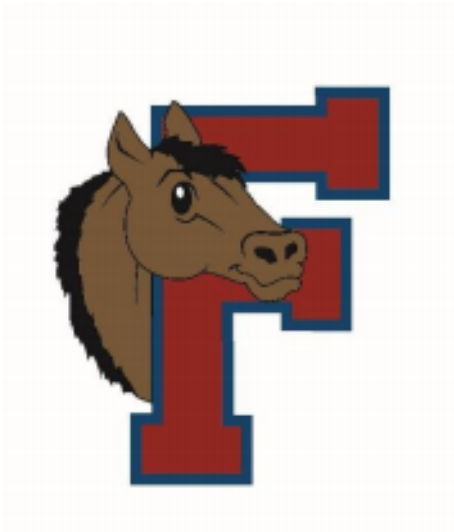


Frontier Elementary School

A California Gold Ribbon School
California Distinguished School (2012 & 2020)
Bonner Award Recipient 2023-2024
Gold Medal PBIS School

Student/Parent Handbook



2025-2026

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THERE'S NO PLACE LIKE FRONTIER!





PUESD Board of Trustees

Balea Avila

Douglas Woods

Phillip Sippel

Danielle Darpli

Jennifer Kuehn

Vision Statement

Frontier Elementary, together with students, staff and parents will create a positive, challenging, and supportive learning community. We will teach and model respect for self, others, and our environment. A strong foundation in academics and participation in enrichment and extracurricular activities are highly valued. Students have many opportunities to problem solve, work independently, and cooperatively within social and academic groups. Learning is viewed as a lifelong journey that is joyful and prepares students to become responsible and productive citizens of our world.

District Staff:

John Raven, Superintendent

Shelley Leal, Assistant Superintendent Fiscal Services

Nicole Hester, Director of Learning Support Services & Programs

Richard Flamson, Intervention/Special Ed Coordinator

Tina Brooks, Human Resources

Josh Vogelgesang, Director of Technology

Chad Cunha, Maintenance, Operations & Transportation Director

David Pires, Transportation Supervisor

Maria Dixon, Food Services Director

Megan Ruch, Child Care Director

Frontier Mustang Staff:

Teacher	Grade	Room	Teacher	Grade	Room
Chelsea Lourenco	TK	802	Joshua Johnson	3rd	507
Hannah Borbon	TK	801	Marcos Ayala	3rd	508
Calvie Clement	TK	403	Zachary Westover	4th	602
Shanae Vryhof	KG	401	Jacob Aldava	4th	603
Kristen Boydston	KG	402	Ana Rico-Osorio	4th	604
Bethany Dial	KG	404	Amy Fritts	5th	605
Emilie Bader	KG	409	Alyssa Legarretta	5th	606
Karen Jost	1st	405	Katie Randalls	5th	607
Madeline Cardoza	1st	406	Amanda Braden	3-5 Mild/Mod	701
Becky Woods	1st	407	Renee Nielson	Art	504
Brandi Blankenship	½ Combo	408	Anselmo-Billings/Knudson	RSP/Speech	506
Elaine Canto	2nd	501	Cecily Olson	Counselor	601
Jessica Bribiesca	2nd	502	Bentley/Gamble	Title 1	608
Alyana Manasan	2nd	503	Ani Munoz	EL	702
Joanna Pimentel	3rd	505	McKennie/Rodriguez	PE/Band	703

Office Staff

Tenci Murillo-Brown	Principal	murillo-brownt@puesd.net
Whitney Nelson	Asst Principal	neslosnw@puesd.net
Sonia Gomez	Admin Secretary	585-2430 ext 4201
Tori Oliveira	Secretary	585-2430 ext 4200
District Website		www.puesd.net

Student Services Staff

Tye Fletcher	District Psychologist
Raeleen Knudson	KCOE Speech and Language Therapist
Somjai Cochran	District Registered Nurse
Mary Froberg	School Nurse
Janae Dodd	School Librarian
Ana Munoz	English Language Development Instructor

Parent Club



Officially known as the FEPTC (Frontier Elementary Parent Teacher Club), this organization plays a vital role in the success of Frontier Elementary School. One of their goals is to provide opportunities for families to have fun together. They also sponsor major fundraising events throughout the year to support our programs and student events at our school. The FEPTC funds field trips, holds Book Fairs, organizes movie nights, as well as many more awesome events! Parent volunteers are needed and welcomed by the FEPTC Board. They meet monthly on campus or virtually. We encourage parent participation. Information regarding FEPTC is shared in the weekly bulletin.



School Resource Officer

Currently, Pioneer Union Elementary School District contracts with the Hanford Police Department to provide a School Resource Officer for all three sites. The role of the School Resource Officer is to provide law enforcement services to the schools, be a positive role model, prevent juvenile delinquency by having positive interaction with students, be a visible presence within the school community, attend/participate in school functions, maintain a close partnership with school administrators, assist school administrators in emergency crisis planning and building security matters, walk/patrol the campuses, assisting teachers or administrators with projects/issues, investigating crimes, conducting traffic enforcement, monitoring recesses and lunch breaks, conducting home visits (address verifications and SARB), giving class presentations and helping with school functions/events. The School Resource Officer is NOT the disciplinarian or primary person for day to day school incidents. Typically, each school site will first address and attempt to resolve the issue prior to law enforcement getting involved. While we work together, schools follow Ed code and the deputy follows penal code with some overlap. The Superintendent or designee collaborates with local law enforcement agencies to establish procedures which enable law enforcement officers to carry out their duties on school campus.



25-26 Frontier Daily Schedule

Early Morning:

Dismissal Times:

Campus Opens	7:30 AM	Monday, Tuesday, Thursday, Friday	
First Bell- Line Up	8:05 AM	TK/KG	2:00 PM
Tardy Bell- Class Begins	8:10 AM	Grades 1-2	2:05 PM

Recess:

Grades 3-5 2:45 PM

KG	9:45-10:00 AM	Wednesday - <i>EARLY OUT</i>	
Grade TK & 1	9:30-9:45 AM	TK/KG	1:00 PM
Grades 2 & 3	9:45-10:00 AM	Grades 1-2	1:05 PM
Grades 4 & 5	10:00-10:15 AM	Grades 3-5	1:45 PM

Lunch Times:

Super Minimum Dismissal:

TK	10:50-11:30 AM	<i>December 19, 2025 & June 5, 2026</i>	
KG & 1st	11:00-11:40 AM	TK/KG	12:00 PM
Grades 2 & 3	11:40-12:20 PM	Grades 1-2	12:05 PM
Grades 4 & 5	12:20-1:00 PM	Grades 3-5	12:45 PM

Super Minimum Dismissals

The district has two Super Minimum days during the school year. They occur the day before **winter break** and **the last day of school**. These will always be announced in the weekly bulletin and on the school website.

