two (2) or more consecutive days, the parent should contact teachers regarding the student's assignments before the absence occurs.

Students having excessive excused absences exceeding all or part of five (5) days due to a stated illness may be required to provide a doctor's note specifically addressing the dates the student was absent from school.

The school principal may evaluate requests to approve extended or excessive absences. Such absences may be excused so long as the absences do not negatively impact the academic progress of the student. The decision to mark an absence "excused" is within the discretion of the school principal.

"Truancy" or "unexcused absence" means being absent from school for reasons other than those specifically authorized in the Nebo School District Attendance Policy, or an absence in which the school is either not notified or not notified in a timely manner as to the reason for the absence.

"Tardy" is when a student arrives at a class after the tardy bell has rung. Tardiness is considered a disciplinary issue as well as an attendance issue. If a student arrives to class over ten (10) minutes late but less than sixty (60) minutes late, the tardy may be considered a "late tardy." If a student is more than sixty (60) minutes late to class, the tardy may be considered an "absence" for that day. It is the responsibility of the parent of any student who is tardy to verify with the school that the student was marked tardy and not absent.

"Notice of Compulsory Education Violation" is a written notice served upon a parent, via personal service or certified mail, whose elementary student is at least six (6) years of age but younger than fourteen (14) years of age and who has ten (10) truantries during the current school year. The "Notice of Compulsory Education Violation" shall contain the notifications and provisions as required by Utah Code Ann., §53A-11-101.5(4)

Violation of this policy or a violation of a local school attendance and/or tardy policy or procedure may bring about consequences, including, but not limited to, a Concern Letter, a Notice of Compulsory Education Violation, a Compulsory Education Violation, suspension, Nebo Attendance Court, juvenile court referral, alternative placement, or other interventions.

Safety Issues:

Cherry Creek is a large building with a large number of students and safety becomes a collaborative effort between staff, parents, community agencies, and students. Please help us keep your children safe by following the guidelines below:

- Please send students to school no earlier than 8:30 a.m. so they will be supervised on the playground and in the cafeteria;
- Students should report home immediately after school;
- Students should ride busses where provided and use safe walking routes when on foot or bike;
- Students should dismount bikes, skateboards, etc. and walk while on the school grounds;
- All students should use the crosswalks around the school
- Students should follow behavioral expectations on the bus
- Please contact the bus shop for questions regarding school busing (801-465-6005);
- Security cameras are in use throughout the school and may be used by administration as the need arises;
- Please remember that school for all students K-6 dismisses at 2:30 on Mondays.



Food and Nutrition Services

We thank you for the opportunity to serve your children and the trust you put in us to feed them wholesome, well balanced, nutritious school meals. We care about your child's health and strive to continuously update and improve our menus. Your suggestions and concerns are always welcome and we invite you to be involved in our school meal program. We encourage parents and family members to be proactive in their child's life by encouraging them to:

- Always eat a healthy breakfast
- Eat more fruits and vegetables
- Limit or eliminate sweetened drinks
- Limit screen time
- Increase physical activity
- Eat meals together as a family
- Choose moderation and balance
- Promote positive body image



Most of the processed foods our children consume today are not wholesome. They are filled with by-products and high sodium which contributes to hypertension. We are working to reduce the use of these items in our menus, but we need help from parents and other family members. You can help by encouraging your children to try new foods, eat plenty of fresh fruits and vegetables, try whole grain rich menu items and drink low fat milks and limit or eliminate sugary drinks, or drinks with caffeine. Working together we can eliminate the health risks poor eating habits pose.

MEAL PRICES

Meal cost for full pay students	Lunch	\$2.00	Breakfast	\$1.50
Meal cost for reduced pay students	Lunch	\$.40	Breakfast	\$.30

Parents who choose not to purchase a school lunch must send a lunch with their child. Students who are not sent with a lunch or money to purchase a lunch will be reported to the Principal. It is important to us that students do not go without lunch.

Parents are advised to prepay into their child's account before school starts. Students who qualified for free or reduced status last year will qualify as they did at the end of the previous school year for the first 30 school days of the new school year calendar only. The expiration date will be October 1, 2016. Parents must fill out a new application every year. Free and Reduced Meal Applications can be filled out online at <https://paypams.com/OnlineApp.aspx>.

It is the parent's responsibility to fill out the application online or on paper and to make sure it is turned into the school secretary or Food Service Director. If a new application is not filled out and approved before October 1, the status will change from free or reduced to full price charge and parents are responsible for the debt accrued. Even if your child qualifies for free or reduced meals the charges made before the application is approved will have to be paid. Those charges will remain on your child's account until he/she is no longer in one of the District's schools. Before a student checks out of the school parents will be required to pay the debt. The debt will follow from grade to grade.

Parents may use <https://paypams.com/>, an automated payment system, to make payments for student's meals. Parents may make on-line payments, using debit or credit cards for one or all of their students, allocating the funds to each student's account.

Parents may make payments to the school by mail or hand delivery. Parents should clearly note the account to which funds should be credited (student's name or I.D. number). We accept checks, money orders, and cash. It is best not to send money with younger students as it may get lost. You can pay online, the cafeteria or at the district office. School secretaries are not allowed to take lunch money at the front desk.