Office and School Information:

Air Quality Program



Our District participates in the American Lung Association's education/notification program for air pollution. A colored flag is raised next to the office each day to alert the community of the air quality forecast.

- **Green** = good quality; outdoor activity ok for all
- **Yellow** = moderate; outdoor activity ok for all
- **Orange** = unhealthy for sensitive groups of people; sensitive groups should avoid vigorous activity
- **Red** = unhealthy; sensitive groups should stay indoors
- **Purple** = very unhealthy; everyone should stay indoors

On days when the air quality is predicted to be unhealthy for sensitive groups, alternatives are made available to students indoors. On **purple days**, outdoor activities will be canceled and P.E. will be held indoors.



Checking Your Child out of School

If you find it necessary to check your child out of school during school hours, please report to the office to sign him/her out. This should only be done if the child is sick/injured, has a medical appointment, or for bereavement of an immediate (or living in household) family member. Any other reasons will be unexcused.

Please note: More than 2 early check-outs will disqualify 3rd-5th students from Mustang Spirit. Please remember:

- All adults are required to provide a photo ID card
- Only adults on the emergency card may pick up students.
- We will not call up students from class early to wait

Drop Off and Pick Up



Students are to be dropped off and picked up in the designated area only. The pickup/drop off lane in the **north parking lot** is for quick dropping off and loading of students. Every effort is made to ensure student safety. School staff are stationed at this area to assist students and guide traffic.

If you need to get out of your car to assist your child or if it takes extra time to properly fasten your child into a car seat, we ask that you park in a parking stall and walk to pick up your child. For your child's safety, please have your child exit the car closest to the school building to avoid passing traffic.

Please note that the handicapped parking stalls near the office can only be used by vehicles with proper handicap signage. The front parking lot, located by the office, cannot be used as a pick up or drop off area. Support by all adults with all procedures is imperative to student safety.



Students who arrive at school by bike or scooter **must wear a helmet for safety**. We also do not allow students to **cross traffic at the non designated crosswalks**. This is for student and parent safety. Please refer to our suggested route plan for more information. Staff and our school resource officer monitor this and will remind students and parents of this safety rule.



Lost and Found



It is important to **label all personal items** such as jackets, lunchboxes, water bottles, etc. with your child's name. The school is not responsible for lost personal items. Items found on campus are placed in our Lost and Found area near the cafeteria. Every attempt is made to return labeled items to the proper students. Each year many articles of clothing are lost and remain unclaimed. All unclaimed items will be donated to local charities.

Medical Needs



Parents will be notified in case an illness or a major accident occurs at school. If you cannot be reached, we will use the name and telephone number of your emergency contacts. **It is important that you keep us updated with current contact numbers and information. If your child has a medical need, please contact the school office.** Students may not take any medication, prescription or over-the-counter, at school without proper documentation through the office. We will work with you and the child's physician to develop an individualized health care plan if your child has specialized needs.



Parent Volunteer Opportunities

Frontier teachers welcome parents in the classroom. There is always something that can be done to assist the teacher and the students. In addition, there are opportunities to volunteer in the library, field trips, the cafeteria, and with the many activities of the Parent Teacher Club. If you are interested in volunteering on campus, a volunteer packet must be completed. Please allow up to 2 weeks for processing.

All volunteers must:

- be cleared to volunteer through our district
- present a photo ID upon check-in
- work out details with teacher in advance

- dress modestly, respecting our dress code
- make arrangements for younger children



Visiting Campus

FOR THE SAFETY OF ALL STUDENTS, all visitors must report to the office to **check in with their driver's license**, which is run through our security database RAPTOR. Parents are welcome to have lunch with their child/children (**no fast food**) in a designated location on campus or volunteer in classrooms (if coordinated with the teacher). Please keep in mind some events/activities are for students and staff only, prior to your arrival please contact the office to see if the event/activity is open to visitors. If you are flagged within RAPTOR, you will not be allowed to enter campus during the school day. However, you are allowed to pick up/drop off your child within the office or outside the gates. When you are ready to leave, you will return your pass to the office and sign out.

We do ask that other arrangements are made for your younger children and that they do not accompany you during your time on campus.

Student Birthdays



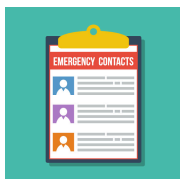
In an effort to encourage our students to develop a healthy lifestyle and protect students with food allergies from accidental exposure, and the changes in the **federal nutritional requirements**, **we will not allow food treats (including candy and juice)** for birthday snacks. Parents are still encouraged to celebrate student birthdays by offering an alternative to food treats such as providing an item for all students in the class with pencils, erasers, crayons, etc. Another fun idea is to donate a hardback book to the library in honor of your student. Please contact your child's teacher or school office in advance with a description of the birthday goodies. Parents will need prior approval before sending items to school. **If food treats are brought to school, they will be returned since they are not allowed at school. Balloons, flower deliveries, etc. are**

not permitted for students. They will be refused if brought on campus, as it is a distraction to the learning environment.

Wellness



Pioneer Union Elementary School District believes our students' health and wellness is an essential part of their education. Physical Education and Nutrition is something we value and have a Wellness Committee in place to regularly review what we are doing as a district. If you are interested in becoming a part of the Wellness Committee, please contact the office.



Emergency Contact Information

To ensure that the school is up to date with current contact information for parents/guardians/responsible adults, please complete and submit the Annual Update through the Infinite Campus Parent Portal, available through the last day of August. It is required that at least one other contact be added in the event that you cannot be reached. If you do not have a Campus Parent Portal, please call the district office at 585-2400.



Attendance Information

Absences will be excused for the following reasons:

1. Personal illness including absences for the benefit of the student's mental or behavioral health
2. Quarantine under the direction of a county or city health office
3. Medical, dental, optometric, or chiropractic service or appointment
4. Attendance at funeral services for a member of the student's immediate family. Such absence shall be limited to one day if the service is conducted in California or three days if the service is conducted out of state (Education Code 48205)
5. Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including, but not limited to:
 - Appearance in court
 - Attendance at a funeral service
 - Observance of a holiday, religious or ceremony
 - Attendance at religious retreats for no more than four hours per semester
6. To spend time with an immediate family member who is an active duty member of the uniformed services, as defined in Education Code 49701, and has been called to duty for deployment to a combat zone or a combat support position or is on leave from or has immediately returned from such deployment
Such absence shall be granted for a period of time to be determined at the discretion of the Superintendent or designee. (Education Code 48205)
7. Attendance at the student's naturalization ceremony to become a United States citizen.
8. Participation in a cultural ceremony or event which relates to the habits, practices, beliefs, and traditions of a certain

- group of people (Education Code 48205)
9. Participation in religious exercises or to receive moral and religious instruction at the student's place of worship or other suitable place away from school (Education Code 46014)

Method of Absence Verification

Parents are to call the attendance hotline 585-2430 option 1 on the day of the absence to verify the reason for the absence, or email fesattendance@puesd.net.

The following methods may be used to verify student absences:

1. Written note, fax, email, or voice mail from parent/guardian or parent representative.
2. Conversation, in person or by telephone, between the verifying employee and the student's parent/guardian or parent representative. The employee shall subsequently record the following:
 - a. Name of student
 - b. Name of parent/guardian or parent representative
 - c. Name of verifying employee
 - d. Date(s) of absence
 - e. Reason for absence
3. Visit to the student's home by the verifying employee, or any other reasonable method which establishes the fact that the student was absent for the reasons stated. The employee shall document the verification and include the information specified in #2 above.
4. Physician's verification.

When a student has had 6 absences in the school year verified by methods listed in #1-3 above, district staff will require further verification of absences specific to the reason for the absence, including but not limited to:

- a) verification of services rendered by a licensed health or behavioral health care provider
- b) verification by a recognized official of the student's religion or other valid verification of participation in a religious ceremony or instruction

Verification of an excusable absence must be received within three school-days from the day of the absence. If the verification is not received within three days, the absence will be recorded as an unexcused absence. For purposes of this section, three school days shall include the first day of the absence and two subsequent school days.

Students who are tardy in excess of thirty (30) minutes without a valid excuse or absent for three days in one school year without a valid excuse are considered truant per Education Code Section 48260

Checking your child out of school

Students must be checked out by a parent/guardian or person listed as an Emergency Contact. The individual signing them out must appear in person with a photo ID, before leaving.

For more information on student absences, see Board Policy/Administrative Regulation 5113 which can be found on the Pioneer UESD District website

SCHOOL ATTENDANCE REVIEW BOARD

When necessary, the student may be referred to a school attendance review board (SARB) program for unexcused absences or truancy.

The purpose of this board is to intervene and meet the special needs of pupils with school attendance problems and/or school behavior problems. They may also make decisions about students who are habitually truant and/or have attendance issues. If a pattern of absences is established, you will receive SARB notifications, by mail and or in person and may be referred to the SARB board.

Please call the school to report if your child will be absent. The number is 585-2430, ext. 1. If your religion prohibits participation in certain activities such as holiday parties, alternative activities will be provided during the time the class is engaged in such activities. Please make arrangements with your child's teacher. An absence from school for this purpose will not be excused.

Cafeteria Information



Breakfast and Lunch Programs

The State of California provides two meals free of charge (breakfast and lunch) each school day to students requesting a meal, regardless of a student's eligibility. This mandate is referred to as Universal Meals. Pioneer Union Elementary School District offers a Breakfast program and a Hot Lunch program at all three of its campuses. Both breakfast and lunch are available for all students which includes a choice of milk. Breakfast is served every morning starting at 7:30 a.m. A different entree item is offered each day, along with fruit, 100% fruit juice, and a choice of milk. You will find breakfast listed above each day's lunch menu on both the monthly menu and weekly bulletin.

The Food Service Department uses an "Offer versus Serve" system for all students. This means that students may choose from any of the items available during breakfast or lunch, taking the items they wish. At the minimum, students must take three of the four meal components offered for breakfast and three of the five meal components offered for lunch. One of the choices **MUST** be a $\frac{1}{2}$ cup of fruit and or $\frac{1}{2}$ cup of vegetables. Milk is available for cold lunch students and one additional milk may be purchased at lunch only for \$0.50.

Meal Accounts

Each student is issued a cafeteria code number upon enrolling into the district. The student is required to enter their code when they wish to receive a breakfast or lunch meal. During lunch only, cold lunch milk and one additional milk can be deducted from the students account if they have funds available. Payments can be made online through MyPaymentsPlus, dropped off in the payment drop box located in the school office, or turned into the student's teacher first thing in the morning to expedite the lunch line. **Please note:** Balances on student's accounts should be no more than \$5.00 at any time during the school

year. If using MyPaymentsPlus, please do not set up an automatic payment that will exceed the \$5.00 maximum.

Current prices are as follows:

Milk Price - \$0.50

Adult - \$6.00

Remaining Meal Account Funds

Any balance remaining on an **exiting free** or **reduced-priced** student's account will be automatically refunded.

Parents/Guardians of a **full pay** student may request a refund, to transfer funds to a sibling, or donate remaining balance any time during the year.

Cafeteria Clerks will attempt to contact a parent/guardian of all **exiting** or **graduating paid** students with a balance \$5.00 or less to see if they would like a refund, to transfer funds to a sibling, or donate funds to the cafeteria. The Cafeteria Clerks will note on the Withdrawal Slip which option has been made. The cafeteria clerk will attempt to contact the parent/guardian twice and record the date, time, and name of the person contacted. Should the parent not respond within five business days of the last phone call, the balance shall be transferred to the cafeteria fund as a donation.

Food Deliveries



Students are not permitted to order food for delivery at the school except as part of an organized and supervised activity. **We ask that parents not bring fast food** to their children at school or send it in their lunch bags. If you do choose to bring fast food, your child will have to eat it in the office.

Dining With Your Child

Parents are encouraged to occasionally join their child for lunch in the cafeteria. Parents must have an updated, cleared volunteer packet on file. Parents that join their child for lunch will sit at a designated table in the cafeteria away from each classroom. Please call ahead to reserve a meal if you'd like to eat a hot lunch. Fast food is not allowed in the cafeteria.



Peanut Butter

We have several students with life threatening allergies to peanuts. Even the smell of peanuts or peanut residue on a slide or swing can cause a serious reaction. As parents we can certainly identify with the worry that this situation can cause. Due to this life threatening situation, we request that kindergarten, first, and second grade students NOT bring peanuts or products containing peanuts (such as peanut butter) as a snack. In addition, we ask that you consider other options for your child's lunch. Please notify the office with documentation if your child has any allergy.

Snack



Students are allowed to bring a healthy snack from home for their midmorning recess. Students should not share snacks with other students.

NOTICE OF FREE AND REDUCED MEAL PRICES

(E.C. sections 49510-49520; 42 U.S.C. 1758 and 1773)

Your child may be eligible for free or reduced meal prices. The application form and related information will be distributed to all parents at the beginning of each school year. Applications are also available from the Cafeteria Clerks or on the website.

Although your child will be receiving free meals from the Universal

Meals program, this form helps the Pioneer Union Elementary School District get extra funding for student support programs such as:


- instructional aides in the classrooms
- reading intervention teachers
- support classes at the middle school
- extra support English Learner students
- in-school social-emotional supports for students
- help for students whose families are experiencing homelessness

USDA Nondiscrimination Statement

U.S. Department of Agriculture (USDA) nondiscrimination statement for child nutrition program participants.

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the state or local agency that administers the program or contact USDA through the Telecommunications Relay Service at 711 (voice and TTY). Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, [AD-3027](#)  (PDF), found online at How to File a Program Discrimination Complaint and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call 866-632-9992. Submit your completed form or letter to USDA by:

1. mail:
U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights

1400 Independence Avenue, SW, Mail Stop 9410
Washington, D.C. 20250-9410

2. fax:
202-690-7442; or
3. email:
Program.Intake@usda.gov.