Cherry Creek Dress Code:

We recognize that student dress often shapes student behavior. In an effort to maintain a learning environment at Cherry Creek Elementary, we have established the following Student Dress Code:

- Clothing must be neat, clean, in good repair and shall include shoes or flip-flops.
- Clothing and personal appearance must be neither provocative nor a distraction.
- Clothing and other articles of attire may not display anything which is illegal for student use (such as drugs, tobacco, and alcohol), or be sexually oriented or vulgar/ degrading, or depict weapons or their use.
- Undergarments, including bra straps, shall not be exposed.
- Midriffs shall be covered.
- A shirt or dress with a deep-scooped front, shoulder straps less than one inch wide, a deep-cut back, and/or deep cut armholes is inappropriate.
- Shorts must be approximately finger-tip length.
- Hair must be a natural color.
- Students are not allowed to wear caps, hats, bandanas, or related headgear in the building or during school hours. Students may wear hats in the building on Halloween as part of a Halloween costume or on hat day.
- Any student wearing or carrying overt gang paraphernalia will be referred to the administration for appropriate disciplinary action.



Medication at School:



- State Health Codes and District Safe Schools Policy restrict students from having pills or medication in their possession at school.
- The office staff *cannot* legally hold and administer medication to students (even Tylenol, Tums, cough drops, etc.). Should your student require medication at school, a parent has two choices:
 1. The parent may bring the meds to school and administer the meds to his/her own student.
 2. The parent may contact Tylene Shelley, School Nurse, at the school and do the paper work necessary for the school to hold and administer the medication.

Please do not send pills and medication with your student to school. Thank you for your help on this item.

Parent Messages to Students During the School Day:

- Please plan ahead with your student before school in order to minimize relaying messages to students during the day (i.e. giving instructions where the student is to go that day after school, reminding students of personal information, etc.).
- Should an unanticipated situation arise, we will do our best to relay information to your student, but delivering messages interferes with instructional time. Thanks for your support regarding this issue.

Personal Belongings:

- Students should avoid bringing items from home to school as we are not responsible for lost or stolen items. If a child brings toys, electronics, etc. from home, they should remain in child's backpack during school unless arrangements are made with the classroom teacher.
- Students may bring personal playground balls, jump ropes, etc. Personal equipment for the playground should be labeled with the student's name. The school is not responsible for a student's personal playground equipment.
- Under no circumstance should a student bring to school weapons, tools that can be used as weapons (including, but not limited to: utility knives, screw drivers, pocketknives, home-made knives, etc.), laser producing objects, lighters, matches, combustible materials, etc. Should a student discover an item such as this in his/her pocket, the student is required to hand it immediately to the nearest adult. Students who are in possession of such items are in violation of Federal and state safe schools legislation and will receive consequences per district policy and/or state and federal law.

Student Cell Phones:

- From the first bell in the morning through the dismissal bell at the end of the day, **cell phones are to be out of sight and powered off**. Students using cell phones during this time will have their phones confiscated. Students should not have their cell phones on at any time during the school day. Students using cell phones after the dismissal bell **MUST** wait until they are outside the building to power on and use their phones. Cell phones may **NOT** be used in the school building unless a classroom teacher has designated student use of cell phones for an instructional activity.
- Should an 'emergency' arise requiring a student to use a cell phone during the day, the student may request an office pass from his/her classroom teacher. Upon hearing the student's rationale, the teacher may issue the



student an office pass. Once in the office, the student may use his/her cell phone under the supervision of an adult.

- Students are asked to preplan their school day in ways that ensure they start the morning with needed homework and materials, means for lunch planned (sack or school) and afterschool social activities prearranged with peers and parents. Arrangements for these types of needs are not designated as emergencies.

Tobacco-Free Schools:

- The use of tobacco by students and adults is prohibited on school grounds or off-grounds at any school activity. Clothing and possessions advertising tobacco are prohibited on school grounds or at school activities.

Visitors at School:

- All visitors must check-in and obtain a visitors' pass at the main office
- **We encourage parents to visit school.** Please check in at the office for a visitors' pass.
- Students from other schools may be permitted to visit class with Cherry Creek students after receiving permission from both the classroom teacher and the principal.
- Please remember to check out at the end of your visit. Thanks! 😊

Curriculum and Instruction:

Cherry Creek staff follows the curriculum guidelines for each grade level and subject area as defined in the Utah State Core Standards. This year we will continue to focus on implementing the Journeys language arts curriculum as well as the My Math curriculum. We will also begin using the Blast phonics program in all k-3 classrooms. For detailed information on our curriculum, instruction, and support programs, please don't hesitate to contact the principal or your student's teacher with your questions, concerns or ideas! If your student is struggling in any way, it is important that we work together to create a successful educational experience for your child.



Reasonable Accommodation of Parent/Guardian Rights

A student's parent or guardian is the primary person responsible for the education of their student. A parent or guardian has the right to request reasonable student accommodations in writing as delineated by Utah Code 53A-15-1503.

Bullying - No Tolerance:

At Cherry Creek Elementary School, each student has a right to feel safe and to be educated in a safe learning environment. Related to each student's feeling of safety, **Cherry Creek will not tolerate bullying behavior.** School guidelines regarding bullying are as follows:

1. We will not bully other students.
2. We will help others who are being bullied by speaking out and by getting adult help.
3. We will use extra effort to include **all students** in activities at our school.

Parents play a critical role in assisting the school in maintaining a bully-free environment. If your student is being bullied at school, we ask you to contact Mike Duncan, Principal, at 801-489-2810.