Questions: Child Nutrition Programs (CNP) Complaints | cnpcomplaints@cde.ca.gov

Last Reviewed: Thursday, April 17, 2025

This institution is an equal opportunity provider.

Esta institución es un proveedor que ofrece igualdad de oportunidades.

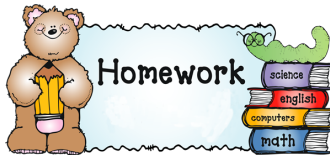
EARNED INCOME TAX CREDIT INFORMATION ACT

(California *Revenue and Taxation Code (RTC)* Section 19853(b))

Based on your annual earnings, you may be eligible to receive the Earned Income Tax Credit from the Federal Government (Federal EITC). The Federal EITC is a refundable federal income tax credit for low-income working individuals and families. The Federal EITC has no effect on certain welfare benefits. In most cases, Federal EITC payments will not be used to determine eligibility for Medicaid, Supplemental Security Income, food stamps, low-income housing, or most Temporary Assistance for Needy Families payments. Even if you do not owe federal taxes, you must file a federal tax return to receive the Federal EITC. Be sure to fill out the Federal EITC form in the Federal Income Tax Return Booklet. For information regarding your eligibility to receive the Federal EITC, including information on how to obtain the Internal Revenue Service (IRS) Notice 797 or any other necessary forms and instructions, contact the IRS by calling 1-800-829-3676 or through the website www.irs.gov. You may also be eligible to receive the California Earned Income Tax Credit (California EITC) starting with the calendar year 2015 tax year. The California EITC is a refundable state income tax credit for low-income working individuals and families. The California EITC is treated in the same manner as the Federal EITC and generally will not be used to determine eligibility for welfare benefits under California law. To claim the California EITC, even if you do not owe California taxes, you must file a California income tax return and complete and attach the California EITC Form (FTB 3514). For information on the availability of the credit eligibility requirements and how to obtain the Franchise Tax Board at 1-800-852-5711 or through its Web site at www.ftb.ca.gov.

*** This Institution Is An Equal Opportunity Provider**

Academics



Homework is an important part of a child's school experience. Students are expected to **complete homework Monday through Thursday**. The amount and type of homework students have will vary according to the grade level. Naturally, the amount of homework students have, will also depend on how well they use their time in school.

The average amount of homework for each grade level is shown below. In addition, every student should be spending time independently reading each night.

Kindergarten 10-15 minutes

First Grade 15-20 minutes

Second grade 20-25 minutes

Third Grade 25-30 minutes

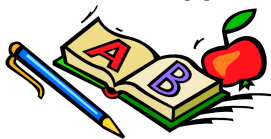
Fourth Grade 30-40 minutes

Fifth Grade 45-60 minutes

Late and Make-up Work

Students are expected to turn in their daily class work and homework. Students may receive loss of privileges if they fail to turn in their homework. If a pattern of missed homework develops, then a parent conference can be scheduled to discuss the issue. Students that do not complete homework/classwork consistently, can be marked down in the "Learner Behavior" section of the report card and may not qualify for the Mustang Spirit reward trip. Students are required to make up any work that is missed due to absences. It is the responsibility of the student, when returning to school, to talk to their teacher about make-up assignments and receive any necessary instruction and assistance. Students will be allowed as many days to make up the work as they were absent. In case of hardship, a teacher may allow extra days. If students do not complete the make-up work, they may receive a "0" for the missing work. If students are absent on the day of a test, they will be expected to take the test on the day of their return. If a student is suspended, he/she will be allowed to make up the work missed after returning.

Student Support



Aside from students being placed in a multiple subject classroom, Frontier School maintains several programs to assist students who have academic challenges.

- **English Language Development Program:** Provides support to students who have not attained proficiency in the English language
- **Migrant Program:** A special tutoring and assistance program for students identified as migrant
- **Special Education:** Provides specialized academic instruction and/or designated instructional services for students who qualify for an Individualized Educational Plan
- **Title I:** A reading literacy lab provides targeted assistance for students coordinated by our reading intervention teacher



ACADEMIC HONESTY AND THE USE OF ARTIFICIAL INTELLIGENCE

Students are expected to act with integrity, respect their own intellectual and creative work as well as that of others, acknowledge sources consistently and completely, and act honestly during exams and on assignments. Academic honesty requires that students produce work that is their own work. In contrast, academic dishonesty is a student's attempt to claim work that he or she did not solely produce, and/or to mislead as to their skills.

Academic dishonesty includes, but is not limited to:

- Communicating with another student during an exam
- Copying material during an exam, allowing another student to copy from their exam paper
- Using unauthorized notes or devices without explicit teacher permission
- Submitting falsified information for grading purposes
- Submitting work written by another person or generated via Artificial Intelligence (AI) technology (except as outlined below)
- Submitting work written by the student for another assignment without the instructor's knowledge or consent (self-plagiarism)
- Copying another person's assignment(s), allowing another student to copy his or her assignment
- Failing to acknowledge paraphrased materials via textual attribution properly, footnotes, endnotes, and/or a bibliography.
- Making up data for an experiment
- Citing nonexistent sources (articles, books, etc.)
- Taking a photo of an exam

Artificial Intelligence (AI) can have potential benefits on student learning. However, AI shall not impede the acquisition of, or replace the student's ability to, demonstrate mastery of grade level standards and skills. Therefore, use of AI will be permitted under the following conditions:

- AI shall only be used by students under the explicit permission and direction of their assigned teacher/s

- Use of AI shall be limited to only those assignments/projects where explicit permission has been given
- If AI is used to complete an assignment/project, the source must be cited. Submitting AI generated content as a substitute for original student work will be considered plagiarism.

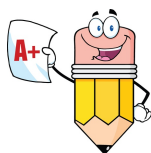
Illuminate Parent Portal-Infinite Campus



illuminate education®



Parents may now access their students' grades, assessments and much more on the Illuminate and Infinite Campus Parent Portal. To create an account visit <https://puesd.illuminatehc.com/login>. You will need an email and your access code to create an account. Information about the parent portal and access codes are sent out every year. If you need help logging in you may contact our office or the district for assistance.



Grade Reporting

Report Cards

All students will receive a report card each trimester indicating their progress toward end of year grade level state standards. The levels used on our report cards are:

Academic Marks

4= Consistently Meets Standard
3= Meets the Standard
2= Approaching the Standard
1= Does Not Meet the Standard

Learner Behaviors

C= Consistently
M= Most of the Time
S= Some of the Time
I= Infrequently

Trimester

First
Second
Third

Trimester Ends

November 7
March 6
June 5

Report Cards

November 19
March 18
June 5

**Student Grade Promotion**

In order to be promoted to the next grade level, students must show mastery of state standards by the end of a school year. Together with parents and administration, our teachers work diligently to support students with their academic progress. Aside from report cards, there is one Parent Teacher Conference scheduled in the fall. Parents shall be notified of any concerns to best meet every child's needs. At times, through our intervention process, it may be deemed a benefit to retain a student. Retentions are a mutual decision between parents and the school. PUESD has a criteria for retention that is used to determine retention eligibility. We believe in working closely together to make the best decision for each individual child. (*See district policies for criteria regarding promotion and retention - available on our website*).

Programs and Activities:

Aside from rigorous grade level state standards, extracurricular opportunities are an important part of a well-rounded elementary education. At Frontier, we have a teacher led art program for all students. We also provide music/band for fifth grade students with a credentialed music teacher.

Buddy Squad



Our Buddy Squad Program for 4th/5th grade students, is a leadership opportunity to mentor our younger Mustangs on the playground during recess and lunch. The program is designed to allow specially chosen students to help their younger peers find positive ways to follow school rules and solve disagreements and minor problems. They also help with campus beautification and recycling.

Field Trips



All trips planned by the school are for specific educational purposes. Parents will be notified in advance and chaperones will be arranged by teachers. Students will have the option to order a sack lunch from our cafeteria or bring one from home. **We are unable to allow children who are not students in the class to attend field trips with parents chosen as chaperones.** Students **must ride on the school bus** to and from the field trip destination. If a parent would like to pick up their child from the field trip destination, they must put in a request with their child's teacher prior to the field trip.

Mustang Spirit



As the Frontier Mustangs, one of our goals is to develop school pride and recognize students for making appropriate choices. In the 3rd-5th grades attendance, good citizenship, appropriate behavior and responsible attitudes can earn a student a place

in the Mustang Spirit Club.

Each trimester these children participate in the Mustang Spirit Celebration. Students must be enrolled in school by the date progress notes go home to be eligible for that trimester's reward. The following are the criteria for Mustang Spirit:

- **No discipline referrals during current trimester**
- **Must have all “consistently” marks and/or no more than 2 “most of the time” on their work habits on the report card for the trimester in the following areas:**
 - *Accepts responsibility for own behavior*
 - *Follows Directions*
 - *Respects other's rights/feelings/property*
 - *Uses time effectively*
 - *Completes and returns homework.*
- **No more than 4 Clip Chart Points (i.e. ending on pink or purple)**
- **Students may have no more than 2 combined attendance marks from the following categories; *excused or unexcused per trimester, absences, tardies or sign outs.***
- **Any new student must be enrolled by the date of the trimester progress report in order to be eligible for Mustang Spirit**

Mustang Speech Festival



This event promotes public speaking at the elementary level. Students who perform focus on voice projection using expressions and gestures to emphasize the meaning and spirit of the selection. Students in grades first through third will perform a class piece. Whereas fourth and fifth graders can volunteer to perform a solo, duet, or small group performance.

Spelling Bee



Students from each first to fifth grade classroom have the chance to represent their grade level in a district spell-off. Then one speller and an alternate will represent PUESD at the Kings County Spelling Bee during the spring.



Student Council

There are two opportunities for 5th grade students to run for office. Elections are held in the fall and spring. Students must create a poster and write a speech that will be recorded and viewed by all voting students. The students council positions include; President, Vice President, Secretary, Spirit Advisor (2), and Sports Commissioner (2).

At the beginning of the trimester, fourth and fifth grade classrooms will elect an individual to represent their class on the Student Council. These students meet on a regular basis to solve issues of importance to students and to participate in planning activities for the student body throughout the year.

Track

Students in grades 3-5 may try out for the track team in the spring. Students that make the track team will compete in at least two meets and will have the opportunity to qualify for additional meets.



Student Recognition



Honor Roll: 2nd – 5th grade who meet/exceed in both academic areas ELA & Math by the EOY.



Extracurriculars: Buddy Squad, Track, Student Council, Kindness Club, Intramural Sports, and Cheer Club.

Mental Health Services Annual Notice



Community Mental Health Service Agencies

Kings County Behavioral Health

460 Kings County Dr. #101. Hanford, CA 93230

Phone: (559) 852-2444

Kings Behavioral Health provides a wide variety of services to support students and families in need of mental health support. Their expertise runs that gamut.

Kings View Counseling Services

1393 Bailey Dr. Hanford, CA 93230

Phone: (559) 582-4481

Walk-In Hours: Monday-Friday (except Tuesdays) 8:00AM-2:00PM

Crisis Number's: (559) 582-4484 & 1-800-655-2553

Kings View Counseling Services for Kings County promote the prevention of and recovery from mental illness and substance abuse for the individual, family and community by offering accessible, caring and culturally competent services.

Aspiranet Adventist Behavioral Health

530 Kings County Dr. #104. Hanford, CA

1025 N Douty St Hanford, CA

Family HealthCare Network Kings Counseling Center

250 W 5th St. Hanford, CA 93230

808 N Irwin St. Hanford, CA 93230 (877) 960-3426 (559) 584-2819

National Suicide Prevention Lifeline

1-800-273-8255

POSITIVE BEHAVIOR INTERVENTIONS & SUPPORTS



PBIS Expectations

Our priority is to provide a safe and secure educational environment for all Frontier students. Our PBIS team with staff and student input developed our Frontier ABC's. Each teacher employs our PBIS methods of progressive discipline. PBIS is the emphasis of school-wide systems of support that include proactive strategies for defining, teaching, and supporting appropriate student behaviors to foster a positive school culture. Employees reinforce the ABC's daily in class and at all school environments. Students making good choices are recognized with Yahoo Tickets that are used during spirit rallies for rewards. We believe if students use their ABC's when making choices, they will contribute positively to our school community.

Character Counts at Frontier!

Character Counts! is a nationwide initiative that embraces six core ethical values, or "Pillars", which are common to a democratic society. These values, and the principle behaviors that define them, provide a common language of character traits of good citizens. We have incorporated Character Counts! into our programs at Frontier, and we honor a Mustang of the Month in each grade at our Spirit Rallies.

- **Trustworthiness** – Living with integrity, being honest, reliable, and loyal.
- **Responsibility** – Meeting the demands of duty, being accountable, pursuing excellence, and exercising self-control.
- **Respect** – Valuing all persons, living by the Golden Rule, respecting the dignity, privacy, and freedom of others. Being courteous and polite to all. Being tolerant and accepting of differences.
- **Caring** – Caring for others' perspectives and feelings.

Being compassionate, kind, loving, considerate, and charitable.

- **Fairness** – Listening to others viewpoints. Being fair, just, and impartial.
- **Citizenship** – Helping in the community. Doing your share. Playing by the rules. Respecting authority and the law.



Student Conduct:

Frontier expects students to behave respectfully in all of their interactions. Redirection of student behavior is often needed by the use of warnings and our classroom behavior clip chart. When a pattern emerges, or a more serious behavior choice is made, it becomes necessary to take that opportunity to reteach our school wide expectations; or at times assign consequences. Most of these issues are handled by our school staff and are not always referred to the office. Examples of consequences may be:

- Time out at recess or in office for reflection
- Think Sheets to write out choices and its impact on others
- Special tasks assigned to help rectify a problem created by student's behavior (i.e. clean up a mess made)
- Loss of privileges, which may include participation in activities, field trips, classroom privileges
- Parent conference with teacher and student
- Behavior Goal Chart to focus on right choices
- Behavior Plan when prior interventions did not improve behavior
- **District Referrals are not a consequence in itself but rather a record and communication to the parent regarding inappropriate student behavior and consequences assigned. Parents will be notified by teachers or**

administration within a day of a student receiving a referral

Per California EdCode, an in-school or out-of-school suspension may be assigned for serious and/or repeated behavior choices, if earlier attempts at behavior interventions have been exhausted or the choice presents a danger to the safety of the school environment.



Alcohol and Drugs

The use or possession of alcohol or drugs by students on school grounds is considered to be a serious offense and is strictly prohibited. Students found with alcohol or drugs, or found to be under their influence will be suspended for **a minimum of five days** and referred immediately to school resource officer. The student's parents will be asked to attend the next school board meeting.

Bullying Behaviors



Treatment of others in a manner meant to intimidate or tease are not tolerated at school. When a student's pattern of such behaviors occur towards an individual student or group of students, we take the matter seriously. Communication is important. Please inform your child's teacher of such incidences. The administration will handle matters of a serious nature or is behavior choices in a bullying manner persist.

Racism

No ethnic teasing, slurs, or derogatory language related to a person's race, religion, or ethnic origin will be tolerated. Such behavior is an assault on the dignity and worth of every individual. Racist behavior is considered to be a serious breach of student conduct.

Sexual Harassment

Students at Frontier have the right to attend a school without being embarrassed by unwelcome comments, teasing, or touching. The law and board policies both strictly prohibit sexual harassment. Some examples of sexual harassment include, but are not limited to the following:

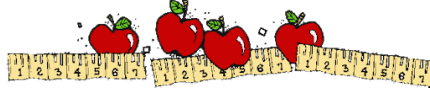
- **Writing suggestive or obscene letters or notes**
- **Making derogatory comments, slurs, or suggestive comments about someone**
- **Telling obscene or "off color" jokes or stories**
- **Leering**
- **Making suggestive gestures**
- **Showing obscene pictures or cartoons**
- **Impeding or making blocking movements**
- **Unwanted touching**

The school will vigorously respond to incidents of this nature, whether the offender is another student or an adult.

Vandalism

Vandalism is the intentional or careless damage or destruction of school property. Students who are apprehended in an act of vandalism that does not cause permanent damage will be expected to perform acts of restitution appropriate to the offense. If a student willfully damages school property or fails to return property loaned to him/her when it is requested, parents are responsible for the cost of repairs for damaged items or replacement costs for lost items. This includes textbooks and library books. If your child participates (with your permission) in fund-raising activities, you will be held responsible for the money your child owes.

Know the Rules



District Board Policies (in compliance with CA EdCode):

Dress Code



The Dress and Grooming Policy applies to all students. The following guidelines are intended to define appropriate student attire and personal grooming at school and school-related activities.

Any apparel, hairstyle, cosmetic or jewelry, even if not specifically mentioned below, that creates a safety concern, draws undue attention to the wearer, tends to distract from the educational process, or causes disturbances among the other students cannot be worn at school or at school-related activities. In accordance with PUESD Board Policy, each school shall allow students to wear sun protective clothing, including but not limited to hats, for outdoor use during the school day. (Education Code 35183.5) In addition, the following guidelines shall apply to all regular school activities:

- **Shoes must be worn at all times. Sandals must have heel straps. Flip-flops and backless shoes/sandals are not acceptable. Military style boots, steel toes, cleats, slippers, shoes with rollers, and high heels are prohibited.**
- **Clothing, jewelry and personal items (backpacks, fanny packs, gym bags, water bottles etc.) shall be free of writing, pictures or any other insignia which is crude, vulgar, profane or sexually suggestive, which bear drug, alcohol or tobacco company advertising, promotions and likenesses, or which advocate racial, ethnic or religious prejudice.**
- **Headwear other than hats, caps and visors will not be allowed at**

school. Hats, caps and visors must be removed in the classrooms, offices or other school facilities. Knit caps and the hood of a sweatshirt may be worn outdoors if the ambient temperature is sixty degrees or lower.

- Clothes shall be sufficient to conceal undergarments at all times. See-through fabric, halter tops, off-the-shoulder, and spaghetti straps are prohibited. Shorts, shirts and dresses can be no shorter than the level where the student's closed fist strikes the thigh when standing with arms straight down and at their side with shoulders relaxed. Holes in clothing may not be above this measurement. Clothing that becomes revealing to the midriff, pubic area, buttocks, or chest when standing, sitting, or moving is prohibited.
- Physical education clothing may not be worn in classes other than physical education.
- Earrings must be small and worn in ears. Body piercings are limited to studs.
- Hair shall be clean and neatly groomed. Hair may not be sprayed by any coloring that would drip when wet.

Adoption: The PUESD has adopted the aforementioned Board Policy and Administrative Regulations on student dress. The school administration reserves the right to determine and enforce appropriate dress at school and school sponsored events in accordance with this dress code. Parents will be notified if their child is violating the dress code and will be requested to bring appropriate clothing. Repeated dress code violations will result in treatment as an act of willful defiance.

Apparel

All clothing must be neat, clean, not frayed, and acceptable in repair and appearance, and must be worn within the bounds of decency and good taste as appropriate for school. Garments must be sufficient to appropriately cover undergarments at all times.

Articles of clothing that display gang symbols, profanity or products or slogans that promote tobacco, alcohol, drugs or sex, materially interfere with school work, create disorder or disrupt the educational process which include disrespectful and negative messages, are not allowed.

Any clothing or apparel that a student or group of students wears to identify themselves for the purpose of harassing, threatening, or intimidating others is not allowed.

Extreme fashion that draws undue attention to the student is not allowed.

Tank tops are acceptable. **Shoulder straps on tops or shirts worn by students must not be less than two inches (2") in width**, and fit snugly under the students' arms. Any apparel determined by district personnel to be too revealing is not acceptable. Beach wear, halter tops, swimsuits, bare midriffs or chests, see through or fishnet outfits, off-the-shoulder or low-cut tops, are not appropriate or acceptable.

Skirts, dresses, shorts and culottes are acceptable but must adhere to the **"mid-thigh rule"**. All sportswear-type shorts, bike shorts (*spandex*), frayed shorts, or shorts with holes are not permitted, unless given prior approval by the site administration. Shoes must be worn at all times and should allow students to participate in normal school activities. Athletic type shoes are preferred and recommended. Shoes must fit securely. **Backless shoes commonly known as "flip-flops," "beach shoes," "soccer sandals," are not appropriate and are not allowed.** For safety reasons, students are not allowed to wear shoes with heels higher than 1 inch, platform shoes, backless shoes, flip-flops, or shoes with wheels. Shoes must be tied at all times.

Excessively baggy pants are not allowed. Pants must fit and be worn at the natural waist. The bottom of the pant leg may not be frayed or drag on the ground. Pants must be hemmed and not stapled, pinned, or taped. Belts must be appropriate size and, if possible, worn through belt loops.

Appropriate hats, caps, and other types of head coverings worn by males or females must not be worn inside buildings. Hats or caps must not be worn backwards or sideways. Beanies must only be worn during the winter months and only outside. Articles of sun protective clothing, including, but not limited to, hats and

sunglasses, may be used outdoors, provided that the sun-protective clothing does not otherwise violate this regulation.

Attire that may be dangerous or used as a weapon must not be worn, e.g., steel-toed boots, chains, items with spikes or studs.

Grooming

Hair shall be clean and neatly groomed. The following are examples of what may not be permitted; **unusual designs, symbols, messages, mohawks, tails, and unusual razor cuts**. This list may not be complete as the District recognizes styles change and the school administration may determine other styles are inappropriate.

Make-up is not allowed, including lipstick or colored lip-gloss, body glitter, or temporary tattoos.

Exemption to Dress and Grooming Policy

Religious beliefs or medical requirements may be grounds for exemption to a specific portion of the Dress and Grooming Policy. A request for an exemption from enforcement of a specific portion of the policy may be submitted in advance to the principal.



Electronic Devices

“Students shall not use smartphones or other mobile communication devices, including listening and recording devices, while at school or under the control or supervision of a district employee (Policy 5131.8)”

Students may carry cell phones on school grounds, but these devices **must be turned off and stored in backpacks**. Students are not to leave class to take or make a call, text, or leave a voicemail. Students are not allowed to take devices out on the playground, to PE, Computer lab, restroom and so forth. All other electronic devices are **prohibited** at school, with the exception of E-Reading devices such as Kindles, iPads, and Nooks during appropriate times with appropriate books. Usage of social media, taking pictures or videos during the school day is **prohibited**. PUESD will not replace or be responsible for any broken or stolen devices.

Consequences for Electronic Device Violation:

- **First offense:** Parent will be called, staff will review with student the cell phone policy, and student may pick up their device in the office at the end of the school day.
- **Second offense:** Parent will be contacted to come by after school, pick up the device, and meet with Administration. Administration will review the cell phone policy with the student, and will be issued a Discipline Referral for “Not following a school rule.”
- **Third and subsequent offenses:** Discipline Referral for “Defiance of Authority,” parent conference with teacher, student, and administrator. **There may be additional consequences issued appropriate to the nature of the referral.**

Student Fees:Lost or Damaged School Property

If your child loses or damages school property including, but not limited to, computers, Chromebooks, text books, library books, etc., as the parent/guardian you are liable for the cost of replacement or the cost to repair the damaged item.

Administrative Regulation 5125.2 permits the district to withhold grades, diploma, or transcripts of a student who has not returned, lost or damaged school property. Additionally, your child’s next school will be notified of the failure to make reparations for school property that has not been returned, has been lost or damaged. Your child’s next school is required by law (E.C. 48904.3) to withhold grades, diploma, or transcripts until reparations to Pioneer Union Elementary School District is made.

Additionally, your child will be prohibited from participating in non academic, extracurricular/reward activities until the reparation is made for missing, lost or damaged school property.



Student Transportation:

Riding the bus is a privilege that is dependent upon good behavior. The bus driver has a responsibility for the safety of each and every

child on the bus. His/her attention must be on the job of safe driving at all times. Distraction caused by student misbehavior endangers the lives of everyone on the bus. Most of the buses are equipped with video equipment to monitor student behavior.

Assigned Bus Stops

Bus stops are assigned based on your home address. Students should not attempt to board the bus at a stop other than their assigned stop without prior approval and a bus pass. The bus stop is an extension of school. Students are expected to observe the same rules as at school. It is important for students to respect private property and homes near the bus stops.

Bus Citations

If a student misbehaves on the bus, the behavior is reported to the school office by the bus driver, and the incident will be investigated by a school administrator. A behavior intervention referral may be issued. If inappropriate behavior on the bus continues, further disciplinary action will be taken which may include the suspension of bus privileges for the year. **Severely disruptive behavior will not be tolerated due to safety issues.**

- **Be considerate of others.** Keep your voice low and your hands to yourself.
- **Chewing gum or eating is not allowed.**
- **Follow all instructions** given by the driver.
- **Large items are not allowed.** Pets or animals of any kind are not allowed on the bus. Also included are balloons, flowers, and other large items that interfere with visibility for the driver and safety for the other passengers.



Foggy Day Bus Schedule

Pioneer Union Elementary School District will declare a foggy day schedule whenever visibility in our attendance area is diminished to the extent that it impairs safe transportation. Since fog may be localized in small areas, the district's declaration of a foggy day schedule is not dependent on neighboring schools. In the event of a foggy day schedule, classes will start and end at the regular scheduled time, only bus transportation will be affected due to a foggy day schedule.

For updated Foggy Day Schedule Information:

- Call the foggy day hotline at **585-2450**
- Visit our school website at puesd.net. Foggy day information will be posted on the district website by 6:45 am. Foggy day schedule is displayed on the left hand side of the home page.

You may also receive foggy day notifications through Infinite Campus. Please note the preferences have been preset by those receiving messages via text, phone, or email.

Plan A- Buses will run 1 ½ hours late

Plan B- Buses will run 2 ½ hours late

Plan C- All morning buses canceled

Plan D- School canceled

Students Transported by Parent/Guardian and Student Attendance

When a foggy day schedule has been declared, students being transported to school by their parent or guardian will be considered tardy and will be marked as unexcused if arriving to school after the following times:

PLAN A: Unexcused tardy if arriving to school after 9:30 AM

PLAN B: Unexcused tardy if arriving to school after 10:30 AM

PLAN C: Unexcused tardy if arriving to school after 11:00 AM

PLAN D: School cancelled, student attendance is not required.

California Education Code requires students to attend school regardless of a foggy day schedule or the cancellation of bus routes (E.C. §48200, et seq.; 48400; 48293). Additionally, all classes will begin at their regularly scheduled times.

Non-Discrimination Statement



The Board of Trustees is committed to providing equal opportunity for all individuals in district programs and activities. District programs, activities, and practices shall be free from unlawful discrimination, including discrimination against an individual or group based on race, color, ancestry, nationality, national origin, immigration status, ethnic group identification, ethnicity, age, religion, marital status or parental status, physical or mental disability, sex, sexual orientation, gender, gender identity, gender expression, or genetic information; a perception of one or more of such characteristics; or association with a person or group with one or more of these actual or perceived characteristics.

District Officer for nondiscrimination, education equity compliance, Title IX Coordinator:

Superintendent
1888 North Mustang Drive
Hanford, CA 93230
559-585-2400
title9coordinator@puesd.net

Student Services
Pioneer Union Elementary School District
1888 North Mustang Drive
Hanford, CA 93230
559-585-2400
hestern@puesd.net

NOTICE OF TITLE IX SEXUAL HARASSMENT POLICY

The Code of Federal Regulations, Title 34, Section 106.8 requires the district to issue the following notification to employees, job applicants, and employee organizations:

The district does not discriminate on the basis of sex in any education program or activity that it operates. The prohibition against discrimination on the basis of sex is required by federal law (20 USC 1681-1688; 34 CFR

Part 106) and extends to employment. The district also prohibits retaliation against any employee for filing a complaint or exercising any right granted under Title IX.

Title IX requires a school district to take immediate and appropriate action to address any potential Title IX violations that are brought to its attention. Any inquiries about the application of Title IX, this notice, and who is protected by Title IX may be referred to the district's Title IX Coordinator, to the Assistant Secretary for Civil Rights of the U.S. Department of Education, or both.

The district has designated and authorized the following employee as the district's Title IX Coordinator, to address concerns or inquiries regarding discrimination on the basis of sex, including sexual harassment, sexual assault, dating violence, domestic violence, and stalking:

Superintendent

1888 North Mustang Drive

Hanford, CA 93230

559-585-2400

title9coordinator@puesd.net

Any individual may report sex discrimination, including sexual harassment, to the Title IX Coordinator or any other school employee at any time, including during non-business hours, by mail, phone, or email. During district business hours, reports may also be made in person. Upon receiving an allegation of sexual harassment, the Title IX Coordinator will promptly notify the parties, in writing, of the applicable district complaint procedure.

To view an electronic copy of the district's policies and administrative regulations on sexual harassment, including the grievance process that complies with 34 CFR 106.45, please see BP/AR 4119.11/4219.11/4319.11/5145.7 - Sexual Harassment and AR 4119.12/4219.12/4319.12/5145.71 - Title IX Sexual Harassment Complaint Procedures on the district's web site at: <https://puesd.net>.

To inspect or obtain a copy of the district's sexual harassment policies and administrative regulations, please contact Pioneer District Office 559-585-2400

Materials used to train the Title IX Coordinator, investigator(s),

decision-maker(s), and any person who facilitates an informal resolution process are also publicly available on the district's web site or at the district office upon request.

Pioneer Union Elementary School District
Uniform Complaint Procedures (UCP)
Annual Notice for 2024-2025

For students, employees, parents/guardians, school and district advisory committee members, private school officials, and other interested parties

The *Pioneer Union Elementary School District* annually notifies its students, employees, parents or guardians of students, the district advisory committee, school advisory committees, appropriate private school officials, and other interested parties of the Uniform Complaint Procedures (UCP) process. The UCP Annual Notice is available on our website.

We are primarily responsible for compliance with federal and state laws and regulations, including those related to unlawful discrimination, harassment, intimidation or bullying against any protected group, and all programs and activities that are subject to the UCP.

Programs and Activities Subject to the UCP

Accommodations for Pregnant and Parenting Pupils	Local Control and Accountability Plans (LCAP)
Adult Education	Migrant Education
After School Education and Safety	Physical Education Instructional Minutes
Agricultural Career Technical Education	Pupil Fees
Career Technical and Technical Education and Career Technical and Technical Training Programs	Reasonable Accommodations to a Lactating Pupil
Child Care and Development Programs	Regional Occupational Centers and Programs
Compensatory Education	School Plans for Student Achievement
Consolidated Categorical Aid Programs	School Site Councils
Course Periods without Educational Content	State Preschool
Every Student Succeeds Act (ESSA)	State Preschool Health and Safety Issues in LEAs Exempt from Licensing
Instructional Materials and Curriculum: Diversity	

Discrimination, harassment, intimidation, or bullying against any protected group as identified under *California Education Code (EC)* sections 200 and 220 and *Government Code* Section 11135, including any actual or perceived characteristic as set forth in *Penal Code* Section 422.55, or on the basis of a person's association with a person or group with one or more of these actual or perceived characteristics, in any program or activity conducted by an educational institution, as defined in *EC* Section 210.3, that is funded directly by, or that receives or benefits from, any state financial assistance.

Filing a UCP Complaint

A UCP complaint shall be filed no later than one year from the date the alleged violation occurred.

For complaints relating to Local Control and Accountability Plans (LCAP), the date of the alleged violation is the date when the reviewing authority approves the LCAP or annual update that was adopted by our agency.

A pupil enrolled in any of our public schools shall not be required to pay a pupil fee for participation in an educational activity.

A pupil fee complaint may be filed with the principal of a school or our superintendent or their designee.

A pupil fee or LCAP complaint may be filed anonymously, that is, without an identifying signature, if the complainant provides evidence or information leading to evidence to support an allegation of noncompliance.

Contact Information

Complaints within the scope of the UCP are to be filed with the person responsible for processing complaints:

Superintendent
1888 Mustang Drive
(559) 585-2400
vanloonp@puesd.net

The above contact is knowledgeable about the laws and programs that they are assigned to investigate for the *Pioneer Union Elementary School District*.

Responsibilities of Pioneer Union Elementary School District

We shall post a standardized notice, in addition to this notice, with educational and graduation requirements for pupils in foster care, pupils who are homeless, pupils from military families, pupils formerly in Juvenile Court now enrolled in a school district, pupils who are migratory, and pupils participating in a newcomer program.

We advise complainants of the opportunity to appeal an Investigation Report of complaints regarding programs within the scope of the UCP to the California Department of Education (CDE).

We advise complainants of civil law remedies, including injunctions, restraining orders, or other remedies or orders that may be available under state or federal discrimination, harassment, intimidation or bullying laws, if applicable.

Copies of our UCP procedures shall be available free of charge.

<https://www.cde.ca.gov/re/cp/uc/ucpmonitoring.asp>

What Pioneer Union Elementary School District stands for...

Mission

The Pioneer Union Elementary School District, in partnership with parents and the community, will build the foundation for academic and social success by ensuring that all students receive rigorous instruction, support and intervention in an enriching environment.

Vision

In Order to challenge all students to learn, achieve and act with purpose and compassion, the Pioneer Union Elementary School District will develop and produce motivated confident students who will:

- *Meet or exceed grade level standards*
 - *Become lifelong learners*
 - *Effectively communicate*
- *Become contributing citizens of the community*

Contact Us...

1888 N Mustang Drive
Hanford CA 93230
Phone: 559-585-2400
Fax #: 559-584-5048
www.puesd.net